



# **AGENDA**

## **SUSTAINABILITY BOARD**

Regular Meeting No. 2018-04

Wednesday, July 25, 2018 – 6:30 P.M.

City Hall Council Chambers, 120 Malabar Road, SE

### **CALL TO ORDER:**

### **ROLL CALL:**

### **ADOPTION OF MINUTES:**

1. Regular Meeting No. 2018-03; June 20, 2018.

### **PUBLIC COMMENTS: (Non-agenda items only)**

Public Comments on Agenda Items – Individuals wishing to speak on specific agenda items can do so at the time the item is being considered by the Board. The Chairperson will ask if there are any public comments prior to the Board taking action on the item. All speakers will be limited to three (3) minutes each.

### **NEW BUSINESS:**

1. Discussion of junk mail with regard to local businesses and residences; amount of waste of paper/natural resources. (Wade Senti)
2. Update on remaining Block Grant funds and its use toward an updated Greenhouse Gas Emissions analysis. (Amy Ford)
3. Discussion of "Financing 2.0: Navigating 3rd-Party Financing for Efficiency and Renewables" webinar. (Amy Ford)

### **OTHER BUSINESS:**

### **ADJOURNMENT:**

If an individual decides to appeal any decision made by the Sustainability Board with respect to any matter considered at this meeting, a record of the proceedings will be required and the individual will need to ensure that a verbatim transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based (FS 286.0105). Such person must provide a method for recording the proceedings verbatim.

In accordance with the Americans with Disabilities Act, persons needing special accommodations for this meeting shall, at least 48 hours prior to the meeting, contact the Legislative Department at (321) 952-3414 or Florida Relay System at 711.

**CITY OF PALM BAY, FLORIDA**  
**SUSTAINABILITY BOARD**  
**REGULAR MEETING NO. 2018-03**

Held on Wednesday, the 20<sup>th</sup> day of June 2018, at the City Hall Council Chambers, 120 Malabar Road, SE, Palm Bay, Florida.

This meeting was properly noticed pursuant to law; the minutes are on file in the Office of the City Clerk, City Hall, Palm Bay, Florida. The minutes are not a verbatim transcript but a brief summary of the discussions and actions taken at the meeting.

The meeting was called to order at the hour of 6:31 P.M.

**ROLL CALL:**

<b>CHAIRPERSON:</b>	Lesley Byrd	Present
<b>VICE CHAIRPERSON:</b>	James Boothroyd	Present
<b>MEMBER:</b>	John Vogel	Present (Late)
<b>MEMBER:</b>	Kathy Hill	Present
<b>MEMBER:</b>	Vacant	--
<b>MEMBER:</b>	Wade Senti	Present
<b>MEMBER:</b>	Amy Ford	Present

**CITY STAFF:** Present was Gregg Lynk, City Manager.

**PRESENTATION:**

**1. David “Ritch” Workman, Special Projects Manager – update on City’s energy projects.**

Mr. Workman advised the Board of the proposed Honeywell project. The item was scheduled for Council’s consideration on June 21<sup>st</sup>. The proposal consisted of replacing items from light bulbs to traffic systems to air conditioning units with savings through energy usage. He said it would take the City approximately twenty (20) years to recoup on its investment in Honeywell. Mr. Workman advised of other ongoing energy projects.

Ms. Byrd asked if the cost was \$7 million and over twenty (20) years. Mr. Workman answered in the affirmative. Ms. Byrd asked if there was a projection for the amount of saved energy. Mr. Workman said the proposal stated that Honeywell would provide \$4.5 million in energy efficiency improvements at forty-one (41) Palm Bay facilities; reduce energy, water and operational costs by over \$290,000 annually; reduce kilowatt consumption by twenty-one percent (21%) over established baseline; reduce energy costs by sixteen percent (16%) over established baseline; minimize Palm Bay’s financial and operational risk by providing a program which included complete turnkey fixed cost implementation, single source responsibility, and the results were guaranteed by Honeywell.

Ms. Ford asked how long the City Council had to review the plan by Honeywell. Mr. Lynk said the process started in January 2017. He answered further questions regarding the equipment replacement. Mr. Senti asked the last time the City had replaced the equipment that was currently being analyzed by Honeywell. Mr. Lynk said that some equipment had never been replaced since the structures were built in 1980's and 1990's. Mr. Workman said the City had to be proactive and spend the money up-front versus spending as equipment failed and fixing piecemeal.

Mr. Lynk advised that the first year of the contract would consist of performing replacements, and the remaining nineteen (19) years for financing and energy efficiency. Mr. Senti asked if there was a cost estimate if everything was piecemealed over the life of the contract. Mr. Lynk said the City would not be able to receive a better cost than those provided by Honeywell.

Ms. Ford asked if staff was familiar with Environmental Protection Agency's online Management Tool. She said there was no cost and the City would input information on its buildings and the program would calculate the current energy use. The program would then provide recommendations such as maintenance schedules and suggestions for repair. Mr. Lynk answered in the negative, but would relay the information to his staff.

#### **ADOPTION OF MINUTES:**

##### **1. Regular Meeting No. 2018-02; May 22, 2018.**

Motion by Mr. Boothroyd, seconded by Ms. Hill, to adopt the minutes with the correction of 'omissions' to 'emissions' on Page 2, Item No. 1, under New Business. The motion carried unanimously.

#### **PUBLIC COMMENTS:**

Mary Ford, resident, said that as equipment was to be replaced in the first year, was that equipment guaranteed for the remaining nineteen (19) years. Mr. Lynk said there were guarantees that came with the equipment. Any further replacements would be paid for from the energy savings. The City would not receive a full replacement for a piece of equipment that needed repair after a life expectancy of ten (10) years.

Ms. Byrd asked if the \$7 million was contingent upon all of the equipment working for twenty (20) years. Mr. Lynk said the loan was for approximately \$6.3 million. He said that the equipment was rated for twenty (20) years. The purpose of these upgrades was for the savings to pay for the equipment and any repairs.

Mr. Boothroyd asked how much was currently spent for utilities. Mr. Lynk said approximately \$70,000 per month for electric.

Ms. Ford asked if a maintenance program was included in the Honeywell contract, or was the City doing its own monitoring in order to make necessary replacements when needed. Mr. Lynk said that the City's Facilities Department performed routine maintenance.

Bill Battin, resident, said that the City was already approaching the minimum ten percent (10%) fund balance. If the balance dropped below that level, the City would lose its ability to borrow funds. He said that the City should upgrade as needed instead of paying a company to tell the City when something needed to be replaced. Mr. Lynk said the fund balance was close to the minimum as the City had received very minimal reimbursement for Hurricane Matthew, and had received no reimbursements as yet from Hurricane Irma.

Mr. Boothroyd asked who was financing the loan. Mr. Lynk said there was a competitive bid process and Honeywell advised that it could do the financing. The City received a better rate through Banc of America. Mr. Boothroyd asked if Florida Power and Light (FP&L) would provide credits to the City. Mr. Lynk said the only credit would be that the City would pay less to FP&L.

## **NEW BUSINESS:**

### **1. Discussion of opportunities for outreach with local universities with students studying in areas of synergy to sustainability and the environment.**

Mr. Senti received an inquiry from Dr. Ken Linderman, Professor at Florida Institute of Technology, about students that were interested in sustainability. Dr. Linderman was involved with coastal policy and served on the Board of Directors for the Marine Resources Council. The inquiry was if the City had interest in an internship. The students would be available from the Fall of 2018 through Spring of 2019.

Bill Battin, resident, said that the Board should consider an objective of what it wanted the interns to accomplish.

Ms. Ford felt the Board was still in its infancy and there were other issues that the Board needed to address first. She did not feel that hiring interns should be done at this point. Mr. Senti said there may be no costs associated with the internship, but the Board should decide on a plan.

Ms. Hill asked if the students were graduates or undergraduates and would contact Dr. Linderman and discuss same. Ms. Byrd said the Board would revisit the item in the future after gathering further information.

**OTHER BUSINESS:**

Ms. Hill received an email from the Urban Sustainability Directors Network regarding a program known as 'Partners for Places'. It was a matching grant program that improved U.S. and Canadian communities by building partnerships between local government sustainability leaders and place-based foundations. National funders invested in local projects to promote a healthy environment, a strong economy, and well-being for all residents. Through these projects, Partners for Places fostered long-term relationships that made the communities more prosperous, livable, and vibrant.

Ms. Hill advised that in addition to the general grant program, the funding also included dedicated funding to support green stormwater infrastructure projects that advanced water-related sustainability goals. This year, the grant program would provide partnership investments between \$25,000 and \$75,000 for one-year projects, or \$50,000 and \$150,000 for two (2) year projects, with a 1:1 match requirement. The application deadline was July 31<sup>st</sup>. Ms. Hill felt the City may have some interest.

Motion by Ms. Ford, seconded by Ms. Hill, to include an agenda item for the next meeting for the Board to consider moving forward with a greenhouse gas emissions progress report; confirm the dollars leftover from the grant; and the cost for the emissions analysis. If it was included in the Honeywell contract, she wanted the Board to have access to same. Motion carried unanimously.

The Board concurred to schedule the next meeting for Wednesday, July 25, 2018, at 6:30 P.M.

**ADJOURNMENT:**

There being no further business, motion by Mr. Boothroyd, seconded by Ms. Ford, to adjourn the meeting at the hour of 7:18 P.M.

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Lesley Byrd, Chairperson

ATTEST:

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Terese M. Jones, City Clerk