



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



I. CALL TO ORDER/ROLL CALL

Present: 5 - Chair Karen Simasek, Board Member Marc Walch, Board Member Deborah Goldring, Board Member Rob Roy, Board Member Amanda Kalantzis

Absent: 0 -

Chair Simasek called the March 8, 2023 meeting to order at 6:01 pm. Staff also in attendance: Interim City Manager Reggentin, City Clerk Hollingsworth Records Management Specialist Eichner

II. PLEDGE OF ALLEGIANCE

Chair Simasek led the Pledge of Allegiance.

III. READING OR DISPOSITION OF MINUTES OF PREVIOUS MEETING

1. SUSTAINABILITY ADVISORY BOARD MEETING MINUTES OF APRIL 26, 2022

RESULT: Approve minutes from April 26, 2022.

MOVER: Karen Simasek

SECONDER: Marc Walch

AYES: Karen Simasek, Marc Walch, Deborah Goldring, Rob Roy, Amanda Kalantzis

NAYS: None

IV. PUBLIC PERIOD

Chair Simasek opened the public comment period. There being no one who wished to speak, Chair Simasek closed the public comment period.

V. OLD BUSINESS

There was none.

VI. NEW BUSINESS

Interim City Manager Reggentin stated that annually, the Board shall elect a Chair and Vice Chair. The elected officers shall assume office at the close of the meeting.

Board Member Walch made a motion to nominate Karen Simasek for Chair. The nomination received a second from Board Member Kalantzis and it was carried by roll call vote. The nomination passed unanimously.

Chair Simasek made a motion to nominate Board Member Walch as Vice Chair. The nomination received a second from Board Member Goldring and it was carried by roll call vote. The nomination passed unanimously.

Interim City Manager Reggentin acknowledged the dedicated role former City Manager Anselmo played as interim staff liaison to the board and expressed gratitude for her many contributions. Until the city has hired a Sustainability Coordinator, the meetings and functions of the board may be limited.

Interim City Manager Reggentin provided a detailed overview of the Sunshine Law and Exparte Communication.

1. SUSTAINABILITY BY-LAWS AND CONSTITUTION

Interim City Manager Reggentin stated that on February 22, 2021, the City Council Adopted Resolution 3-2021 creating the Sustainability Advisory Board, adopting by-laws and a constitution to govern the workings of the board.

Interim City Manager Reggentin gave an overview of the by-laws describing 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.

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 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.

The board will eventually make recommendations to the City Council, once the process of aligning practices and programs with the city's sustainability goals has begun.

A brief discussion ensued.

2. DISCUSSION - SUSTAINABILITY RESOLUTION

Interim City Manager Reggentin stated that 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.

Since the board has been on a brief hiatus and there are three new members, Interim City Manager Reggentin gave a review of the resolution to assist with determining priorities and provide direction for the future.

A brief discussion ensued.

3. DISCUSSION - SUSTAINABILITY ACTION PLAN

Interim City Manager Reggentin stated that 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.

Interim City Manager Reggentin provided an overview of the action steps implemented, status of and stated 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.

Interim City Manager Reggentin highlighted sustainability achievements including:

- Seven (7) contracted EV stations.

- The tree planting program and canopy coverage with a focus on invasive tree removal and native tree replacement.
- Additional efforts by other advisory boards, such as the initiative to expand and improve bike/pedestrian trails by the Transportation Advisory Board.
- Regarding potable water, every city meter has been updated with automatic monitoring to aid in identifying leak issues for rapid reporting to the homeowner.
- EV charging stations have been installed in public parking areas, city employee parking lots, and are now required by code in new residential and commercial developments.
- The city's Land Development Code has been revised for commercial and multifamily residential buildings to require green building practices where possible and incentivize it otherwise. This was done with reference to the Florida Green Building Coalition (FBGC), the U.S. Green Building Council, and the Better Buildings program of the U.S. Department of Energy. Priority was be given according to the area of next expected development -- the DMZD and city core area should be highest priority.
- Through various channels of public outreach, the city increases public awareness of landscape irrigation regulations.
- The city has increased water rates which is one method to encourage conservation.
- Regarding removal of fossil fuel assets from the city's portfolio of investments, the city invests in large investment pools set up and managed by the state and federal governments. We cannot dictate the investment mix in these funds. However, we have added ESG investment options that consider environmental, social and governance (ESG) factors alongside financial factors in the investment decision-making process within our investment options for employees.
- To encourage use of drinking fountains and bottle refilling stations, the city designs bottle filling stations into all new facilities and has retrofitted those fountains that are compatible with a new bottle filling station.
- The city has eliminated purchase of single-use plastic water bottles and single-use plastic utensils.

- Regarding EV purchases, with every vehicle purchase, staff evaluates the options for purchase of EV's. However, as a result of the pandemic and current economic conditions, EV's are not currently available to meet the city's needs. We have tested hybrid vehicles for city use and found them to have significant down time due to repairs. The city has invested in electric riding lawn mowers with some success as well as electric blowers and trimmers for parks and grounds maintenance.

- In terms of the city's arbor program, the city has hired and staffed an Arbor Division that focuses on maintenance of the existing tree canopy and implementing an aggressive planting program. A comprehensive arbor program is under development.

- From a bicycle/pedestrian perspective, the city has completed Sandspur Trail, Fennel Street Trail, I-4 Bridge Completed, Lake Destiny-Southhall Trail designed and awaiting bidding; Community Park Boardwalk designed and awaiting permitting, Multiple sidewalk projects planned for next 4 years. Currently working with FDOT and City of Winter Park to convert rail bridge at Monroe Avenue to a bike/ped facility to tie into winter Park's trail plan. We are also working with FDOT to study the downtown area to make it more bike/pedestrian friendly.

- The city currently funds stormwater projects through the Environmental/Stormwater utility fee.

A brief discussion ensued.

VII. ANY OTHER BUSINESS THE BOARD DEEMS ADVISABLE

There was none.

VIII. ADJOURNMENT

RESULT:	Motion to adjourn the meeting.
MOVER:	Deborah Goldring
SECONDER:	Marc Walch
AYES:	Karen Simasek, Marc Walch, Deborah Goldring, Rob Roy, Amanda Kalantzis
NAYS:	None

The meeting adjourned at 7:49 pm.