

City of Delray Beach

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Minutes - Draft

Tuesday, January 22, 2019

3:30 PM

Workshop Meeting

Delray Beach City Hall

City Commission

Mayor Shelly Petrolia
Vice Mayor Adam Frankel
Deputy Vice Mayor Shirley Ervin Johnson
Commissioner Bill Bathurst
Commissioner Ryan Boylston

Pursuant to Section 3.12 of the Charter of the City of Delray Beach the Mayor has instructed me to announce a Workshop Meeting of the City Commission to be held for the following purposes:

Mayor Petrolia called the Workshop Meeting to order at 3:32 p.m.

The roll call was taken by the City Clerk.

The following were in attendance:

Mayor Shelly Petrolia
Vice Mayor Adam Frankel
Deputy Vice Mayor Shirley Ervin Johnson
Commissioner Bill Bathurst
Commissioner Ryan Boylston (arrived at 5:38 p.m.)

Others present were:

Mark R. Lauzier, City Manager
Lynn Gelin, Interim City Attorney
Katerri Johnson, City Clerk

WS.1. [19-070](#) CAPITAL IMPROVEMENT PROGRAM PLANNING AND IMPLEMENTATION

Recommendation: Recommendations vary by project (see attachment A).

Sponsors: City Manager Department

Attachments: [Agenda Cover Report](#)
[Attachment A- CIP Planning Workshop Powerpoint](#)
[Attachment B- American Legion Building Report](#)
[Attachment C- American Legion Floor Plan](#)
[Attachment D- Master Plan 2015](#)
[Attachment E- Final Master Plan Posters 2010](#)
[Attachment F- Master Plan City of Delray Beach Update 2018](#)
[Attachment G- VeteransPark Concepts](#)

The City Manager gave a brief presentation and overview of the Capital Improvement Program Planning and Implementation.

India Adams, Assistant City Manager, spoke briefly about the long-range planning and improved needs assessment. She stated four projects staff will be focusing on are: (1) American Legion Building, (2) Cemetery, (3) Pickleball, and (4) Historic Train Depot.

Susan Goebel-Canning, Public Works Director, gave a brief presentation regarding the Capital Improvement Program Process Improvements,

reviewed the improved long-range planning for the Police Department and City Hall, assessing needs for the following: (1) Seawall Vulnerability Study, (2) Utilities Water Supply & Treatment Study, (3) Utilities Supervisory Control & Data Acquisition (SCADA) System Master Plan, (4) Utilities Condition Assessment, (5) Building Condition Assessments, and (6) Roadway and sidewalk assessments. She commented about the Seawall Vulnerability Study and stated staff will discuss this more in depth in February.

Marjorie Craig, Utilities Director, gave a brief presentation regarding the Utilities Water Supply and Treatment Study, utilities Supervisory Control & Data Acquisition (SCADA) roadmap for upgrades, utilities condition assessment.

Ms. Goebel-Canning gave a few more comments regarding the building condition assessments.

The City Manager gave a few brief comments.

A brief discussion between the City Manager, Ms. Goebel-Canning, and Mayor Petrolia followed regarding the American Legion Building.

Suzanne Fisher, Parks and Recreation Director, gave a brief overview of the operations and improvements to the cemetery, funding and expansion of the mausoleum, and gravesite expansion.

A brief discussion followed between Ms. Fisher and the City Commission.

It was the consensus of the City Commission to move forward with the cemetery recommendations.

Ms. Fisher gave a few brief comments regarding the policy direction for pickleball.

A brief discussion by the City Commission followed.

It was the consensus of the City Commission to move forward with Pickleball for Veteran's Park.

Joan Goodridge, Economic Development Director for the City of Delray Beach, representing the team that has been working the historic train station and seeking policy direction on the future use of the train station along with considering approving staff recommendations for moving the project forward. Ms. Goodridge gave a brief history of the historic train depot, reviewed conceptual site plan, and potential future uses.

A brief discussion by the City Commission followed.

It was the consensus of the City Commission to move forward with making sure we are suiring up the building.

Mayor Petrolia requested to move up Item WS.3., Swinton Avenue to the second item on the agenda.

WS.2. [19-038](#) TREE CANOPY POLICY, TREE PRESERVATION ORDINANCE, AND TREE TRUST FUND PRESENTATION

Recommendation: Provide direction.

Sponsors: Development Services Department

Attachments: [Agenda Cover Report](#)
[City Commission - Tree Canopy-Preservation - Workshop 01.22.19 v2](#)
[Ord. No. 19-17 Tree Preservation](#)
[Comprehensive Plan Policies - Tree Preservation-Canopy](#)

Tim Stillings, Development Services Director, gave a brief presentation regarding the tree canopy policy, preservation ordinance, and tree trust fund.

William Wilsher, Landscape Architect, gave a few brief comments.

A brief discussion between Mr. Stillings and the City Commission ensued.

WS.3. [19-039](#) SWINTON AVENUE FROM S. 10TH STREET TO N. 4TH STREET TRANSPORTATION PLANNING AGENCY (TPA) PROJECT: PRESENTATION OF DESIGN ALTERNATIVES

Recommendation: Provide direction regarding the City's preference of the design alternatives to deliver the Swinton Avenue project.

Sponsors: Public Works Department

Attachments: [Agenda Cover Report](#)
[Downtown Mobility Memo](#)
[Res No. 37-17](#)
[Swinton Support Letters](#)
[HPD Proposed Bike and Pedestrian Master Plan](#)
[Resolution 62-14 on Bike and Pedestrian Plan](#)
[Swinton Ave Presentation 1.11.19 Final](#)

Mayor Petrolia requested to move up Item WS.3., Swinton Avenue to the second item on the agenda as Item WS.2.

The City Manager gave a few brief comments regarding the Swinton Avenue (from S. 10th Street to N. 4th Street)

Nick Uhren, P.E., Executive Director, Palm Beach Transportation Planning Agency (TPA), gave a brief overview of the Swinton Avenue project, the timeline of the project, and some of the other high level projects that the Palm Beach County Transportation Planning Agency (TPA) is partnering with the City of Delray Beach.

Missie Barletto, Assistant Public Works Director, gave a brief presentation regarding the project design, the project design milestones, and reviewed the options to reduce impacts (i.e. shared sharrows/eliminate separated bike lanes), tree preservation, and funding impacts.

Fabio Laverde, Design Engineer, explained about the landscape disposition plan created by the landscape architect.

Vice Mayor Frankel stated he will not support any project that changes the character of historic Swinton Avenue.

The City Commission gave a few brief comments.

Mr. Uhren stated there is not an interest in the options presented by City staff. However, Mr. Uhren stated TPA received confirmation that they are able to just mill and resurface the roadway and that TPA is able to fund just that outcome if the City would like to reduce its request to just that. Also, Mr. Uhren stated they would also construct the missing sidewalks on the west side of the corridor. Mayor Petrolia confirmed that this is the request of the City Commission. Mr. Uhren stated TPA can fund that and FDOT Plans can be modified to reflect only those two items. Mr. Uhren stated they will do their best to modify the existing design for the sidewalk (the sidewalk can meander and it does not have to be a straight line) so that they can make sidewalk connections without removing any trees unnecessarily. Mr. Uhren stated he has to formally confirm through the FDOT and the USDOT that it is an eligible conversion of the funding for this project. He stated they would be able to do that without any financial participation from the City of Delray Beach pending confirmation that it is an eligible expense. Mr. Uhren urged the City Commission to expedite this request now and stressed that a delay will amount to a request for withdrawal.

A brief discussion followed regarding crosswalks being part of the plan.

Mr. Uhren stated with the mill resurfacing they will restore every crosswalk on the corridor that is existing; designating additional crosswalks where they are non-existing becomes more complex, which would require a more thorough study to warrant the replacement of a new unsignalized crosswalk and he does not believe they can do this in the timeframe allotted for this project.

Ms. Barletto stated the crosswalks at 1st Street will be included in the Swinton Avenue and Atlantic Avenue Intersection Project including a midblock crosswalk between Atlantic Avenue and North 1st. Ms. Barletto stated the sidewalks on the west side would only be between S. 2nd Street and S. 10th Street. Ms. Barletto stated on the north side of the project there is no sidewalk work only south of 2nd Street.

Mr. Uhren explained that all the work for this project is within the existing public right-of-way and although there is a perception that the front yards of the properties will be affected by the construction of this sidewalk, it is actually not the individual lot owners front yard, but it is the City's property.

Deputy Vice Mayor Johnson stated the sidewalk is needed; however, she urged everyone to be sensitive to this because some people may not understand that it is not their front yard, but is the City's right-of-way.

Commissioner Boylston arrived to the meeting at 5:38 p.m.

Mr. Uhren stated there are a number of projects in the pipeline that they are hoping to partner with the City to deliver and they will be working through the City Manager and City staff to re-affirm the City Commissions interest in the other projects in the pipeline. Furthermore, Mr. Uhren stated TPA needs to know that the community has supported and given the City Commission support that they need to endorse the projects that they intend to do together.

Mayor Petrolia gave a few brief comments.

WS.4. COMMISSION COMMENTS

Vice Mayor Frankel commented the live-streaming for the City Commission meetings be made a priority.

The City Manager made a few brief comments.

Vice Mayor Frankel proposed that there be live-streaming and as a Community Redevelopment Agency (CRA) Board that the City Commission discuss this at the next meeting. He stated that all CRA and City meetings including Workshop meetings need to be live-streamed.

Mayor Petrolia concurred with comments expressed by Vice Mayor Frankel regarding the closed captioning and live-streaming of the meetings. Secondly, Mayor Petrolia announced tomorrow is opening night of the Downtown Development Authority's (DDA) Fashion Week downtown on Atlantic Avenue.

There being no further business to discuss, Mayor Petrolia adjourned the meeting at 6:15 p.m.