



## Neighborhood Resiliency Projects Advisory Committee

### Committee Members

Clare McCord, Chair  
Curt Dyer, Vice-Chair  
Julie Basner  
Stephan Ginez  
Karin Matos  
Barbara Montero  
Ronald Starkman

**TO: Members of the Neighborhood Resiliency Projects Advisory Committee**

**DATE: June 11, 2026**

**SUBJECT: DRAFT Minutes of the Neighborhood Resiliency Projects Advisory Committee held on April 28, 2026**

**Present:** Clare McCord, Chair, Curt Dyer, Vice-Chair, Julie Basner, Stephan Ginez, Karin Matos, Barbara Montero, Ron Starkman

### **City Staff:**

Amy Knowles, Liaison

Commissioner Alex J. Fernandez, Inspector General Joseph M. Centorino

Sydney Alonso, Sabrina Batlle, Melissa Berthier, Maria Cerna, Lauren Firtel, David Gomez, John Norris, Albert Rosales, Caroline Sorenson, Bryan Sevilla

### **Members of the Public:**

Timothy Carr

### **CALL TO ORDER AND WELCOME**

C. McCord called the meeting to order and welcomed all who attended.

### **COMMITTEE BUSINESS**

#### **Approval of Minutes**

C. McCord moved to approve the minutes from the March 12, 2026, Neighborhood Resiliency Projects Advisory Committee (NRPAC) meeting. The motion was seconded by C. Dyer and approved unanimously.

C. McCord reviewed the agenda and provided a brief recap of the previous meeting. R. Starkman summarized the prior discussion presented to the Commission, including the new 30/60/90 language intended to help residents clearly understand the ordinance's trigger points.

**Committee Members**

Clare McCord, Chair  
Curt Dyer, Vice-Chair  
Julie Basner  
Stephan Ginez  
Karin Matos  
Barbara Montero  
Ronald Starkman

**Discussion Item: West Avenue Project Updates**

D. Gomez introduced himself and reported an issue with the West Avenue drainage system due to older private connections no longer meet current standards, testing is being completed in segments, and this additional work is expected to result in several weeks of delay.

J. Basner asked how this information is being communicated to residents. D. Gomez responded that staff hold monthly virtual meetings and monthly in-person walkthroughs. During the most recent walkthrough, residents were informed of the drainage issues and testing.

Committee members and staff engaged in a discussion regarding current communication efforts and practices used in previous meetings.

S. Ginez emphasized the importance of providing transparent communication to the public regarding project timelines, affected properties, and the overall status of ongoing work.

The committee discussed strategies for communicating with residents when issues arise and how to determine which issues warrant outreach, given the frequency of updates. It was acknowledged that expected developments are generally shared more easily, while unexpected situations require more careful communication.

The group reached a consensus that providing an immediate summary or brief recap after public meetings would be beneficial. It was suggested that the Public Information Officer could prepare these updates. Additionally, the committee recommended developing guidelines to determine when communication should be issued.

**Discussion Item: Stop the Pause Ordinance**

C. McCord welcomed Commissioner Fernandez, and the committee began reviewing the draft ordinance. Commissioner Fernandez and R. Starkman agreed that the updated ordinance includes more detail.

The committee discussed public communication and whether such requirements should appear in the ordinance body or within the “whereas” clauses.

C. McCord shared draft edits to the “whereas” clauses and explained that in Paragraphs 1 and 3, detail was added using phrases such as “city will ensure” and “other mechanisms.” A discussion point from the last meeting was defining the 30/ 60/90 design thresholds and how they impact residents. This included identifying the nature of each milestone, what can be changed at each point, and the timeline for public involvement.

**Committee Members**

Clare McCord, Chair  
Curt Dyer, Vice-Chair  
Julie Basner  
Stephan Ginez  
Karin Matos  
Barbara Montero  
Ronald Starkman

C. Dyer asked what public input typically looks like throughout the 30/60/90 stages.

D. Gomez clarified that once a master plan enters the funding cycle, there is a point of no return when discarding a master plan becomes unrealistic. Commissioner Fernandez suggested the first threshold may need to occur after a master plan is adopted. A broader discussion followed among committee members about the existing project design and permitting process.

C. McCord asked whether the ordinance addresses the meetings that already occur in the planning process, noting challenges from past projects. She recalled early meetings on the First Street project, where extensive community input was collected but then the project stalled, and the community did not have the chance to see how their input was used.

Commissioner Fernandez said it may make sense for the first threshold to occur once the master plan is adopted, as it sets the framework before funding is allocated. Commissioner Fernandez also inquired how the masterplan connects with the percentage thresholds.

D. Gomez explained that a master plan represents roughly the first 5% of a project. D. Gomez cautioned against applying thresholds to the master plan because it is conceptual and does not include all details. Many design surprises emerge during technical phases.

C. McCord suggested that resident communication should take place between the masterplan and 30% phase. Clarifying that the master plan should be a governing document for the project's long-term vision and asked whether masterplans are available online. She noted it would be helpful to share them with residents and stakeholders on a public webpage.

D. Gomez said that nearly every project goes through 30/60/90 submission phase. Design and programming are decided early, and from 30% onward teams work on technical specifications.

C. McCord said the issue they are trying to address is whether the current "base document" and its definitions are adequate.

S. Genez suggested going deeper into the definitions. Genez proposed that at each threshold 30%, 60%, and 90% there should be a required announcement to the Commission and to residents. This would provide a clear trigger point for public awareness and action.

A. Knowles confirmed that such announcements could be done through a Letter to Commission.

**Committee Members**

Clare McCord, Chair  
Curt Dyer, Vice-Chair  
Julie Basner  
Stephan Ginez  
Karin Matos  
Barbara Montero  
Ronald Starkman

Commissioner Fernandez said the intent of the ordinance is to create transparency and ensure efficient use of public dollars. While the city manager might be willing to implement these practices, Commissioner Fernandez emphasized the importance of documenting the policy within the ordinance itself to ensure consistency and accountability.

S. Ginez added that at each threshold 30% and 60% there could be a public meeting to explain what has been completed and what the next phase entails. After this meeting, the project will move to the next stage. S. Ginez emphasized the importance of residents knowing when they have an opportunity to express concerns or provide comments.

Commissioner Fernandez suggested incorporating a check-in meeting before reaching each threshold, for example, halfway to 30%, and again halfway between 30% and 60%. This would allow for earlier feedback, ensuring that community input can be incorporated before a project reaches a critical milestone. Commissioner Fernandez invited J. Centorino to give his thoughts.

The Inspector General emphasized in the review that project changes are often very costly, and that the associated costs should be clearly communicated whenever a change is proposed. The Inspector General recommended that this requirement be incorporated into the ordinance.

Committee members and City staff discussed the existing project review process. The committee agreed that the final ordinance should be completed by June, with the Commissioners' team incorporating the committee's recommendations for discussion at the next NRPAC meeting.

C. McCord made a motion to submit the recommended changes document she introduced at the meeting as a suggestion for inclusion in the draft ordinance that the committee received for the upcoming NRPAC meeting. J. Basner proposed an amendment to substitute the word 'concerns' for 'questions and feedback.' B. Montero seconded the amendment. The amended motion passed unanimously (Attachment A).

**Discussion Item: First Street Project Updates**

J. Norris and B. Sevilla introduced themselves and reported that the project is approximately 90% complete. They noted that harmonization agreements are underway.

City staff then elaborated on the public communication and outreach efforts conducted to date.

J. Norris added that Phase 1 is currently short on funding and that a proposed rate increase is essential to support future CIP projects. All projects currently awarded or under construction will be completed. However, remaining funds will be limited to emergency repairs.

## Neighborhood Resiliency Projects Advisory Committee

### Committee Members

Clare McCord, Chair  
Curt Dyer, Vice-Chair  
Julie Basner  
Stephan Ginez  
Karin Matos  
Barbara Montero  
Ronald Starkman

C. McCord proposed developing a fact sheet to help residents understand the changes, the need for the proposed increase, and the updates shared during the NRPAC meeting.

### **FUTURE MEETING DATES/TOPICS**

The committee agreed that an additional meeting in May is necessary to finalize recommendations. As a result, a meeting will be held on May 28 to allow sufficient time for review before the June City Commission meeting.

### **PUBLIC COMMENT**

- No public comment.

### **ADJOURNMENT**

C. McCord made a motion to adjourn. B. Montero seconded the motion.

WHEREAS, the City ~~provides~~ will ensure robust communications in advance of design and throughout the project, including public meetings, a project specific web page, a map of active projects, dedicated Public Information Outreach (PIO) firm, door-to-door distributions, onsite coordination, and other mechanisms to clarify information and timely address stakeholder questions and feedback, and

WHEREAS, the 30, 60, and 90-percent design completion points are significant milestones, and as the design advances, changes become more difficult and costly, and

WHEREAS, the City will ~~continue to~~ utilize robust communication methods to inform the community about the nature, process and critical timelines of important design milestones and engage the community for feedback at prior to important design milestones being reached; and