



**Sustainability Advisory Board Meeting
March 8, 2023
Council Chambers
6:00 PM**



- I. Call to Order/Roll Call
- II. Pledge of Allegiance
- III. Reading or Disposition of Minutes of Previous Meeting
 - 1. Sustainability Advisory Board Meeting Minutes of April 26, 2022
- IV. Public Period
- V. Old Business
- VI. New Business
 - 1. Sustainability By-laws and Constitution
 - 2. Discussion - Sustainability Resolution
 - 3. Discussion - Sustainability Action Plan
- VII. Any Other Business the Board Deems Advisable
- VIII. Adjournment

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.

MEETING DATE		AGENDA
March 8, 2023		Section: Reading or Disposition of Minutes of Previous Meeting
Department/Office : City Clerk	AGENDA REPORT	Item #: 1.
Subject: Sustainability Advisory Board Meeting Minutes of April 26, 2022		
Requested Action or Motion: Move to approve the Sustainability Advisory Board meeting minutes of April 26, 2022.		
Summary Explanation & Background:		
Fiscal Impact: N/A		
Exhibits: 1. Draft Sustainability Minutes 4-26-2022		
Commission/Board: Other		
Contact Person: Lori Hollingsworth 407-539-6219		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
March 8, 2023		Section: New Business
Department/Office : Administration	AGENDA REPORT	Item #: 1.
Subject: Sustainability By-laws and Constitution		
Requested Action or Motion: Discussion - No Action Required		
Summary Explanation & Background: On February 22, 2021, the City Council Adopted Resolution 3-2021 creating the Sustainability Advisory Board and adopting by-laws and a constitution to govern the workings of the board. The by-laws describe the organization of the board and how meetings are intended to run. These rules describe the role of the chair, vice-chair and staff liaison; nomination and election of officers; when meetings are to occur; procedures for meetings; and procedures for documenting and final disposition of meeting minutes. Although there are some redundancies between the by-laws and the constitution, the constitution specifically lays out the mission and powers and duties of the board. The mission of the board is as follows: The Sustainability Advisory Board shall serve at the direction of the City Council to review and make recommendations to same regarding City sustainability and resiliency. The City Council may regularly review and provide input and direction to the advisory board to ensure the Council's priorities are being considered. Regarding the functions, powers and duties, these include: 1. Participate in the implementation of a City-wide Sustainability Action Plan. 2. Recommend strategies for increasing energy efficiency, conserving water, reducing waste, protecting sensitive natural areas, reducing GHG emissions, utilizing environmentally responsible practices, products and technologies, potential for new green businesses and jobs. 3. Review and provide input on information for sustainable practices to be distributed to the public and businesses. 4. The City Council, the Committee or the City Manager or designee, may place items on the Committee agenda for discussion. Resulting actions and their implementation must be approved by the City Council prior to implementation. 5. The Board shall perform other duties which may be lawfully assigned to it. As we work through the process of aligning practice and programs with sustainability goals, the board will be making recommendations to the City Council.		

Fiscal Impact:

N/A

Exhibits:

1. Resolution 3-2021 Sustainability Advisory Board - signed
2. Signed By Laws Feb 2021
3. Signed Constitution Feb 2021

Commission/Board: Other**Contact Person:** Mark Reggentin 407-539-6220

Reviewed by City Attorney

MEETING DATE		AGENDA
March 8, 2023		Section: New Business
Department/Office : Administration	AGENDA REPORT	Item #: 2.
Subject: Discussion - Sustainability Resolution		
Requested Action or Motion: No Action Required		
Summary Explanation & Background: On August 12, 2019, the City Council adopted Resolution 14-2019, creating the Climate Change and Mitigation and Sustainability Program. This resolution recognizes the threat that climate change poses to the balance of life on earth. The resolution establishes a 13 point plan to address the effects of climate change on the planet. The resolution is attached for your reference. Due to the fact that the Board has not met for some time and there are three new members, it will be beneficial to review the resolution to determine priorities and direction for the future. To assist in this review, staff had assembled a spreadsheet to help track and assign responsibility for the directives contained in the resolution. This document lists the directives as well as provides additional information including community involvement, cost, level of impact, timeline, measurability and which department would have the lead. This document has not been reviewed since April of last year and may need updates.		
Fiscal Impact: N/A		
Exhibits: 1. Resolution 14-2019 Climate Control- 8122019 - signed 2. Action Plan		
Commission/Board: Other		
Contact Person: Mark Reggentin 407-539-6220		
Reviewed by City Attorney		

MEETING DATE		AGENDA
March 8, 2023		Section: New Business
Department/Office : Administration	AGENDA REPORT	Item #: 3.
Subject: Discussion - Sustainability Action Plan		
Requested Action or Motion: Discussion - No Action Required		
Summary Explanation & Background: On November 11, 2019, the City Council adopted an action plan to implement the Climate Change Mitigation Sustainability Program. This plan incorporates the policy direction from the Sustainability and Climate Change Resolution and incorporates action steps to guide the implementation of the plan outlined in the resolution. In this document, each goal and objective are followed by action steps to implement each goal in the resolution. Staff will provide the Board with an overview of the status of the implementation steps. Please be aware that, due to the complications associated with the pandemic and staffing issues, staff have, by necessity, altered priorities which, in turn, have delayed implementation of many of these goals.		
Fiscal Impact: N/A		
Exhibits: 1. Action Plan Presentation for Nov 11 2019 CC Meeting 2. Action Plan		
Commission/Board: Other		
Contact Person: Mark Reggentin 407-539-6220		
Reviewed by City Attorney N/A		