

**GREEN IMPLEMENTATION ADVANCEMENT BOARD MINUTES**  
**THURSDAY, MAY 16<sup>TH</sup>, 2019**  
**SWINTON OPERATION COMPLEX BOARD ROOM**  
**9:00AM – 11:00AM**

**MEMBERS PRESENT:**

Hal Stern  
Sandy Trento  
Lisa Shaheen  
Christina Hammond  
Sarah Lucas  
Susan Lebrun

**MEMBERS ABSENT:**

Mark Cassini

**STAFF PRESENT:**

Dr. Ana Puszkin-Chevlin, Sustainability Officer  
Molly Daly, Sustainability Intern  
Caryn Gardner-Young, Assistant City Manager  
Bill Wilsher, Senior Landscape Planner, Planning & Zoning

**GUESTS/OTHERS:**

Mylene Crumiere

**1. Call to Order**

The meeting was called to order by Hal Stern at 9:00am.

**2. Roll Call**

Roll call was conducted by Hal Stern.

**3. Approval of Agenda**

Sandy Trento made a motion to approve the agenda of May 16, 2019, seconded by Sarah Lucas. Said motion passed unanimously.

**4. Approval of Minutes**

Sarah Lucas made a motion to approve the meeting minutes of April 18, 2019 with correction, seconded by Susan Lebrun. Said motion passed unanimously.

**5. Public Comments**

None

**6. Old Business**

**a. Summer schedules**

Hal Stern requested board members discuss their individual summer schedules with staff to ensure a quorum is present at the board meetings from June to September.

Ana Puszkin-Chevlin stated that two positions are due for reappointment soon. If a member intends to not renew their appointment, then it should be brought to the City Commission meeting in July to prevent a vacancy.

**b. Potential workshop date**

Lisa Shaheen asked Board members if they are interested in learning about the composting program at Broken Sound. Contact information for Broken Sound has been shared with City staff, and Ana Puszkin-Chevlin discussed creating an outreach campaign to teach residents about composting at home and strategized with board members on ways to accomplish this. A consensus was given to discuss ideas for composting programs at a later time.

Sarah Lucas asked board members if they would like to continue discussing scheduling a special workshop meeting about the Tree Canopy Assessment. The subject of planning a workshop meeting was deferred.

Assistant City Manager, Caryn Gardner-Young and community member, Mylene Crumiere arrived during this discussion.

**c. Green business recognition/rating program**

Molly Daly discussed a Green Business Rating program that includes sustainability measures for reducing energy, water and waste in various business settings in Delray Beach. Board members expressed their interest in having at least two certification levels and for the program to include sustainability measures for hotels and restaurants in addition to criteria for general business practices.

**d. Tree inventory**

Molly Daly stated that an inventory typically costs \$3-\$5 per tree. Staff has requested funds for a tree canopy in the budget for the upcoming fiscal year, and the amount of funds approved will determine the scope of the tree inventory. The tree inventory will provide information on the tree species, height, circumference, condition, available space for growth and urban tree density. The information can be reported in GIS and/or an Excel spreadsheet that staff can utilize in compatible programs and update information as maintenance and tree planting occurs.

William Wilsher conversed with Board members about the Tree Board and discussed upcoming projects that have been approved under the Tree Fund. The Tree Fund has roughly \$150,000 available for projects, but many City departments have tree projects looking to be approved.

**e. List of HOAs**

Hal Stern began a discussion about creating an outreach message to be sent to housing authorities in Delray Beach to increase communication with community members. A list of HOAs was obtained and will be used for outreach. Christina Hammond stated that how diverse the HOAs are should be considered when crafting the message. It was determined that a letter will be drafted to include an introduction of the board, current projects, and asking HOAs for a point of contact. Lisa Shaheen indicated this letter should also include the e-newsletter for the Office of Sustainability which the HOAs can then distribute to their residents. Thus, the residents and the HOAs will have contact information for the Office of Sustainability and the Green Implementation Advancement Board and can reach out with questions or feedback about sustainability issues.

**f. Efficient vehicles for City's fleet**

The City of Delray Beach has 13 hybrids and 1 electric vehicle currently in the City fleet.

**g. Waste Management contract renewal date**

The contract with Waste Management is up for renewal in 3 years.

**7. New Business**

**a. Tree Canopy Assessment May 2, 2019 Final Draft and Synopsis Memo**

Molly Daly stated that numerous discrepancies were found in the assessment. These issues were addressed with E Sciences and a revised report was distributed. Molly Daly also informed Board members that the average tree canopy percentage was calculated based on a total acreage, which includes surface water. A memo was created and distributed that synthesizes the findings of the Tree Canopy Assessment.

Staff will use the Green Board's recommended tree canopy goal of 28 percent in 10 years, which is roughly 10,000 trees.

**b. Florida House Bill 771 update and discussion**

Hal Stern reiterated that HB 771 was vetoed by Governor DeSantis, and asked the board what their next steps should be. Susan Lebrun reminded staff that motions have been made previously to recommend the City place restrictions on plastic bags, polystyrene, balloons, cigarette butts and single-use plastic cutlery. Pursuing these restrictions was acknowledged as a priority amongst board members. Molly Daly will provide updates for these tasks in the next meeting.

**8. Event Updates**

**a. Earth Day review**

This item was not discussed.

**b. Plastic Planet review and public idea board discussion**

Plastic Planet was hosted by the Chamber of Commerce on April 19, 2019. Molly Daly set up a table at the event and used an easel to ask the public what they think the City of Delray Beach should do to help reduce plastics in the community. Many participants engaged in this discussion, and a list of the ideas written on the idea board was distributed to Board members.

Lisa Shaheen expressed the importance of pursuing ways to reduce plastics and incorporating the ideas suggested by the public. The board discussed ways to ensure that the City staff and Commissioners continue to work towards these goals. Sarah Lucas stated she will follow up with the Chamber of Commerce about this event during an upcoming meeting.

**c. Climate and Art Festival updates**

This item was not discussed.

**9. Comments by Board Members**

Board members requested staff to send research and information collected on conducting a tree inventory.

**10. Comments by Staff**

None

**11. Adjournment**

A motion to adjourn the meeting was made by Sarah Lucas and seconded by Sandy Trento. Said motion passed unanimously and Hal Stern declared the meeting adjourned at 11:02 a.m.