

**GREEN IMPLEMENTATION ADVANCEMENT BOARD MINUTES**  
**THURSDAY, DECEMBER 19, 2019**  
**SWINTON OPERATION COMPLEX BOARD ROOM**  
**9:00AM – 11:00AM**

**MEMBERS PRESENT:**

Hal Stern, Chairperson  
Sandy Trento, Vice-Chairperson  
Lisa Shaheen  
Sarah Lucas  
Susan Lebrun  
Christina Hammond  
Maren Graben

**MEMBERS ABSENT:**

**STAFF PRESENT:**

Molly Daly, Sustainability Intern  
Brian Ruscher, Transportation Planner  
William Wilsher, Senior Landscape Planner  
Janet Meeks, Education Coordinator  
Lori Nolan, GreenMarket Manager

**GUESTS/OTHERS:**

Aaliyah Wellington, Volunteer  
Rachel Mezza, Space of Mind  
Nuri David, Space of Mind  
Lucas Rochweger, Space of Mind  
Justin Potts, Space of Mind  
Elliot Komishock, Space of Mind

Eligna Cohen, Space of Mind  
Mark Burns, WiseTribe  
Jessica Pfeffer, WiseTribe  
Jacqueline Botting, WiseTribe  
Mylene Crumiere, Resident

**1. Call to Order**

The meeting was called to order by Hal Stern at 9:02am.

**2. Roll Call**

Roll call was conducted by Hal Stern.

**3. Approval of Agenda**

Sarah Lucas made a motion to approve the agenda of November 21, 2019, seconded by Sandy Trento. Said motion passed unanimously.

**4. Approval of Minutes**

Hal Stern provided edits to the minutes to staff. Sarah Lucas made a motion to approve the November 21, 2019 meeting minutes with the edits Hal Stern provided. Said motion was seconded by Lisa Shaheen and the motion was passed unanimously.

## **5. Public Comments**

Aaliyah Wellington was introduced as a new volunteer for the Office of Sustainability. She is a resident of Delray Beach and has recently finished high school and is very interested in sustainability and how to help find solutions to today's challenges.

## **6. Old Business**

### **a. Green Building Ordinance**

Hal Stern discussed a recent City Commission meeting where the Board's recommendation for a citywide green building ordinance was on the agenda. Staff gave a presentation about this topic to express the Board's ideas, and the City Commission directed the City Attorney's Office to draft an ordinance similar to the City of Miami Beach's for the Delray Beach's City Commission to discuss.

Molly Daly confirmed that the next step is to wait to see what the City Attorney's Office drafts and proposes to the City Commission. The City of Miami Beach enacted a green building standard that establishes a sustainability fee for 5% of the overall construction value of developments 7,000 square feet or more. If the project is certified LEED Gold, the entire sustainability fee is refunded. If the project is certified LEED Silver, 50% of the fee is refunded, and if the project is not certified then the project must pay the sustainability fee in full. Essentially, if the developer is required to pay a fee, they will be inclined to pay to become green building certified and receive recognition for this.

Susan Lebrun informed Board members that the City Commission made a point of stating that they want to be a leader in this and want to see movement on this type of ordinance.

Hal Stern expressed the importance of engaging the building community and other stakeholders.

William Wilsher stated that the school district is a great example of how a green building standard works and recommends talking to the Palm Beach County school district to learn more.

Molly Daly said that it would be interesting to know what kind of savings they see after implementing green building standards. Also, research showed that the average return on investment for LEED certification was 7 years. While the cost may be high upfront, benefits of the higher quality materials and appliances are felt long-term.

**b. Amendment to Ordinance 10-19**

The Board recommended to the City Commission to amend Ordinance 10-19 (Plastic Straw Ban) to include additional drink accessories such as stirrers and cocktail picks, and to also regulate disposable cutlery. Hal Stern informed Board members that this recent recommendation has not yet been added onto a City Commission agenda. Molly Daly stated that she has not received feedback on this recommendation so far, so we do not know why this item has not been discussed yet.

Susan Lebrun asked why this item did not move forward, and staff clarified that the recommendation for a green building ordinance was on the agenda because a City Commissioner asked to include it and open it up for discussion.

Molly Daly stated that the hesitancy could be because of the financial implications this amendment could have on businesses. When taking a quick look at the cost of drink accessories, it was found that the difference in cost between a plastic stirrer and wood stirrer is minimal, whereas a cocktail pick made from natural fibers is lower in cost than one made from plastic materials. However, the cost of compostable or biodegradable cutlery is higher than plastic cutlery. Molly Daly stated that businesses may still be able to save money by providing cutlery upon request only. More research on the impact this amendment may have on businesses is needed.

Susan Lebrun asked staff to send a copy to all Board members of the memorandum that was submitted to City Commission that conveyed this recommendation.

Board members discussed contacting City Commissioners individually to discuss this recommendation in detail and determine any concerns they may have.

**c. Coastal Resilience Partnership**

Molly Daly informed the Board that all 7 partners have signed onto the Interlocal Agreement and this project is moving forward swiftly. Each partner is required to select a representative, and the City of Delray Beach has selected Brian Ruscher to fulfill this role.

Brian Ruscher, Transportation Planner for the City of Delray Beach introduced himself to the Board. He graduated from Florida State University in 2013 with a Master's in Urban Planning with a focus on Environmental Planning and Community Help. He has a passion for sustainability and a reason he has focused on transportation is because that is one of the largest contributors of greenhouse gas emissions. He views the Coastal Resilience Partnership and the pending Climate Change Vulnerability Assessment as a meaningful project and is excited

to be a part of it. Brian will keep the Board up to date on the progress of the partnership.

**d. Tree Trust Fund and Tree Canopy Program**

Lisa Shaheen updated Board members on the meeting she held with Molly Daly to discuss their individual research efforts and how to move forward with an Urban Forestry Management Plan for the City. Research included what is recommended as part of an urban forestry program, what other cities are doing, and it was discussed what components the plan should include in order to effectively manage urban trees citywide.

William Wilsher, Senior Landscape Planner for the City of Delray Beach mentioned to the Board that he has a lot of educational materials that will be important to include since they are a resource for staff, developers, business owners and residents. There are many factors that it is important to be aware of, and this information will help. William also mentioned some challenges that will be important to address in the plan so we can prepare and plan for it effectively.

Lisa Shaheen said that we could use the “right tree, right place” list of trees and simplify things by offering only a few kinds of these approved tree species to avoid issues later down the road. Lisa also discussed having giveaways in the neighborhoods where the tree canopy is lower than the citywide average so we can support areas that need it. Also, it was discussed setting a goal of 4 tree giveaways a year. Lisa thinks it will be important for the Board to recommend funding these giveaways with the Tree Trust Fund as well as other important projects.

Molly Daly followed up with that she is creating a form that will be used a mechanism for City staff to request funding from the Tree Trust Fund and will include this form in the management plan. This form will need to be analyzed by the City Attorney’s Office and reviewed by several staff members before adopting it. This form will be completed by staff to request funds from the Tree Trust Fund and would be submitted to Board members who will vote to recommend the project for approval by City Commission.

Much of the plan will detail each department that is involved in urban forestry and will include each department’s role. These sections will need to be completed by each respective department, but the remaining sections of the plan will be completed by Molly. These other sections will include the overall goal of the program (raising the tree canopy from 23% to 28%, also known as planting 10,000 trees in 10 years), information from the tree canopy assessment, data from the upcoming tree inventory analysis, storm preparedness, public outreach campaign, communications plan, implementation, and monitoring plan.

Christina Hammond expressed her concern with tree giveaways and the survival rate of these smaller trees. If residents commonly don't water the tree enough or plant it properly, it may not be prudent to focus efforts on these events. Christina Hammond asked fellow Board members how they think we can ensure the success of these events. Lisa Shaheen responded that most cities conduct tree giveaways and have been very successful. Tree giveaways are important because it is for all residents and will bring the community together. Education will be an important tool to ensure that the trees survive.

Molly Daly researched cities that are designated as Tree City USA in Florida and over 90% of the cities hold tree giveaways.

Jacqueline Botting, WiseTribe inquired if there is funding available for the City to educate the public, which will raise awareness and improve the success of tree plantings.

Molly Daly provided more context that tree giveaways are just one strategy that the City is considering as part of the larger Urban Forestry Management Plan. While we may run the risk of residents taking home a tree and not planting it, but the City is going to make sure that the residents have all the resources they need to make sure the tree survives. Furthermore, while it is important to plan for this, it is also important to think about the residents who are learning this for the first time, will appreciate the trees and will plant it in the ground with the guidance and resources we provide them.

Susan Lebrun asked if the City is considering ways to plant trees on residential property. Molly Daly stated that planting trees on private property will open the City up to liabilities.

Christina Hammond asked if it would work if volunteers are used to plant the trees. William Wilsher stated that it would be a good idea to partner with churches and Boys and Girl Scout groups to gather volunteers who could help plant trees on private property. Board members gave consensus that they would like the City to pursue this idea.

Maren Graben stated that since she is a new resident, she has been trying to become more familiar with the neighborhoods and areas where the tree canopy could use improvement. She stated that she noticed that City property is missing a lot of trees and has decaying trees that are being removed. Maren asked if there are opportunities in these areas to increase the tree canopy.

Molly Daly replied that it is tricky to plant trees in drainage areas because with the slope, poor quality soil and heavy rainfall events it could easily cause erosion. However, there might be planting opportunities above the slope. The tree inventory will specify where these opportunities are located. Without a tree inventory, staff coordination is more challenging.

Susan Lebrun informed Board members that the Lake Worth Drainage District recently cleared their drainage areas of trees.

Rachel Mezza, Space of Mind, encouraged the Board and staff to look at where tree giveaways will be located and assess the population and ethnicities that will be in the vicinity of these events. Also, she inquired if fruit trees will also be included since some of the local cultures would be interested in growing fruit.

Aaliyah Wellington proposed that staff should work with schools to plant trees and hold educational opportunities for students and their families. Jacqueline Botting offered an idea for an Instagram or poetry contest where youth can reflect on their experiences with trees. Hal Stern stated that these are great marketing ideas that should be brought to the Public Information Officer.

Christina Hammond asked if the Board will be responsible for showing a return on investment for these future projects that will be funded by the Tree Trust Fund. Hal Stern replied that he would like the Board to monitor the City's progress and bring this information to the City Commission on a quarterly basis.

Molly Daly said that she is also creating a form for staff to use to report information on each planting event. This would include the location, number of trees planted and species. Then these forms would be used to monitor how many trees are planted and update the tree inventory as it occurs.

**e. Green Business Certification Program**

Molly Daly informed Board members that she had her first appointment with a local business as part of the pilot stage for the Green Business Certification Program. She is asking businesses to meet for 30 minutes to go over the core requirements and evaluate how challenging the checklist is and how much time it takes to complete. Molly met with PurGreens, who already makes green-conscious business decisions. They met a lot of the core requirements; however, they did not meet two criteria and subsequently would not be eligible for certification with the checklist as it stands. This brings up the question of what the goal is for this program: do we want businesses to put the extra effort in to meeting the requirements, or do we want to start with recognizing them for the good work they have already implemented?

PurGreens did not meet the requirements for cutlery; while their cutlery is provided upon request only, they are made of plastic materials and are not biodegradable or compostable. They have paper straws, compostable and recyclable cups and they offer glasses for water – but they did not meet the requirements for cutlery. They also did not fulfill the requirements for the section where the business must choose 3 criteria out of 5. They met two criteria (they offer vegan food and sustainable seafood options as well as have implemented

water conservation strategies), but they needed to choose one more criterion from the following: remove plastic water bottles, offer a discount for customers who use their own bag or food container, or energy conservation strategies. While the business had LED lighting, they had not taken steps to further reduce energy such as using power management settings on electronics, unplugging chargers and turning off lights that aren't in use.

The goal of the program is to offer a lot of information to encourage businesses to think about ways they can be more sustainable and to use the checklist as a resource. This goal was achieved with PurGreens since the employee had learned about several additional ways, they can be more sustainable with minimal effort. The employee stated that she is going to bring these ideas to her manager. From this, Molly realized that it would be helpful to add more information about the cost difference between more environmental-friendly products compared to single-use plastics. That way the employees, who are already busy and do not have time to dedicate to researching these topics, can bring this information to their supervisors for consideration.

It is likely that PurGreens is ahead of the majority of local businesses in terms of sustainability, so as the pilot stage continues, we will learn more.

Sarah Lucas updated Board members with the recent meeting with the Chamber of Commerce Advocacy Committee. The Committee suggested holding a workshop for businesses to learn about the checklist and ask staff questions. Furthermore, perhaps some individuals might be interested in volunteering to help businesses complete the checklists when the program is opened publicly. The business certification is a voluntary program and is an educational tool that helps drive awareness. Sarah also mentioned to Board members that the Committee is evaluating strategies to assist businesses through a green buying co-op. At the very least, the Committee is interested in providing businesses with a list of local distributors for these types of alternative products.

**f. Composting Tour at Broken Sound Jan. 23<sup>rd</sup>, 2020**

Staff received Board members availability and all participating Board members have availability on the afternoon of January 23<sup>rd</sup>, and the time will be decided after Broken Sound confirms their availability. This tour will be publicly noticed and will provide an opportunity for the public to learn about composting and meet their Green Board members. It is one of the first steps we are taking as part of our goal to have more composting in the community.

Christina Hammond asked if staff is still going to produce a video for backyard composting at Lisa Shaheen's home. Staff will be following up with Lisa to arrange this in January.

Molly Daly said that Jacqueline Botting at WiseTribe worked with a local school to install a composting program and staff is interested in doing a video about this as well. Jacqueline added that the composting program at Carver Middle School is going well and it would be great to have kids talk about the importance of having soil to sequester carbon. In addition, Jacqueline has been discussing composting at the Green Market with Lori Nolan.

Aaliyah Wellington discussed the possibility of students bringing their compost to schools. Also, there could be an app of the City's compost bins.

Since the City's contract with Solid Waste Authority does not allow for any other entities to collect waste from private property, it would need to be a voluntary program where residents can bring their own compost to a bin on their own.

As for composting at the Green Market, staff has discussed placing an industrial composter at Old School Square which vendors can utilize for food scraps. It might also be possible to have the compost bin open for community members to use during the operation hours of the Green Market on Saturdays. More research is needed to find out the amount of food scraps that is produced at the Green Market, how long it will take to turn it into usable soil, and how much soil will be produced. Then staff will need to find somewhere to use the soil.

Staff will be discussing the details further and will keep the Board informed.

**g. HOA Outreach**

No staff updates at this time.

**7. New Business**

**a. Solar Panels**

Susan Lebrun said that the interaction with City Commission about the green building ordinance was very positive. Infrastructure for solar panels have not been included on new panels, for business and homeowners. Interactions with a few developers have left the impression that until it becomes a requirement, many will not include solar panel hookups in the design of buildings. Also, Susan read a news article about homes in the Florida panhandle after Hurricane Matthew. In this article, aerial photos were taken of homes in the military base and you could clearly see that that homes with solar panels were more resilient against the storms. Susan stated that she asked to include this item on the agenda so the Board could discuss if there is consensus to recommend to the City Commission to consider requirements for solar panel hookups.

Molly Daly asked Susan if she is talking about new development or existing, and Susan stated that she has not narrowed this done yet.



Hal Stern said there is a recent news article about green roof and solar panel requirements that are being implemented in New York City. If a large city like New York can accomplish this, Hal believes we can too.

Aaliyah Wellington told the Board that she is working with the Chief of Police to research temporary housing solutions for homeless individuals and she has suggested using shipping containers with solar panels installed on top.

Molly Daly stated that if the Board would like to see solar panel hookups become a requirement of the recently discussed green building ordinance, then it is still possible to include this as part of the proposal before it goes to City Commission for a reading. With the LEED checklist, the development will acquire points by installing solar panels on the building and will receive additional points for installing a cool/reflective roof.

Susan Lebrun made a motion that we add solar panels as a requirement for the green building ordinance which will be considered by the City Commission soon. Board members opened this motion up for discussion. Hal Stern stated that the City needs to lead this effort in addition to asking this of the private sector. In addition to the green building certification, there should be an additional requirement for all City buildings to achieve this as well. Sarah Lucas asked if the City is pursuing the FPL's Solar Together program, and staff replied that FPL has not started this program yet, but we will be participating when it begins.

Susan Lebrun pointed out that the green building ordinance recommendation the Board submitted to the City Commission referred to all proposed development 5,000 square feet or larger; however, she feels that solar panels should be a requirement of all new development. Sandy Trento stated that this should also be applicable to homes undergoing renovations, but there needs to be specifications about which renovations qualify.

Sarah Lucas said that how we approach this is important and that it may be important to learn more about these type of requirements before a motion is made. A consensus was given to table this motion until more research is conducted. Staff will research what other cities are doing related to requirements for solar panels.

Mylene Crumiere is working on getting solar panels installed, but the roof needs to be renovated before that can happen. She stated it would cost about \$7,000 for solar panels that would produce enough energy for a 1700 home and would have a warranty of 20 years.

Lisa Shaheen has neighbors with solar panels and will try to find out from them how well they work and how much energy it produces.

Aaliyah Wellington suggested that the City should also consider educating the public about rainwater catchment systems. These systems can be purchased at a low cost at home department stores and are very easy to use.

**b. Earth Day/Arbor Day Event 2020**

Molly Daly reminded the Board that they had suggested the City host an event that would combine Earth Day and Arbor Day in the upcoming year. Staff has begun planning this event to be held on Saturday, April 18<sup>th</sup>, 2020 and is working with several staff including with William Wilsher, Janet Meeks, Alicia Magliore and more in the Parks & Recreation Department. The event will combine the following themes: climate action for Earth Day, getting trees in the ground and doing a tree giveaway for Arbor Day and water conservation for April (Water Conservation Month). We are discussing holding a contest for students in local schools that will focus on water conservation and winners will be announced in conjunction with this event. One of the prizes being discussed would be sustainability swag bags and water bottle refill stations for a school that has the most entries. The event will not be small, but the focus and message of the event is narrow in terms of getting trees in the ground, giving trees away, learning water conservation techniques and the importance of reducing greenhouse gas emissions. Molly Daly will also be looking into uploading the data from the greenhouse gas inventory into an online platform called ICLEI which will show the City's progress in reducing emissions. The event is going to be held at a city park in a zone that has a tree canopy percentage lower than the overall city average.

Jacqueline Botting mentioned that WiseTribe is planning an Earth Day event that focuses on Meatless Monday at Carver Middle School, and this event may be an opportunity for the City to collaborate on. Molly Daly said that this shows it might be a good idea to have a citywide calendar of all of the Earth Day events going on in the community that week and will discuss this idea with the PIO.

Molly Daly informed the Board that the Parks and Recreation Department has received three quotes for tree planting and has a few upcoming planting events in 2020. William Wilsher mentioned that if the Board is aware of more planting activities, to please send the information to him so he can keep track of what is happening in the community.

**8. Updates on Implemented Projects**

**a. EV Chargers**

Molly Daly updated the Board that staff is looking into replacements for the two EV chargers that are broken in addition to new units that can be installed in the city. Christina Hammond told staff that it would be a good idea to install a smart charger that contains data pertaining to how often it is used which could be useful for staff when applying for grants.

Brian Ruscher informed the Board that two bills have been proposed that focus on installing EV chargers along the highways and may provide opportunities for funding EV chargers in the city. This would be something that staff should keep an eye on.

Board members discussed the Freebee service and staff recommends that they download the app and try it. Molly Daly said that Freebee is being used by residents and the drivers stay very busy. Molly pulled up the map on the Freebee website for Delray Beach to show the pickup and drop-off areas for the city.

#### **b. Textile Recycling Bins**

There have been issues with implementation and the vendor has breached the contract. Molly Daly would like to work with the business to fix these issues before breaking the contract. The City Attorney's Office will get back to Molly with the next steps. Also, these bins will see more use through the Green Business Certification program since businesses have uniforms, towels, sheets and other textiles that they dispose of frequently.

### **9. Comments by Board Members**

Sarah Lucas inquired if staff is going to do another annual report and newsletter for the Office of Sustainability. There are many 2018 newsletters leftover, so it may be a good idea to create an electronic version. Board members expressed their interest in seeing this come to fruition. Molly Daly responded that she has an ongoing list of recent projects which she can use for this newsletter but would also like to include initiatives by other departments. There are many other staff members that have implemented projects that deal with sustainability and Molly would like to see them recognized for their efforts as well. It includes important information such as new ordinances that may affect developers, business owners and residents. Sarah Lucas said that we could use this to send as a letter to our residents.

Hal Stern commented that it is important to follow the upcoming legislature session since there are many proposed bills that are of interest to sustainability.

Christina Hammond mentioned that there is a petition from the Town of Palm Beach on [change.org](http://change.org) for the public to voice support for Senate Bill 182 that would repeal and amend preemptions for polystyrene and plastic bags.

### **10. Comments by Staff**

The new City Manager will start on January 6, 2020.

Happy holidays!

### **11. Adjournment**

A motion to adjourn the meeting was made by Sarah Lucas and seconded by Lisa Shaheen. Said motion passed unanimously and Hal Stern declared the meeting adjourned at 10:58am.