

**MINUTES OF STRATEGIC PLAN WORKSHOP SESSION
VILLAGE COUNCIL OF NORTH PALM BEACH, FLORIDA
MAY 7, 2020**

Present:

Susan Bickel, Mayor
Mark Mullinix, Vice Mayor
David B. Norris, President Pro Tem
Darryl C. Aubrey, Sc.D., Councilmember
Deborah Searcy, Councilmember
Andrew D. Lukasik, Village Manager
Leonard G. Rubin, P.A., Village Attorney
Jessica Green, Village Clerk

ROLL CALL

Mayor Bickel called the meeting to order at 7:00 p.m. All members of Council were present. All members of staff were present.

Mr. Lukasik provided a brief overview of the meeting objectives. He explained Melinda Miller and Trina Pulliam with Trainnovations had been brought in as a third party to assist with the Strategic Planning process.

STRATEGIC PLANNING PROCESS

Ms. Pulliam reviewed the agenda and explained Trainnovations had held numerous previous planning meetings with the Village Manager and staff. She stated the plan had also included a retreat which was cancelled due to COVID-19. She noted this meeting was the first session of several planned with the Village Council. Ms. Pulliam explained the Strategic Plan would be utilized to assess where the Village is now and where it is going, while integrating input from staff and elected officials to determine what priorities are most important and passing a budget which funds those priorities.

Ms. Pulliam outlined the process for updating the Strategic Plan and the steps involved. She noted the Strategic Plan included an action plan owned by Department Heads which identifies tasks, deadlines, and progress.

Ms. Miller reviewed the list of Village projects from the previous year's plan, explaining that of 61 total projects identified, as of April, seven (7) had been completed, five (5) had been completed and moved to Operations or removed from the plan, and 49 remained. Ms. Miller stated the full list of projects would be reviewed in-depth at future meetings.

REVIEW SWOT

Ms. Miller reviewed the Strengths, Weaknesses, Opportunities, and Threats (SWOT) list brainstormed from work sessions with Village staff. She reviewed each individual section and asked for input from the Councilmembers.

Ms. Miller outlined items identified as strengths, including garbage services, Anchorage Park Marina, the Clubhouse, recreational activities, youth programming utilizing the library, and

engaged boards. Council discussed adding items such as the world-class waterways and civic pride felt in the Village.

Ms. Miller discussed items identified as internal weaknesses, including delayed infrastructure maintenance and its impact on the budget, the need to rely less on surtax revenue, and staff resistance to change. Council asked for clarification on items and Mr. Lukasik provided additional background. Councilmember Searcy asked staff to break down which items were weaknesses across municipalities, and which were specific to the Village.

Ms. Miller discussed the items identified as opportunities. Mr. Lukasik highlighted the creation of a golf cart community as an opportunity to keep the Village connected and engaged and discussed focus on the environment as a renewed interest among residents. Council discussed items to add to the list.

Ms. Miller reviewed the list of threats identified through work with staff, including environmental issues (natural and man-made), labor market and employment, and aging buildings. Council discussed the list and their experiences.

Ms. Miller shared a draft of the Vision, Mission, and Core Values of North Palm Beach, explaining they had been created from Council interviews the previous year:

- Vision – North Palm Beach will be known for our unparalleled amenities and innovative approach to meeting the needs of our safe and secure community through continuous improvement in infrastructure and service delivery as identified by our stakeholders.
- Mission – We sustain North Palm Beach as “best place to live under the sun” through superior services, timeless traditions, and quality amenities.
- Core Values – Our People: We care about our people and actively advocate diversity, safety, and personal growth. Continuous Improvement: We are committed to excellence and professionalism. Integrity: We are transparent, honest, ethical, and have mutual respect for all people.

Council discussed the wording of the Vision, Mission, and Core Values. Ms. Pulliam invited the Council to help to redevelop the items as part of the Strategic Planning process. It was determined the items would be reviewed if time was available.

REVIEW VILLAGE STRATEGIC GOALS

Mr. Lukasik reviewed the Village Strategic Goals, expanding on the intent of each, including:

- All neighborhoods as desirable places to live
- Mobility
- Financial sustainability
- Beautification and quality of life
- Strong local economy
- Organizational excellence
- Community outreach
- Waterways and recreation

Council discussed the need for the goals be rewritten to be phrased in a way that would make them more achievable. Ms. Miller explained the goals would be improved through the process, along with the creation of metrics to measure success.

NEXT STEPS

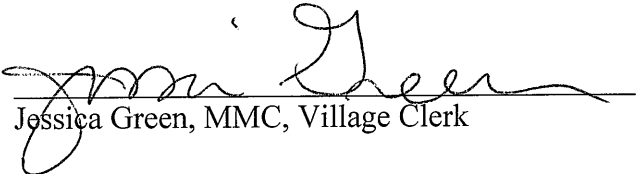
Ms. Miller provided a calendar and explained the next steps of the Strategic Planning process, including Councilmember individual interviews to review the current state of the Village, prioritize projects, and discuss new projects, followed by a Council Workshop in July and delivery of the final Strategic Plan at the July Council Meeting.

NEXT STRATEGIC PLANNING WORKSHOP

The next Strategic Planning Workshop Session will be held June 25, 2020 to conduct a first pass review, dialog, and ranking exercise.

ADJOURNMENT

With no further business to come before the Council, the meeting adjourned at 9:04 p.m.


Jessica Green, MMC, Village Clerk