

CITY OF COCOA
SUSTAINABILITY ADVISORY COMMITTEE
MEETING MINUTES
JANUARY 10, 2019

A regular meeting of the Sustainability Advisory Committee of the City of Cocoa was held on Thursday, January 10, 2019 in the Council Chambers at 65 Stone Street, Cocoa, as publicly noticed.

I. OPENING MATTERS:

Vice Chairperson Gilliam called the meeting to order at 6:09 P.M. **Vice Chairperson Gilliam** led the assembly in the Pledge of Allegiance. The Board Secretary called the roll.

ROLL CALL:

Trina Gilliam	Chairwoman
Jennifer Riggs	Vice Chairwoman
Susan Hushla	Committee Member
Robert Musser	Committee Member
Gisele Neiman	Committee Member
Josephine Shim	Committee Member
Marlene Weiss	Committee Member
Raphel Costas	Committee Member
Paul Johnson	Committee Member
Lorraine Koss	Council Liaison

MEMBERS PRESENT:

Trina Gilliam	Chairwoman
Jennifer Riggs	Vice Chairwoman
Susan Hushla	Committee Member
Robert Musser	Committee Member
Gisele Neiman	Committee Member
Josephine Shim	Committee Member
Marlene Weiss	Committee Member
Paul Johnson	Committee Member
Lorraine Koss	Council Liaison

MEMBERS ABSENT:

Raphel Costas	Committee Member
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OTHERS PRESENT:

Dodie Selig	Planning and Zoning Manager
Kadi Carver	Recording Secretary

II. APPROVAL OF THE AGENDA AND MINUTES:

AGENDA: Regular Meeting of January 10, 2019

- ❖ MOTION by Chairwoman Gilliam; SECONDED by Committee member Johnson to approve the Agenda with amendments for the January 10, 2019 regular meeting.

AYES: Gilliam, Riggs, Hushla, Musser, Neiman, Shim, Weiss, Johnson

MOTION CARRIED (8-0)

MINUTES: Regular meeting of December 6, 2018

- ❖ MOTION by Chairwoman Gilliam; SECONDED by Committee member Johnson to approve the Minutes with amendments for the December 6, 2018 regular meeting.

AYES: Gilliam, Riggs, Hushla, Musser, Neiman, Shim, Weiss, Johnson

MOTION CARRIED (8-0)

III. OLD BUSINESS:

1. **Diamond Square Community Garden**

Committee Member Koss indicated **Charlene Neuterman** has an Eagle Scout taking on the Diamond Square community garden project. She just met with the Pastor Tom from Messiah Lutheran and inquired about forming another garden there.

Committee Member Weiss shared with **Council Liaison Koss** a contact of an Eagle Scout that previously made the planter boxes for The City of Cocoa Beach.

2. **Posting Documents on website**

Chairwoman Gilliam questioned **Dodie Selig** if she has had the chance to look into posting documents on the City of Cocoa website.

Dodie Selig shared that Information Technology doesn't allow us to do that. We would have to find a way to get things together and have staff do it.

Chairwoman Gilliam questioned if we will have our own page or do you know where it will be posted?

Dodie Selig indicated it needs to be worked out. Your committee itself has its own page and we could put links down the side of that web page or we could use the document center which is city wide.

Committee Member Neiman would you like to compile the documents we want on there and bring them to the meeting or send them to you via email as we get them.

Dodie Selig stated to decide at the meeting what you all want to put up and then after every meeting send it all to me via email.

- ❖ MOTION by **Committee Member Neiman** to amend the Agenda to include Website Updates to the Committee Member updates section.

3. Storm Water Updates

Vice Chairperson Riggs stated she sent some questions to **Dodie Selig** after the last meeting.

Dodie Selig indicated that she took **Vice Chairwoman Riggs** questions and sent them to public works and utilities. The Utilities director stated that they all were questions for public works besides Question #8, which he emailed back the response to. Ms. Selig stated as soon as she gets a response from public works she will bring the answers back to the committee.

IV. ANNOUNCEMENTS, MEETINGS, AND TRAINING OPPORTUNITIES:

- **FDEP Agreement #CM743 - Community Based Resiliency in the City of Cocoa**
FDEO Agreement # PO299 - Community Planning Technical Assistant Grant
EDA Disaster Supplement Grant FY2018

Dodie Selig updated the committee members on each of the grants. Dodie then stated that the FDEP grant triggered a resiliency strategic planning workshop on February 12, 2019 at 6PM in Cocoa City Council Chambers. This workshop will become a big vehicle to this committee to be the stakeholders for the city because the grant looks at a lot of the same stuff this committee does.

IV. DISCUSSION OF THE NEXT STEPS AND COMMITTEE MEMBER ASSIGNMENTS:

Chairwoman Gilliam shared she would like to get all of our recommendations together in one document. She reviewed the documents from a few committee members and likes the format **Committee Member Shim** used. Using that format, we need to compile everything together in one document, which then could be sent to the correct departments it applies to.

Committee Member Shim stated that as a committee no one has evaluated or had feedback on their documents and believes that needs to happen before it goes out to the departments.

Chairwoman Gilliam indicated she would like it to be compiled in one document then it can be reviewed for feedback and then sent to the departments.

Vice Chairwoman Riggs suggested an additional meeting to only focus on reviewing the content and evaluation.

Committee Member Shim agreed a special meeting would be needed

Chairwoman Gilliam asked committee members if it was doable to have everything compiled by the next meeting.

Dodie Selig noted that she will check with the City Clerk office to see about an available date for a special meeting.

Committee Member Johnson stated he is in favor to getting the document to the departments as soon as possible so they can get feedback from them.

Committee Member Musser and Johnson both suggested to have a column for comments and how easy or hard each item would be.

Vice Chairwoman Riggs asked committee members if they would like to peruse that. A column could be added where they rate things easy to hard using the numbers 1-5, one (1) being the easiest.

Committee Member Weiss suggested a different language to be used. It's just not ease we are looking for its effectiveness. Instead of a negative response it would be better to have an outlook of how could you see this working or happening so we have constructive comments.

Vice Chairwoman Riggs so in the comment section they could take a problem solving approach.

Committee Member Neiman shared she agreed with everything but hopes the expectation for the time line does increase. We won't be getting it back in a month so in the mean time we can find something else to work on.

Chairwoman Gilliam indicated next month we do have a presentation by Utilities.

Dodie Selig specified that Utilities will be presenting in February, you will also be getting a lot of input from the workshop also. I know you're wanting to move forward but I think that workshop will tell you what information to pull from them.

Committee Member Neiman stated that will be information to that we can implement and put in the document before we send it to the departments

Chairwoman Gilliam asked if she is proposing to wait till after the workshop to get this all done and then send it out

Committee Member Neiman responded that the committee could go ahead and compile the document but she suggest to wait till after the Utilities presentation to send the document out because there might be information from that to pull from.

Chairwoman Gilliam shared that she believes there is nothing wrong with sending it out after getting it compiled because we could always resend it again we can do that, it can be a back and forth conversation.

Vice Chairwoman Riggs shared with **Dodie Selig** that they wanted to accelerate the schedule because there was communications from the City with the expectations of a March due date.

Council Liaison Koss the reason of the March time line was so that we could incorporate the recommendations into the 2019-2020 budget. So at the very least have it for the staff's eyes so that they are thinking more along our lines of thinking when they are putting together the proposed budgets.

Vice Chairwoman Riggs volunteered to compile all changes to format in one document and send out the blank template document of the correct format.

- ❖ MOTION by **Chairwoman Gilliam**; SECONDED by **Vice Chairwoman Riggs** for the committee to complete all recommendations in the same format by January 24, 2019.

AYES: Gilliam, Riggs, Hushla, Musser, Neiman, Shim, Weiss, Johnson

MOTION CARRIED (8-0)

VI. PRESENTATION BY COMMITTEE MEMBERS ON RESEARCH TOPICS & FINDINGS:

- Natural Systems – Committee Member Hushla
- Health & Safety – Committee Member Weiss

Committee Member Hushla gave a presentation via excel spreadsheet¹ on water in the environment; protect and restore the biological, chemical, and hydrological integrity of water in the natural environment.

Committee Member Weiss gave a presentation via excel spreadsheet² on Achieving positive health outcomes and minimize health risk factors associated with behaviors and poor indoor air quality in schools and homes.

- **No action was taken from informational agenda**

VII. COMMITTEE MEMBER UPDATES & DOCUMENT ITEMS:

Council Liaison Koss shared on February 7, 2019 the Transportation Planning Organization is doing a Bicycle Pedestrian Master Plan from 5PM-7PM at the Cocoa Civic Center.

- **Committee Member Johnson** had to leave early at 8:12

Committee Member Shim shared the Mayor Challenge sign up has started for this year. Everyone should try to sign up if possible.

Committee Member Musser shared FPL just started a shared Solar Program, which customers will be able to offset up to 100% of their energy usage with solar and receive monthly bill credits on their FPL bill for a fixed subscription rate.

VIII. COUNCIL LIASON UPDATES:

¹ Exhibit A: Excel Spreadsheets NS-5- Water In The Environment

² Exhibit B: Excel Spreadsheet HS2- Community Health

Council Liaison Koss shared Dr. Graham Worthy with University of Central Florida just recently opened the Coastal Sustainability Institute. When Satellite Beach did there plan they had a grant to work with F.I.T and a few others to put this together. I have talked to John Tikanich and hope there is help coming in the next couple of months. Also

Committee Member Musser it's a new program they are just starting. They have had a roll out of this the last couple months. I believe they are trying to get the funding together for it. It is ideal with what we're doing if we could latch on into someone that will be entering in that program.

Council Liaison Koss stated she reached out to UF/IFAS extension office to try to gather some master gardeners we can work with in terms of right plant right place in demonstration gardens.

IX. CITY STAFF UPDATES:

- City owned Parcels in Cocoa Hills

Dodie Selig shared a map handout³ of city owned parcels in Cocoa Hills and a handout on The Sunshine Law⁴ with Committee Members

Dodie Selig stated tomorrow January 11, 2019 is the Economic Development Update Breakfast at 7:30AM at the Cocoa Civic Center, if everyone could make it we would love to see you there.

X. CITIZEN PARTICIPATION
NONE

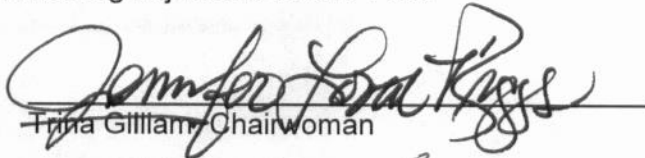
XI. ADJOURNMENT:

Motion by Chairperson Gilliam; seconded by Committee member Johnson to adjourn.

AYES: Gilliam, Riggs, Hushla, Musser, Neiman, Shim, Weiss

MOTION CARRIED (7-0)

There being no further business the meeting adjourned at 8:27 P.M.


Trina Gilliam, Chairwoman


Kadi Carver, Recording Secretary

³ Exhibit C: Map of city owned Parcels in Cocoa Hills

⁴ Exhibit D: Sunshine Law Handout