AGENDA

SUSTAINABILITY BOARD

Regular Meeting 2019-03
Wednesday, October 23, 2019 – 7:30 P.M.
City Hall Council Chambers, 120 Malabar Road, SE

CALL TO ORDER:

ROLL CALL:

ADOPTION OF MINUTES:

1. Regular Meeting 2019-02; October 1, 2019.

PUBLIC COMMENTS: (Non-agenda items only)

<u>Public Comments on Agenda Items</u> – 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 Core Element Proposals and timeline for Sustainability Plan development – Dr. Ken Lindeman and Richard Murlin, intern, Florida Institute of Technology.
2. Upcoming meetings/events of interest.

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 2019-02

Held on Tuesday, the 1st day of October 2019, 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 7:30 P.M.

ROLL CALL:

CHAIRPERSON:	Lesley Byrd	Present
MEMBER:	Rebecca Ziegler	Present
MEMBER:	Janice Crisp	Present
MEMBER:	Donielle Rouse	Present
MEMBER:	Vacant	--
MEMBER:	Shaun McFadden	Absent
MEMBER:	Amy Ford	Present

CITY STAFF: Present was Suzanne Sherman, Deputy City Manager; Terese Jones, City Clerk.

PUBLIC COMMENTS:

There were no public comments.

NEW BUSINESS:

1. Election of Chairperson and Vice Chairperson.

Motion by Ms. Crisp, seconded by Ms. Ford, to reelect Ms. Byrd as Chairperson. The motion carried unanimously.

Motion by Ms. Ziegler, seconded by Ms. Byrd, to elect Ms. Ziegler as Vice Chairperson. The motion carried unanimously.

2. Discussion of partnership with Florida Institute of Technology for a sustainability intern.

Ms. Sherman explained that the City had arranged with the Florida Institute of Technology (FIT) for its students to utilize FIT's internship program by assisting municipalities in developing sustainability boards and plans. The City had agreed to fund an intern and a student had already been assigned to the City. The student would help the City until he graduated in April 2020.

Ms. Byrd asked about the intern's availability. Ms. Sherman advised that he was currently available 8-10 hours per week, but the schedule would be flexible based upon the needs of staff and the Board. She felt the main goal would be for the intern to assist in setting the foundation for the City's future plan.

Ms. Ziegler asked if an evaluation of the intern's performance was expected. Ms. Sherman answered that it would be a collaborative effort between the intern, FIT and the City as to the expectations, milestones, etc. Any type of personnel evaluation would be handled by City staff.

3. Discussion of proposed Board work plan – Suzanne Sherman, Deputy City Manager.

Ms. Sherman provided a proposed work plan for the Board. Highlights included the Board's core functions, building a foundation, basic framework of sustainability plans, and next steps for the Board to proceed in the future.

Ms. Byrd asked if the Board would be reviewing past ordinances and policies. Ms. Sherman answered in the negative and stated that it would be for proposed legislation and policies.

Ms. Sherman recommended that a new Sustainability Plan (Plan) be developed with the efforts of the Board, FIT intern and City staff. The basic framework of the Plan would be to develop and define categories, elements and focus areas; create goals and actions steps, both short and long term; measure progress; and then reports and review. Ms. Sherman reviewed core elements of other agencies' Plans. She answered questions posed by the Board and said the next step would be to begin reviewing other Plans and focus area options.

Ms. Crisp asked that staff provide information or a presentation on the Indian River Lagoon, Turkey Creek, etc.

Ms. Ziegler asked that each board member bring their top 4-5 issues to the next meeting and the Board could develop a priority list. Ms. Sherman said she would provide a list to the Board as well.

4. Consideration of participating in the East Central Florida Regional Resilience Collaborative.

Ms. Sherman explained the purpose of the East Central Florida Regional Resilience Collaborative (Collaborative). The East Central Florida Regional Planning Council wanted to partner with cities and counties to develop a shared legislative regional resilience strategy, and participate in an annual regional summit and engage the community in developing policies and recommendations to promote resiliency.

Ms. Ford said she was familiar with this item and planned on attending future meetings of the Planning Council.

Motion by Ms. Byrd, seconded by Ms. Ziegler, to recommend to City Council to participate in the collaborative. The motion carried unanimously.

5. Upcoming meetings/events of interest.

Ms. Sherman said that she would notify the Board of upcoming meetings and/or events that may be of interest. She advised of the following:

- Brevard Sustainability Working Group – 4th Monday of each month at noon, located at the University of Florida Extension Office in Cocoa;
- Renewable Energy Workshop – Friday, November 8th, 9 A.M. to noon, located at the Florida Solar Energy Center (1679 Clearlake Road) in Cocoa;
- Marine Resources Council – periodic lunch and learn on the website; and
- Sustainable Floridians Program – each Tuesday from October 1st through November 19th, located at the University of Florida Extension Office ($30 per session; $189 for entire course).

It was asked if the Board could utilize SharePoint for members to access information such as events, other agency Sustainability Plans, etc. Mrs. Jones would consult with the City Attorney and advise the Board accordingly.

Ms. Rouse asked if the Board could go out on site visits to view the impacts first-hand instead of having speakers come to the Board meeting and provide presentations. Mrs. Jones advised that due to Florida Sunshine Law requirements, if the Board went as a group, it would constitute a meeting, would require proper legal notice, and would have to allow for public participation. However, board members could perform site visits on their own.

OTHER BUSINESS:

The Board concurred to schedule the next meeting for Wednesday, October 23, 2019, at 7:30 P.M.

ADJOURNMENT:

There being no further business, the meeting adjourned at the hour of 8:30 P.M.

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Lesley Byrd, Chairperson

ATTEST:

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Terese M. Jones, City Clerk