

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

Meeting Date: 2-04-2025

- Consent             Regular
- Ordinance         Public Hearing
- 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 Commissioners Meeting, direction was given to the County Administrator to submit monthly a status report of the board directives. The report categorizes: 1) In Process Items and 2) Completed Items. The report continues to be updated on an on-going basis. Countywide (DC)

**Background and Justification:** N/A

**Attachments:**

- 1. In Process Board Directive
- 2. Completed Board Directive

*Verdiana C. Baker*

Approved By: \_\_\_\_\_

County Administrator

12/13/24

Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income(County)					
In-Kind Match(County)					
NET FISCAL IMPACT					
#ADDITIONAL FTE POSITIONS (CUMULATIVE)					

Is item included in Current Budget? Yes  No   
 Is this item using Federal Funds? Yes  No   
 Is this item using State Funds? Yes  No

Budget Account No.: Fund \_\_\_ Department \_\_\_ Unit \_\_\_ Object \_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
 \*There is no fiscal impact associated with this item.

**C. Departmental Fiscal Review:**

\_\_\_\_\_

**III. REVIEW COMMENTS**

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

ASD/CA 12/19/24  
 OFMB GA 12/19  
 MF 12/19

Brandi Brach 12/20/24  
 Contract Dev. and Control  
 26, 12.20.24

**B. Legal Sufficiency:**

[Signature]  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

**(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)**



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/28/2025	<b><u>Housing Leadership Council</u></b> Commissioner Weiss directed staff to meet with Jack Weir, Housing Leadership Council, about their housing suggestions, and proposed policy changes and come back to the board.	Workshop	Weiss	Fields	Coffman, Denise		In Process	
01/28/2025	<b><u>CRA's</u></b> Mayor Marino would like to see the CRA's that need County approval and those that are not under our jurisdiction listed (in (budget workbook).	Workshop	Marino	Baker	Coffman, Denise		In Process	
01/28/2025	<b><u>Update of Milani park</u></b> Commissioner Flores directed staff to provide an update on the history of Milani Park at the next BCC meeting (2/7/25)	Workshop	Flores	Ayala-Collazo	Coffman, Denise	An agenda item has been submitted for consideration by the BCC during its February 4, 2025, regular meeting.	In Process	
01/28/2025	<b><u>Community Service Funding</u></b> Commissioner Sachs directed staff to report on the outside funding of Community Services and how it is used., so the board would know the possible impact of Pres. Trump 's Federal grants freeze.	Workshop	Sachs	Fields	Coffman, Denise		In Process	
01/28/2025	<b><u>Budget - Breakdown of projects</u></b> Commissioner Sachs directed staff to provide more of a breakdown about projects (page 40 of budget workbook) like ACC, South County Civic Center, Tax Collector and future bonds.	Workshop	Sachs	Baker	Coffman, Denise		In Process	
01/14/2025	<b><u>Support of Digital Vibz</u></b> Mayor Marino directed staff to add Digital Vibz to our local appropriation list and write a letter of support.	BCC - Regular	Marino	Bonlarron	Coffman, Denise		In Process	
01/14/2025	<b><u>Upgrading Signal Technology</u></b> Commissioner Woodward directed staff to talk with FDOT about upgrading signal technology at railroad crossings and report back to the board.	BCC - Regular	Woodward	Rutter	Coffman, Denise	Staff is reviewing	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/14/2025	<p><b><u>Cold Weather Shelters</u></b>            Commissioner Flores directed staff to study the opening cold weather shelters when the temperature is 50 degrees and colder, costs, and policies of neighboring counties. The analysis would include the number of days the temperature is sustained at 50 degrees and below and the utilization of shelters when opened.</p>	BCC - Regular	Flores	Fields	Coffman, Denise		In Process	
01/14/2025	<p><b><u>ACC RFP for Vet Services</u></b>            Vice Mayor directed staff to prepare an RFP for additional spay/neuter veterinary services.</p>	BCC - Regular	Baxter	Bonlarron	Coffman, Denise		In Process	
01/14/2025	<p><b><u>Milestone Inspections - Follow-Up</u></b>            Commissioner Weiss directed staff to research if the code needs to be amended so placards can be placed at buildings in non-compliance. He also requested staff to circulate the list of non-compliant buildings, by district, to the BCC. Commissioner Woodward directed staff to create an ordinance outlining the penalty process and fines for non-compliance and prepare a communication plan for condo owners. Vice Mayor Baxter directed staff to hold off on the creation of an assistance fund to help condo owners pay their milestone assessments until after the legislative session. Mayor Marino directed staff to work with the League of Cities on the number of buildings in municipalities that are not in compliance.</p>	BCC - Regular	Weiss	Rutter	Coffman, Denise	List of buildings was provided to BCC members on 1/16/25 and letters were sent to condominium associations as well as individual owners on 1/31	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/07/2025	<p><b><u>Performance Evaluations</u></b>            Commissioner Powell directed staff to include performance evaluations in future employment contracts. Mayor Marino directed staff to follow the timeless for performance evaluations of the County Administrator, County Attorney, and Internal Auditor. Compilation of questions with board input - March; May 6 completed evaluations are due to HR; HR will compile an executive summary and meet with each commissioner before the BCC discussion at the June 3 meeting.</p>	BCC - Regular	Powell	Duren	Coffman, Denise		In Process	
01/07/2025	<p><b><u>Student Bill of Rights</u></b>            Vice Mayor Baxter directed staff to meet with the school board about a possible "Student Bill of Rights" for bullied students in public and charter schools. After the meeting, staff will return with possible language, and the BCC will discuss adding it to the Legislative Agenda.</p>	Workshop	Baxter	Bonlarron	Coffman, Denise		In Process	
01/07/2025	<p><b><u>Additional Butterfly Houses</u></b>            Vice Mayor Baxter directed staff to look into Butterfly House expansion with sites in south and north county.</p>	BCC - Regular	Baxter	Bonlarron	Coffman, Denise		In Process	
01/07/2025	<p><b><u>Text Message Program for Road Closures</u></b>            Commissioner Weiss and Vice Mayor Baxter directed staff to look into an emergency road closure/detour text message system, similar to the Town of Palm Beach.</p>	BCC - Regular	Weiss	Rutter	Coffman, Denise	Staff is reviewing available systems as well as information provided by other agencies	In Process	
01/07/2025	<p><b><u>"Binder" Discussion</u></b>            Vice Mayor Baxter directed staff to include "Binder" discussion in the March workshop.</p>	BCC - Regular	Baxter	Duren	Coffman, Denise		In Process	



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Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/07/2025	<b><u>Workshop on Mental Health</u></b> Commissioner Sachs agreed with Ms. Baker's suggestion and directed staff to hold a workshop in February spotlighting all of the resources, across all departments, investing in mental health. This meeting will also include the School Board, HCD, SFBHN, League of Cities, VA and hospital CEO's (the invite list was expanded by Commissioner Flores). Vice Mayor Baxter directed staff to include St. Lucie County to find out why their mental health services are superior to PBC.	Workshop	Sachs	Baker	Coffman, Denise		In Process	
10/22/2024	<b><u>Rename San Castle Blvd.</u></b> Commissioner Baxter directed staff to rename San Castle Blvd., from Hypoluxo Rd to Mentone Rd., as Senator Mack Bernard Way.	BCC - Regular	Baxter	Baker	Coffman, Denise	This needs to be done after he is sworn in as Senator. 12/05: PZB evaluating best way to implement	In Process	
10/08/2024	<b><u>Required Department Reports per Ordinance</u></b> Vice Mayor Marino directed staff to send a list of required department reports, per ordinance, to the Internal Auditor and share ISS database.	BCC - Regular	Marino	Baker	Coffman, Denise		In Process	
10/08/2024	<b><u>Track Required Reporting per Ordinances</u></b> Mayor Sachs directed Internal Auditor to monitor required department reports that are submitted or omitted and advise the BCC of fulfillment in a timely fashion. Vice Mayor Marino directed staff the send a list of required department reports per ordinance to the Internal Auditor and share ISS database.	BCC - Regular	Sachs	Baker	----		In Process	
10/08/2024	<b><u>Department Reports Submissions</u></b> Mayor Sachs directed the Internal Auditor to monitor required department reports t submitted or omitted and advise the BCC of fulfillment in a timely fashion.	BCC - Regular	Sachs	Baker	Coffman, Denise		In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
09/24/2024	<b><u>Research condo assessments and reserves countywide</u></b> Mayor Sachs directed staff to research the number of condominiums with insufficient reserves, the amounts of their assessments, and the number of residents that could lose their homes because they can't pay the special assessment.	Workshop	Sachs	Fields	Coffman, Denise	This exact information is not readily available as not all associations have submitted their reports. PZB will be presenting an item to the BCC regarding the status of reporting in Jan. 2025	In Process	
09/24/2024	<b><u>Letter to Delegation About condo special assessments</u></b> Mayor Sachs directed staff to send a letter to the delegation and to Tallahassee asking for a plan to remedy residents losing their homes due to the condo special assessments.	Workshop	Sachs	Bonlarron	Coffman, Denise	A letter was sent to the leadership of the Florida Legislature requesting a Special Session to provide relief from the current situation related to residents incurring significant condo assessments to deal with maintenance of their condo buildings. We are scheduled to have a joint meeting with the Delegation in January where the conversation can be continued on that agenda.	In Process	
09/24/2024	<b><u>Continue negotiating with Rore Asset 5981</u></b> Mayor Sachs directed staff to continue negotiations with Rore 5981, owner of the 114-room hotel, including the removal of the franchise fee from the sale price of property.	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	Staff is actively negotiating with the seller. An agenda item is being scheduled for consideration by the BCC in February 2025.	In Process	
09/24/2024	<b><u>Renaming Midwestern Services Center in honor of Mayor Fred Pinto</u></b> Commissioner Baxter proposed that the Midwestern Services Center be renamed in honor of Royal Palm Beach Mayor Fred Pinto, who recently passed away. (see attached memo).	Workshop	Baxter	Ayala-Collazo	Coffman, Denise	Proofs for the building plaque and signage were approved in late January 2025, vendors have been authorized to proceed with production.	In Process	
09/10/2024	<b><u>Name road Lake Lytal Park Drive</u></b> Commissioner Barnett directed staff to name the interior main loop road within Lake Lytal Park as Lake Lytal Park Drive in honor of former County Commissioner Lake Lytal.	BCC - Regular	Barnett	Fields	Coffman, Denise	Road signs are anticipated to be installed by the end of October. Name change has been submitted to Postmaster update 1/25/25 - costs have been obtained for the address change. Coordinating with PZB	In Process	
08/20/2024	<b><u>Three-Year Rabies Tag</u></b> Commissioner Woodward directed staff to look into updating the ACC ordinance to include a three-year rabies tag option so it will align with vaccination.	BCC - Regular	Woodward	Bonlarron	Coffman, Denise	Staff is reviewing for inclusion in the ordinance rewrite that will be presented to the BCC in late 2025.	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
07/17/2024	<b><u>Transportation Plan</u></b> Commissioner Woodward directed staff to continue working with the League of Cities, City Managers and give them a "seat at the table". All modes of transportation should be included in the study.	Zoning	Woodward	Baker	Coffman, Denise	Staff met with the Palm Beach County City Managers Association in June, July, August September and October. The RFP for the CTMP has been issued and was developed with their input. Issuance date was 12/12/24 anticipate proposal due date of early March 2025.	In Process	
07/02/2024	<b><u>Human Trafficking Training Requirements on Contracts</u></b> Commissioner Barnett directed staff to look into the feasibility of adding human trafficking training requirements on all new and renewing contracts with vendors doing business with Palm Beach County.	BCC - Regular	Barnett	Bonlarron	Coffman, Denise	The requirement for county vendors to receive more training was discussed at our staff meeting on July 24th. It was agreed that training was not applicable to all vendors and it needed to be targeted. Staff is reviewing further to determine the best way to move forward.	In Process	
06/18/2024	<b><u>Recap Workforce Housing Workshop</u></b> Staff formulated a detailed memo of next steps including meetings with industry representatives in August followed by a discussion with the board for further direction.  (memo, topic discussion and WFH map attached)	Workshop	Marino	Rutter	Coffman, Denise	Staff to present at the 2/27/25 BCC Zoning meeting	In Process	
06/04/2024	<b><u>Mayor Sachs requested staff to keep the Board apprised in early 2025 about the origin of Palm Tran's electric vehicle batteries and the purchase of additional batteries.</u></b> Staff will follow up.	BCC - Regular	Sachs	Bonlarron	Coffman, Denise	Staff will provide updates to the Board in early 2025 as we continue to move forward with the process to purchase new electric vehicles and gather additional information about their batteries.	In Process	
05/23/2024	<b><u>Commissioner Baxter directed staff to revise the Agricultural Enhancement Council resolution to reflect the addition of two seats (Urban Farmer &amp; Agri-Tourism) and to increase the number of terms members can serve.</u></b> Staff will follow-up	Zoning	Baxter	Bonlarron	Coffman, Denise	County Staff is currently drafting updated changes to the AEC resolution to reflect two additional seats added representing a member with experience in agritourism and a member with experience in urban farming. In addition, language will be included to relax the current three term limit to AEC members. This concept was presented to the Ag Enhancement Council and approved by them at the September 18th AEC meeting. Staff is currently drafting to bring back to the BCC in early 2025.	In Process	





## Palm Beach County Board Directives -

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05/21/2024	<b><u>Mayor Sachs directed staff to review existing procurement ordinances and recommend changes so that the delivery and information is streamlined and efficient.</u></b> Staff will follow-up	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	Staff is evaluating and expects to provide a Staff Report by February 2025.	In Process	
05/21/2024	<b><u>Commissioner Baxter directed staff to find out and let the BCC know before COVID and since 2021: How many of our construction projects are completed on time (percentage)? How many on budget (without an increase)? How long does it take for contractors to get paid? Please include the Florida Statute regarding payment.</u></b> Staff to follow-up	Workshop	Baxter	Ayala-Collazo	Coffman, Denise	Staff is in the process of gathering the required information and expects to provide a Staff report in February 2025.	In Process	
05/21/2024	<b><u>Mayor Sachs directed staff to invite LWDD, SFWMD and 202's to speak about swale management and drainage in the event of a hurricane.</u></b> Staff to follow-up	Workshop	Sachs	Baker	Coffman, Denise	Prior to and during a storm event PBC staff participates with all other responsible districts in calls related to water draw downs and other proactive measures.	In Process	
05/14/2024	<b><u>Commissioner Baxter directed staff to go forward with an RFI for budgeting software.</u></b> Staff to proceed.	BCC - Regular	Baxter	Baker	Coffman, Denise	Staff is working with Clerk's Office to modify a module in Advantage that is anticipated to allow inquires of the budget.	In Process	
05/14/2024	<b><u>Mayor Sachs and Commissioner Barnett directed staff to provide a plan for segregated lane for bikes and scooters from motorized vehicles.</u></b> Staff to provide.	BCC - Regular	Sachs	Baker	Coffman, Denise		In Process	
05/07/2024	<b><u>Mayor Sachs directed staff to work with HUD, the state, other counties and FAC to modify the AMI formula for high rent/high value areas.</u></b> Staff to follow up.	BCC - Regular	Sachs	Bonlarron	Coffman, Denise	This priority is included in the County's adopted federal agenda and legislative staff is continuing to work with HUD and other stakeholders to find a solution.	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/07/2024	<p><b><u>Vice Mayor Marino directed staff to fast-track a joint meeting with the new League of Cities board of directors. Also to be included in this meeting would be a representative from the TPA, School Board, business community, regional chambers.</u></b></p> <p>Administrator Baker advised she will meet with the city managers association and TPA, and simultaneously set up a joint meeting with the League of Cities and other key partners. Advised Impact Fee/Multimodal workshop with BCC, possibly in June 2024.</p>	BCC - Regular	Marino	Baker	Coffman, Denise		In Process	
05/07/2024	<p><b><u>Vice Mayor Marino directed staff to provide her with a global overview of the county (services, roads, housing, planning, etc.).</u></b></p> <p>Staff to follow up.</p>	BCC - Regular	Marino	Baker	Coffman, Denise		In Process	
05/07/2024	<p><b><u>Vice Mayor Marino directed staff to place the Organizational Assessments Binder discussion as an agenda item for May 14 BCC meeting.</u></b></p> <p>Staff to follow up.</p>	BCC - Regular	Marino	Baker	Coffman, Denise	Item is set for BCC discussion at the June 4th BCC meeting.	In Process	
04/16/2024	<p><b><u>Commissioner Bernard directed staff to speak with CareerSource’s Julia Dattolo about their lease expiring in less than four years, and the probability that it won’t be renewed.</u></b></p> <p>Administrator Baker will provide some options for them.</p>	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	Staff met with CareerSource on 5/28, a Staff Report will be provided to the Board in February 2025.	In Process	
04/16/2024	<p><b><u>Commissioner Baxter directed staff to inventory available space in PBC Government buildings for other elected officials to lease office space, on an individual case basis.</u></b></p> <p>Staff to follow up.</p>	Workshop	Baxter	Ayala-Collazo	Coffman, Denise	Staff is drafting a Staff Report for consideration by the Board, to be issued in February 2025.	In Process	



## Palm Beach County Board Directives -

04/16/2024	<p><b><u>Mayor Sachs directed staff to speak to short-term parking vendor about a pilot project for valet parking and parking by appointment at PBI and bring it back to the board.</u></b> Staff to follow-up.</p>	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	<p>During its December 10, 2024 meeting, the BCC approved a Resolution establishing maximum parking rates for public parking facilities at the Palm Beach International Airport (PBI) to be implemented incrementally over a period of five (5) years, commencing on February 1, 2025. Offering of valet parking options is expected to commence in 2025 as a pilot program.</p>	In Process
04/16/2024	<p><b><u>Commissioner issued several directives regarding the OEBO program. 11 Directives listed below. (copy of memo attached)</u></b> Commissioner Baxter provided clarification of March 12 Board Direction (see memo) specifically to conduct an economic impact study only using construction prime contractors the county has used since the OEBO program has been in place and answer the following questions: 1) How much more money does it cost construction prime contractors to use SWMBE's? a) If a limited amount of subcontractors are available, does it cost a prime contractor more money, due to delays, using a SWMBE? b) Do the limited amount of construction subcontractors used to meet the SWMBE's goals result in SWMBE contractors charging the prime contractors more money for a job? What do non-SMWBE subcontractors charge for a similar job compared to an SMWBE subcontractor? c) If the overall job doesn't have enough work to meet a SWMBE 20% goal of dollars for subcontractors 2) If there is an increase in costs, are those costs being passed on to the taxpayers? 3) How much does the OEBO cost taxpayers overall? Such as staff, space, overhead cost, etc 4. How many waivers have been granted. 5. Include Primes that have not received business from the county. 6. How many of our small businesses do business with Primes. 7. Vice Mayor Marino would like to include a breakdown of subs and their percentages. 8. Commissioner Woodward directed staff to include Primes that were not awarded contracts in the study.</p>	Workshop	Baxter	Duren	Coffman, Denise		In Process



## Palm Beach County Board Directives -

9. Vice Mayor Marino directed staff to find out what percentage of small businesses are partners with Primes.  
 10. Staff will answer the questions in the memo, include Primes not awarded contracts in the study, and to find out the percentage of small businesses that participate in the program.  
 11. Commissioner Bernard directed staff that the consultant should have direct contact with the Primes.

04/02/2024	<b><u>Commissioner Marino directed staff to allow time to discuss the Organizational Assessments Binder at the May 7 BCC meeting.</u></b> Review in progress.	BCC - Regular	Marino	Baker	Coffman, Denise		In Process
04/02/2024	<b><u>Commissioner Barnett directed staff to provide an update on parking for commercial vehicles including the SWA property.</u></b> Staff to provide update.	BCC - Regular	Barnett	Rutter	Coffman, Denise	Administration has had conversations with the SWA director regarding the ability to use this property for commercial vehicle parking. The initial indication is that this potential exists but the SWA would need to assess a number of factors and be provided direction by the SWA board.	In Process
03/26/2024	<b><u>Mayor Sachs directed staff to reach out to FAU about their AI research.</u></b> Commissioner Weiss also emphasized this directive.	Workshop	Sachs	Rutter	Coffman, Denise	Staff met with FAU staff and Commissioner Weiss on 4/1. Follow up meeting is being scheduled with additional FAU staff at their request.	In Process
03/26/2024	<b><u>Commissioner Bernard directed staff to provide Palm Tran data, analysis of eligible riders and cost savings of splits</u></b> Staff to follow up.	Workshop	Bernard	Bonlarron	Coffman, Denise	Palm Tran is currently reviewing and will update the BCC in the early 2025.	In Process
03/12/2024	<b><u>Commissioner Marino directed the Internal Auditor to reinstate regular reports of OEBO.</u></b> Staff will advise.	BCC - Regular	Marino	Baker	Coffman, Denise		In Process



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/12/2024	<p><b><u>Commissioner Baxter directed staff via memo to provide information below:</u></b></p> <p>A) Outline the Key Performance Indicators of Broward, Hillsborough, Miami-Dade and Palm Beach. Additionally, compare to the program in effect by the Palm Beach County Solid Waste Authority.</p> <p>B) Compare Palm Beach County's OEBO performance metrics to similar departments in Broward, Hillsborough, and Miami-Dade Counties. Additionally, compare to the program in effect by the Palm Beach County Solid Waste Authority.</p> <p>C) Outline and address the additional cost of the OEBO ordinance to Palm Beach County: Does this increase the cost of county contracts? (see memo attached)</p> <p>Staff to provide info.</p>	BCC - Regular	Baxter	Baker	Coffman, Denise		In Process	
03/12/2024	<p><b><u>Commissioner Baxter directed staff to have a study of the cost analyses from industry on the cost to Primes to do business with SMWBE's?</u></b></p> <p>Staff to provide information.</p>	BCC - Regular	Baxter	Duren	Coffman, Denise		In Process	
03/05/2024	<p><b><u>Temporary Staff and FRS Benefits. Commissioner Baxter directed staff to bring back the ordinance regarding BCC temporary staff, interns and how it pertains to FRS.</u></b></p> <p>Mayor Sachs added to directive: Request staff to put the analysis of the ordinance in an email to the BCC.</p> <p>Vice Mayor Marino added to directive: Request staff to include the fiscal impact of BCC temporary staff receiving benefits.</p>	BCC - Regular	Baxter	Baker	Coffman, Denise	Staff to follow up.	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/05/2024	<p><b><u>Vice Mayor Marino and Commissioner Bernard directed staff to schedule discussion of the re-organization of the BCC scope and perimeters.</u></b></p> <p>Item to be discussed on the April 2 agenda so commissioners can review the provided documents from the 3/5/24 meeting.</p>	BCC - Regular	Marino	Baker	Coffman, Denise		In Process	
03/05/2024	<p><b><u>Commissioner Baxter directed staff to provide cost analysis of reaching out and how to target per item to constituents by US Mail and newspapers (non-digital means) about upcoming BCC agenda items.</u></b></p> <p>Staff to follow up.</p>	BCC - Regular	Baxter	Baker	Coffman, Denise		In Process	
01/31/2024	<p><b><u>Commissioner Weiss directed staff to schedule a one-hour slot at an upcoming Workshop so he can report about his fact-finding NACo trip to Silicon Valley and the future of Artificial Intelligence.</u></b></p> <p>To be scheduled.</p>	Planning	Weiss	Baker	Coffman, Denise	Will be scheduled for 3/26/24	In Process	
01/30/2024	<p><b><u>Commissioner Bernard directed staff to move forward with the two proposed changes to the OEBO program.</u></b></p> <p>Two proposed changes: (1) increasing the volume size of businesses and (2) allowing a business to continue on a multiyear contract if graduating from the program mid-contract while seeking an opinion from outside counsel.</p>	Workshop	Bernard	Baker	Coffman, Denise	Staff to follow up.	In Process	
01/30/2024	<p><b><u>Commissioner Baxter directed staff to speak with industry about the cost of doing business with small businesses, obtain the baseline of information needed for an additional study about policy of OEBO effects on the cost of contracts, and report back.</u></b></p> <p>Staff to follow up.</p>	Workshop	Baxter	Baker	Coffman, Denise	A meeting date is being coordinated and scheduled with a number of industry representatives.	In Process	
	<p><b><u>Commissioner Woodward directed staff that when Palm Tran discussion returns to include lower ridership routes analysis comparison to its frequency.</u></b></p> <p>Staff to follow up.</p>		Woodward	Bonlarron	Coffman, Denise	Staff continues to perform analysis of our routes and the recent modifications to go into effect in May 2024. Staff will provide an update to the Board after ample time is allowed (most likely six months to review those new changes) to collect that data and return with additional recommendations.	In Process	



## Palm Beach County Board Directives -

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01/23/2024	<p><b><u>Commissioner Baxter directed staff to confer with the SOE a timeline for a charter amendment to be placed on a ballot.</u></b> Staff to provide.</p>	BCC - Regular	Baxter	Bonlarron	Coffman, Denise	The SOE informed staff language for the August ballot must be submitted by around May 17, 2024 and language for the November ballot must be submitted around August 2, 2024.	In Process	06/20/2024
01/23/2024	<p><b><u>Commissioner Bernard directed staff to hire an outside consultant to review the organizational structure and efficiency of PBC, including the county administrator, county attorney's office, and the internal auditor's office.</u></b> The consultant will advise about the hiring process of deputy/assistant county administrators, deputy county attorney, and the internal audit manager process including the consent and approval of the BCC. The consultant will consider requiring OFMB to report directly to the BCC, which will require a Charter Amendment. The RFP and its scope will be reviewed by the BCC on March 5. Vice Mayor Marino along with the County Attorney's Office and County Administrator's Office will work together on the RFP and hiring of the consultant. The process should take 4 months.</p>	BCC - Regular	Bernard	Baker	Coffman, Denise	Staff is meeting with Vice Mayor Marino to develop the plan associated with the hiring of the consultant. Update @ 1/30/24 mtg: Commissioner Bernard directed staff to create the performance appraisal form by the February 27 Workshop, work with Vice Mayor Marino, and create and set goals during the next six months, and actual evaluation will occur after the budget is finalized but by October 1, 2024. Future evaluations will include communication with BCC, 360 workforce analysis, and residents' input.	In Process	
12/19/2023	<p><b><u>Directed Human Resources staff to develop and present a formal process to evaluate on an annual basis the job performance of the County Administrator, County Attorney and, the Internal Auditor on or about January 31 and to have the public review process completed by April 1, 2024.</u></b> Staff to follow up.</p>	BCC - Regular	Bernard	Baker	Coffman, Denise	The proposed process will be presented to the BCC on January 30, 2024.	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
12/05/2023	<p><b><u>Directed Staff to pursue RFP to consider all future potential uses of the 20 Mile Bend property, to reach out to key stakeholders including SFWMD, FPL, farmers west of the property and any other affected entities, to proceed with an expanded due diligence report, and to request a letter from the Sheriff.</u></b></p> <p>Staff to present.</p>	BCC - Regular	Baxter	Ayala-Collazo	Coffman, Denise	The RFP was issued in December 2024. The deadline for submission of proposals is currently March 28, 2025 at 2:00 p.m.	In Process	
11/28/2023	<p><b><u>Directed Staff to find ways to seek more public input on budget process.</u></b></p> <p>Directed staff to find software to make it more transparent to BCC and the public how budget dollars are used. Allow access to see budget information outside of OFMB software used to prepare the budget. (Weiss) Use a Large Language Model to allow the public to access and use data outside of county databases.</p>	Workshop	Baxter	Baker	Coffman, Denise	(1/23/24) As an initial step, a digital budget book has been implemented, an overview of its operation will be provided during the January 2024 Workshop meeting. Staff continues its research effort to identify a system and will provide an update at the January workshop.	In Process	
11/28/2023	<p><b><u>Directed Staff to present complete design drawings to BCC before the BCC allocates funds to build projects.</u></b></p> <p>Staff to present.</p>	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	Discussion of the Canyon Park project took place during the December 5, 2023 BCC meeting. The Lake Lytal Aquatic Complex project was discussed during the January 23, 2024, BCC meeting. GCC Renewal/Replacement project overview was presented during the February and April 2024 workshop meetings. The ACC Renewal/Replacement project overview was presented during the February 2024 workshop meeting. An overview of the new Community Services building project (45th Street Complex) was presented to the BCC during the March 12, 2024, regular meeting. The Medical Examiner's Office expansion was presented to the BCC in August 2024.	In Process	





## Palm Beach County Board Directives -

11/28/2023	<b><u>Directed staff of the County Attorney and Legislative Affairs to research using Impact Fee interest dollars outside of the zones where the dollars were collected.</u></b> Seek legislative changes.	Workshop	Weiss	Bonlarron	Coffman, Denise	Staff researched this item and included the information in the attached document. Upon review, it was determined that both Florida Statute and ULDC prohibited this kind of transfer between zones.	In Process	08/29/2024
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The County Attorney's office determined that the County cannot legally transfer interest gained from a trust fund designated for one benefit zone to subsidize impact fee costs for affordable housing in another benefit zone.

Benefit zones and their respective trust funds are established under Section A.8 of Article 13 of the ULDC. The stated purpose of the trust funds is to ensure that all expenditures of impact fees sufficiently benefit new development in the benefit zone from which the impact fees were collected. Section A.9 of Article 13, which authorizes trust funds to be invested in interest bearing sources, specifies that the same limitations that apply to the use of impact fees also apply to the use of the interest gained from their investment; providing that, the income derived from a benefit zone trust fund shall be applied to that same trust fund.

The County's limitations on the use of interest derived from impact fee trust funds conforms with Florida Statute, and prevailing AGO opinions and supporting case law on the matter. Section 219.075(1)(b), Florida Statutes, provides that the interest on invested public funds pending distribution shall be reasonably apportioned and allocated and shall be credited to the account of, and paid to, the office or distributee, together with the principal on which such earnings accrued. Citing this statute and supporting case law, the Attorney General's Office, in AGO 94-39, opined that interest that accumulates on invested impact fees may be used to replace fees not collected due to waivers or deferrals for low income housing, as long as such interest is used for the purpose for which the specific fund is created. See *Contractors & Builders Ass'n of Pinellas Cnty. v. City of Dunedin*, 329 So. 2d 314 (Fla. 1976) (where contractors challenged the legality of a municipal ordinance authorizing impact fees for water and sewer connections, the Florida Supreme Court held that such fees are permissible provided their use is restricted to the purpose for which they were charged.)



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/28/2023	<b><u>Directed Staff to research and present a possible dedicated funding source for roads; reference Monroe County Tourism Impact Fee.</u></b> Staff to present.	Workshop	Woodward	Baker	Coffman, Denise	Staff has researched options for potential dedicated funding sources for roads. Among those include: an Infrastructure surtax, a Transportation surtax, or a potential bond for transportation. The options for dedicated funding sources for roads is fairly limited.	In Process	
11/21/2023	<b><u>Directed Staff to provide a schedule of all ordinances with sunset dates.</u></b> Commissioner Marino directed staff to provide a schedule of all ordinances with sunset dates and required update report timetable.	BCC - Regular	Marino	Baker	Coffman, Denise	A portal is being created and anticipate it to be completed no later than 2/24	In Process	
11/21/2023	<b><u>Directed Staff to pursue legislation addressing non-residential annexations.</u></b> Commissioner Baxter directed staff to work with the legislative delegation to pursue legislation addressing annexations that solely focus on non-residential property.	BCC - Regular	Baxter	Bonlarron	Coffman, Denise	Staff drafted language pertaining to this issue and worked with the Legislative team during 2024 session. No changes were made by the legislature. Staff will seek direction from the BCC in the 2025 Legislative agenda on continuing to pursue this change.	In Process	
11/21/2023	<b><u>Directed Staff to provide detail regarding the timing of directives.</u></b> Commissioner Baxter directed staff to provide more detail and timing of directives.	BCC - Regular	Baxter	Baker	Coffman, Denise	Staff has begun identifying estimated dates that directives will be completed as of 12/4/23	In Process	
10/17/2023	<b><u>Mayor Weiss directed the County Attorney's Office not to terminate the Transit Village contract on October 31, and return it to the BCC for discussion and further direction.</u></b> Staff to follow up.	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	Transit Village filed suit against PBC requesting specific performance of the Purchase & Sale Agreement; litigation is ongoing.	In Process	
09/19/2023	<b><u>Commissioner Baxter requested staff to analyze the take-home car policy and compare its standards to other entities within Palm Beach County (PBSO).</u></b> Staff to provide data.	BCC - Regular	Baxter	Baker	Coffman, Denise	An item will be brought before the BCC for discussion at the January 23rd BCC	In Process	
09/19/2023	<b><u>Commissioner Bernard requested staff to schedule a tour of FDOT District 4 Headquarters in Ft. Lauderdale.</u></b> Staff to coordinate.	BCC - Regular	Bernard	Baker	Coffman, Denise	Staff has met with FDOT and developed a preliminary agenda and dates, anticipating early in 2024.	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/25/2023	<p><b><u>Commissioner Baxter directed staff to assess the possibility of changing the designation of the 128 acres near 20 Mile Bend from an ATV park to a public/private partnership for a motorsports park.</u></b></p> <p>During the discussion of Agenda Item: D7, ZV/ABN/DOA-2021-01529 Palm Beach Industrial MUPD, Commissioner Baxter stated directive.</p>	Zoning	Baxter	Ayala-Collazo	Coffman, Denise	RFI issued and closed on 10/20/23. Staff proceeding as per direction provided by the BCC during its 8/20/2024 regular meeting. The deadline for submission of proposals is currently March 28, 2025 at 2:00 p.m., which may be extended at the request of potential proposers.	In Process	
04/25/2023	<p><b><u>Mayor Weiss requested Palm Tran to raise advertising rates and look into adjusting fares.</u></b></p> <p>Commissioner Marino requested Palm Tran to raise advertising rates and look into adjusting fares so they are in closer alignment with the federal mandate as well as how to make our para-transit more cost effective and aligning with our peer agencies.</p> <p>Mayor Weiss requested more information on the role of circulators, statistics on individual para-transit riders how the program is utilized and frequency. Lastly, he would like to see the transit guidelines overlay as it pertains to Palm Beach County density.</p>	Workshop	Marino	Bonlarron	Coffman, Denise	Palm Tran provided a Workshop presentation to the BCC on September 26th, 2023 that among items addressed Palm Tran efficiencies, and reviewed fare structures for certain new and existing services. Staff has concluded the RFP selection for a new bus shelter/ advertising provider and it was approved by the BCC on August 27th. The fare analysis will come back to the BCC after additional direction on paratransit was provided at the August 27th workshop. Feedback on this item is anticipated in early 2025.	In Process	
04/18/2023	<p><b><u>Septic to Water Program</u></b></p> <p>Directed staff to provide her and commissioners more information on septic to sewer program including funding through our ARPA funds.</p>	BCC - Regular	Marino	Bonlarron	Coffman, Denise	Staff is currently working with Parks and Recreation on their septic to sewer project in our existing parks. We are working with stakeholders at the state and federal level about additional opportunities to secure grant funding for septic conversions. WUD staff has mapped the County septic system and plans to present those findings to the BCC in 2024. The item moving forward with the Parks Septic to Sewer Conversions came to the BCC for approval in September 2024.	In Process	12/09/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/24/2023	<p><b><u>County ordinance history</u></b> Directed County Attorney's staff to provide a history of the county ordinance and its original intent to prevent grants or ad valorem credits being applied to water conversions. Additionally by Marino: directed staff to research the number of water conversions that have already gone through the process and to use that information in a grant submission, and if grants were obtained then all conversions would be eligible for rebate.</p>	BCC - Regular	Baxter	Bonlarron	Coffman, Denise	Staff is researching this topic, has reported back on details related to bond covenants and difficulties in providing rebates. We are continuing to look for and identify potential solutions and will finalize no later than March, 2025.	In Process	
12/20/2022	<p><b><u>Coordinate with LWDD for guard rails</u></b> For a barrier by the canal on Yamato Road by Century Village.</p>	BCC - Regular	Sachs	Rutter	Coffman, Denise	We are working to coordinate a meeting with the members of the LWDD board for a discussion. The LWDD Staff has recommended denial for the waiver. Waiting on meeting to be scheduled with Sachs and LWDD.	In Process	
12/20/2022	<p><b><u>Update on elevated pedestrian crossing over Okeechobee Blvd by PBCCC.</u></b> Request update on elevated pedestrian crossing near convention center, West Palm Beach Hilton and The Square.</p>	BCC - Regular	Marino	Baker	Coffman, Denise	We are working with WPB and the TPA to conduct a formal study. Staff will met with WPB in December.	In Process	
11/15/2022	<p><b><u>Direct staff to provide update on Convention Center hotel.</u></b> Directed staff for update.</p>	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	Staff intends to bring a Term Sheet for consideration by the BCC during its meeting on February 11, 2025.	In Process	
11/15/2022	<p><b><u>Review parking payment options through an app.</u></b> Review parking ordinance and to review an option to digitize parking payments through an app.</p>	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	A contract for the provision of services has been identified and is under legal review. Expected completion summer 2025.  Note: This directive was given by Comm. McKinlay. In updating the same, the system requires user to select a current commissioner. Chose Comm. Weiss as he was the Mayor at the time.	In Process	
03/22/2022	<p><b><u>Unsafe living conditions.</u></b> 4/28/22 Request staff to return with information regarding what other counties are doing regarding unsafe living conditions and to follow up with HUD Secretary Marcia Fudge regarding federal review of properties (in D6).</p>	BCC - Regular	Sachs	Rutter	Coffman, Denise	Staff has met with Federal agencies responsible for maintaining facilities that presented the most egregious conditions. Working with multiple internal and external agencies (Code Enforcement, Engineering and the Health Dept.) necessary improvements were made. Additionally PZB staff is reviewing a rental registration program which could include inspections.	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/02/2021	<b><u>Add language to Fair Housing Ordinance</u></b> Similar to what is in Miami-Dade County, Unlawful practice prohibiting discrimination based on actual or perceived statue as a victim of domestic violence, dating violence or stalking.	BCC - Regular	----	Duren	Coffman, Denise	Staff is in the process of preparing to take the appropriate action to bring the modification to the Ordinance by Fall/2022.	In Process	
10/05/2021	<b><u>Request CAO provide a local opinion on the do's/don'ts of official county commission social media practices.</u></b> Request memo from CAO regarding use and tagging on social media accounts.	BCC - Regular	----	Baker	Coffman, Denise	County Attorney's Office drafted a series of directives on social media policy. Staff concurrently drafted a Guide to Social Media to reflect some of those recommendations. The Guide is currently pending final review.	In Process	
09/14/2021	<b><u>Request overview of policy for charging residents, collection fees</u></b> Request further explanation to further describe charge system for transport and collection agency contract (3.S.2).	BCC - Regular	Sachs	Baker	----	Residents are billed three (3) times on three (3) separate occasions for payment. When necessary, payment plans/options are made available on a case-by-case basis.	In Process	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/26/2024	<p><b><u>Convention Center Garage Debt Payoff and Potential Parking Spot Revenue</u></b></p> <p>Vice Mayor Baxter directed staff to research the possibility of paying off the convention center bond debt now instead of later. If paid off now, how much income would each parking spot generate?</p>	Workshop	Baxter	Ayala-Collazo	Coffman, Denise	A regular item was considered by the BCC during its January 30, 2025 meeting.	Completed	01/30/2025
11/26/2024	<p><b><u>Reallocation of Bed Tax Pennies</u></b></p> <p>Vice Mayor Baxter directed staff to come back with a process for reallocating the bed tax pennies; penny for penny and dollar for dollar.</p>	Workshop	Baxter	Ayala-Collazo	Coffman, Denise	A regular item was considered by the BCC during its January 30, 2025 meeting.	Completed	01/30/2025
11/26/2024	<p><b><u>Convention Center Garage Revenue Cap</u></b></p> <p>Commissioner Powell directed staff to find out if annually we are hitting the \$250K cap for garage revenue.</p>	Workshop	Powell	Baker	Coffman, Denise	A regular item was considered by the BCC during its January 30, 2025 meeting.	Completed	01/30/2025
11/26/2024	<p><b><u>Countywide Transportation Master Plan Summary</u></b></p> <p>Vice Mayor Baxter requested staff to redistribute the Countywide Transportation Master Plan outline timeline and summary.</p>	Workshop	Baxter	Rutter	Coffman, Denise	Information provided to BCC and will be presented at 12/10/2025 BCC Meeting.	Completed	12/03/2024
11/26/2024	<p><b><u>Additional Presentation on Utilization of Garage and Convention Center</u></b></p> <p>Mayor Marino directed staff to come back with the convention center manager, food and beverage manager, finance people and meeting planners so a broader picture of the convention center utilization can be presented including local events vs. travel events (convention) and utilization of the garage.</p>	Workshop	Marino	Ayala-Collazo	Coffman, Denise	A regular item was considered by the BCC during its January 30, 2025 meeting.	Completed	01/30/2025
11/26/2024	<p><b><u>Convention Center Garage Bonds</u></b></p> <p>Vice Mayor Baxter directed staff to confirm when the convention center garage bonds are paid in full is the revenue cap restriction lifted?</p>	Workshop	Baxter	Baker	Coffman, Denise	A regular item was considered by the BCC during its January 30, 2025 meeting.	Completed	01/30/2025



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/22/2024	<b>Contact DCF for a meeting</b> Mayor Sachs directed Community Services to contact the Department of Children and Families and schedule a meeting in her office to discuss the grant and housing needs. (Agenda Item 3E-10)	BCC - Regular	Sachs	Fields	Coffman, Denise	DCF has notified PBC of an award of \$627,900 to address homeless needs in response to HB 1365. The item will be placed on the agenda on 2/4/25. Spoke with Com. Sachs, and she confirmed there was no need for a meeting with DCF.	Completed	12/30/2024
10/22/2024	<b>Renaming of Gramercy Park</b> Commissioner Weiss directed staff to rename Gramercy Park in honor of Mack Bernard.	BCC - Regular	Weiss	Baker	Coffman, Denise	Renaming completed and Comm. Bernard recognized during BCC 10/22/24 regular meeting.	Completed	10/22/2024
10/22/2024	<b>Placement of Electronic Signage Along Southern Blvd.</b> Commissioner Weiss directed Engineering to place signage along Southern Blvd. eastbound to inform the public of road closures across the bridge and to coordinate with FDOT to have signage on I-95 north of Palm Beach Lakes (southbound) and south of Southern Blvd (northbound) notifying drivers of that road closure.	BCC - Regular	Weiss	Rutter	Coffman, Denise	All PBC signs have been installed per plan per Engineering.	Completed	12/10/2024
10/22/2024	<b>Schedule Meeting with Goodwill Industries</b> Mayor Sachs directed Community Services to contact Gulfstream Goodwill for a meeting in her office as soon as possible regarding the operation of the county's three homeless resource centers.	BCC - Regular	Sachs	Fields	Coffman, Denise	Meeting is scheduled for 2/7/25 at the Lewis Center	Completed	01/24/2025
10/08/2024	<b>Animal Care &amp; Control Conditions</b> Commissioner Baxter directed staff to inspect and review the conditions of Animal Care & Control.	BCC - Regular	Baxter	Bonlarron	----	Facilities staff immediately came out to ACC on 10/9/24 to inspect the property. They applied a substance to the drain system of the facility to provide additional sanitization. We have monitored and not received any further complaints since. Staff continues to monitor the kennels to ensure the best possible conditions. We will continue to monitor the conditions of the property to ensure the best possible sanitary conditions at ACC.	Completed	12/09/2024
10/08/2024	<b>Animal Care &amp; Control Inspection</b> Commissioner Baxter directed staff to inspect and review the conditions of Animal Care & Control.	BCC - Regular	Baxter	Bonlarron	Coffman, Denise	Staff inspected ACC the day after the BCC meeting on October 9, 2024. Additional spraying for bugs was conducted at ACC shortly thereafter. Volunteers thanked the County staff and the BCC for their attention and action related to this request. Staff continues to maintain and spray at ACC on its regular schedules and additionally if needed.	Completed	01/23/2025



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
09/17/2024	<p><b><u>Commission Staff Salary and Titles</u></b>            Vice Mayor Marino directed staff to move forward with commission staffing proposal Option 2 in which all current employees will be moved to the appropriate position based upon their years of service. Current employees in the EO1 pay grade will receive a 10% salary adjustment, HR will convert titles to County Commission Executive or other title including Chief of Staff or Deputy Chief of Staff. Any new hires, at the discretion of the Commissioner, will be allowed a one-time salary increase of up to 10% above base upon hire.</p>	BCC - Regular	Marino	Duren	Coffman, Denise	<p>During the September 17, 2024, Regular Board of County Commission Meeting a directive was given to Human Resources Department which instructed the department's leadership to commence moving all employees on the 12th floor to the appropriate pay positions based on their years of service.</p> <p>This directive was carried out and solidified via Resolution R-2024-1286 on September 24th, 2024.</p>	Completed	09/24/2024
09/10/2024	<p><b><u>Term of Supervisor of Elections</u></b>            Vice Mayor Marino directed staff to research if the term for the Supervisor of Elections is set by the legislature or the county. Also to begin researching if the SOE election date can be changed so it does not coincide with the Presidential election cycle.</p>	BCC - Regular	Marino	Bonlarron	Coffman, Denise	Language has been included in the Proposed Palm Beach County Legislative Agenda. The agenda was finalized by the BCC at the first BCC meeting in January.	Completed	01/07/2025
09/10/2024	<p><b><u>Solar Panel Policies Update</u></b>            Commissioner Baxter directed staff to look at the solar panel policies that were discussed at the Naco Annual Conference in Tampa, update the BCC on our existing policies and what is going forward.</p>	BCC - Regular	Baxter	Rutter	Coffman, Denise	Staff presented and reviewed at 1/30/25 BCC zoning hearing	Completed	01/30/2025
09/10/2024	<p><b><u>Support for FAC 2nd VP</u></b>            Vice Mayor Marino requested support for her candidacy for FAC 2nd Vice president. The election will be held at the Legislative Conference in December.</p>	BCC - Regular	Marino	Bonlarron	Coffman, Denise	Second VP letter of support was drafted and submitted to FAC	Completed	09/11/2024
08/20/2024	<p><b><u>Letter requesting Special Session on Condo Structural Assessments</u></b>            Commissioner Barnett directed staff to send a letter to the Governor, Speaker of the House and Senate President requesting a special session on Condo Structural Assessments.</p>	BCC - Regular	Barnett	Bonlarron	Coffman, Denise	Letter drafted and submitted. See attached letter.	Completed	08/29/2024





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
08/20/2024	<b><u>Special Session on Property Insurance</u></b> Commissioner Weiss directed staff to send a letter to the governor, Senate President and Speaker of the House requesting a special session on property insurance.	BCC - Regular	Weiss	Bonlarron	Coffman, Denise	Letter drafted and submitted to the Legislature. See attached letter.	Completed	08/29/2024
07/17/2024	<b><u>Transportation RFP</u></b> Commissioner Weiss directed staff to have the RFP for the Transportation Plan consultant ready for BCC review and discussion at the September meeting and it will include input from the cities.	Zoning	Weiss	Baker	Coffman, Denise	Staff has met with Palm Beach County City Managers (PBCCMA) association in June and July. At the July meeting this direction was included in the presentation. Staff continues to work with PBCCMA to develop framework of plan. SEE THE OTHER 7/17/24 DIRECTIVE FOR ALL UPDATES RFP has been issued and proposals are due in late February 2025	Completed	02/03/2025
07/17/2024	<b><u>Impact Fee Study</u></b> Vice Mayor Marino directed staff to move forward with a Multi-Modal Study as the mandated four-year Impact Fee Study.	Zoning	Marino	Baker	Coffman, Denise	Pursuant to direction staff will proceed.	Completed	07/17/2024
07/02/2024	<b><u>12th Floor Employee Pay Ranges</u></b> Commissioner Baxter directed staff to bring back the 12th floor Employee Pay Ranges while the budget is being considered. Option 1: Keep position titles and pay ranges the way they currently exist, but give the Commissioners the ability to decide within the existing ranges what their staff is paid. Option 2: Have two County Commissioner Executive Assistants pay grade E01 and one County Commission Chief of Staff position pay grade E02. (see memo for reference)	BCC - Regular	Baxter	Duren	Coffman, Denise	Working on BCC presentation as early as the August 27, Board Workshop.  On September 24, 2024 Board item R-2024-1286 was approved by the Board and addressed	Completed	09/24/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
07/02/2024	<p><b><u>Human Trafficking Awareness</u></b>            Commissioner Barnett directed staff to continue the human trafficking initiatives started by the D-3 staff including new awareness campaign signage and fiscal impact; created a QR code for Human Trafficking information and resources; look into changing our online county training to the Florida Alliance to End Human Trafficking's training and utilize TV20 for a public service campaign. (see memo for reference)</p>	BCC - Regular	Taylor	Bonlarron	Coffman, Denise	<p>Public Safety Staff has engaged with Commissioner Barnett and D-3 staff on the human trafficking awareness initiatives. Most recently, on July 24. the following coordinated items were discussed and assigned to respective departments for updates:</p> <ul style="list-style-type: none"> <li>• The current signage was reviewed, and it was agreed based on PBSO recommendation that the National Hotline phone number remain the one used and for any new signage was developed</li> <li>• The graphics on the be free flyer were discussed and may be updated</li> <li>• Airports has the ability to switch signage on their digital display to correspond with any new materials developed by graphics</li> <li>• Palm Tran will look into bus wraps and signage</li> <li>• Existing community efforts through HT Coalition will be reviewed</li> <li>• Support for a billboard for HT Awareness month (January) will be explored</li> <li>• The HT link on the Victim Services website will be the hub for any new content created</li> <li>• The requirement for county vendors to receive more training was discussed. It was agreed that training was not applicable to all vendors and it needed to be targeted.</li> <li>• Airports were going to review the 5 minute homeland security training video that Consumer Affairs uses currently for use by any badged employees to review prior to them getting a badge</li> <li>• It was discussed that all county employees view the 5 minute video as refresher training</li> <li>• There was discussion of Ch. 20 updating the current county training video.</li> </ul> <p>Staff reported back on the efforts at the November BCC meeting and is continuing to work on implementation of some of the ideas explored.</p>	Completed	12/02/2024
07/02/2024	<p><b><u>Workshop on HB1365</u></b>            Commissioner Barnett directed staff to see if the Homeless Legislation Implementation Update (HB 1365) discussion can be moved from the September 24 workshop to the August 27 workshop.</p>	BCC - Regular	Barnett	Fields	Coffman, Denise	<p>Key staff working on this item will be at the Florida Housing for the August workshop so the item will remain on the Sept. 24 workshop agenda. Administration will update the BCC on the progress made addressing this legislation in memo form. Workshop completed on 9/24/24.</p>	Completed	09/24/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
06/18/2024	<b><u>WFH Workshop</u></b> Board directed that eligibility for the Impact Fee Affordable Housing Assistance Program (IFAHAP) be limited to housing affordable to less than or equal to 110% of Area Media Income.	Workshop	Marino	Fields	Coffman, Denise	The BCC approved the revised guidelines at the 12/10/24 meeting.	Completed	12/10/2024
06/11/2024	<b><u>Commissioner Baxter directed staff to provide a summary, status and timeline of ISS projects.</u></b> Staff to follow-up.	BCC - Budget	Baxter	Baker	Coffman, Denise	A draft document has been prepared and is being reviewed - Archie Satchell Document emailed to the BCC on 9/10/2024	Completed	09/10/2024
06/11/2024	<b><u>Mayor Sachs requested staff to provide additional information on the external funding requests currently under consideration and a list of the organizations that the BCC has provided additional funding to during the past year.</u></b> Staff will follow-up.	BCC - Budget	Sachs	Baker	Coffman, Denise	Staff provided a comprehensive overview at the June 18, 2024 workshop and OFMB included funding requests at the July 2 budget hearing.	Completed	07/02/2024
06/04/2024	<b><u>Commissioner Woodward directed staff to invite the area housing authorities to a meeting and they can explain how they distribute housing vouchers.</u></b> Staff will follow-up.	BCC - Regular	Woodward	Fields	Coffman, Denise	Workshop occurred on July 9th	Completed	07/09/2024
06/04/2024	<b><u>Commissioner Barnett directed staff to see if there is available funding to assist condo owners with repair assessments.</u></b> Staff will follow-up.	BCC - Regular	Barnett	Fields	Coffman, Denise	There are currently not any funds allocated for this purpose.	Completed	07/31/2024
06/04/2024	<b><u>Commissioner Weiss directed staff to start developing a Transportation Master Plan at \$200,000 now knowing that it is budgeted for FY2025.</u></b> Staff will follow-up.	BCC - Regular	Weiss	Rutter	Coffman, Denise	The County Administrator and staff met with the PBC City Managers association on 6/28 to take their feedback and develop next steps. See directives from 7/17/24 meeting for future updates.	Completed	02/03/2025



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
06/04/2024	<b><u>Commissioner Weiss directed staff to prepare a letter to the US Coast Guard for the Mayor's signature supporting reduced openings of the three bridges connecting West Palm Beach and Palm Beach during weekday morning and afternoon rush hours.</u></b> Staff will follow-up.	BCC - Regular	Weiss	Bonlarron	Coffman, Denise	Staff drafted a letter that was signed by Mayor Sachs and submitted to the US Coast Guard supporting recommendations to reduce the opening of the three bridges to the Palm Beach during peak rush hour times. See attached letter.	Completed	06/10/2024
06/04/2024	<b><u>Mayor Sachs directed staff to provide additional housing bond details two weeks before the final vote at one-on-one meetings.</u></b> Staff will follow-up.	BCC - Regular	Sachs	Fields	Coffman, Denise	The underwriters are anticipating returning recommendations mid-October, and projects that meet underwriting guidelines will likely be presented to the BCC during the first meeting in November. Staff will schedule 1 on 1 discussions two weeks prior.  Update: The first batch of underwriting reports have been received, and recommendations will be presented to the BCC on 10/22/24. 1 on 1 discussions have been scheduled with commissioners to discuss the recommendations.  Individual meetings were held with each commissioner before bond projects were presented to BCC	Completed	11/27/2024
06/04/2024	<b><u>Commissioner Barnett requested staff to provide an update on Palm Tran covered bus shelters.</u></b> Staff will follow-up.	BCC - Regular	Barnett	Bonlarron	Coffman, Denise	The new bus shelter contract was approved by the BCC at the August 27th meeting.	Completed	08/27/2024
05/21/2024	<b><u>Mayor Sachs directed staff to provide the BCC with the membership roster of the Advisory Committee on Behavioral Health, Substance Use and Co-Occurring Disorders.</u></b> Staff to follow-up	Workshop	Sachs	Fields	Coffman, Denise	Email sent to BCC 6/4/24 with membership list	Completed	06/04/2024
05/21/2024	<b><u>Mayor Sachs directed staff to post on PBC website the short list of companies under consideration for every construction project</u></b> Staff will follow-up	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	New website is live, link under "Open Government" on the County's main webpage. Notification sent to the BCC on 1/31/25,	Completed	01/31/2025



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/21/2024	<b><u>Commissioners Weiss and Baxter directed staff to prioritize "families" impacted by substance abuse and to look into identifying families impacted by addiction and support them with therapy and educational opportunities.</u></b> Staff will follow-up	Workshop	Weiss	Fields	Coffman, Denise	Services for families and children are included in the Opioid Plan that will be presented to the BCC in October for approval. The Youth Services Department conducted a training on June 5, 2024 on "It Runs in the Family: Impact of Familial Substance Use". The training will be posted online.  BCC approved final plan on Oct. 22, 2024	Completed	10/22/2024
05/21/2024	<b><u>Mayor Sachs directed staff to return with an update on the Opioid Settlement</u></b> Staff will follow-up	Workshop	Sachs	Fields	Coffman, Denise	An agenda item will be presented to the BCC in October to adopt the Behavioral Health and Substance Use Disorder Plan and funding recommendations. BCC approved the final plan on Oct. 22, 2024	Completed	10/22/2024
05/14/2024	<b><u>Commissioner Woodward requested staff provide map and list of over-capacity roads and intersections including city, county, state, and private by district to all commission offices.</u></b> Staff to provide.	BCC - Regular	Woodward	Baker	Coffman, Denise	Provided in August 2024	Completed	02/03/2025
05/14/2024	<b><u>Contributed to Mayor, as Board directed staff to remove 2024-004, Commercial Vehicles in AR, from the May 23 Zoning Agenda.</u></b> Staff to follow up.	BCC - Regular	Sachs	Baker	Coffman, Denise		Completed	05/14/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/14/2024	<p><b><u>Mayor Sachs requests a digital dashboard showing the number of people Community Services has helped, which non-profits assist, and available housing by the June 21 meeting.</u></b> Staff to follow up.</p>	BCC - Regular	Sachs	Fields	Coffman, Denise	<p><a href="https://pbcportal.pbcgov.org/communityservices/DataDashboardHub/PBC_COC%20Daily%20Bed%20Occupants.html">https://pbcportal.pbcgov.org/communityservices/DataDashboardHub/PBC_COC%20Daily%20Bed%20Occupants.html</a></p> <p>Palm Beach County has three emergency shelters, The Senator Philip D. Lewis Center, Housing Resource Center II, and Melissa’s Place. The Shelter and Hotel/Motel Programs dashboard is a live count that indicates how many individuals/families are in emergency shelters in Palm Beach County. The dashboard includes two Continuum of Care (CoC) Hotel/Motel programs that indicate how many individuals/families are in the Hotel/Motel programs. The dashboard also shows the acuity scores of the individuals/families placed in the emergency shelter and hotel/motel programs.</p> <p>1. <a href="https://pbcportal.pbcgov.org/communityservices/DataDashboardHub/Commission_Districts_Dashboard.html">https://pbcportal.pbcgov.org/communityservices/DataDashboardHub/Commission_Districts_Dashboard.html</a> The report displays all services provided by Community Services by commission district, application type and status. Dashboard, allows to view total paid amount of assistance received, average paid amount of assistance received by clients, how many unique households applied and were assisted, view count of applications and amount paid by each district, how many applications paid by each service and district, and the average paid amount by each service, and view trend of applications submitted, resubmitted and paid by month and year. Geographic Information: view count of household assisted, paid amount, and percentage of total based on commission district and zipcode, view count of household assisted, paid amount, and percentage of total based on city and service. Can drill down by commission districts, application type, status, city, zip code, and paid date range. Demographics Information: view demographics points (AMI, FPLG, Household size, SMI) details of the applicant. Can also see type of services assisted by ethnicity and race. Can drill down by commission districts, application type, status, and paid date range.</p>	Completed	06/04/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/14/2024	<b><u>Mayor Sachs requested updates on our homeless funding from the state and Opioid Settlement.</u></b> Staff to provide.	BCC - Regular	Sachs	Fields	Coffman, Denise	Workshop on homeless presented to BCC on 9/24/24	Completed	09/24/2024
05/07/2024	<b><u>Mayor Sachs directed staff to distribute SB 1082, Housing for Legally Verified Agricultural Workers legislation, to the commission.</u></b> Staff to provide.	BCC - Regular	Sachs	Bonlarron	Coffman, Denise	On May 13th final bill text and final Staff Analysis for HB 1082 was provided to the BCC my email from Intergovernmental Affairs staff. The Bill is attached to this directive closeout.	Completed	05/13/2024
05/07/2024	<b><u>Mayor Sachs directed Commissioner Woodward to work with staff connect with colleges and universities on a preliminary framework for the transportation study and report back to the board. Identify the issues, and then hire a consultant to tell us how to solve the problems.</u></b> Staff to coordinate.	BCC - Regular	Sachs	Baker	Coffman, Denise	Staff has met internally to discuss steps forward and is in the process of scheduling meetings with staff from the League of Cities, TPA, and other stakeholders to discuss further.  SEE DIRECTIVE ON 7/17/24 FOR ALL UPDATES	Completed	02/03/2025
05/07/2024	<b><u>Commissioner Bernard directed Public Safety to provide a three year update of the COPCN Ordinance at the August 27 workshop.</u></b> Staff to follow up.	BCC - Regular	Bernard	Bonlarron	Coffman, Denise	An agenda item was presented to the BCC at the August 27th workshop. The BCC directed staff to amend the current ordinance to move forward with a plan to add authority to approve additional COPCN licenses in an expedited manner. Staff will draft language to change the Ordinance and expedite the plan to review applications for licensure.	Completed	08/27/2024
05/07/2024	<b><u>Commissioner Bernard directed staff to meet with the Economic Council and Housing Leadership Council and create a cap and reduce the amount for gap financing for county assisted units.</u></b> Staff to follow up.	BCC - Regular	Bernard	Baker	Coffman, Denise	Administrator Baker and ACA Fields met with Jack Weir of the Housing Leadership Council Jacobs on May 31, 2024.	Completed	05/31/2024
05/07/2024	<b><u>Commissioner Woodward directed staff to talk to developers about reducing their costs and establishing the 110% rent cap.</u></b> Staff to follow up.	BCC - Regular	Woodward	Fields	Coffman, Denise	The recommendations presented to the BCC on June 4 all include a 110% rent cap.	Completed	06/04/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/07/2024	<b><u>Commissioner Woodward directed staff to negotiate with the developers to reduce the rental rates and amount of PBC project funding. (Housing)</u></b> Staff to follow up.	BCC - Regular	Woodward	Baker	Coffman, Denise	Agenda Items was presented to the BCC on June 4, 2024	Completed	06/04/2024
05/07/2024	<b><u>Commissioner Baxter directed staff to calculate, prior to June workshop:</u></b> (1) how many roads are back-logged, (2) how many roads will become back-logged when permitted homes are built in the next 5 – 10 years (3) what’s the plan to address the over-capacity. (VB followed up and said as part of Engineering’s budget presentation they will layout how our county road system works, CRAWLS and level of service).	BCC - Regular	Baxter	Baker	Coffman, Denise	EPW budget presentation on 5/14/24 included this information Per Commissioner Baxter requested answers prior to the proposed Impact Fee/Multimodal workshop with BCC, possibly in June advised Administrator Baker.	Completed	05/14/2024
04/16/2024	<b><u>Staff was directed to prepare the fiscal impact of a phased approach of renaming Code Enforcement to Code Compliance Division and report back in six months. (this was broad discussion by the Board.)</u></b> Staff will follow up.	Workshop	Sachs	Rutter	Coffman, Denise	Staff review found minimal fiscal impact to implement this direction. The name change was implemented effective 8/1/24 and BCC was updated via email on 7/9/24.	Completed	07/09/2024
04/16/2024	<b><u>Commissioner Weiss directed staff to distribute a copy of last year’s CDBG Economic Development report.</u></b> Staff to provide.	Workshop	Weiss	Fields	Coffman, Denise	Provided via email from Sherry Howard	Completed	05/08/2024
04/16/2024	<b><u>Commissioner Bernard directed staff to move forward with the Renewal/Replacement of the Governmental Center without adding additional two floors and to expedite.</u></b> Staff to follow up.	Workshop	Bernard	Ayala-Collazo	Coffman, Denise	8-week status report issued on 6/10/24. Project progressing as per direction received.	Completed	06/10/2024
04/16/2024	<b><u>Commissioner Bernard directed staff that the proposed airport hotel site is best suited at Site 1, currently the CareerSource office 3-acre property.</u></b> Noted by staff.	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	Staff met with CareerSource on 5/28. Department of Airports is moving forward with direction as provided during the April 2024 Workshop meeting. This is a multi-year project.	Completed	11/21/2024





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
04/16/2024	<b><u>Commissioner Bernard directed staff to move forward with Consolidated Rent-A-Car facility (ConRAC), north of Belvedere Road and contact adjacent property owners about purchasing land and speaking to rental car operators about their interest.</u></b> Staff to provide follow-up.	Workshop	Sachs	Ayala-Collazo	Coffman, Denise	On August 20, 2024, the BCC approved the consultant services required for the planning of the ConRAC facility. Project is proceeding as per approval granted by the BCC. This is a multi-year effort.	Completed	08/20/2024
04/16/2024	<b><u>Commissioner Bernard directed staff to bring back options to address equity for buyer but balance affordability.</u></b> Staff to follow up.	Workshop	Bernard	Rutter	Coffman, Denise	Staff addressed at the workshop with the Board on June 18 as well as other issues related to the Workforce housing program	Completed	06/18/2024
04/16/2024	<b><u>Commissioner Baxter directed staff to look into demucking for housing as an eligible CDBG funding source and bring it back for budget review.</u></b> Administrator directed Budget to set aside \$3 million ad valorem.	Workshop	Baxter	Baker	Coffman, Denise	included in proposed budget	Completed	06/11/2024
04/16/2024	<b><u>Mayor Sachs directed staff to provide a breakdown of cities where the support of Legal Aid is expended (regarding housing discussion)</u></b> Staff to follow up.	Workshop	Sachs	Baker	Coffman, Denise	Email sent to BCC 5/6/24 with requested information	Completed	05/06/2024
04/16/2024	<b><u>Commissioner Bernard directed staff to move forward with Airport Center 3, the possible future home of the PBC Tax Collector including a driving course, PBC Property Appraiser and some TBD departments that are currently at the Governmental Center and to return with an update in eight weeks.</u></b> Staff to follow up.	Workshop	Bernard	Ayala-Collazo	Coffman, Denise	8-week status report submitted to the BCC on 6/10/24. Project progressing as per direction received.	Completed	06/10/2024
04/16/2024	<b><u>Commissioner Bernard directed staff to consider incentives for housing authorities for extremely low-income project-based vouchers.</u></b> Staff to follow up.	Workshop	Bernard	Fields	Coffman, Denise	Workshop with Housing Authorities held on 7/9. Additional points on awarded in most RFPs when rents are based on lower AMI. Additional points for project-based vouchers will be considered for future RFPs.	Completed	07/09/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
04/02/2024	<b><u>Commissioner Baxter directed staff that she would like the DRO meetings to be recorded so they could be reviewed.</u></b> PZB staff reviewing.	BCC - Regular	Baxter	Rutter	Coffman, Denise	Staff including County Attorney are internally reviewing implementation, anticipate reporting to the Board at May BCC Zoning hearing. Presented and reviewed alternatives with BCC on 5/23/24	Completed	05/23/2024
04/02/2024	<b><u>Commissioner Bernard directed staff to research the responsible entity and the process to modify when the SOE would be elected (so it would not be the same year as a presidential election) and to apprise the SOE of the findings.</u></b> Staff to research and follow up.	BCC - Regular	Bernard	Bonlarron	Coffman, Denise	Language has been included in the Proposed Palm Beach County Legislative Agenda. The agenda was finalized by the BCC at the first Board meeting in January 2025.	Completed	01/07/2025
04/02/2024	<b><u>Commissioner Barnett directed staff to provide him with an update from the meeting regarding Houses of Worship.</u></b> Staff to provide update.	BCC - Regular	Barnett	Rutter	Coffman, Denise	On 3/28 staff provided a presentation on houses of worship in the Ag Reserve preserve. No direction was given.	Completed	03/28/2024
04/02/2024	<b><u>Commissioner Barnett directed staff to provide an update on the marketing and promotion of the Connect PBC app.</u></b> Staff to Follow up.	BCC - Regular	Barnett	Rutter	Coffman, Denise		Completed	04/10/2024
03/26/2024	<b><u>Commissioner Baxter directed staff to extend Palm Tran contracts for one year with the two current providers and to follow up with the Board on the RFP data, aspirational splits, option of two providers, and lower-cost alternatives when it gets re-procured.</u></b> Staff to provide.	BCC - Regular	Baxter	Bonlarron	Coffman, Denise	Contracts were approved by the BCC on August 20th. Palm Tran staff updated the BCC and received feedback on the new RFP at the August 27th BCC workshop.	Completed	08/27/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/26/2024	<p><b><u>Commissioner Bernard directed staff to follow up with "plan review service company."</u></b> Commissioner Baxter also emphasized this directive.</p> <p>Staff to follow up.</p>	Workshop	Bernard	Baker	Coffman, Denise	<p>Staff has met a number of times with AutoReview AI to best access the technology they provide and how it can work with County development review. They had offered to perform a presentation and meet with staff at our offices and this was initially scheduled for February of 2024. They subsequently cancelled that meeting and invited staff to visit their offices in Gainesville. Staff accepted this offer and had scheduled a meeting which was also subsequently cancelled by them. Following that they again offered to meet with County staff at our offices in May of 2024 which was then cancelled by them. Recent communication from them indicated internal staffing changes and that they would reach out to us to reschedule in April.</p> <p>The Department has hired a consultant to perform a needs assessment. Staff and the consultant will continue to work with what was formerly Autoreview and is now BlitzPermit to ascertain their capabilities and viability to perform work for the County.</p>	Completed	02/03/2025
03/26/2024	<p><b><u>Commissioner Weiss directed staff to object and oppose the voluntary annexation request of 12 acres into the Town of Haverhill at its March 28 meeting.</u></b> Staff presented background to the Board and sought direction at the 4/2 BCC meeting.</p>	Workshop	Weiss	Rutter	Coffman, Denise	<p>Direction at the 4/2 meeting was to continue to monitor. Meeting with Commissioner Weiss, County staff, Town of Haverhill and property owner scheduled for 4/24. The applicant has made modification to their application with Haverhill that will provide workforce units. Staff will work with the Town to continue to monitor implementation. Staff has prepared an interlocal agreement which the developer and town are reviewing. Upon approval by the Town this will be brought to the BCC. Completed by BCC on 9/10/24</p>	Completed	09/10/2024
03/12/2024	<p><b><u>Vice Mayor Marino directed staff to explore WFH/AFH housing units as a possible use of the Park Place property.</u></b> Staff to follow up.</p>	BCC - Regular	Marino	Ayala-Collazo	Coffman, Denise	<p>Community outreach meeting held on April 27, 2024. BCC provided direction not to pursue disposition.</p>	Completed	08/20/2024
03/12/2024	<p><b><u>Commissioner Baxter directed staff to report the number of ad valorem-funded open positions that have been vacant for a year or longer and their classification.</u></b> Commissioner Woodward also emphasized this directive.</p> <p>Staff to follow up.</p>	BCC - Regular	Baxter	Baker	Coffman, Denise	<p>Staff reported this information at the 7/2/24 budget hearing.</p>	Completed	07/02/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/12/2024	<b><u>Commissioner Bernard directed staff to update the City of West Palm Beach and the neighborhood associations on the progress of the design of the 45th Street project (Australian Ave.)</u></b> Staff to follow up.	BCC - Regular	Bernard	Ayala-Collazo	Coffman, Denise	(4/06/24) Pre-application meeting with CWPB Staff held on 4/05/24. Community outreach meeting scheduled to take place on 4/30/24, neighbors notified via regular mail. (5/03/24) Meeting held as planned, presentation made available via FDO's Open Projects Page. Staff is moving forward with design.	Completed	04/30/2024
03/12/2024	<b><u>Commissioner Baxter directed staff to look into the TIM for the expansion of Northlake Blvd segment between Sandhill Crane Golf Course and proposed SR7.</u></b> Staff advised the Board at the 3/28 BCC Zoning meeting of upcoming initiation item addressing this directive anticipated for the May BCC Zoning meeting. On 3/28 the Board subsequently directed that this not be brought forward.	BCC - Regular	Baxter	Rutter	Coffman, Denise		Completed	03/28/2024
03/12/2024	<b><u>Commissioner Weiss directed staff to include Grandview Heights and Flamingo Park Neighborhood Associations in discussions on possible future uses of Park Place property.</u></b> Staff to follow up.	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	Community outreach meeting held on April 27, 2024. BCC provided direction not to pursue disposition.	Completed	08/20/2024
03/12/2024	<b><u>Commissioner Bernard directed staff that the new building is supposed to be named after former Palm Beach County Commissioner Maude Ford Lee.</u></b> Staff to proceed as directed.	BCC - Regular	Bernard	Ayala-Collazo	Coffman, Denise	(4/06/24) This directive refers to the new Community Services Building to be sited at the 45th Street Complex. Staff instructed the design consultant accordingly. Drawings and renderings have been updated as needed. The naming requirements will be delivered through the construction project.	Completed	04/06/2024
03/12/2024	<b><u>Commissioner Weiss requests the cost of the OEBO proposed study before we proceed with it.</u></b> Staff to follow up.	BCC - Regular	Weiss	Duren	Coffman, Denise	On July 2, 2024 the BCC during a regularly scheduled BCC meeting approved a contract with Griffin & Strong for \$425,531 to conduct a Disparity Study for PBC.	Completed	07/02/2024
03/12/2024	<b><u>Commissioner Weiss directed staff that the taxpayers should not be responsible for the costs of the possible transaction and it need to provide better value than revenue neutral regarding FDO/Park Place.</u></b> Staff to follow up.	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	Community outreach meeting held on April 27, 2024. The BCC provided direction not to pursue disposition.	Completed	08/20/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/05/2024	<b><u>Renaming VA Medical Hospital.</u></b> Vice Mayor Marino directed staff to send a letter of support for the bill in Congress regarding the renaming of the West Palm Beach VA Medical Center after Thomas Corey, a Vietnam War hero and advocate for disabled veterans.	BCC - Regular	Marino	Bonlarron	Coffman, Denise	Support letter was sent on March 20, 2024 to the Congressional Delegation supporting the renaming of the VA Medical Center to the Thomas H. Corey VA Medical Center.	Completed	03/20/2024
02/06/2024	<b><u>Commissioner Weiss directed staff to look into reacquiring the land the county gave to the Boys and Girls Club on Drexel Road that is not being utilized and have WFH built on it.</u></b> Staff to follow up.	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	(4/06/24) Staff met with Ms. Jaene Miranda (CEO B&G Club) on 3/14/24. Staff report being drafted and targeting issuance by mid-April (previously expected late March 2024). (5/03) Staff report issued on 5/02/24.	Completed	05/03/2024
02/06/2024	<b><u>Commissioner Weiss directed staff to schedule a workshop to discuss the modernization of government processes using technology.</u></b> Staff to coordinate.	BCC - Regular	Weiss	Baker	Coffman, Denise	Staff presented to BCC on 6/11/24	Completed	06/11/2024
02/06/2024	<b><u>Commissioner Weiss on behalf of the BCC directed staff to move forward with a joint meeting with the School Board and League of Cities to discuss transportation, WFH, and possible extension of Infrastructure sales tax.</u></b> Staff to coordinate.	BCC - Regular	Weiss	Baker	Coffman, Denise	The Board of County Commissioners met with the Board of Directors of the PBC League of Cities to discuss the continuation of the Infrastructure Surtax and Transportation on February 27th.	Completed	02/27/2024
02/06/2024	<b><u>Commissioner Weiss directed staff to implement the approved contract with the Darbster Foundation for its spay and neuter services.</u></b> Staff to follow up.	BCC - Regular	Weiss	Bonlarron	Coffman, Denise	The contract was signed and effective 12/19/23, the date of initial BCC approval of the item.	Completed	12/19/2023
02/06/2024	<b><u>Commissioner Weiss directed staff to use the \$250,000 from the City of West Palm Beach/Palm Beach Photographic Center relocation and negotiate a contract with 1909, a non-profit business incubator.</u></b> Staff to follow up.	BCC - Regular	Weiss	Fields	Coffman, Denise	Staff is working with the 1909 to develop a proposed 2 year contract for the \$250,000. The City is scheduled to submit this payment to the County in April, 2024 and the contract will be submitted to the BCC after submittal of these funds. Update - City has repaid the County, and contract with 1909 is near completion, and will be presented to BCC in July or August Update - contract presented to BCC on 9/17/24 and it was approved Update 7/31 - Contract terms have been negotiated, and item will come to the BCC for approval in September	Completed	09/17/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
02/06/2024	<b><u>Commissioner Marino directed staff to consider renaming Code Enforcement to Code Compliance.</u></b> Evaluating implications and timing of changing name.	BCC - Regular	Marino	Rutter	Coffman, Denise	Staff is reviewing and planning implementation. Will report at 4/16/24 workshop. Completed and implemented effective 8/1/24	Completed	08/01/2024
02/06/2024	<b><u>Commissioner Baxter asked for the time frame to create, permit, and develop locations for truckers to park. Staff will also provide an update on availabilities owned by the county and privately including new designations.</u></b> Staff to present at 2/22 BCC Zoning hearing	BCC - Regular	Baxter	Rutter	Coffman, Denise	Presented at 2/22/24 BCC Zoning hearing. Staff advised of zoning and land use categories where such use is permitted, reviewed a submittal for truck parking in the review process and identified County owned property.	Completed	02/22/2024
02/06/2024	<b><u>Commissioner Baxter directed staff to explain the DRO process and to make it more transparent.</u></b> Staff to follow up.	BCC - Regular	Baxter	Rutter	Coffman, Denise	Staff met with consultants and agents on 2/28 seeking feedback on the topic and will presented to BCC at May Zoning hearing.	Completed	05/23/2024
02/06/2024	<b><u>Commissioner Bernard directed staff to provide the BCC with the timeline and deadlines for the development of Milani Park.</u></b> Staff to provide.	BCC - Regular	Bernard	Ayala-Collazo	Coffman, Denise	Staff report issued on 3/12/24.	Completed	03/12/2024
02/06/2024	<b><u>Commissioner Bernard directed staff to draft a letter of support to the Florida Museum of Black History Task Force to consider Palm Beach County as the location for the Florida Museum of Black History.</u></b> Staff to follow up. Related directive on 10/3/23.	BCC - Regular	Bernard	Baker	Coffman, Denise	A letter of support was submitted to the Task Force and on February 19, 2024, a presentation was made to the Task Force by Commissioner Mack Bernard, Mayor Keith James of the City of West Palm Beach (WPB), Palm Beach County School Board Member Edwin Ferguson, Verdenia C. Baker, County Administrator, Jennifer Sullivan of the Cultural Council with the support of Todd Bonlarron, Assistant County Administrator, Faye Johnson, City Manager of WPB, Dave Lawrence, Executive Director of Cultural Council, Emanuel Perry, Executive Director of Tourist Development Council and Joe Sanches, Chief Operating Officer of School District. A decision is expected to made in June, 2024 by the Task Force.	Completed	02/19/2024
02/06/2024	<b><u>Commissioner Barnett directed staff to continue looking for a solution for truck operators and for locations for semi-tractors.</u></b> Staff to follow up.	BCC - Regular	Barnett	Rutter	Coffman, Denise	Consistent with direction initiated by Commissioner Baxter, and identified in that directive, staff addressed this issue at the 2/22 BCC Zoning hearing. As part of the Board action at that hearing staff will return to the Board for methods to potentially address pre existing uses in the Acreage area. This was intended to be discussed with the Board in May but given current litigation the Board directed staff to not pursue discussion.	Completed	05/23/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/31/2024	<b><u>Commissioner Barnett directed staff to include \$500k in the 2024-2025 budget for 211.</u></b> Staff to follow up.	Planning	Barnett	Fields	Coffman, Denise	Staff has included this amount in the budget process for the BCC consideration in the 2024-2025 budget. This project does not meet the eligibility requirements for CDBG funded.	Completed	08/12/2024
01/31/2024	<b><u>Commissioner Barnett directed staff to include a new trailer or permanent building for Family Impact in the Capital Project list.</u></b> Staff to follow up.	Planning	Barnett	Ayala-Collazo	Coffman, Denise	CDBG funding assigned in FY25, design effort commenced.	Completed	11/21/2024
01/31/2024	<b><u>Commissioner Barnett directed staff to include the Hispanic Cultural Resources Community Center as a permanent priority on the Capital Project list.</u></b> Staff to follow up.	Planning	Barnett	Ayala-Collazo	Coffman, Denise	Funding Agreement with Community Foundation approved by the BCC on 6/04/24.	Completed	06/04/2024
01/30/2024	<b><u>Commissioner Baxter directed staff to provide an updated analysis of the renovation need of the Glades Administrative Complex.</u></b> Staff to provide, it's in the CIP Plan already.	Workshop	Baxter	Ayala-Collazo	Coffman, Denise	(4/06/24) Staff report issued on 3/08/24.	Completed	03/08/2024
01/30/2024	<b><u>Commissioner Baxter directed staff to add a key/legend to acronyms in the digital budget book.</u></b> Staff to update budget book.	Workshop	Baxter	Baker	Coffman, Denise	This will be included in the FY 2025 budget book.	Completed	07/02/2024
01/30/2024	<b><u>Commissioner Woodward directed staff to rename strategic priority as Housing &amp; Development.</u></b> Staff to update priority as Housing & Development.	Workshop	Woodward	Baker	Coffman, Denise	Staff will adhere to this direction as we move forward with the Strategic Plan. Graphic on StrategicPriority was updated	Completed	03/25/2024
01/30/2024	<b><u>Commissioner Woodward directed staff at the March Midyear Budget Adjustment to put more revenue into capital projects and less into reserves.</u></b> Staff to address.	Workshop	Woodward	Baker	Coffman, Denise	Addressed and approved by BCC at the 3/12/24 meeting	Completed	03/12/2024
01/30/2024	<b><u>Commissioner Woodward directed staff to split Homelessness and Housing into two separate strategic priorities for a total of seven. Administrator Baker will rename Homelessness as ¿Unsheltered¿.</u></b> Staff will rename moving forward.	Workshop	Woodward	Baker	Coffman, Denise	Staff will rename moving forward.	Completed	03/04/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/23/2024	<b><u>Commissioner Bernard directed staff to analyze the continuation of the Renewal and Replacement project at the Government Center and to explore the advantages of moving the county's headquarters to the Westgate/Belvedere area.</u></b> Staff to follow up.	BCC - Regular	Bernard	Ayala-Collazo	Coffman, Denise	(2/06/24) Staff Report sent to the Board on February 1, 2024. Item scheduled for February 27, 2024 workshop. Individual briefings being coordinated. (3/04/24) Commissioner briefings held, Workshop item presented as scheduled. A follow-up item has been scheduled as part of the April 2024 Workshop agenda to provide additional information as per Board direction provided during the February 2024 workshop. (4/16/24) During the April 2024 workshop the Board directed staff to continue with the renewal/replacement project of the existing GC and relocate TCO and PAO to Airport Center 3 (to be built). (4/22/24) Department of Airports presented an overview of its Capital Improvement Program and potential paths to deliver the capital projects. The Board authorized DOA to proceed as per its recommendations. Each initiative will be brought back for consideration/approval by the Board at a later time.	Completed	04/16/2024
01/23/2024	<b><u>Commissioner Bernard and Mayor Sachs directed staff to explore and report back to the BCC about a possible consolidated rental car center on airport property, an additional hotel, and other upgrades to the airport.</u></b> Staff to follow up.	BCC - Regular	Bernard	Ayala-Collazo	Coffman, Denise	(2/06/24) Staff Report sent to the Board on February 1, 2024. Item scheduled for February 27, 2024 workshop. Individual briefings being coordinated. (3/04/24) Commissioners briefings held and Workshop item presented on February 27, 2024, as scheduled. Staff has scheduled a follow-up item as part of the April 16, 2024 Workshop agenda to provide additional information as per Board direction received during the February 2024 Workshop meeting.	Completed	02/27/2024
01/23/2024	<b><u>Mayor Sachs directed FDO to meet with each commissioner and provide their office with the plans including costs, engineering, timeline, and funding of the renovation of the Government Center and then discussion will be scheduled for the March workshop.</u></b> Staff to provide.	BCC - Regular	Sachs	Ayala-Collazo	Coffman, Denise	(2/06/24) Staff Report sent to the Board on February 1, 2024. Item scheduled for February 27, 2024 workshop. Individual briefings being coordinated. (3/04/24) Commissioners briefings held and Workshop item presented on February 27, 2024, as scheduled. Staff has scheduled a follow-up item as part of the April 16, 2024 Workshop agenda to provide additional information as per Board direction received during the February 2024 Workshop meeting.	Completed	01/24/2024
12/19/2023	<b><u>Directed Staff to draft a letter of support under the Mayor's signature for the BDB Re-Accreditation.</u></b> Staff to follow up.	BCC - Regular	Marino	Fields	Coffman, Denise	Staff sent copies of the evaluation 12/22 to State Attorney/Chief Judge and Nellie King, who represents the criminal defense attorneys, and on 1/5 a copy was sent to the Public Defender's Office. We will continue to follow up for any additional feedback.	Completed	01/05/2024
12/19/2023	<b><u>Directed Staff to share CJC evaluation report with Chief Judge, Public Defender, State Attorney, Bar Association and Criminal Law Section of the Florida Bar and to report back their feedback.</u></b> Staff to follow up.	BCC - Regular	Bernard	Bonlarron	Coffman, Denise	Staff sent copies of the evaluation 12/22 to State Attorney/Chief Judge and Nellie King, who represents the criminal defense attorneys, and on 1/5 a copy was sent to the Public Defender's Office. We will continue to follow up for any additional feedback.	Completed	01/05/2024





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
12/19/2023	<b><u>Directed Staff to support HB259/SB270 which revises prohibitions on discharging of firearms in residential areas and to add it to our legislative agenda.</u></b> Staff to follow up.	BCC - Regular	Weiss	Bonlarron	Coffman, Denise	Staff has included HB 259/SB270 in the priory county bill tracking charts for the 2024 legislative session and our team has been actively meeting with the bill sponsors and others to advocate for its passage. County staff had the opportunity to meet with legislators about the bill during Palm Beach County Day and first days of the opening week of session.	Completed	01/12/2024
12/05/2023	<b><u>Updated a directive directing staff to provide an update on the potential for additional staff in all commission offices.</u></b> Staff to present.	BCC - Regular	Baxter	Baker	Coffman, Denise	This matter was presented to the Board on December 19, 2023. The BCC decided not to move forward with an increase in personnel.	Completed	12/19/2023
12/05/2023	<b><u>Directed Staff to prepare for discussion regarding the funding and prioritization of the Lake Lytal YMCA Community Center and the three other aquatic centers at the December 19 BCC meeting.</u></b> Staff to present.	BCC - Regular	Marino	Baker	Coffman, Denise	(1/23/24) OFMB will present funding plan to the Board during its January 2024 workshop meeting. (2/06/24) Funding plan presented to the Board during the January 2024 workshop meeting; Staff authorized to proceed accordingly.	Completed	01/30/2024
12/05/2023	<b><u>Directed Parks and Recreation Staff to work with Limestone Community Advocate Group on the placement of an engraved paver brick at Limestone Community Park in memory of Edna W. Runner.</u></b> Staff to present.	BCC - Regular	Marino	Fields	Coffman, Denise	installed	Completed	01/25/2024
12/05/2023	<b><u>Directed Staff for a date prior to February for an update and/or presentation on her request for additional budgeting software.</u></b> Staff to present.	BCC - Regular	Baxter	Baker	Coffman, Denise	Presented to BCC at the 1/30/24 meeting	Completed	01/30/2024
12/05/2023	<b><u>Directed Staff to have PBSO provide the same level of security as the courthouse.</u></b> Staff to present.	BCC - Regular	Sachs	Ayala-Collazo	Coffman, Denise	(1/23/24) Coordination with PBSO has taken place. Courthouse security levels are reflective of statutory requirements. A security plan has been established in coordination with PBSO to support GCC operations.	Completed	01/23/2024
12/05/2023	<b><u>Directed Staff to review and strengthen security processes at Governmental Center for public officials, staff, and its visitors.</u></b> Staff to present.	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	(1/23/24) Coordination with PBSO has taken place. Courthouse security level is reflective of statutory requirements not applicable to general government operations. A security plan has been agreed with PBSO for the continued support of GCC operations.	Completed	01/23/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
12/05/2023	<b><u>Directed Staff to install a recycling bin in the first-floor courtyard.</u></b> Staff to follow up.	BCC - Regular	Barnett	Ayala-Collazo	Coffman, Denise	(1/22/24) Recycling bins installed, at the GCC Courtyard and Lobby.	Completed	01/22/2024
11/28/2023	<b><u>Directed Staff to bring Lyons Road from Broward County to Atlantic Avenue as part of the five-year road program.</u></b> Staff to present.	Workshop	Sachs	Rutter	Coffman, Denise	Suggested that EPW staff meet with Mayor Sachs on this. Lyons Road is already on the TIM and has been widened to its ultimate section where possible. Widening further requires the acquisition of residential properties. On 1/23/24, EPW staff spoke to Mayor Sachs. Confirmed that Lyons Road is already on the TIM from Broward County north to Atlantic Ave (and further) and already exists as the least a 4-lane roadway. In some areas, it has already been widened to 6-lanes.	Completed	01/23/2024
11/28/2023	<b><u>Directed Staff to prepare detailed project lists for BCC prior to January budget discussions.</u></b> Staff to present.	Workshop	Sachs	Baker	Coffman, Denise	Staff submitted information on 1/24 to the BCC for the Board's 1/30/24 workshop.	Completed	01/24/2024
11/28/2023	<b><u>Direct Staff to perform an analysis of gas tax funds used for Palm Tran operations versus five Year Road program and allow Board to make changes as needed.</u></b> Commissioner Marino requested information for BCC consideration.	Workshop	Marino	Bonlarron	Coffman, Denise	Staff has prepared and provided a presentation to the BCC at the 1/30 Board workshop.	Completed	01/30/2024
11/28/2023	<b><u>Directed Staff to make the budget process more accountable in regard to cost overruns and supply issue cost increases.</u></b> Directed Staff to make the budget process more accountable in regard to cost overruns and supply issue cost increases.	BCC - Budget	Marino	Baker	Coffman, Denise	Staff provided an overview of the current and on-going challenges of cost overruns and supplies in November, 2023. Staff provided a presentation as a part of the budget workshop at the January workshop to address the shortfalls in the capital plan.	Completed	01/30/2024
11/28/2023	<b><u>Directed Staff to add a northern route to 5-year road program that allows residents to go north out of The Acreage when there are issues with Northlake Boulevard. Take persimmon off the 5-year road program and add 40th.</u></b> Staff to present.	Workshop	Baxter	Rutter	Coffman, Denise	PZB and ENG handling. Staff met with Commissioner Baxter on 1/16/24. On 3/28/24 the Board voted not to initiate amendments to the TIM adding 40th and 140th and deleting Persimmon. An additional access point in and out of the Acreage continues to be assessed, an east/west connection from Seminole Pratt Whitney Road to a to be determined connection of the west side of Avenir. The 5 year road program has been updated to include funding for design of a connection between Seminole Pratt Whitney and Avenir Dr	Completed	03/12/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/21/2023	<p><b><u>Directed Staff to add Equal Business Opportunity Program to the 1/30/24 workshop.</u></b></p> <p>Commissioner Woodward directed staff to add Equal Business Opportunity Program to the January workshop agenda so changes can be made to the interim ordinance including administrative and appeal process. A member from SWA EBO office representative will attend workshop session.</p>	BCC - Regular	Woodward	Baker	Coffman, Denise	The OEBO program was presented at the January 30th workshop. Staff will invite SWA staff to attend the workshop.	Completed	01/30/2024
11/21/2023	<p><b><u>Directed Staff for the OEBO to present to the BCC quarterly and semi-annual reports during the next two years.</u></b></p> <p>OEBO will submit quarterly reports and present semi-annual in-person reports to the BCC during the next two years.</p>	BCC - Regular	Baxter	Duren	Coffman, Denise	OEBO will submit quarterly reports and present a semi-annual report to the Board during the next two years. The OEBO has presented as directed since the direction was given. The next quarterly report is scheduled to be presented at the 8/20/24 BCC meeting.	Completed	08/05/2024
11/21/2023	<p><b><u>Directed Staff to arrange for the Clerk's office to attend OEBO goal setting meetings.</u></b></p> <p>Commissioner Baxter directed staff to arrange for a member of the clerk's office to be present at OEBO and goal setting meetings and that the WEBEX copy of these meetings be posted on the EBO website.</p>	BCC - Regular	Baxter	Duren	Coffman, Denise	Staff has discussed with the Clerk's Office and oriented the Clerk's staff of their meeting dates, times and locations. The Clerk staff will attend their first Goal Setting Committee meeting on December 6, 2023. The Clerk's Office has been assigned to clerk OEBOs meeting in the future.	Completed	03/05/2024
11/07/2023	<p><b><u>Directed Staff to contact the IG regarding Fane Lozman's comments during Matters by the Public.</u></b></p> <p>Commissioner Bernard directed staff to contact the Inspector General and share with him the concerns expressed by Mr. Lozman about the unanswered complaints about Riviera Beach and report back to the BCC.</p>	BCC - Regular	Bernard	Baker	Coffman, Denise	County Administrator spoke with Mr. John Carey, Inspector General, regarding Mr. Fane Lozman's complaints about the OIG. Mr. Carey stated his office has reviewed Mr. Lozman and all other complaints filed relating to the City of Riviera Beach and provided responses to the complainants. The IG informed me all responses are personally reviewed by him prior to being issued. Mr. Carey stated if additional evidence is submitted to his office by anyone it will be reviewed and appropriate action will be taken.	Completed	03/05/2024
11/07/2023	<p><b><u>Directed Staff to bring back to the BCC policy interpretation of the S/M/WBE certification process.</u></b></p> <p>Commissioner Baxter directed staff to clarify the S/M/WBE policy and interpretation for a business to be certified by the Office of Equal Business Opportunity</p>	BCC - Regular	Baxter	Duren	Coffman, Denise	This topic has been scheduled for the January 30, 2023 BCC Workshop	Completed	01/30/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/17/2023	<b><u>Commissioner Baxter directed staff to clarify the S/M/WBE policy and procedures for a business to be certified by the Office of Equal Business Opportunity.</u></b> Staff to follow up.	BCC - Regular	Baxter	Baker	Coffman, Denise	This clarification was made at the January 30, 2023 BCC workshop.	Completed	01/30/2024
10/03/2023	<b><u>Commissioner Bernard directed staff to work with the Housing Leadership Council about the items PBC currently implements, additional items that staff supports and develop a mechanism for modifications of the plan, if needed, after adoption.</u></b> Administration will meet with commissioners and review the 40 items with them prior to it coming back for approval of plan.	BCC - Regular	Bernard	Rutter	Coffman, Denise	Staff has met with HLC representatives on 10/31 to review. HLC re-submitted the "Housing For All" plan on 11/15 and staff is reviewing. Staff will follow up with Commissioners and schedule for BCC agenda in February 2024.	Completed	02/06/2024
10/03/2023	<b><u>Commissioner Bernard directed staff to draft a letter of support from Mayor Weiss in support of funding Design and Phase 1 construction for CR 880 in the Glades.</u></b> Staff to draft letter.	BCC - Regular	Bernard	Rutter	Coffman, Denise	Staff has submitted a legislative funding request to the House and Senate for \$25 million for Design and Phase 1 construction. We should know by April/May about the success of this request. Mayor Sachs' staff mailed out support letters on 1/17/2024.	Completed	01/19/2024
10/03/2023	<b><u>Commissioner Bernard directed staff to look into funding opportunities for the Hispanic Cultural Center and to report findings to him and Commissioner Barnett.</u></b> Staff to follow up.	BCC - Regular	Bernard	Baker	Coffman, Denise	Legislative Staff has worked with Comm. Barnett and the Hispanic Chamber of Commerce to develop and submit an appropriation request to the Florida Legislature to support local programming for the creation of the Hispanic Cultural Center. Legislative staff will be working to support the request in Tallahassee during the legislative session and will know by April or May about its' success. Staff will present potential funding source on 3/12/24.  On June 4, 2024, the BCC approved a funding agreement with Community Foundation of Martin and Palm Beach Counties, Inc. for the development of the Multicultural Resources Center.	Completed	06/04/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/03/2023	<p><b><u>Commissioner Bernard directed the county administrator to reach out the school district and City of West Palm Beach for funding opportunities for the African American History Museum and Library at the former Roosevelt High School and to pursue appropriation and grants from the state.</u></b> Staff to coordinate.</p>	BCC - Regular	Bernard	Baker	Coffman, Denise	<p>County Administrator has been in conversation with the Superintendent, City Manager of West Palm Beach and other interested parties. The School District has approved budget for the renovation of Old Roosevelt High School which encompasses space for this potential project. The parties will continue discussions regarding development and operation of the potential site. Funding for this project was included as a part of our legislative agenda. Also, it is a part of the School District's agenda. Further, it is included as a part of the County's joint agenda that we will advance during Palm Beach County Day. The parties along with the Cultural Council has submitted an application and presented to the state committee.</p> <p>(8/06/24) On June 4, 2024, the BCC approved a funding agreement with Community Foundation of Martina and Palm Beach Counties, Inc. for the development of the African American Museum and Research Library.</p>	Completed	06/04/2024
10/03/2023	<p><b><u>Commissioner Woodward directed staff to go forward with a Feasibility Study to look into the protocols of the Camino Real Bridge and see if audible notification changes can be made without compromising safety.</u></b> Staff to follow up.</p>	BCC - Regular	Bernard	Rutter	Coffman, Denise	<p>Staff have engaged consultant to evaluate. Study began on 11/02 and will take six (6) weeks to complete. Draft report has been received and is being reviewed by staff. Staff will present report to BCC in March. 1/24/2024 Study is complete and recommendations will be implemented. EPW staff to meet with Commissioner Woodward the week of 1/29/24 to review results.</p>	Completed	01/29/2024
09/12/2023	<p><b><u>Mayor Weiss requested a workshop to discuss teen driving safety</u></b> Following West Boca Memorial for 1996 car crash victims.</p>	BCC - Regular	Weiss	Baker	Coffman, Denise	<p>Staff presented Agreement with the School Board for acceptance of grant funds under the Driver Safety Trust Fund (3.X.1)</p>	Completed	
09/07/2023	<p><b><u>Commissioner Woodward requested a workshop on roads.</u></b> This workshop will include impact fees, road priorities, prop-share, available grants, approved development, built development, and concurrency.</p>	BCC - Budget	Woodward	Rutter	Coffman, Denise	<p>Workshop was held on 11/28</p>	Completed	11/28/2023



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
07/11/2023	<p><b><u>Commissioner Baxter directed staff to transfer a vacant administrative position to her office.</u></b> Ms. Baker will confer with County Attorney, Human Resources, and commissioners and bring back findings. If further directed, the resolution approved at the April 18, 2023 meeting will be modified and returned to the board.</p>	BCC - Regular	Baxter	Baker	Coffman, Denise	This item will be brought before the BCC on 12/19/23 BCC Agenda. Update: The Board denied the request on the 12/19/2023 meeting.	Completed	12/19/2023
07/11/2023	<p><b><u>Mayor Weiss gave staff direction to analyze the population of residents in terms of unincorporated and incorporated Palm Beach County per district.</u></b> Will follow up with a memo to BCC.</p>	BCC - Regular	Weiss	Bonlarron	Coffman, Denise	Memo with update information was provided to the BCC on 7/27/23	Completed	07/27/2023
06/13/2023	<p><b><u>Commissioner Baxter requested Engineering staff to investigate a possible connection from Summer Chase (Lake Worth Rd.) to Blanchette Trail in lieu of a traffic signal outside their development.</u></b> Will follow up with FDOT and provide a response to the BCC.</p>	BCC - Regular	Baxter	Rutter	Coffman, Denise	MEMO TO BCC ON 27 JULY WITH A RESPONSE FROM FDOT	Completed	07/27/2023
06/06/2023	<p><b><u>Vice Mayor Sachs requested that the new at large seat on the Impact Fee Review Committee be designated for an unincorporated PBC resident.</u></b> Completed.</p>	BCC - Regular	Sachs	Baker	Coffman, Denise		Completed	
06/06/2023	<p><b><u>Commissioner Marino requested staff to designate a workshop for updates on airports.</u></b> Updates will be provided at a workshop.</p>	BCC - Regular	Marino	Baker	Coffman, Denise	A workshop item on Airport projects and general overviews was presented to the BCC on 08/29/2023	Completed	08/29/2023
06/06/2023	<p><b><u>Commissioner Baxter requested a workshop on Agri-Tourism and how it applies to Right to Farm and Code Enforcement.</u></b> She also would like staff to include instructions and processes as well as a detailed breakdown of the Flood Plain Review process.</p>	BCC - Regular	Baxter	Rutter	Coffman, Denise	Workshop scheduled for 9/26/23 on Agri-Tourism and Flood Plan review.	Completed	09/26/2023



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/16/2023	<b><u>Commissioner Baxter requested staff to change the start time of the June 13 Budget Workshop from 6 pm to 4 pm.</u></b> Staff adjusted start time of 6/13 Budget Workshop.	BCC - Regular	Baxter	Baker	Coffman, Denise	All calendars reflected time change.	Completed	
04/25/2023	<b><u>Commissioner Bernard requested an overview of the Live Local Act so it can be in concert with the housing bond allocation process, which reflects that Live Local impact has been incorporated.</u></b> This discussion occurred during Housing Plan for All Presentation by Housing Leadership Council. Presentation made to the BCC at the May 23, 2023 workshop and relevant sections were incorporated in the HLC Housing for ALL plan.	Workshop	Bernard	Baker	Coffman, Denise	Completed 5/23	Completed	
04/18/2023	<b><u>Properties Referred for Collection</u></b> Directed OFMB to distribute a spreadsheet of all properties in the county referred for collection related to Code Enforcement cases including outstanding fine amounts and negotiated settlements..	BCC - Regular	Baxter	Baker	Coffman, Denise	Attached are the reports provided board on 05/05.	Completed	05/05/2023
04/18/2023	<b><u>Florida Pace Fund Agency</u></b> Directed Public Affairs to create PSA's to warn targeted residents not to sign contracts with FPFA . The other PACE companies are still operating per ordinance.	BCC - Regular	Woodward	Baker	Coffman, Denise	<a href="https://discover.pbcgov.org/resilience/Lists/NewsReleases/NewsDispForm.aspx?ID=94&amp;RootFolder=%2Fresilience%2FLists%2FNewsReleases&amp;Source=https%3A%2F%2Fdiscover%2Epbcbgov%2Eorg%2Fresilience%2FPages%2FNews%2520Archives%2Easpx">https://discover.pbcgov.org/resilience/Lists/NewsReleases/NewsDispForm.aspx?ID=94&amp;RootFolder=%2Fresilience%2FLists%2FNewsReleases&amp;Source=https%3A%2F%2Fdiscover%2Epbcbgov%2Eorg%2Fresilience%2FPages%2FNews%2520Archives%2Easpx</a>	Completed	04/26/2023
04/18/2023	<b><u>PalMar Land Acquisition</u></b> Directed staff to prepare a workshop presentation on the allowable uses in PalMar environmentally sensitive area.	BCC - Regular	Marino	Baker	Coffman, Denise	The ¿Pal Mar Land Acquisition¿ item requested in April 2023 was handled at the BCC meeting as a Regular Agenda Item 5B-2 on May 16, 2023	Completed	05/16/2023



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/14/2023	<p><b><u>Directed staff to review Criminal Justice Commission (CJC) member composition.</u></b> Commissioner Barnett directed staff to review the CJC member composition, to increase its diversity, especially Hispanic participation, and to return with an updated slate of proposed members.</p>	BCC - Regular	Barnett	Bonlarron	Coffman, Denise	Staff worked with the Economic Council on one new appointment to the CJC board to ensure Hispanic representation. In addition, staff reviewed and made recommendations to the BCC on changes to the ordinance that better reflect community diversity regarding membership which included an appointee by both the Hispanic Chamber of Commerce and Black Chamber of Commerce. The CJC considered those changes at their full meeting on October 26th. The BCC moved the changes on first hearing on October 17th and adopted the changes on November 21st. The new seats have been filled by those entities.	Completed	11/21/2023
03/14/2023	<p><b><u>Directed staff to establish a Veterans Advisory Board.</u></b> Commissioner Woodward directed staff to establish a Veterans Advisory Board.</p>	BCC - Regular	Woodward	Duren	Coffman, Denise	Staff is working to establish a Veterans Advisory Board Resolution for your approval as well as establish the Board no later than July, 2023.  At the August 22, 2023 BCC meeting the creation of the Veterans Advisory Board was formally approved.	Completed	08/22/2023
02/07/2023	<p><b><u>Directed staff to bring back an emergency ordinance regarding images on a property without the owner's permission.</u></b> Mayor Weiss directed staff to bring back an emergency ordinance that would make it unlawful to project images on a property without the owner's permission.</p>	BCC - Regular	Weiss	Bonlarron	Coffman, Denise	At the 3/14/23 BCC meeting, the Board adopted an ordinance prohibiting the unauthorized projections of text, graphics, logos or artwork onto a building, structure or any other place (including public spaces), without the consent of the owner or person in control of the building.	Completed	03/14/2023
02/07/2023	<p><b><u>Directed staff to expedite Transit Village documents.</u></b> Commissioner Bernard directed staff to expedite the review of document so the project can close.</p>	BCC - Regular	Bernard	Baker	Coffman, Denise	At the 3/14 BCC Regular Meeting, the Board received and filed the license agreement with Transit Village, LLC, for use of North County Block until March 20, 2023; and approved an amendment to the license agreement for use of the county-owned property until the premises are conveyed to University of Florida or earlier termination. (3/04/24) This specific directive relates to a license agreement that was pending at the time. The license agreement was issued. Since then, Transit Village has filed suit against PBC. This specific directive is being closed as "completed" since the project is being tracked via separate directive.	Completed	03/04/2024
01/24/2023	<p><b><u>Expedite D6 flooring request.</u></b> Expedite Commissioner Baxter's flooring request.</p>	BCC - Regular	Bernard	Baker	Coffman, Denise	Floors have been replaced in District 6 offices, as well as the flooring of the 12th floor conference rooms and other Commissioner offices.	Completed	09/01/2023





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/10/2023	<b><u>Review of Code Enforcement violations</u></b> Review code enforcement cases regarding fair and equitable implementation of fines by staff.	BCC - Regular	Baxter	Baker	Coffman, Denise	March workshop will include a broader discussion of commercial vehicles, zoning districts, clarification of Ag, code violation overview, foreclosure of homesteaded properties. County attorney will research fine relief. Presentation continued to April BCC Zoning meeting	Completed	03/23/2023
01/10/2023	<b><u>Tracking WFH and Affordable Housing properties.</u></b> Requests a database tracking WFH and Affordable Housing properties to include built, activated, leased and re-leased in unincorporated. PBC and municipalities	BCC - Regular	Woodward	Baker	Coffman, Denise	Response provided on 1/26/23 and discussed at workshop on 1/31/23	Completed	01/26/2023
01/10/2023	<b><u>Update on gas taxes</u></b> Request an update on how the county's gas taxes are spent.	BCC - Regular	Marino	Baker	Coffman, Denise	A letter was drafted to the BCC explaining how the various gas taxes are distributed. See attached letter.	Completed	01/23/2023
01/10/2023	<b><u>Countywide survey</u></b> Request a third party to conduct a countywide survey of residents.	BCC - Regular	Marino	Baker	Coffman, Denise	Commission offices will have input for questions. Staff researching comparable counties who have conducted recent surveys to help identify third parties consultants and costs, while working on scope of work for a solicitation to secure a provider for the services. PBC Survey could be modeled after a survey conducted for Hillsborough County. Cost of survey for PBC is estimated at \$200k. Completed and provided to BCC at 1/30/24 meeting. Update: Staff researched relevant survey and worked with Commissioner Marino prior to issuing the survey. The survey closed on December 1, 2023. Staff will analyze the responses and report out to the BCC as a part of the Strategic Goal Setting Retreat.	Completed	01/30/2024
12/20/2022	<b><u>Implementation of new technology at busy intersections</u></b> Implement new technology at busy intersections to manage traffic flow.	BCC - Regular	Weiss	Rutter	Coffman, Denise	Traffic staff did a presentation to the BCC on the 25 APRIL 2023 workshop. Will continue to elevate and coordinate with FDOT and private vendors.	Completed	
12/20/2022	<b><u>A map, current ROW, project on Northlake Blvd, west of Beeline Highway</u></b> Request a map, current ROW, projects in progress and description of upcoming projects that will impact Northlake Blvd., west of Beeline Highway.	BCC - Regular	Marino	Rutter	Coffman, Denise	The requested information was provided and discussed at the 2/1/23 Comprehensive Plan hearing	Completed	02/01/2023



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
12/20/2022	<b><u>Request to name Library conference room at Canyon Branch, after Myrna Rosoff</u></b> Request to name Canyon Library conference room after Myrna Rosoff, past president of COBWRA	BCC - Regular	Sachs	Bonlarron	Coffman, Denise	Staff has identified a room within the Canyons Branch Library to be named and unveiled the designation at the opening of the library on January 11, 2025.	Completed	01/11/2025
12/06/2022	<b><u>Request discussion about Housing Bond.</u></b> To discuss how the county will be executing the Housing Bond.	BCC - Regular	Bernard		Coffman, Denise	Bond referendum approved by voters on November 8, 2022. Bond validation court hearing held on February 17th. Bond validation signed off by the judge on March 17, 2023. Bond allocation process drafted and in draft input gathered from partners: HLC, developers, builders, not-for-profits, financiers, bankers. Bond allocation process was presented to BCC and approved on 10/03/2023.	Completed	10/03/2023
12/06/2022	<b><u>Request staff review Lyons and Excondido/Expanded discussion for EPW to review traffic signals.</u></b> Original discussion by V/M Sachs and reiterated by Comm. Woodward was to review traffic reports for Lyons and Escondido. Mayor Weiss expanded conversation for Vespanian Court and Military Trail. Overall, EPW to review traffic signals.	BCC - Regular	Sachs	Rutter	Coffman, Denise	Staff has recommended installation of enhanced warning signs. see attached memos. Additional signs and street markings have been installed	Completed	06/30/2023
12/06/2022	<b><u>Direct staff to look into process of mandatory pre-application with petitioners</u></b> Request Mandatory pre-application meeting with petitions to discuss and review project applications prior to submittal.	BCC - Regular	Marino	Rutter	Coffman, Denise	Staff is reviewing current mandatory and optional pre-application meetings and will provide an update. Update: Memo was provided to the BCC on 04/19/2023 and on the 04/27/2023 agenda.	Completed	04/27/2023
11/15/2022	<b><u>Request a Workshop in regards to the conservation easement and agriculture reserve .</u></b> Staff presented an overview of the Ag Reserve and various forms of interest in conservation easements	BCC - Regular	Bernard	Baker	Coffman, Denise	Workshop has been scheduled for 3/28/23. Ag Reserve is scheduled at 9:30 a.m. and the Brookside Item at 1:00 p.m.  Workshop held on above dates and no Board direction given.	Completed	03/28/2023
08/30/2022	<b><u>Letter of support</u></b> Direct staff to write letter of support regarding grant partnership with SFWMD for the Corbett Levy.	Workshop	----	Baker	Coffman, Denise		Completed	08/30/2022



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
07/19/2022	<p><b><u>Retain a 3rd party consultant on development west of 441</u></b>            Approved a motion, by a vote of 4 to 3, to direct staff to retain a 3rd party consultant to provide additional information on development west of 441 in terms of traffic, schools, infrastructure, ems, law enforcement and all the seven areas the BCC reviews before BCC approves development.</p>	Workshop	Sachs	Rutter	Coffman, Denise	<p>A third party consultant has been identified and discussions on costs, timing and deliverables is being finalized. The triggering development for this analysis was postponed until May 2023. It is anticipated the consultant will have time to complete its analysis and present something to the BCC in early 2023 well in advance of the Board considering a development proposal for the affected area. (WC)            UPDATE: Item was presented in a VHB study at the 10/24/2023 BCC Zoning Meeting.            Update 8/18/23: Consultant has been hired and is performing analysis. Results will be shared with Board members prior to adoption hearing</p>	Completed	10/24/2023
06/21/2022	<p><b><u>Request staff to bring to BCC a resolution authorizing the renewal of the Commission on Women.</u></b>            Staff to proceed with resolution.</p>	Workshop	----	Duren	Coffman, Denise	<p>Staff to bring resolution before the BCC at the 1/10/2023 board meeting.</p> <p>Resolution brought before the BoCC on 1/24/2023 extending the ACW for an additional 5 years.</p>	Completed	01/24/2023
06/21/2022	<p><b><u>Staff to work with Commissioner regarding women's summit.</u></b>            Summit to build on the work of the advisory committee, get direction from the community on issues the advisory board can then engage in.</p>	Workshop	Taylor	Duren	Coffman, Denise	<p>Staff working to complete by October, 2022.</p> <p>At its February 6, 2023 meeting the Advisory Commission on Women (ACW) discussed the summit under “old business.” The board decided to focus on creating a report similar to the 2018 Report on the Status of Women in Los Angeles County commissioner by the Los Angeles County Commission for Women prepared by Mount Saint Mary’s University instead of a summit.</p> <p>The action plan included compiling local census data and developing a draft standard PowerPoint presentation to be used by board members to increase the awareness, understanding and support of the ACW.</p> <p>The board has continued work on those action items.</p> <p>This was a Commissioner McKinley item.</p>	Completed	04/09/2024



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
06/21/2022	<p><b><u>Seeks information from staff regarding dangerous intersections.</u></b> Requests info from staff and FDOT to improve the safety at intersections considered to be the most dangerous - Forest Hill/441 (district 6) and Atlantic/Military (district 7).</p>	Workshop	----	Baker	Coffman, Denise	<p>Traffic Safety Section is performing a safety study at the intersection of Atlantic Avenue (SR 806) and Military Trail as a part of CO's Safe Strides to Zero Initiative. The team will coordinate with Palm Beach County during the study phase for their input regarding potential safety issues and safety improvement recommendations. The hope would be that there would be the opportunity to implement any recommendations into the noted FM 447944-1 Signal Upgrade project, depending on feasibility and implementation standpoints. FDOT has a future project identified for: Atlantic Avenue at Military Trail: FM 447944-1 Signal Upgrade. (Upgrade the signal systems from span wire to mast arm signal at various intersections). Additionally, in 2018, the Traffic Safety Section performed a RRR Safety Review on SR 882 (Forest Hill Blvd) from SR 7 (US441) to Pinehurst Drive.</p>	Completed	08/20/2022
05/17/2022	<p><b><u>Provide update regarding contracts compensating employees</u></b> In reference to custodial contract report.</p>	BCC - Regular	Weiss	Ayala-Collazo	Coffman, Denise	<p>RFP issued for custodial services which will include the requirement that all bidders will be in compliance with Florida Law. (3/04/24) RFP issued, recommended award approved by the BCC on February 6, 2024.</p> <p>(Note: Logged under Comm. Weiss as he was the Vice Mayor at the time of this directive. Same was originally provided by Comm. Kerner).</p>	Completed	03/04/2024
05/17/2022	<p><b><u>Review Impact Fee Committee term limits</u></b> Request staff review ordinance and remove term limits.</p>	BCC - Regular	Marino	Baker	Coffman, Denise	<p>The Board removed the term limit requirement effective 7/24/23</p>	Completed	07/24/2023



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/17/2022	<b><u>Request Administrator research 401A plan.</u></b> Return a proposal on 401A plan.	BCC - Regular	Bernard	Bonlarron	Coffman, Denise	Staff researched and review 401a plans and provided a presentation to the BCC at the October 18th meeting to seek direction. The BCC provided direction to bring back information to the Board regarding legal opinions on the inclusion on multiple mandatory retirement fund options as well as the exclusive use of 401a plans to only use unused sick and vacation time as contributions. That research was presented to the BCC on 1/24/2023. At that meeting the BCC directed staff to move forward with an RFP to select a single provider to provide a 401a that uses only unused sick and vacation leave as contribution into the plan. Staff developing the RFP and advertised it. Three firms responded to the RFP. One firm was selected and that recommendation will come before the BCC at the September 19th, 2023 meeting. Final approval was given by the BCC at their September 17, 2024 meeting.	Completed	09/17/2024
05/17/2022	<b><u>Look into local gas tax holiday</u></b> Research what can be done in regards to creating some type of local tax holiday. Requested to return at a workshop.	BCC - Regular	Bernard	Baker	Behar, David	The County Attorney's Office has opined that the County does not have the authority to provide for a tax holiday. See attached memo.	Completed	09/12/2022
04/28/2022	<b><u>Directed Mayor to forward a letter to the PBC School District regarding concerns of bus stops</u></b> Mayor's office to send a letter on behalf of the Board to the School District expressing concerns of bus stops.	Zoning	----	Bonlarron	Coffman, Denise	Letter was sent to the Superintendent as a follow up on school bus stop safety.	Completed	05/12/2022
04/26/2022	<b><u>Parking Spaces available for rent</u></b> Directed Administrator to research the possibility of renting out parking spaces in South County.	Workshop	Weiss	Baker	Coffman, Denise	Agenda Item will be submitted to the BCC for consideration July 12, 2022. (3/04/24) Agenda item was considered by the BCC during the July 12, 2022, regular meeting; direction was provided. Staff engaged with the requestor and drafted a license agreement for use of select parking spaces. The license agreement was not executed as the requestor failed to provide all required documents. (Note: Logged this directive under Comm. Weiss as he was the Vice Mayor at the time)	Completed	03/04/2024



## Palm Beach County Board Directives -

04/26/2022	<b><u>Directed Administrator to research the options available for rental increases.</u></b> Administration will work with County Attorney's office to provide update.	Workshop	Weiss	Bonlarron	Coffman, Denise	Administrative worked with the County Attorney's office on researching the possibility of providing and extended notice to renters of any increases in rent above 5% or a termination or nonrenewal of a lease. An agenda item with the ordinance was presented for final adoption at the September 13th BCC meeting. The BCC approved the ordinance.	Completed	09/13/2022
03/29/2022	<b><u>Environmental Bonds</u></b> Request staff return with (1) proposed ordinance, (2) list of projects, prioritized, (3) alternative funding sources (national, state, agency).	Workshop	----	Baker	Coffman, Denise	On June 21st, the Board voted to table the bond referendum seeking authorization for the issuance of an Environmental/Water General Obligation Bonds for November 8, 2022 election cycle	Completed	06/21/2022
03/29/2022	<b><u>Housing/Homelessness Bond</u></b> Request staff provide (1) current projects, (2) assessment value impacts to include possible rental, (3) guidelines on ARPA spending.	Workshop	----	Baker	Coffman, Denise	Discussion to develop Housing/Homelessness Bond to resemble One-Penny Infrastructure Sales Tax materials. On June 21st, the Board adopted a Resolution calling for a bond referendum to be held on November 8, 2022 seeking authorization from the voters for the issuance of \$200M Workforce/Affordable Housing General Obligation Bonds. The ballot language and relevant documents were submitted to the Supervisor of Election on June 29th.	Completed	06/21/2022
03/22/2022	<b><u>Explore Senior Discounts at Parks</u></b> Request staff to explore senior discounts at other Parks.	BCC - Regular	----		Coffman, Denise	Below are programs and services within Parks and Recreation where a discount or promotion is offered in support of seniors and veterans.  Morikami - Seniors and Military receive a \$2 discount off the normal admission fee of \$15  Golf Courses - We work with the PGA and our golf professionals to provide the PGA HOPE program which is a program for Disabled Veterans, we have a Patriot Day closest to the pin fundraising contest on the Labor Day Weekend that support Folds of Honor Foundation, and on Veterans Day we charge only a cart fee to any Veteran playing at our facility which is up to a \$45.00 discount. The Frequent Player Card, available to all golfers, offers an even better discount than the standard senior or military discount. Rick Macci Tennis Academy- Veterans receive 50% discount on all memberships & court fees  Jupiter Outdoor Center- Active Military with ID: BOGO (or 50%) on all Riverbend Rentals Veterans 20% on all Riverbend rentals 10% off Wild & Scenic Loxahatchee guided tours for both vets and active military	Completed	07/12/2022



## Palm Beach County Board Directives -

Shark Wake Park- They have discounts for Military Veterans, Police Force, and First Responders. All of these grant a 50% discount on their wakeboarding and obstacle island tickets but do not apply to any memberships or items at the shark shack. These memberships include Month, Summer, and Annual Memberships.

### Therapeutic Recreation Services Programs

We work with the VA to provide:

- ¿ Free indoor pickle ball clinics (once a month)
- ¿ A4All provides a free art class (once a month). (The VA provides transportation)
- ¿ Fee Waiver for VA for open gym (once a month)

Also, many of our adapted sports programs are free and veterans participate in this as well (the maximum amount that they might pay, if there is a fee, is \$25 annually). Adapted sports include wheelchair rugby, wheelchair lacrosse, beep baseball, bocchia, wheelchair basketball, etc.

### Senior Softball

Senior Softball Groups (provide free field use/field maintenance)

10 Leagues at 7 Parks, 7 days per week, times vary based on availability, serve approximately 2,000 seniors

Associated with the league, we waive room or pavilion rental fees for team meetings and either open day or closing ceremonies of league

We offer a reduced rate to Seniors for Daily Ball field rental fee - \$12.50 (vs \$25.00 per hr.).

### Swimming Pools

Regular Adult Admission = \$4.33 includes tax

- Senior Citizen/Military Discount = \$3.47 includes tax

- Lap Swim Pass = \$42.80 includes tax (expires 1 month after date of purchase)

- Senior/Military Discounted Lap Swim Pass = \$34.24 includes tax (expires 1 month after date of purchase)

### Waterparks

Senior/Military discount of approximately 20% on daily admission.



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/22/2022	<b><u>Resolution for SR715</u></b> Direct staff to prepare resolution for SR715 to be designated as "Deputy Sheriff Donta Manuel and Deputy Sheriff Jonathan Wallace Highway."	BCC - Regular	----	Bonlarron	Coffman, Denise	Staff has completed the resolution and Board agenda item presented to the BCC on June 7th The Governor signed the bill in May. DOT will erect the marker.	Completed	06/07/2022
02/01/2022	<b><u>Request update on impact of cold weather for farmers</u></b> Request update, can be memo form, regarding recent cold weather impacts on farmers.	BCC - Regular	----	Bonlarron	Coffman, Denise	Cooperative Extension provided their final assessment and the State of Florida engaged DEO and DEM to provide assessments. The Governor sent a letter to USDA requesting a state of Emergency for Palm Beach County and other affected Counties. The Federal government also request the same designation for Florida's impacted counties. On March 21st, USDA Secretary notified the state that the declarations requested had been granted. The final Cooperative Extension assessments and the USDA letter granting the emergency declaration were provided to the BCC on March 23rd. Both documents are attached.	Completed	03/23/2022
02/01/2022	<b><u>Update at future workshop, possible Environmental and Housing Bonds</u></b> Bring options, bond types to discuss.	BCC - Regular	----	Baker	Coffman, Denise	At upcoming 3/29/22 BCC Workshop, GO Bonds, Environmental/Water Bonds, Housing Bonds to be discussed. On 3/29/22 at BCC Workshop, discussion on next steps. New directive to be established for each subject.	Completed	03/29/2022
01/04/2022	<b><u>Pursue emergency purchase of at-home COVID-19 testing kits</u></b> Approved purchase up to \$500,000.	BCC - Regular	----	Baker	Coffman, Denise	60,480 kits have been purchased, received and will be distributed.	Completed	03/08/2022
01/04/2022	<b><u>Palm Beach County Mounted Posse</u></b> Work toward terminating exclusive use of the equestrian facility by PBC Mounted Posse	BCC - Regular	----		Helfant, Anne	Parks and Recreation working with legal to terminate the use agreement with the Posse and move to a standard reservation process which will provide for other groups to use the facility. The exclusive use of the facility was terminated effective February 28th.	Completed	02/28/2022
12/07/2021	<b><u>Return Agenda item on 1/4/22 for West Jupiter Rec Center naming for Edna Runner.</u></b> Return agenda item for naming youth activities room at the West Jupiter Recreation Center.	BCC - Regular	Marino	Baker	----	Agenda item on 1/4/22 approved naming The Edna W. Runner Youth Activities Room at the West Jupiter Recreation Center,	Completed	





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/23/2021	<b><u>Name rededicated Wellington Library rooms for former mayors Wenham and Foster</u></b> With the reopening of redesigned Wellington library, request to name conference room for former Wellington Tom Wenham and his wife Regis (Library Advisory board member) and children's wing for former Wellington Kathy Foster	BCC - Regular	----	Baker	----	During rededication of Wellington Library on Saturday, December 18, 2021, rooms named for Wenham and Foster were acknowledged. At BCC meeting 12/7/21 adopted agenda: Named conference room #113 at the Wellington Branch Library ¿Mayor Tom and Regis Wenham Conference Room.¿ Named children¿s meeting room #116 at the Wellington Branch Library ¿Mayor Kathy Foster Children¿s Activities Room.¿	Completed	
11/16/2021	<b><u>Bring resolution on Broadband.</u></b> A part of Access 67, increase broadband throughout the state. Can return at next workshop (11/23/21).	BCC - Regular	Weiss	Baker	Coffman, Denise	Item 3.C.1, Resolution supporting FAC Access 67. (see item for full statement).	Completed	
11/16/2021	<b><u>Reconsider food card benefit if anyone already received benefit.</u></b> If we have extra food cards available, consider lifting restriction.	BCC - Regular	----	Duren	Coffman, Denise	Seniors, Disabled persons and households with children under 5 years of age were given the opportunity to apply for a second food card. The surplus food cards were exhausted in a week. This program has sunset.	Completed	03/08/2022
11/16/2021	<b><u>Request presentation from Victim Services on domestic violence during COVID.</u></b> Request presentation.	BCC - Regular	----	Bonlarron	Coffman, Denise	This item has been completed. Staff provided two presentations to the BCC related to this issue. The first was done in 2020 and the second was a six month follow up that was provided to the BCC in 2021.	Completed	06/01/2022
11/02/2021	<b><u>Potential idea for staff to consider Therapy Dogs for first responders.</u></b> Under category of Behavioral Health to consider therapy dog services.	BCC - Regular	----	Duren	Coffman, Denise	Fire Rescue considered the program, participated in training and is developing a policy to pilot a program for further evaluation.	Completed	03/13/2023
11/02/2021	<b><u>Provide DPC program hours in the Glades</u></b> What are the hours/time of year drowning prevention program is offered in the Glades.	BCC - Regular	----	Duren	Coffman, Denise	Land based water safety training is offered year round when requested by schools or other community groups through the Drowning Prevention Coalition. Swimming lessons are provided during the spring/summer at Pioneer Park Aquatics through Parks and Recreation. Dates and times vary and are posted at the park, via social media and the parks website.	Completed	01/23/2024
10/19/2021	<b><u>Request process easier and less burdensome for COPCN</u></b> Amendment that provides for a written wavier between 2 parties. Replace with review financials if the customer does not want to waive their right to the financial analysis.	BCC - Regular	----	Baker	----	Item returned to BCC on 12/7/21, included language to change and create alternative to audited financial statements.	Completed	12/07/2021



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/19/2021	<b><u>Request Legislative Affairs team to immediately oppose legislation Senate Bill 452 (prohibit county government from being able to pass any type of mask or vaccine requirements).</u></b> Specifically drug testing.	BCC - Regular	----	Baker	----	To be reported in the 2022 Session update that SB 492 was withdrawn, and SB 592 and HB 75 on Face Covering Restrictions were never heard in any committee in either the House or Senate.	Completed	03/01/2022
10/19/2021	<b><u>Research implications of sponsoring M2 basin project.</u></b> Timely, due Monday, 10/25/21. Staff prepared and submitted grant application with DEP for ITID. Award notification from FDEP was received on 2/11/22	BCC - Regular	----	Baker	----		Completed	02/11/2022
10/19/2021	<b><u>Directed staff to explore a third term for commissioners into the county charter. Requested COA bring back charter amendment.</u></b> Also cost to add this issue to the ballot; and add a non-voting county-wide mayor.	BCC - Regular	----	Baker	----	At 3/29/22 BCC Workshop, Term Limit/Countywide Mayor Referendum was discussed. Staff was directed by the BCC to not pursue these items any further at this time.	Completed	03/29/2022
10/19/2021	<b><u>Offer financial assistance to SFF they expand and build a new building that will be used for SFF activities and a special needs shelter when necessary.</u></b> Staff will continue to work with SFF staff as this project moves forward.	BCC - Regular	----	Baker	Coffman, Denise	Staff has identified \$1Million in earned interest from ARPA funds to allocate toward the SFF new facility.	Completed	11/02/2021
10/19/2021	<b><u>*contributed to Mayor. Continue work regarding building inspections, practices.</u></b> Continue tracking legislation, following through session.	BCC - Regular	----	Rutter	----	Staff received direction at 8/23 BCC meeting to implement statutory requirements. 1. The provisions of F553.899(SB-4D) are now codified in Chapter 1 with an effective date of May 27th, 2022. (See Supplement #2 to the FBC 7th Edition). This language will require us to re-number existing Section 110.9 which is currently çImpact of Constructionç. 2. The Florida Building Commission Existing Buildings Technical Advisory Committee will meet on 10/4/22 at 10:00 A.M. to review and finalize the recommended inspection requirements as directed by SB-4D.	Completed	
10/19/2021	<b><u>Request a database on eligible development that exceed 3 floors</u></b> with exception of townhomes that are considered SFD. (Building inspection discussion).	BCC - Regular	Weiss	Rutter	----	Staff presented recent legislative updates requiring a building recertification program. Board direction was to implement new statutory requirements. As part of the presentation at the 8/23 BCC meeting this information was provided.	Completed	08/23/2022



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/05/2021	<b><u>When will ARPA dollars spending plan be released.</u></b> Planning to bring ARPA spending plan to BCC at the November 2021 meeting.	BCC - Regular	----	Baker	----	Item 5.D.1, Receive and file the ARPA 2021 report. Approve Fiscal Strategy. (see item for full statement)	Completed	
10/05/2021	<b><u>Inquiry on when RFP will go out for ATV park.</u></b> Asking for date when RFP will be released for ATV park.	BCC - Regular	----	Baker	----	RFP was advertised in the Palm Beach Post on July 3rd. Pre-proposal meeting is scheduled for July 29th, proposals due on 11/21/2022.  No response to the RFP was received.	Completed	11/21/2022
09/28/2021	<b><u>Update Commission on committees</u></b> Asked if there was a way to get their updates, not necessarily verbally.	Workshop	Sachs	Baker	----	ISS created a Portal of Boards and Commissions meeting reports that can be found on the County Intranet. The Women's Commission update was provided at a BCC meeting; the Agriculture Enhancement Committee updates were uploaded in the Intranet portal along with the meeting minutes and agenda for the other Advisory Committees.	Completed	01/09/2023
09/28/2021	<b><u>Staff provide additional information regarding possible Budget Committee</u></b> Discussion occurred during Advisory Boards update.	Workshop	Bernard	Baker	----	After further discussion with staff, the commissioner decided another budget committee was not needed.	Completed	03/21/2023
09/28/2021	<b><u>Request Agricultural Enhancement Committee and Farmer Worker Advisory board update</u></b> Discussion during Committees update. Would like an update and hear of recommendations about marketing local grown produce.	Workshop	----	Baker	----	The workings of the Agriculture Enhancement Council were uploaded into the newly created portal for County Advisory Boards and Committees.	Completed	03/10/2023
09/28/2021	<b><u>Opportunity to hear what advisory boards are asking for.</u></b> Discussion during Committee update. Up to Board members whether or not we want to spend resources on recommendations.	Workshop	----	Baker	----	Update at 2/1/22 BCC Meeting: ISS is creating a Portal of Boards and Commissions meeting reports. The portal has been completed and BCC staff trained on use.	Completed	09/12/2022
09/14/2021	<b><u>Advocate for a legislative civics requirement in the 2022 Legislative session.</u></b> Advocate for a Civics course to elaborate on local, state, federal and special government responsibilities.	BCC - Regular	----	Baker	----	Item 6.F.1 of 7/13/21 BCC meeting. This requirement was presented in the 2021 State Legislative Session Final Report.	Completed	09/14/2021
08/17/2021	<b><u>Return Insurance RFP to next BCC meeting (9/14/21)</u></b> Return RFP selection to BCC meeting.	BCC - Regular	----	Baker	----	9/14/21: BCC approved contract with PRIA.	Completed	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
07/13/2021	<b><u>Return Community ID program to BCC meeting (comments during MBP)</u></b> Bring forth Community ID program to BCC for action.	BCC - Regular	----	Baker	----	8/17/21: Allocated, by a vote of 4-3, \$75,000 to fund the Community Identification Card Program, administered by the Legal Aid Society of Palm Beach County. The card will not be issued by Palm Beach County.	Completed	
07/13/2021	<b><u>During Leg Update. Start leg committee meetings in Sept.</u></b> With start of session in January 2022, start legislative delegation meetings in September 2021.	BCC - Regular	----	Baker	----	1st Public Hearing held 9/2/21 at FAU, Boca Raton.	Completed	
07/13/2021	<b><u>Directed staff to continue to evaluate the safety of certain building types in the unincorporated area of Palm Beach County and draft a letter to condominium boards encouraging them to assess the structural integrity of their buildings. Follow up to Surfside building collapse.</u></b> Staff will also work with community partners, the Tax Collector and Property Appraiser regarding developing and implementing a recertification program.	BCC - Regular	----	Baker	----	8/17/21: Staff presented an update regarding developing and implementing a program to evaluate the safety of certain building types in Palm Beach County following the devastating event that took place on June 24, 2021 at Champlain Towers located in Surfside in Miami-Dade County. The County worked with the Palm Beach League of Cities on a draft document. A final draft is expected to be submitted to the commission at a later date.	Completed	
07/13/2021	<b><u>During Leg Update. Revisit SB-266 Neighbors law, homebound business.</u></b> Request revisit to neighbors law.	BCC - Regular	----	Baker	----	Confirmed that this was the Home Based Business bill from 2021 session. It passed.	Completed	03/01/2022
06/15/2021	<b><u>Palm Tran items follow up</u></b> (contributed to Mayor from BCC discussion) Glades salary breakdown; fares; continued operation; \$62m shortfall; additional work on staff's model; bring back proposal; wage set proposal	Workshop	----	Baker	----	Staff presented to the BCC information related to the continued Go Glades service discussion in 2022. The item was presented to the BCC at the September 20, 2022 workshop and the Board directed staff to extend the Go Glades Service using the current model for an additional year.	Completed	09/20/2022



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
06/15/2021	<b><u>Request a Community Roundtable on the aftermath of RPB Publix.</u></b> Involve State Attorney Dave Aronberg, Behavioral Health, Sheriff Ric Bradshaw, county staff, RPB Mayor Fred Pinto.	BCC - Regular	----	Baker	----	County staff led a series of community discussions related to series of criminal justice issues that included gun violence in community, existing laws (Fed and State), policing, and other important criminal justice subjects. On August 28th, 2021, CJC held a final Community Action Summit where 175 Community Leaders, Elected Officials and County Representatives shared some of their findings relative to community policing. The Law Enforcement Planning Council School and Community Safety Committee discussed the issue more specifically relative to mass shootings and coordinated response. The findings of the Action Summit were presented to the BCC by the Criminal Justice Commission at their August 30,2022 meeting and included a number of deliverable and follow up items.	Completed	08/30/2022
06/08/2021	<b><u>*follow up. Advised county staff working on ordinance or resolution regarding single-use styrofoam and plastics</u></b> Comment made during MBP that staff were working on ordinance/resolution.	BCC - Regular	Weiss	Baker	----	At upcoming 4/26/22 BCC Workshop, Single-Use Plastic and Polystyrene Waste Reduction will be presented. No further action needed.	Completed	04/26/2022
06/08/2021	<b><u>FDACS TEFAP Contracts</u></b> Prepare resolution thanking FDACS for honoring County's request for Palm Beach County to be a separate distribution area and stating that we are looking forward to working with the new provider Farm Share.	BCC - Regular	----		----	Resolution prepared and passed unanimously by the BCC at its 6/15th meeting. Letter to Commissioner Fried, Deputy Commissioner Tannenbaum, and Legislative Delegation with an attached copy of the Resolution followed. .	Completed	06/13/2021
06/08/2021	<b><u>Resolution to support Antidefamation League condemning hate and extremism</u></b> Request resolution at upcoming 6/15/21 BCC meeting.	BCC - Regular	Bernard	Baker	----	Item 3.A.1, presented resolution affirming ongoing commitment to cultivating an inclusive, safe, and just society, (see item for full statement).	Completed	06/15/2021
06/08/2021	<b><u>Family Day</u></b> Draft resolution recognizing the day after Thanksgiving as "Family Day". Bring back on 6/15.	BCC - Regular	----		----	Resolution adopted at the June 15th meeting	Completed	06/15/2021



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
04/20/2021	<b><u>Economic and Technical Summit</u></b> Work with Commissioner Sachs and other board members to plan and schedule an economic and technical summit in Fall 2021.	BCC - Regular	Sachs		----	Given public health concerns, the event was rescheduled from March 30 & 31, 2022 to June 2nd. The event was held at the Convention Center with close to 400 attendees confirmed. Transportation and Housing Panels highlighted the meeting with several keynote speakers including the Director of the Fannie Mae, the Executive Director of the National League of Cities and the Chief Global Economist for Bank of America. A final report will be completed and reported to the BCC and all attendees.	Completed	06/03/2022
04/06/2021	<b><u>Monoclonal Antibody Infusion</u></b> Consult with CIGNA regarding availability of in-home monoclonal antibody infusion for County employees.	BCC - Regular	Bernard		----	The benefit is implemented, communication has been sent to all covered employees (in Cigna plan). Fire Rescue employees are covered for this treatment through their employee health clinic.	Completed	04/14/2021
04/06/2021	<b><u>Employee Organization Legislation</u></b> Prepare letter for Mayor's signature opposing state legislation that results in disparate treatment of labor unions/employee organizations.	BCC - Regular	Weiss	Bonlarron	----	A letter was drafted in opposition to pending legislation and delivered to leadership of the House and Senate. The bills did not pass during the 2021 legislative session.	Completed	04/16/2021
04/06/2021	<b><u>Federal Earmarks Letters of Support</u></b> Prepare letters of support for nine (9) non-profit agencies seeking federal budget earmark appropriations.	BCC - Regular	Sachs	Bonlarron	----	Requests were from multiple commissioners. Letters sent on 4/8/21.	Completed	04/08/2021
04/06/2021	<b><u>Proclamation Honoring Congressman Alcee Hastings</u></b> Prepare proclamation honoring the life of Congressman Alcee Hastings.	BCC - Regular	Bernard	Bonlarron	----	A resolution was drafted, read and presented to the family of the late Congressman Alcee Hastings.	Completed	04/20/2021
04/06/2021	<b><u>Business Relocation Incentives</u></b> Meet with BDB to discuss criteria for business relocation incentive program and bring back to BCC with recommendations.	BCC - Regular	----		----	Reviewed the latest 1994 policy and researching the possible incentive options. BDB advised of status. Proposed revised policy developed to be discussed with Administrator Baker on June 9th. Draft of the revised program discussed with Administrator Baker, Kelly Smallridge and her staff on June 28th. Scheduled for BCC approval on July 13th. Approved at the July 13th BCC meeting	Completed	07/13/2021
04/06/2021	<b><u>Florida Retirement System Legislation</u></b> Prepare a letter for Mayor's signature expressing County opposition to SB 84 related to the Florida Retirement System.	BCC - Regular	----	Bonlarron	----	A letter was drafted in opposition to the bill and delivered to the Senate President and the Speaker of the House. The bill did not pass during the 2021 session.	Completed	04/13/2021



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
03/09/2021	<b><u>SFRTA Request to FDOT</u></b> Prepare letter for Mayor's signature expressing Palm Beach County's support of SFRTA request for rescoping of TriRail study to include potential stop at VA Medical Center.	BCC - Regular	Marino	Bonlarron	----	A letter was drafted and sent to DOT District Secretary Gerry O'Reilly. Subsequently, a letter was sent back to the county from DOT in response to the request. DOT indicated that they would keep the county updated on their discussions related to the request.	Completed	04/13/2021
03/09/2021	<b><u>Paid Parental Leave Policy Addition</u></b> Amend Paid Parental Leave Policy to allow eligible employees to receive 4 weeks of paid parental leave following stillbirth of child.	BCC - Regular	----		----	PPM - CW-P-084 has been updated to add this benefit, citing chapter 382, Fla. Stat. defining a stillbirth as an unintended, intrauterine fetal death after a gestational age of not less than 20 completed weeks, requiring an official certificate of same, and allowing paid parental leave to begin immediately following the qualifying event and continuing for 4 weeks thereafter. The PPM can be viewed at <a href="https://pbcportal.pbcgov.org/PPM/CW-P-084.pdf">https://pbcportal.pbcgov.org/PPM/CW-P-084.pdf</a>	Completed	03/09/2021
02/25/2021	<b><u>Vaccinations at USDA Sites</u></b> Prepare letter to Governor for Mayor's signature requesting inclusion of USDA sites in HUD special mission.	Zoning	----		----	Okeechohee Center (414 units), Osceola Center (300 units). Letter sent 2/26/21.	Completed	02/26/2021
02/25/2021	<b><u>Singer Island Submerged Land</u></b> Review development proposal and pending litigation related to filling of submerged land in Lake Worth Lagoon off Singer Island as reported in PB Post on 2/25/21. Report back to Board.	Zoning	Weiss	Rutter	----	Staff is pursuing a determination as to whether the owner is a willing seller and interested in entering into a contract with PBC based on appraised value and other County criteria to sell the property to the County for preservation. Regarding the referenced development plan, there are multiple property owners in this area that claim that they have development rights inconsistent with the City of Riviera Beach's Comp Plan. A land owner would need to demonstrate that they had a judicially vested right to develop or alter submerged lands. Litigation related to the filling of submerged land in Lake Worth Lagoon off Singer Island is ongoing, with numerous intervenors on both sides of the issue, and no hearing date currently set. In short, there is much litigation to be resolved before we will have more specifics on this development proposal. Following initial discussion, no willing sellers came forward.	Completed	03/04/2022
02/25/2021	<b><u>C-51 Reservoir Project</u></b> Directive to revisit previous staff recommendations regarding County buy-in to C-51 reservoir project.	Zoning	----	Rutter	----	\$48 million for the C-51 Reservoir Phase 2 project was included in the State of Florida's Fiscal Year 2020-2021 budget; County staff are actively working to execute a grant agreement with the Florida Department of Environmental Protection to advance this water storage project.	Completed	03/04/2022



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
02/02/2021	<b><u>Vaccination of Teachers and other School District Personnel</u></b> Arrange for vaccination of teachers and other school district personnel 65 years of age and older that have direct student contact.	BCC - Regular	----		----	Completed by Health Department on 2/20/21.	Completed	
02/02/2021	<b><u>Governmental Center Facial Covering/Mask Policy</u></b> Review method of accommodation for non-mask wearing persons that address Board of County Commissioners during meetings.	BCC - Regular	----	Baker	Coffman, Denise	Remote video location has been established and will be utilized for 3/9/21 BCC Meeting.	Completed	02/24/2021
02/02/2021	<b><u>Riviera Beach Marina Compliance</u></b> Review City of Riviera Beach compliance with waterfront bond grant agreement for City Marina upgrades/expansion.	BCC - Regular	Taylor	Baker	----	Requested by F. Lohzman under public comment. Directed by BCC.	Completed	04/11/2014
01/26/2021	<b><u>Vaccination of School District Personnel</u></b> Arrange for vaccinations of teachers and other school district personnel including bus operators and line staff with student contact , 65 years of age and older.	BCC - Regular	----		----	Completed by DOH on 2/20/21.	Completed	
01/26/2021	<b><u>COVID Vaccination Distribution</u></b> Prepare letter to the Governor expressing concern regarding Publix being sole vaccination provider. Prepare letter to Congressional Delegation regarding ability of local governments to request FEMA assistance.	Workshop	----	Bonlarron	----	Letter sent.	Completed	01/29/2021
01/26/2021	<b><u>COVID Vaccine Supply</u></b> Prepare letter to Congressional Delegation requesting increase in vaccine supply and additional direct allocations to FQHCs.	Workshop	Sachs	Bonlarron	----	FQHC request added by Commissioner Bernard. Letter sent 1/29/21	Completed	01/29/2021
01/12/2021	<b><u>Boards and Committees</u></b> Review needs and sizes of County Commission Advisory Boards and Committees. Bring back to Board.	BCC - Regular	Marino	Bonlarron	----	Staff provided an update to the Board on 9/28/2021 after doing an extensive survey and research of County Boards and Committees. The result of that analysis was provided tot he BCC in a PowerPoint presentation. The BCC provided direction to county staff on several items related to the presentation which may be brought back to the Board at a future meeting.	Completed	09/28/2021





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/12/2021	<b><u>ATV Park</u></b> Revisit creation of an ATV Park on 20 mile bend property utilizing creative public/private partnership.	BCC - Regular	----			At the June 22nd workshop, the BCC directed staff to prepare a RFP for development of the ATV park through a public private partnership. Development of the RFP is underway. Community meeting held August 19th at 7pm at the Acreage Library in Loxahatchee. RFP scheduled for release by end of June 2022. RFP was advertised in the Palm Beach Post on July 3rd. Pre-proposal meeting held on July 29th, proposals due on 11/21/2022	Completed	11/20/2022
12/15/2020	<b><u>Lake Okeechobee Water Quality</u></b> Prepare resolution supporting innovative treatment technologies for removing exotic vegetation and reducing nutrient load in Lake Okeechobee.	BCC - Regular	----	Rutter	----	No response to the RFP - Need further Board direction Resolution approved at 3/9/2021 BCC meeting.	Completed	03/09/2021
10/20/2020	<b><u>Pahokee Housing Authority Presentation</u></b> Arrange a presentation by the Pahokee Housing Authority on housing projects they are working on..	BCC - Regular	----			Coordinating with the Executive Director of the Pahokee Housing Authority to make a presentation the Board within the first quarter of 2021.. Presentation scheduled for the March 23rd BCC workshop. The Belle Glade Housing Authority, as requested at the Jan 12th BCC meeting will also present. Presentations made on March 23rd - (presentations attached)	Completed	03/23/2021
10/20/2020	<b><u>Gas Station Emergency Power</u></b> Determine feasibility of ordinance requiring generators and/or emergency power transfer switches at all county gas stations. Include preemption determination and economic impact analysis. Bring back in workshop.	BCC - Regular	----	Rutter	----	At the 2/24/22 BCC Zoning Hearing the Board directed staff to not proceed with any changes.	Completed	02/24/2022
10/06/2020	<b><u>Rapid Test Kits for Agricultural Workers</u></b> Prepare letter for Mayor's signature asking that priority be given to County request to State for Abbott rapid tests for agricultural worker COVID-19 testing program.	BCC - Regular	----		Coffman, Denise	Letter signed by Mayor dated 10/7/20 sent.	Completed	



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/06/2020	<b>USDA Farms to Family Round 3</b> Provide update on Round 3 of USDA Farms to Family Food Distribution Program. Consider activation of federal lobbyists if we are not receiving expected local (county) commodity allocation .	BCC - Regular	----			Coffman, Denise	Completed	12/02/2020
09/22/2020	<b>SR 80 Lighting</b> Research proposed SR 80 lighting project. Coordinate with FDOT and TPA on capital funding and annual O&M expense.	Workshop	----	Rutter	----		Completed	04/28/2022
09/22/2020	<b>Voter Protection</b> Look into requests/concerns related to voter protection including access to early voting sites in underserved communities and security of ballot drop locations. Report back.	Workshop	----	Bonlarron	----		Completed	11/03/2020
08/25/2020	<b>Cultural Organization Programming Funding</b> Determine if CARES or other funding sources could be identified to support free cultural programs for children during COVID pandemic.	BCC - Regular	----	Baker	----		Completed	10/06/2020



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
08/25/2020	<b><u>Ethnic Intimidation</u></b> Review recent local incident with County Attorney, CJC and OEO input and determine if legislative or other actions should be initiated.	BCC - Regular	Weiss		Williams, Jean-Adel	Staff report issued January 8, 2021.	Completed	01/08/2021
08/25/2020	<b><u>Business Re-opening Phase 2 Plan</u></b> Prepare and present on September 1, a Phase 2 business re-opening plan for Palm Beach County.	BCC - Regular	----	Baker	Coffman, Denise	Plan presented on 9/1/20, approved with minor modifications.	Completed	09/01/2020
08/25/2020	<b><u>Playground Re-Opening Order</u></b> Issue order re-opening playgrounds by 8/27.	BCC - Regular	----	Baker	Coffman, Denise	Order 2020-021 issued 8/27/20, effective at 5:00 pm.	Completed	
08/25/2020	<b><u>Opioid Response Presentation</u></b> Schedule a presentation by John Hulick at upcoming BCC meeting on progress/status of county opioid response.	BCC - Regular	----		----	Workshop presentation provided on September 22, 2020.	Completed	09/22/2020
07/07/2020	<b><u>Update the Equal Employment Ordinance to Re-define Definition of Employer</u></b> The Board, in concurrence with the request of Commissioner Weiss, directed staff to update the definition of employer under the Equal Employment Ordinance to include employers with 5 employees. The current definition includes a staff count of 15.	BCC - Regular	Weiss		Ottey, David	The amended Ordinance was adopted by the Board of County Commissioners on January 12, 2021.	Completed	01/12/2021
07/07/2020	<b><u>The Board, in concurrence with Commissioner Bernard's recommendation, directed staff to create an Office of Equity and Inclusion</u></b> The Office of Equity and Inclusion is needed to address issues affecting racial equity and inclusion in our community.	BCC - Regular	Bernard		Ottey, David	The successful creation of the office is dependent on the selection of a highly qualified candidate with leadership experience in the specific area of racial equity. Recruitment is ongoing to identify the ideal candidate fulfill this role.	Completed	11/05/2021



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
06/02/2020	<b><u>Black Elected Officials Caucus Request</u></b> Request CJC review letter on policing reform from BEO organization, follow up with BCC and initiate community conversations possibly using village square model.	BCC - Regular	Bernard	Bonlarron	----	Law Enforcement survey based on BEO issues completed 7/29. Responses from 23 agencies included. Community Forum on Policing held at convention center and virtual 7/29. CJC Community Engagement Task Force conducted first of series of neighborhood follow up forums on 10/14. Delray Beach and Boynton Beach Police Chiefs were featured. Additional forums have been completed in Belle Glade, Riviera Beach/West Palm Beach and Royal Palm/Wellington. At the August 23rd meeting of the BCC, CJC presented the final report, findings and recommendations from the Community Forums. Staff will continue to monitor and implement the recommendations presented to the BCC.	Completed	08/23/2022
06/02/2020	<b><u>Anti-Defamation League Resolution</u></b> Prepare resolution denouncing anti-Semitism, bigotry, hate speech, etc. as recommended by the Anti-Defamation League pursuant to a national initiative.	BCC - Regular	----	Bonlarron	Falcon, Howard	Resolution adopted by BCC on June 16, 2020 (6E-1).	Completed	06/16/2020
03/10/2020	<b><u>FAC Board of Directors</u></b> Prepare letter to FAC advising of the resignation of Mayor Kerner and the recommendation/request to appoint Commissioner Gregg Weiss to the FAC Board of Directors.	BCC - Regular	----	Bonlarron	----	Letter sent on 3/25/20. Commissioner Weiss was subsequently appointed and then elected on June 12, 2020.	Completed	03/25/2020
02/25/2020	<b><u>Letter to Army Corps of Engineers</u></b> Prepare letter for Mayor's signature to send to U.S. ACOE in support of Corps efforts to restore the Loxahatchee River Watershed.	Workshop	----	Rutter	----		Completed	02/26/2020



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
02/25/2020	<b><u>Food Banks</u></b> Schedule meeting at staff level with Feeding South Florida, Palm Beach County Food Bank and Farm Share to discuss concerns regarding the agencies working together. Invite USDA and FDACS representatives.	Workshop	----		----	An initial meeting with CEOs from Feeding South Florida and the Palm Beach County food Bank, along with the Vice Mayor and representatives from County Administration was held May 28, 2020. The Boards of the Food Banks did meet the first week of July to discuss collaboration opportunities and the possibilities of working together. Feeding South Florida agreed to work with the PBCFB on a collaborative proposal to obtain the allocated CARES dollars set aside for that purpose (\$2.5M). An email was received from FSF CEO Paco Velez on 8/7/2020 suggesting a spending plan, but it was not in collaboration with the Palm Beach County Food Bank, and did not meet the purpose of the allocation. There has been no interest in collaboration between the two Food Banks. Staff will continue to try to facilitate a working relationship.	Completed	08/07/2020
02/11/2020	<b><u>Housing and Homelessness Bond Issue</u></b> Research the potential for a GO Bond in the amount of \$150 million for affordable and workforce housing and homelessness. Consider public survey on BCC priorities.	BCC - Regular	Bernard	Baker	----	BCC decided to table indefinitely further work on this bond due to COVID-19 impacts.	Completed	04/14/2020
02/11/2020	<b><u>Naming of SR 715</u></b> Initiate process to name a portion of SR 715, south of the Pahokee Airport, in memory of Deputy Sheriff Jonathan Wallace and Deputy Sheriff Donta Manuel Sr., killed in the line of duty in 2007.	BCC - Regular	----	Bonlarron	----	The naming of SR 715 has been included in the 2021 State Legislative Agenda and bills have been filed by Rep. Skidmore and Sen. Harrell related to the naming. The legislation did not pass during the 2021 legislative session. The County will carry over this issue in their legislative program and advocate for the naming during the 2022 session.	Completed	05/01/2021
02/11/2020	<b><u>Invitation to Representative Anthony Sabatini</u></b> Invite State Representative Anthony Sabatini for a tour of the Glades Region.	BCC - Regular	----	Bonlarron	----	County staff met with Rep. Sabatini and extended an personal invitation for him to visit the Glades. A formal invited was drafted, signed by the Mayor and sent to Rep. Sabatini.	Completed	03/05/2020
02/11/2020	<b><u>Plan for Addressing Homeless Encampments in John Prince Park</u></b> Provide plan for addressing homeless encampments in John Prince Park.	BCC - Regular	----	Baker	----	Sheltering and Housing Strategy presented and approved by the Board on February 25, 2020 (Item 3B-1).	Completed	02/25/2020



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
02/04/2020	<p><b><u>Mental Health School Pilot</u></b>            Review pilot proposal presented by Dreyfoos High School students to increase the availability of school psychologists in Palm Beach County schools. Initiate outreach to Senator Brandes and Education Commissioner Richard Corcoran and request a meeting to discuss a possible partnership with FAU, PB State and PBC School District and pilot program potential.</p>	BCC - Regular	----		----	<p>Proposal was reviewed by Administration and Youth Services. Tammy Fields has engaged Dreyfoos student Asher Moss by email and telephone on multiple occasions. They discussed areas of the proposal needing further development such as distinctions in education requirements between school psychologists and clinical psychologists. Asher held a telephone conference with Dr. Shayna Ginsburg of YSD Education and Training program to get further information. They also discussed the need for coordination with the school district; Asher followed-up with School Board Member Erica Whitfield and will continue the conversation with her. Asher was also advised of ongoing efforts through Birth to 22 and BeWellPBC to create a curriculum on mental health in the schools. Eight Allied Health teachers agreed to participate in the pilot program. The pilot had begun, and unfortunately was cut short as a result of school closure. Efforts will continue to create a curriculum for a mental health certification in high school. The process for development and approval of such a certification takes approximately 2 years. A video conference was held on 3/25th with students from several schools who are developing mental health clubs in high schools. Leadership Palm Beach County has chosen development of such schools as one of its 100 day challenges. Although the virus has impacted in person meetings, it was determined that momentum with the project should continue. Asher was invited to participate and extended the invitation to his fellow Dreyfoos students. Finally Asher was invited to participate in Future Leaders United for Change which will continue to meet monthly through video conferencing while schools are closed. It was concluded that this was exclusively within the school district's authority to implement this program and the County is ready, willing and able to assist as needed.</p>	Completed	05/28/2020
02/04/2020	<p><b><u>Advisory Commission on Women</u></b>            Review frequency of meetings and staffing.</p>	BCC - Regular	----		----	<p>Since the inception of the ACOW, meetings have exceeded the annual minimum (4) established by the Resolution. Beginning last summer, staff arranged, on behalf of the ACOW, a series of listening sessions around the county. While few of the ACOW members attended the meetings, they are now meeting monthly to review the results of the findings obtained at the meetings, and will present their recommendations to the BCC later this spring.</p>	Completed	03/05/2020



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
01/07/2020	<b><u>Reallocation of IST Funding in District 1</u></b> Review and present to Board a reallocation of infrastructure sales tax funding of \$5M from North County District Park to Riverbend Park Interpretive Center.	BCC - Regular	----		Behar, David	\$5m for the Riverbend Interpretive Center was recommended for the IST funding but was replaced by the North County District Park. Now that the North County Park project will be funded by outside funding sources, the recommendation is to transfer the \$5m to Riverbend (see attached justification). This request will be presented to the IST Oversight Committee on May 21, 2020. IST unanimously approved the \$5m reallocation to Riverbend Park.	Completed	05/20/2020
01/07/2020	<b><u>Jerome Golden Leased Property West County HRC Potential</u></b> Determine availability of Belle Glade property leased to Jerome Golden Center and the feasibility of conversion to homeless resource center.	BCC - Regular	----		----	The facility has been returned to the County from Jerome Golden and is in the process of being repurposed as part of a covid-19 administrative complex to support triage and support services for a non-congregate sheltering facility (Royal Palm Lakes) in Pahokee. When the pandemic is over, the facility will be converted to a Homeless Resource Center.	Completed	06/02/2020
01/07/2020	<b><u>TPA Procedures</u></b> Prepare resolution requesting changes to the Transportation Planning Agency's procedures for approving and amending long range transportation plans.	BCC - Regular	----	Bonlarron	----	Engineering staff drafted recommendation to present to the TPA. Administration staff discussed with the TPA staff these recommendations that were presented to and approved by the TPA Board. The new language reads that, "When adoption of a major LRTP update/annual TIP update is scheduled on an agenda, the Palm Beach TPA Governing Board will only vote to adopt or reject the LRTP/TIP as presented. A request to add a project that did not appear in the draft LRTP/TIP or to delete a project included in the draft LRTP/TIP that was made available for public review will be considered as an amendment to the LRTP/TIP on the agenda of a future meeting. This will allow for TPA staff analysis of the impacts of the requested change(s) and a supplemental public comment opportunity prior to potential action by the Governing Board."	Completed	09/17/2020
12/17/2019	<b><u>AMR MOU</u></b> Review request from American Medical Response (EMS Secondary Provider) for MOU related to pilot training program.	BCC - Regular	----		Coffman, Denise	Training program pilot proposed by AMR for PBC Fire Rescue was replaced with enhanced community CPR education and training program. Proposal has been placed on indefinite hold.	Completed	02/24/2021
11/19/2019	<b><u>Environmental GO Bond</u></b> Schedule workshop for discussion of proposal for \$150M General Obligation Bond for environmental and water projects.	BCC - Regular	----	Baker	Behar, David	Workshop was held on January 28, 2020 to review the parameters of the bond and was directed to proceed. Staff sought further direction at the February 11, 2020 meeting related to the date the Board sought the bond to be placed on the ballot. The November 2020 ballot was provided as direction. Pursuant to Board direction at the 4/14/20 meeting these were tabled for consideration until 2022.	Completed	04/14/2020



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/05/2019	<b><u>Army Corps of Engineers Presentation</u></b> Invite Colonel Andrew Kelly and Lieutenant Colonel Todd Polk to attend a future BCC meeting and present an update on ACOE activities and regional water conditions.	BCC - Regular	----	Rutter	----	Colonel Kelly presented at 12/3/19 BCC meeting. Power Point available.	Completed	12/03/2019
11/05/2019	<b><u>Natural Areas Funding Options</u></b> Prepare an agenda item for Board discussion of recurring funding options for natural areas maintenance.	BCC - Regular	----	Rutter	Stone, Scott	This item was raised by the BCC during the discussions in 2019 regarding the potential for a new Environmental Bond Referendum. At the July 2, 2019 BCC meeting Commissioner Kerner directed the CAO to research options to provide ongoing, annual funding for county environmentally sensitive lands. The CAO provided a memo to the BCC on August 9, 2019 with specifics regarding funding options as requested. If the BCC would still like to receive a presentation in addition to the memo provided on these options and other relevant information regarding natural areas funding, ERM staff is prepared to do so with support from the CAO.	Completed	08/19/2019
11/05/2019	<b><u>Live Aboard and Derelict Vessels</u></b> Review and provide information to Board regarding complaints related to live aboard and derelict vessels in vicinity of Phil Foster Park and Peanut Island.	BCC - Regular	Bernard	Rutter	Fox, Shannon	We continue to use grant dollars as they become available to remove derelict vessels from local waters. Staff from multiple agencies have coordinated with PBSO to facilitate enforcement and processing of derelict vessels. ERM and the CAO are coordinating to revise the Floating Structure Ordinance that will better define enforcement actions. ERM staff provided an summary document to the Board on 3/19 summarizing the various issues and status related to this issue. Floating Structure Ordinance Amendment: On 4/21/21, Mike Stahl and Jena McNeal presented the Floating Structure Ordinance Amendment to the League of City Board members. The Board made a motion to not oppose Amendment. The Amendment went before the BCC on 5/18/21 for its first reading and was adopted by the BCC on 6/15/21. Derelict Vessels: The County received an FWC Derelict Vessel Removal Grant to pay for 100% of the removal costs of four derelict vessels within Palm Beach County. PBC ERM will also remove another derelict vessel near Phil Foster Park using a Florida Inlet Navigation District Grant to pay for 75% of the removal costs.	Completed	06/15/2021





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/05/2019	<b><u>Reduced Fare on Palm Tran for Veterans</u></b> Evaluate and present to Board for discussion, a program similar to Miami-Dade County Patriot Passport Program providing reduced or zero fares for veterans meeting certain income criteria.	BCC - Regular	Sachs	Bonlarron	----	County staff compiled additional research on this request. Changes to fares and reduced transit schedules under COVID protocols have delayed the discussion of this item. Recently the BCC adopted at it's August 20th meeting a reduced fare for disabled veterans to ride the St. Lucie Express that was similar to the fare reduction for those veterans with disabilities who currently ride fixed route.	Completed	08/20/2024
11/05/2019	<b><u>Letter of Support for Extending TPS Status</u></b> Prepare letter directed to legislative delegation supporting an additional extension of TPS status for El Salvador, Haiti, Nicaragua, Sudan, Honduras, and Nepal beyond the current January 4, 2021 expiration date.	BCC - Regular	Bernard	Bonlarron	----	Letter drafted and presented for signature to Commissioner Mack Bernard and Mayor Dave Kerner's office.	Completed	11/26/2019
11/05/2019	<b><u>White Paper on Affordable Housing Efforts</u></b> Prepare a white paper on affordable housing programs and accomplishments that can be used to support legislative lobbying efforts.	BCC - Regular	----		----		Completed	11/18/2019
10/29/2019	<b><u>Homeless Resource Center Appropriation</u></b> Add a request for homeless resource center capital funding to state legislative agenda.	Workshop	----	Bonlarron	----	County reviewed an appropriations request from 2011 that was intended to fund a new senior center in Belle Glade with the intent of freeing up that property to serve as a Homeless Resource Center for the Glades region. Staff completed an appropriations request form for the 2020 session and it has been filed by Rep. Tina Polsky as HB 4751.	Completed	11/27/2019
10/29/2019	<b><u>Civil Citation for Small Quantity Marijuana Possession</u></b> Contact Sheriff Bradshaw and discuss utilization of civil citation process for small quantity marijuana possession.	Workshop	----	Baker	----	Discussions complete. No change.	Completed	10/26/2020
10/22/2019	<b><u>Restoring Resilient Reefs Act Resolution</u></b> Prepare resolution supporting S. 2429, the Restoring Resilient Reefs Act of 2019, sponsored by Senator Rubio.	BCC - Regular	----	Rutter	Stone, Scott	This act reauthorizes the Coral Reef Conservation Act of 2000 and establishes the United States Coral Reef Task Force. Resolution approved by BCC on November 19	Completed	11/19/2019



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/22/2019	<b><u>Marine Industries Association Funding Request</u></b> Review and bring back for Board consideration a request from the Marine Industries Association of South Florida for \$50,000 to support a Marine Research Hub.	BCC - Regular	----			Behar, David	Completed	06/29/2020
10/08/2019	<b><u>South Florida Fair Meeting</u></b> Schedule meeting with South Florida Fair to discuss Expo Center Expansion Project.	BCC - Regular	----	Baker		Falcon, Howard	Completed	10/28/2019
10/08/2019	<b><u>Critical Social Services</u></b> Inventory and investigate critical social services including behavioral health and substance-use disorder services provided by nonprofit community partners and identify measures to address loss of services provided by the Jerome Golden Center for Behavioral Health located on NW Avenue D in Belle Glade and on 45th Street in West Palm Beach. Also, review and respond to communication from Marcia Andrews regarding loss of ADHD pharmacy services due to Jerome Golden facility closure.	BCC - Regular	Weiss			----	Completed	07/14/2020



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/08/2019	<p><b><u>Health Care District Behavioral Health Services Discussion</u></b></p> <p>Initiate discussions with the Health Care District of Palm Beach County (HCD) on assumption of mental health and substance use disorder services. Consider joint meeting between BCC and HCD Board.</p>	BCC - Regular	Bernard	Fields	----	Staff is actively evaluating HCD's expanded role in the County's system of Behavioral Health and discussing same with the District. A contract will be presented to the BCC on 8/20/24 to approve \$10m for the District to build a Central Receiving Facility for mental health. District is providing mental health services at HRCs.	Completed	08/12/2024
10/08/2019	<p><b><u>PACE Legislation and Workshop</u></b></p> <p>Board requested a workshop to review County PACE provisions.</p>	BCC - Regular	Bernard	Rutter	Stone, Scott	<p>In response to Board direction a workshop was scheduled for 10/29/19. Following legislation filed for consideration in the 2020 session (HB225) staff was directed to postpone the workshop and follow the proposed legislation to determine if the bill addresses County issues regarding PACE consumer protection. Staff is monitoring the legislation and will return to the Board for additional direction once the session is concluded. Pursuant to BCC direction at the 4/7/20, staff conducted a workshop on 6/23/20. The workshop included a staff update on the PACE program, presentation by the Tax Collector and presentation by industry. The Board directed staff to work with industry to improve the PACE program. Staff and industry have held meetings to review potential changes and will seek direction from the Board later this year. Staff received direction at the 8/31/2021 BCC Workshop. Staff presented amendments at the 6/7/2022 meeting and will further present at 8/23/2022 meeting.</p> <p>Staff presented item and BCC postponed it to future date.</p>	Completed	11/15/2022
10/08/2019	<p><b><u>Related Group Hotel Proposal</u></b></p> <p>Provide update on hotel proposal from Related Group.</p>	BCC - Regular	Bernard	Baker	Falcon, Howard	<p>BCC adopted modifications to PACE ordinance on 11/15/22</p> <p>Update provided at regular BCC meeting on 10/22/19. Proposal will not be further evaluated or considered until completion of convention center (CSL) and parking studies that are currently being conducted.</p>	Completed	10/22/2019
09/10/2019	<p><b><u>Camino Real Bridge</u></b></p> <p>Provide update on Camino Real Bridge, financially and operationally.</p>	BCC - Regular	----	Rutter	Herman, Yelizaveta	The County has taken full operational control of the bridge. All work has been completed and project close out has concluded. Liquidated damages for failure to perform the work on time are being negotiated.	Completed	12/02/2019
09/10/2019	<p><b><u>PACE Workshop</u></b></p> <p>Schedule a workshop on the PACE program. Invite Anne Gannon to participate.</p>	BCC - Regular	Bernard	Rutter	Stone, Scott	Consolidated with the "PACE Legislation and Workshop" directive	Completed	10/28/2019



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed	
09/10/2019	<p><b><u>Delivery Drivers and Helpers Background Checks and Licensing</u></b> Evaluate with County Attorney's Office some type of licensing and background check requirement for furniture and appliance delivery personnel and/or companies.</p>	BCC - Regular	----			Coffman, Denise	Legal review completed 10/9/19. Staff agreed with initiating commissioner to delay further BCC consideration while 2020 Florida legislature considered bills on this topic (HB 1129 by Caruso and SB 1796 by Perry). The legislation was not successful. Will monitor 2021 activity on this topic and reopen directive if needed.	Completed	10/26/2020
08/20/2019	<p><b><u>Racial Equity Training for Employees</u></b> Look into making racial equity training mandatory for supervisors, managers, department heads, assistant county administrators, and employees who work in departments that provide direct services to the public.</p>	BCC - Regular	Bernard			Ottey, David	Racial Equity Training will be mandatory for County Department Heads & Division Heads in 2020, and offered to the BCC and staff. Four initial workshops have been scheduled for 2020 and funding will be provided by the General Fund. Registration for training will be available through the "TED" system in the coming weeks. After completion of the initial four trainings, Department Heads will be charged with the responsibility of ensuring all appropriate staff receive the training through 2-day focused workgroups, or "groundwater" training sessions.	Completed	02/22/2020
08/20/2019	<p><b><u>Transportation Planning Agency (TPA) Workshop</u></b> Schedule workshop with TPA and county staff, BCC, and some members of TPA Board to discuss activities and coordination.</p>	BCC - Regular	----	Bonlarron	----		County Staff has been coordinating these meetings and has conducted three to date. Staff has been meeting individually with TPA members in October and November and the TPA scheduled a workshop with its Board to review this data on November 15. Additional meetings were scheduled in December as the TPA approved the long range transportation plan for adoption at their December meeting.	Completed	12/12/2020
08/20/2019	<p><b><u>Letter of Support for Donation of Former Gove Elementary Property to City of Belle Glade</u></b> Provide letter of support from BCC under Mayor's signature to the School District of Palm Beach County for donation of former Gove Elementary property to City of Belle Glade for workforce/affordable, mixed-income housing project.</p>	BCC - Regular	----			Falcon, Howard	The letter of support has been signed by the Mayor and will be distributed to the correct parties.	Completed	10/04/2019
08/20/2019	<p><b><u>Mental Health Parity &amp; Substance Use Disorder Act</u></b> Preparing resolution urging congressional support for legislation which enhances and expands coverage under the Mental Health Parity &amp; Substance Use Disorder Act</p>	BCC - Regular	----	Bonlarron		Helfant, Anne	At the Sept. 10th BCC meeting the resolution was unanimously adopted by the Board.	Completed	09/10/2019



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
07/23/2019	<b><u>Joint Meeting with League of Cities</u></b> Organize joint meeting with the Executive Board of the League of Cities. Include transit and other mobility and transportation issues, bus shelters, possible other topics (HRC funding?) on agenda.	Workshop	Weiss	Bonlarron	----	County staff has coordinated with the League of Cities staff to organize the requested meeting. The meeting date was Monday, February 24th at the Clayton Hutcheson Ag Civic Center. All Commissioners participated in the meeting.	Completed	02/24/2020
07/23/2019	<b><u>Transportation and Mobility Summit</u></b> Organize transportation and mobility summit with community partners including cities, TPA, School District, and business community.	Workshop	----	Rutter	----	Summit postponed due to COVID-19 safety precautions. Virtual Summit took place on 1/14/2021. Staff will provide a summary report to the Board.	Completed	01/14/2021
07/23/2019	<b><u>Invitation to Gov. DeSantis to Visit Glades Area.</u></b> Prepare joint letter from County and Glades cities inviting Governor DeSantis to visit Glades area before next legislative session.	Workshop	----	Bonlarron	Helfant, Anne	A letter has been sent inviting the Governor to the Glades Region and was signed by the County and the three Glades cities.	Completed	08/26/2019
07/23/2019	<b><u>Certificate of Need Review Elimination for General Hospitals and Certain Other Medical Facilities</u></b> Provide memo to Board addressing impact on county, particularly Fire Rescue, of elimination of certificate of need review for general hospitals and certain other medical facilities (CS/HB 21).	Workshop	----	Bonlarron	Helfant, Anne	Chief Duren has taken the lead on this response and provided a memo to the BCC Sept 10, 2019 with Fire Rescue's observations.	Completed	09/10/2019
07/02/2019	<b><u>Transportation Planning</u></b> Schedule and coordinate BCC workshop to discuss county transportation planning.	BCC - Regular	Bernard	Baker	Coffman, Denise	BCC Workshop held on July 23, 2019. Transportation and Mobility Summit with community stakeholders and partners to be scheduled as a follow up. Tracking summit under separate directive.	Completed	07/23/2019
07/02/2019	<b><u>Natural Areas Maintenance Funding</u></b> Research dedicated funding streams including creation of MSTU or dependent taxing district for maintenance of county-owned natural areas. Bring back to Board for discussion.	BCC - Regular	----	Rutter	Stone, Scott	The County Attorney's office provided a memorandum assessing funding options to the BCC on 8/9/19. Staff will review this memorandum with the BCC and seek further direction at a future meeting. Merged with similar directive dated 11/5/19	Completed	11/18/2019



## Palm Beach County Board Directives -

07/02/2019	<p><b><u>Public Service Commission - Demand Side Management Goals</u></b></p> <p>Prepare resolution urging the Public Service Commission to set meaningful demand side management goals for Palm Beach County pursuant to the Florida Energy Efficiency &amp; Conservation Act (FEECA).</p>	BCC - Regular	----	Rutter	Stone, Scott	Staff has drafted resolution and will include for BCC approval on 7/23. ITEM WAS DELETED	Completed	07/23/2019
07/02/2019	<p><b><u>Racial Lynching Monument</u></b></p> <p>Explore options for claiming Palm Beach County monument created by Alabama-based Equal Justice Initiative (EJI) and creating permanent location in Palm Beach County. Engage Florida State Senator Lori Berman, EJI ED Bryan Stevenson and CJC member Barbara Chieves in the process.</p>	BCC - Regular	Weiss		Coffman, Denise	<p>Library Community Research staff has completed historical review. Information gathered is consistent with EJI report. Retrieval interest form filed with EJI 7/9/19. Acknowledgment and contact into for interested parties received. Procedures for application expected later this year. Publications ordered and received from EJI. Process of contacting local interested parties and identifying interested local organizations has been initiated. Met with Mayor and each Commissioner, provided an update and discussed and sought input on the composition of the Coalition. Working with interested parties to bring them all together for a kick-off meeting. Members of the Coalition identified and kick-off meeting held on Friday, June 26th at 4pm. Monthly meetings to follow. At the August 8, 2022 City of West Palm Beach Commission meeting the t c</p> <ul style="list-style-type: none"> <li>- Coalition convened on July 30th, selected Bryan Boysaw as Chair and Barbara Cheives and Josephine Gon as Co-Chair. The following Sub-committees were identified; Education (Barbara Cheives), Research (Charlene Farrington/Mark Schneider/Father Salmon). Mission statement being developed &amp; research on the 2 PBC victims is continuing.</li> <li>- Dec 2020 - Held meeting with EJI staff - process/guidelines for distributing the actual monuments are yet to be developed, anticipate issuance late 2021. In the interim, we will continue to develop the community educational component.</li> <li>- Feb 2021 meeting - Since the EJI monument distribution is still indeterminate, we will begin to identify possible locations in WPB and Delray for placement of memorial markers to recognize Mr Simmons and Mr Nelson- the 2 who were lynched on PBC.</li> <li>- In recognition of Mr. Simmons' lynching on June 7th, 1923, planning is underway for a year-long educational program kick-off</li> <li>- April 8th -EJI invited PBC Coalition to move to the next step of submitting the Community Remembrance Project Expression of Interest Questionnaire.</li> </ul> <p>Project update meetings held with individual Commissioners. Project update provided the BCC at the August 31st Workshop.</p>	Completed	06/29/2023



## Palm Beach County Board Directives -

						<p>October 19th - presentation made to City of Delray Beach Commission. Project will be highlighted in various events over the MLK weekend. Plan Soil collection ceremony for Samuel Nelson held in Delray Beach on June 18th (Juneteenth weekend). August 8th City of West Palm City Commission issued a tribute to PBC Remembrance recognizing our work with EJI and recognizing Henry Simmons who was lynched in the City of West Palm Beach in 1923 and Henry Simmons in 1926.</p> <p>- Trip to EJI - Montgomery, Alabama , Feb. 23-25th. Delivered Sam Nelson's Soil Jar to EJI Legacy Museum where it will be displayed. Awaiting approval from EJI for Henry Simmons soil collection ceremony. EJI Racial Justice Essay Contest Awards Ceremony held on June 29, 2023. Six students received scholarships ranging from \$500 to \$1,400 for a total of \$5,900</p>		
06/04/2019	<p><b><u>Highridge Family Center Facility Improvements Legislative Appropriations Request</u></b></p> <p>An appropriation request to 2020 State Legislative Agenda for Highridge Family Center facility improvements.</p>	BCC - Regular	----	Bonlarron	Helfant, Anne	As part of the County's 2020 state legislative agenda adopted on 9/10/19 by the BCC, a statement requesting \$1.5 million for facility improvements was included.	Completed	09/10/2019
06/04/2019	<p><b><u>Designation of Troopers Herman T. Morris and Frederick J. Groves, Jr. Memorial Highway</u></b></p> <p>Prepare a resolution in support of the honorary designation of that portion of SR 91, Florida's Turnpike , between mile markers 100 and 105 as the "Troopers Herman T. Morris and Frederick J. Groves, Jr. Memorial Highway".</p>	BCC - Regular	----	Bonlarron	Helfant, Anne	An agenda item and resolution were prepared for the July 2nd BCC meeting and approved by the BCC at that date. CS/CS/CS HB 385 becoming law upon the Governor's signature. A local resolution was required pursuant to s. 334.071, F.S.	Completed	07/02/2019
06/04/2019	<p><b><u>Vaping in County Playgrounds</u></b></p> <p>Prepare ordinance prohibiting vaping in county playgrounds.</p>	BCC - Regular	----		Helfant, Anne	Vapor Free Public Park Playground Ordinance was adopted by the Board of County Commissioners on October 8, 2019.	Completed	10/08/2019



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
05/07/2019	<p><b><u>Joint County Commission Meeting on Lake Okeechobee - Follow up Items</u></b></p> <p>1. Prepare letter inviting Everglades Congressional Caucus to convene meeting in South Florida hosted by coalition counties. 2. Arrange meeting(s) of staff from coalition counties to further define and advance issues related to Lake Okeechobee water levels, water quality and related issues.</p>	BCC - Regular	----	Baker	Jones, Michael	In collaboration with Staff, Administrators and Attorneys from Palm Beach, Martin, Glades, Henry and Okeechobee the attached letters were drafted and submitted to the respective Boards for approval of the Mayor/Chairman to sign. The attached letter inviting the Everglades Congressional Caucus to convene a meeting with the five County Commissions to discuss issues related to Everglades Restoration and Lake Okeechobee and to visit the communities/businesses affected by Lake Okeechobee operations was approved by the BCC on June 4, 2019. Also, a letter to the ACOE and SFWMD is attached highlighting the mutually agreed upon issues by the Counties as it relates to the management of Lake Okeechobee water quality, water levels, Lake Okeechobee System Operating Manual (LOSOM) and other Lake related issues which was also approved on June 4, 2019. Meetings between the respective staffs will be scheduled on an as needed basis in the future.	Completed	06/05/2019
05/07/2019	<p><b><u>Needle Exchange Program</u></b></p> <p>Develop an ordinance and program for authorizing and establishing a needle exchange program pursuant to the provisions of the Infectious Disease Elimination Act passed in the 2019 Florida Legislative Session.</p>	BCC - Regular	----		----	The Ordinance was adopted by the BCC at the July 2, 2019 BCC meeting. A required agreement with the State Department of Health was approved by the BCC on 3/10/20. A software license with a database created by Vanderbilt University, which will support State-mandated reporting requirements and is also used by the IDEA Exchange, was approved by the BCC on 7/14/2020, finalizing the infrastructure necessary to host a compliant NEP in PBC. The Board unanimously approved a contract with Rebel Recovery to operate a needle exchange program in compliance with the Statute. The operator will work closely with Community Services staff to ensure compliance.	Completed	09/01/2020
04/30/2019	<p><b><u>2019-2020 Action Plan Code Enforcement Update</u></b></p> <p>Provide a report from Belle Glade, South Bay and Pahokee on use of CDBG and supplemental county funds provided for code enforcement activities including effectiveness and accomplishments.</p>	Workshop	----		Falcon, Howard	By memo dated June 25, 2019, the report was distributed to the Board and is attached.	Completed	06/25/2019
04/30/2019	<p><b><u>2019-2020 Action Plan Economic Development Update</u></b></p> <p>Provide a report on funded activities of the Center for Economic Opportunity (CEO) and Center for Technology Enterprise and Development (TED) including successes and accomplishments.</p>	Workshop	----		Falcon, Howard	By memo dated May 22, 2019, the report was distributed to the Board on May 28th and is attached.	Completed	05/28/2019





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
04/16/2019	<b><u>Telephone Robocall Abuse Criminal Enforcement and Deterrence Act</u></b> Prepare resolution requesting the United States Senate to enact the Telephone Robocall Abuse Criminal Enforcement and Deterrence Act.	BCC - Regular	----	Bonlarron	----	The act is designed to reduce the number of illegal robocalls and fight spoofing. The Resolution was approved by the BCC on 5/7/19	Completed	05/07/2019
04/02/2019	<b><u>Joint Commission Meeting Regarding Lake Okeechobee</u></b> Coordinate a joint commission meeting with counties adjoining Lake Okeechobee.	BCC - Regular	----	Baker	----	Hendry County is taking the lead in the Joint meeting of the Counties around the Lake. The joint meeting is confirmed for May 7, 2019, 6:00 PM at Okeechobee High School. Hendry, Martin, Okeechobee, and Glades Counties will participate.	Completed	04/15/2019
04/02/2019	<b><u>Resolution to Congress Supporting Action on Climate Change and Energy and Carbon Dividend Act of 2019</u></b> Prepare a resolution encouraging congress to support action on climate change and urging them to enact the Energy and Carbon Dividend Act of 2019 or similar legislation.	BCC - Regular	----	Bonlarron	----	Resolution approved by BCC on April 16, 2019.	Completed	04/16/2019
04/02/2019	<b><u>Resolution Supporting TPA Grant Applications Submitted by Town of Loxahatchee Groves</u></b> Prepare a resolution in support of two project grant applications submitted to the Transportation Planning Agency by the Town of Loxahatchee Groves.	BCC - Regular	----	Rutter	Herman, Yelizaveta	Resolution adopted by BCC on 4/30/19	Completed	04/30/2019
03/12/2019	<b><u>Northlake Boulevard Construction</u></b> Look at ways to expedite Northlake Boulevard construction including the timing of the 4 and 6 lane expansion projects.	BCC - Regular	----	Rutter	Herman, Yelizaveta	Staff met with Palm Beach Gardens and the Avenir Developer on April 10, 2019. An agreement in principal to jointly work on the widening of Northlake Blvd. from 140th Ave North to Coconut Blvd. from 2 lanes to 6 lanes has ben developed. The developer will pay for the design and construction costs for two of the 6 lanes. This will be added to the other County Road project - Northlake widening from East of Hall Road to 140th. Construction is expected to begin in 2021. Staff will bring forward any future agreements to the BCC as necessary.	Completed	04/10/2019
01/15/2019	<b><u>Diversion of Federal Funding for Herbert Hoover Dike Repair</u></b> Instruct federal lobbying team to vigorously oppose redirection of any federal funds dedicated to repair of the Herbert Hoover Dike.	BCC - Regular	----	Bonlarron	----	Staff has been in communication with the federal lobbying team on Herbert Hoover Dike funding and has communicated our desire to see that non federal funds are redirected from the Dike project. Efforts on this communication will continue throughout the session of Congress.	Completed	01/21/2019



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
12/04/2018	<b><u>Statewide Opioid Task Force</u></b> Prepare resolution of support directed to Florida Legislature and Governor's office for creation of a statewide opioid task force and include in annual legislative agenda.	BCC - Regular	----	Bonlarron	----	Palm Beach County drafted a resolution similar to the one passed by Miami-Dade County. Subsequently, on April 1, Governor DeSantis announced the re-establishment of the office of drug control and the creation of a drug task force on drug abuse to combat the opioid epidemic. Attorney General Ashley Moody is chairing the Task Force.	Completed	04/01/2019
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	----	Baker	----	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	----	Baker	Coffman, Denise	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	----	Baker	Helfant, Anne	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	<b><u>Supplemental Benefit Policy</u></b> Staff was directed to bring back a proposal for supplemental benefits that meets the parameters outlined in the motion by Commissioner Kerner and approved by the BCC, specifically, to provide for a premium refund program, and to offer coverage that doesn't create a benefit that would provide a "wind fall" over existing coverage.	BCC - Regular	----		----	The selection of Washington National was approved by the BCC at its 4/7/2020 BCC meeting. A contract, for a period of 20 years to accommodate the return of premium components, will be complete and submitted to the BCC for approval as soon as possible for benefit roll out no later than during Open Enrolment.	Completed	04/07/2020



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Bonlarron	----	Staff drafted the resolution and worked with the State Attorney's Office and other stakeholders for additional input. It was adopted at the Board at the February 5, 2019 BCC meeting.	Completed	02/05/2019
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	----		Coffman, Denise	Written update to the Board with staff recommendations provided on September 23, 2019. Staff is recommending continuance of state and regional discussions on this topic, identification of a pilot project, and furtherance of youth reentry program enhancements. Concurrence on approach received from initiating commissioner. No other commissioner comments.	Completed	10/28/2019
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	----	Rutter	Helfant, Anne	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	----	Bonlarron	----	Presentation was made at the July 24 BCC Workshop	Completed	07/24/2018
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	----		----	The plan was be presented to the BCC at the February 26th workshop (Link: <a href="http://www.pbcgov.com/pubInf/Agenda/20190226/930AM.pdf">http://www.pbcgov.com/pubInf/Agenda/20190226/930AM.pdf</a> )	Completed	02/26/2019



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Baker	----	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	<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	----	Bonlarron	----	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
04/10/2018	<b><u>Opioid Epidemic Public Nuisance Declaration</u></b> Prepare ordinance declaring the opioid epidemic a public nuisance.	BCC - Regular	----		----	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 -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
04/10/2018	<p><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.</p>	BCC - Regular	----	Rutter	----	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
03/27/2018	<p><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.</p>	Workshop	----		----	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	<p><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.</p>	Workshop	----		----	Mayor McKinlay signed the joint letter on October 11, 2018 to Representative Hager and the PBC Legislative Delegation.	Completed	10/11/2018



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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 recommendations for regulatory reform to the federal rules and regulations governing Housing Authorities. And to discuss the expansion of the Moving to Work demonstration program (MTW) which provided flexibility in the use of vouchers to assist residents with finding employment, increasing housing choices and becoming self sufficient.	Workshop	----		----	Based on staff follow up, no recommendations for regulatory reform were submitted from the Authorities. On the MTW, Letters of Interest to participate in the MTW were due January 19, 2019. The rules for the MTW were expanded but included tighter restrictions. Of the seven local Authorities, two were no longer interested in the program, four were not eligible and the other remaining Authority does not utilize HUD funds.	Completed	03/22/2019
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	----		----	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	<b><u>Agenda Reordering for Commissioner and Staff</u></b> <b><u>Comments</u></b> Revise order of BCC regular meeting agenda to have commissioner and staff comments appear before consent agenda.	Workshop	----	Baker	----	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
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		Behar, David	Staff has reviewed the Miami Dade County Responsible Wages Ordinance and provided the attached response to the BCC.	Completed	09/21/2019
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	----	Baker	----	County Administrator met with Mayor and resolved outstanding issues of concern.	Completed	01/26/2018
01/23/2018	<b><u>Offshore Drilling Resolution</u></b> Provide updated resolution opposing offshore oil drilling in Florida.	BCC - Regular	----	Bonlarron	----	Resolution adopted by BCC on 1/30/18 (workshop meeting).	Completed	01/30/2018



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	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
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	----		Helfant, Anne	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>Community ID</u></b> Consider funding in the amount of \$75K for community ID program being requested by the PEACE organization.	BCC - Budget	----		Coffman, Denise	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
11/28/2017	<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	----	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
11/21/2017	<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	----		Ottey, David	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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/21/2017	<p><b><u>Affirmative Action Plan - Number of Women in the Workplace</u></b></p> <p>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.</p>	BCC - Regular	Bernard		Ottoy, David	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	<p><b><u>Houston Astros Recognition</u></b></p> <p>Work with Sports Commission to recognize World Series Champions at BCC meeting and organize some type of community event during spring training.</p>	BCC - Regular	----	Baker	----	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	<p><b><u>C-51 Boatlift Project</u></b></p> <p>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).</p>	BCC - Regular	----	Rutter	Helfant, Anne	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. Effective July 1, 2022, \$250,000 is appropriated to the Department of Environmental Protection to fund the Palm Beach County Chain of Lakes Blueway Trail Access Project as described in Appropriations Project Request 1282. This was subsequently vetoed by Governor on 6/2/2022.	Completed	06/02/2022
11/07/2017	<p><b><u>Solar Co-ops</u></b></p> <p>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.</p>	BCC - Regular	----		----	Resolution adopted on 11/28/17	Completed	11/28/2017





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/07/2017	<b><u>Disaster Displacement Act</u></b> Prepare letter of support for legislation proposed by Senator Bill Nelson.	BCC - Regular	----	Bonlarron	----	Complete. Letter was sent in support of Sen. Bill Nelson's proposed legislation.	Completed	11/13/2017
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	----		Ottey, David	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
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>PPM Regarding Budget Process</u></b> Develop PPM for calendar year regarding budget process.	BCC - Regular	----	Baker	Behar, David	PPM completed July 31, 2018	Completed	07/31/2018
10/17/2017	<b><u>Higher Education Update</u></b> Consider inviting Presidents Kelly and Parker for a higher education update.	BCC - Regular	----	Baker	----	The workshop was held on 9/25/18.	Completed	09/25/2018
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	----		----	The information was included in the Board's March 27th Housing Authorities workshop packet.	Completed	03/27/2018
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	----	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	----		Coffman, Denise	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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
09/26/2017	<b><u>Conversion Therapy</u></b> Directed County Attorney to prepare countywide ordinance banning conversion therapy.	BCC - Regular	----	Bonlarron	----	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	----	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
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	----	Baker	----	Disaster Preparation workshop conducted by Public Safety on April 24, 2018.	Completed	04/24/2018
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, Michael	Staff presented update at the January 29, 2019 BCC workshop.	Completed	01/29/2019
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		----	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>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		----	Staff followed up with Commissioner Bernard and was informed to not move forward with the workshop.	Completed	10/01/2017
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	----		Herman, Yelizaveta	Agenda Item, 5D-1, was approved by the Board at the October 3, 2017 meeting.	Completed	10/01/2017



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----		Burrows, Sharon	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	----		----	The workshop with the seven Housing Authorities was held on March 27, 2018 at the Convention Center.	Completed	03/27/2018
08/15/2017	<b><u>Palm Beach County Housing Authority - Finances</u></b> Review Board of County Commissioners payments to Authority.	BCC - Regular	----	Baker	----	Attached is a ten year history of allocations to the various housing authorities totaling \$18,199,333.00.	Completed	01/18/2018
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	----		Coffman, Denise	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>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	----		----	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>Establishment of MSTU for PBSO Funding.</u></b> Explore funding of PBSO (law enforcement and corrections) thru its own MSTU.	BCC - Regular	----	Baker	----	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>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	----		Helfant, Anne	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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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		Fox, Shannon	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	----	Baker	----	Memo dated June 28,2017 sent to BCC from Sherry Brown, OFMB Director./	Completed	06/28/2017
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	----	Baker	----	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	----		----	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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed	
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	----			Helfant, Anne	Letter request completed and mailed 6/12/17.	Completed	06/12/2017
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	----	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	<b><u>Tax Collector Recommendations - Short term Rentals</u></b> Review request from Tax Collector and consider possible ordinance changes.	BCC - Regular	----	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	----			Coffman, Denise	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
05/02/2017	<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	----			----	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>Artificial Reef Committee</u></b> Check out future plans for obtaining public input.	BCC - Regular	----			Helfant, Anne	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>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	----	Baker	----		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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----			Coffman, Denise Letter completed, signed by Mayor and transmitted 4/12/17.	Completed	04/12/2017
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	----			Coffman, Denise Proposal presented to BCC on 2/6/18. Authorization to proceed given to staff	Completed	02/06/2018
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
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	----			Ottey, David Policy (CW-P-084) in effect as of 4/29/17.	Completed	04/29/2017
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	----			---- 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>Boca Del Mar - Mizner Trail Golf Course</u></b> Review term of development approval, verify code compliance.	BCC - Regular	----			---- 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>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	----	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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Bonlarron	----	Resolution passed unanimously by BCC on February 21, 2017 at budget retreat meeting.	Completed	02/21/2017
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	----	Rutter	----	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>Commissioner Staff Salaries</u></b> Complete and implemented.	BCC - Regular	Bernard		Ottey, David	Anticipate item on the 8/15/17 BCC Agenda.	Completed	10/01/2017
02/07/2017	<b><u>Lewis Center</u></b> Provide presentation on Lewis Center at upcoming budget workshop	BCC - Regular	----		----	Presentation was made by staff at the budget retreat.	Completed	02/21/2017
01/24/2017	<b><u>Bullying</u></b> Reach out to First Lady on Anti-Bullying Campaign	Workshop	----	Bonlarron	----	Staff prepared a letter to the First Lady requesting her participation in the initiative with an anticipated delivery date in the fall of 2019 to coincide with Presidential visits to Palm Beach County.	Completed	04/29/2019



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	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 February of 2019, \$3.5 million in grants to help businesses and Floridians at Lantana Airport who are impacted by flight restrictions was included in the federal appropriations bill that passed Congress.	Completed	06/04/2019
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	----	Bonlarron	----	The BCC approved the Resolution at the February 7, 2017 meeting.	Completed	02/07/2017





## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
12/20/2016	<p><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.</p>	BCC - Regular	----	Baker	----	<p>We contract with Spectra Venue Management &amp; 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.</p>	Completed	03/11/2019
12/07/2016	<p><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.</p>	Zoning	Bernard		----	<p>Workshop was held on April 25, 2017.</p>	Completed	04/25/2017



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Baker	Falcon, Howard	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	----	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	----	Baker	----	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>Treasure Coast Regional Planning Council</u></b> Request for Board discussion on TCRPC	Workshop	----		----	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	<b><u>Legislative Issues (2017)</u></b> Prioritization of Legislative Issues for 2017	BCC - Regular	----	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	<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	----	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>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	----	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>County Charter</u></b> Review of County Charter	Workshop	----	Bonlarron	----	County staff has followed up with Commissioner Kerner on the directive.	Completed	04/30/2018



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
11/22/2016	<b><u>Congrats Letter to Donald Trump</u></b> Letter of Congratulations to President-Elect Trump by the Mayor.	BCC - Regular	----	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	----		Coffman, Denise	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	----		Coffman, Denise	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>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	----	Baker	----	Meeting held. Administrators Baker, Johnson and Bolton attended.	Completed	11/09/2016
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	----		Ottoy, David	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	----		Ottoy, David	Policy researched, approved, and implemented (CW-P-084).	Completed	04/29/2017



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
10/18/2016	<b><u>Amendment No. 2 - Medical Marijuana Regulations</u></b> Implement regulations on medical marijuana dispensaries.	BCC - Regular	----		----	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
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		Helfant, Anne	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 approved an MOU and the BCC approved in March 2018 for Parks to maintain the old Coast Guard property (landscaping and property oversight), at Port expense, to ensure the site does not degrade further.  County staff met multiple times with Riviera Beach and Port staff to advise of site history issues. At the Port meeting on December 17, 2020 staff submitted a letter advising of meetings that had occurred between the cities of Riviera Beach, Palm Beach, Palm Beach Shores, et. al summarized these discussions and encouraged moving forward in a collaborative fashion. Eventually, at the March 18, 2021, Port Commission gave direction to include the Museum and Kennedy bunker property in renewal of existing County leased property as well as for PBC to enter into a MOU with the Town of Palm Beach, Palm Beach Shores and Riviera Beach regarding the programmatic elements of this historical site. Lease agreement approved by the Port Commission on Dec 16th. Lease agreement approved at the January 4th BCC meeting.	Completed	01/04/2022
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	----		Ottey, David	Response provided via email correspondence to Comm. Taylor and all BCC.	Completed	11/04/2016



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Rutter	Herman, Yelizaveta	<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).</p> <p>1- North of Hypoluxo Rd fronting the new Wawa: construction completed</p> <p>2- North of Wawa to Herder Pkwy: design complete, scheduled for construction in the coming 90 days.</p> <p>3- South of Pine Dr to south of Lantana Rd (Solid Waste Parcel): design complete and construction is scheduled in the coming 90 days.</p> <p>4- Herder Pkwy to south of Pine Dr: staff will recommend selection for funding of the R/W acquisition in the FY-20 Pathway Program at an estimated cost of \$134K</p> <p>Following review further review of 9/22/16 meeting and further input from residents construction of sidewalk north of WaWa is not going to be initiated at this time. Staff will continue to coordinate with District Commissioners office as necessary.</p> <p>Attached is a map for the High Ridge Rd pathway between Hypoluxo Rd and Lantana Rd</p>	Completed	04/28/2020
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	----	Bonlarron	----	<p>Workshop conducted on 11/29/16. County staff included language in the 2017 State Legislative Agenda related to opposing unfunded mandates from the state.</p>	Completed	11/29/2016
08/16/2016	<b><u>Day Care Rules</u></b> Day Care Rules	BCC - Regular	Vana	Bonlarron	----	<p>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.</p>	Completed	09/27/2016
08/16/2016	<b><u>Body Worn Cameras</u></b> Body Worn Cameras.	BCC - Regular	Taylor	Baker	Coffman, Denise	<p>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.</p>	Completed	12/31/2023



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
08/16/2016	<b><u>Sober Home Update</u></b> Sober Home Update		----	Bonlarron	----		Completed	08/18/2016
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
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	----		Helfant, Anne	Written report provided to BCC on August 4, 2016. Letter to F. Lozman issued August 5, 2016.	Completed	08/05/2016
06/21/2016	<b><u>21st Century Policing Review</u></b> 21st Century Policing Review	BCC - Regular	Taylor		Coffman, Denise	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	<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, Shannon	BCC directed on 5/23 to take no further action. Should it become an issue in the future direction was provided to bring back for further discussion.	Completed	05/23/2019
06/21/2016	<b><u>Westlake Impacts Report</u></b> Westlake Impacts Report	BCC - Regular	----		----	Report (memo) sent to BCC 8/24/16	Completed	08/24/2016
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
06/21/2016	<b><u>Palm Tran Workshop</u></b> Palm Tran Workshop	BCC - Regular	----	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>Herbert Hoover Dike Reso</u></b> Herbert Hoover Dike Reso	BCC - Regular	----	Bonlarron	----	Resolution presented and approved by the BCC.	Completed	08/16/2016
06/16/2016	<b><u>Conversion Therapy Ordinance</u></b> Conversion Therapy Ordinance	BCC - Regular	----	Bonlarron	----	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 -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
06/16/2016	<b><u>Mobile Home Sales</u></b> Mobile Home Sales	BCC - Regular	----		Falcon, Howard	Ordinance was adopted on August 24, 2017 at the Board Zoning hearing.	Completed	08/24/2017
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		----	VFH ordinance amendment approved on first reading 9/13/16, adopted on 9/27/16. In effect.	Completed	09/27/2016
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
05/17/2016	<b><u>Building Code Advisory Com. Appts</u></b> Building Code Advisory Com. Appts	BCC - Regular	Taylor		Helfant, Anne	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>AG Opinion Fire Rescue Surtax</u></b> AG Opinion Fire Rescue Surtax	BCC - Regular	----	Baker	----	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
05/03/2016	<b><u>Ocean Rescue Lifeguard SR</u></b> Ocean Rescue Lifeguard SR	BCC - Regular	----		Ottoy, David	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	----		----	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, Shannon	AC&C ordinance amendments covering this topic approved w/changes on first reading 9/13/16. Adopted 9/27/16.	Completed	09/27/2016



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----		----	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	----		Helfant, Anne	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	----	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>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	----		----	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 -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Attorney General opinion was sought and obtained. However, Staff believes legislation change is required in order to move forward.	Completed	05/31/2017
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	----	Bonlarron	Coffman, Denise	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	----	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	----	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	----	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	----	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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Baker	----	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	<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		----	Ordinance with directed provisions adopted by the BCC on March 1, 2016 (R2016-017).	Completed	03/01/2016
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	----	Baker	----	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>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	----	Bonlarron	----	By a 5-2 vote the BCC postponed the resolution indefinitely.	Completed	11/03/2015
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	----		Helfant, Anne	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



## Palm Beach County Board Directives -

Meeting Date	Directive Topic / Description	Category	Commissioner	Administrator	Attorney	Comments	Status	Date Completed
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	----	Bonlarron	----	BCC passed a resolution supporting the Treasure Coast Planning Council Act	Completed	11/17/2015
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		Ottoy, David	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>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	----	Bonlarron	----	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
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	----		----	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