

# City of Delray Beach

*100 N.W. 1st Avenue  
Delray Beach, FL 33444*



## **Minutes - Draft**

**Thursday, June 18, 2026**

**09:00 AM**

**SOC Conference Room**

**Green Implementation Advancement Board**

## 1. Call to Order

The June 18, 2026 meeting of the Green Implementation Advancement Board was called to order at approximately 9:12 a.m. by staff liaison Chris Chitester. Because the Chair was not present and a Vice Chair had not been appointed, nominations were taken for a temporary chair. Kent Edwards was nominated and selected to serve as temporary chair for the meeting.

**Yes:** 2 - Ardillo, and Toms

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**Absent:** 2 - Orellana, and Wieland

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**Recused:** 1 - Edwards

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## 2. Roll Call

Also present were Chris Chitester, staff liaison, and William Bennett, Assistant City Attorney.

The Board briefly discussed board terms and vacancies. Mr. Bennett stated that board terms expire July 31 at midnight, with new terms beginning in August. Board members also discussed the number of board seats and possible openings.

**Present** 3 - John Edwards, Vinnie Ardillo, and Catherine Toms

**Absent** 2 - Evan Orellana, and John Wieland

## 3. Approval of Agenda

This was approved.

## 4. Approval of Minutes

This was approved.

**Attachments:** [GIAB Meeting Minutes - 2026-05-21-draft.pdf](#)

## 5. Public Comments on Agenda & Non-Agenda Items

No members of the public were present. There were no public comments.

## 6. Old Business

### 6.a. Sustainability and Resilience Master Plan

The Board discussed the Sustainability and Resilience Master Plan, prior climate action planning work, and related documents circulated by staff. Kent Edwards noted that prior planning work included significant internal and external input and that the Board could consider how best to focus future recommendations, particularly in light of potential budget constraints and the need to communicate

the value of sustainability and resilience work to the public.

Chris Chitester described the intended repositioning of the sustainability function from a primarily programmatic or compliance-oriented role to a cross-departmental consulting resource. He stated that the goal is to involve sustainability and resilience considerations earlier in capital improvement, infrastructure, and operational planning processes, before major project decisions are finalized. He emphasized relationship-building with departments as a necessary step toward earlier involvement in projects.

The Board discussed the importance of helping departments identify opportunities for cost savings, operational efficiency, resilience, and better coordination across departmental silos. Mr. Chitester reported that he has been increasingly involved with Neighborhood and Community Services, including work related to affordable housing, community services, and resilience-related grant opportunities.

Mr. Chitester also discussed recent direction from the City Commission regarding the Tree Trust Fund and the need to identify outside funding sources. He reported that he is in discussions with Parks staff regarding potential restoration work at Leon Weekes Environmental Preserve and that the Institute for Regional Conservation contract is approaching expiration. The Board discussed the importance of continuity in ecological restoration work, the specialized knowledge of the Institute for Regional Conservation, and potential funding limitations.

The Board discussed whether a consultant should be retained to assist with the Sustainability and Resilience Master Plan. Mr. Chitester stated that he is capable of drafting the plan internally, but that a third-party consultant may assist with credibility and buy-in from other directors. Board members discussed whether consultant funding would be the best use of limited resources and whether the Board's efforts may be more effective if focused on specific, actionable recommendations.

The Board then discussed energy efficiency as a potential priority topic. Members discussed the potential for energy efficiency in City buildings to reduce operating costs, improve facility performance, and demonstrate responsible use of taxpayer funds. Mr. Chitester stated that he has developed an internal tracking system for City facilities that includes building data, meters, and historical utility information, but that current FPL billing data is still needed to make the system useful for ongoing analysis. He stated that he has requested access to the data and has explained the need to the City Manager.

The Board discussed the possibility of preparing a recommendation memo focused on cost-saving energy efficiency measures in City buildings. Members discussed keeping the memo focused, high-level, and less prescriptive, with the intent of recommending action on energy savings rather than specifying every implementation method. The Board discussed including the general concept that energy efficiency measures in government buildings can produce substantial savings, while also noting the need for City-specific data.

No final memo language was approved. The Board discussed sending suggested language to staff and bringing the item back for review and possible approval at the next meeting.

**Attachments:** [Climate Action Draft - CLEAN COPY DO NOT EDIT.docx](#)  
[Climate Action Draft - Comp-Adapt Plan Crosswalk.docx](#)  
[Climate Action Plan G-O-P Outline - WIP.docx](#)

## 6.b. Green Building Ordinance

The Board discussed implementation of the Green Building Ordinance and the need for information on projects that trigger the ordinance.

Mr. Chitester reported that he had recently met with Development Services and representatives associated with the Hyundai Genesis dealership project. He stated that the project team had uploaded a registration form, but that the upload appeared to be a printed form rather than the completed confirmation. He also stated that the project is proceeding under the Florida Green Building Coalition pathway and that a checklist or certification plan uploaded by the project team was corrupted.

Kent Edwards stated that the Board had requested checklists in order to understand which buildings and project types were in the planning or building stages. He noted that the ordinance contemplates checklist submittals at more than one point in the process, including an early planning-stage checklist intended to identify expected sustainability measures before final permitting. The Board discussed the importance of early planning review so that sustainability requirements are addressed before the project reaches a later stage where compliance may become more difficult.

The Board requested that the next agenda include, under the Green Building Ordinance item, a list of projects in the planning stage and building permit stage that triggered the ordinance, along with available checklist information. The Board also requested that potential incentives be carried forward for future discussion.

### 6.c. GIAB Meeting Time

The Board discussed the previously raised issue of changing the Board's meeting time. Mr. Chitester reported that he had received notice that the meeting time would not be changed at this time, citing staffing concerns. He stated that he intended to have a more in-depth conversation with staff regarding the issue. Board members discussed the impact of meeting time on participation and noted that some other City boards meet at later times. Mr. Bennett stated that City boards meet at a range of times and that quasi-judicial boards often require attendance by applicants and professional teams, which may affect scheduling considerations.

No action was taken. The issue may be discussed further after staff follow-up.

### 6.d. Education Topics

This item was listed on the agenda. No separate substantive discussion or action was taken under this item.

### 6.e. Legislative Topics

#### 6.e.i. HB1217

The Board discussed HB 1217 near the end of the meeting. Mr. Chitester reported that he had reviewed a legal memorandum prepared for ICLEI regarding HB 1217 and municipal participation in ICLEI-related programs. He stated that the memorandum concluded that the legislation does not prohibit municipalities from being members of the organization.

Mr. Chitester also discussed the use of ICLEI's ClearPath software for greenhouse gas inventories, emissions-reduction scenario planning, and tracking progress toward emissions reduction programs. He stated that the software provides information to help local governments make decisions.

Mr. Chitester further stated that the legal memorandum's discussion of "net zero" appeared to distinguish between achieving a balance of emissions created and emissions removed and setting a reduction target that is not technically net zero. He stated that the issue had been forwarded for review by the City Attorney's Office and that he was interested in receiving Lynn's opinion on whether the assessment was correct.

No formal action was taken.

Attachments: [ICLEI Memo re HB 1217 060126.pdf](#)

## 7. New Business

### 7.a. Energy topic discussion

The agenda listed an energy topic discussion under New Business. The Board's substantive discussion of energy efficiency occurred during Item 6.a, Sustainability and Resilience Master Plan. The Board discussed City building energy efficiency, FPL data access, potential cost savings, performance contracting, and the possibility of preparing a future recommendation memo on cost-saving energy efficiency measures.

No formal action was taken under New Business.

## 8. Board Comments

Board comments were incorporated throughout the discussion of the Sustainability and Resilience Master Plan, Green Building Ordinance, meeting time, and HB 1217. No separate formal board comments were recorded.

## 9. Staff Comments

Staff comments were incorporated throughout the meeting. Mr. Chitester discussed the repositioning of the sustainability function, current efforts to obtain utility data, coordination with other City departments, potential restoration work and funding needs, and the HB 1217 legal memorandum.

Attachments: [MEMO - OSAR Transition.pdf](#)

[Sustainability Officer.pdf](#)

[Resilience and Operational Efficiency Officer - Job Description-FINAL.pdf](#)

## 10. Adjournment

The meeting concluded at approximately 10:49 a.m.