

CITY OF COCOA
SUSTAINABILITY ADVISORY COMMITTEE
MEETING MINUTES
July 11, 2019

A Special Meeting of the Sustainability Advisory Committee of the City of Cocoa was held on Thursday, July 11, 2019 in the Council Chambers at 65 Stone Street, Cocoa, as publicly noticed.

I. CALL TO ORDER:

Chairperson Riggs called the meeting to order at 6:00 P.M.

ROLL CALL:

Jennifer Riggs	Chairperson
Robert Musser	Vice Chairperson
Linda Gombert	Committee Member
Melisa Martin	Committee Member
Gisele Neiman	Committee Member
Angelique Rinaldi	Committee Member
Josephine Shim	Committee Member
Marlene Weiss	Committee Member
Lorraine Koss	Council Liaison
Courtney Jackson	Recording Secretary

PRESENT:

Jennifer Riggs	Chairperson
Linda Gombert	Committee Member
Gisele Neiman	Committee Member
Angelique Rinaldi	Committee Member
Josephine Shim	Committee Member
Marlene Weiss	Committee Member
Lorraine Koss	Council Liaison
Courtney Jackson	Recording Secretary

ABSENT:

Robert Musser	Vice Chairperson
Melisa Martin	Committee Member

STAFF PRESENT:

Kadi Carver, Community Service Technician, **Charlene Neuterman**, Community Services Deputy Director

Chairperson Jennifer Riggs provided the invocation and led the assembly in the Pledge of Allegiance to the flag of the United States of America.

II. APPROVAL OF THE AGENDA AND MINUTES:

AGENDA: Special Meeting of July 11, 2019

Chairperson Riggs went through her eleven (11) proposed agenda amendments with Staff and Committee.

Committee Member Shim noted that there were no sections on the amended agenda for Citizen Comments and no item for updates from Committee Members.

- ❖ **MOTION by Committee Member Weiss; SECONDED by Committee Member Shim to approve the amended Agenda as presented by Chairperson Riggs with additional sections for Citizen Comments and Committee Member Updates for the July 11, 2019 special meeting.**

AYES: Riggs, Gombert, Nieman, Rinaldi, Shim, Weiss

MOTION PASSED UNANIMOUSLY (6-0)

MINUTES: Regular meeting of April 4, 2019

Discussion between **Chairperson Riggs** and **Mrs. Neuterman** regarding the minute amendment process and policy. It was agreed upon to postpone the April 4th minute revision until the next meeting on August 1, 2019.

- ❖ **MOTION by Committee Member Nieman; SECONDED by Committee Member Shim to postpone approving the meeting minutes of April 4, 2019 until the next meeting on August 1, 2019.**

AYES: Riggs, Gombert, Nieman, Rinaldi, Shim, Weiss

MOTION PASSED UNANIMOUSLY (6-0)

III. NEW BUSINESS:

1. **Chairperson Riggs** introduced and welcomed the two (2) new Committee Members, **Angelique Rinaldi** and **Linda Gombert**, as well as **Courtney Jackson**, the new Recording Secretary.

Committee Member Rindaldi and Committee Member Gombert both gave a brief introduction and expressed their gratitude for being voted onto the Board.

2. **Chairperson Riggs** introduced Guest Speaker, **Dr. Ken Lindeman** from the Florida Institute of Technology.

Dr. Ken Lindeman Talking Points:

- Discussed his background and Florida Institute of Technology's Sustainability Program
- Introduced his students: **Taylor Green** and **Allyson McCarron**
- Explained the three (3) capitals of sustainability to the Committee

- Passed out a copy of Florida Tech's Sustainability Guide
- Mentioned Brevard County is a leader in sustainability

- a. **Board Liaison Koss** introduced David Montgomery (Engineer) and Jeff Myron (Florida Solar Energy Center) who are interested in joining the committee.
3. **Chairperson Riggs** introduced documents provided to the committee by **Mrs. Neuterman** on Public Works' Capital Infrastructure Improvement Plan.
4. **Chairperson Riggs** assigned draft sections to each Committee Member to complete for Staff review.¹ Committee agreed making the deadline for their final draft due in October.

Assignments:

- a. Climate and Energy: assignment not discussed at meeting
- b. Equity and Empowerment: **Committee Member Shim**
- c. Built Environment: **Committee Member Rinaldi**
- d. Natural Systems: **Committee Member Nieman**
- e. Health and Safety: **Committee Member Shim**

Dr. Lindeman noted when choosing a title, the Committee should refrain from using the word "climate", as it tends to provoke a negative response from the public.

5. **Chairperson Riggs** discussed assignments and set draft review dates for each section.
 - a. Health and Safety Review first draft: August – **Committee Member Shim**
 - b. Equity and Empowerment Review first draft: August – **Committee Member Shim**
 - c. Climate and Energy Review final draft: August – **Chairperson Riggs**
 - d. Built Environment Review Update: September – **Committee Member Rinaldi (with the assistance of Trina Gilliam)**
 - e. Health and Safety Review final draft: September – **Committee Member Shim**
 - f. Equity and Empowerment Review final draft: September – **Committee Member Shim**
 - g. Natural Systems Review Update: October – **Committee Member Nieman**
 - h. Built Environment Review final draft: October – **Committee Member Rinaldi**
 - i. Natural Systems Review final draft: November – **Committee Member Nieman**

¹ Mayor Jake Williams left at 7:09pm

6. Committee discussed in length Amended Agenda Item 8 for further clarification on procedural administrative issues including quorum, attendance notification process, agenda, scheduling as well as preparing for the meeting.
 - a. Quorum is 5 with 9 members
 - b. Emails and phone calls will be placed to members to determine attendance at meetings

7. **CITY STAFF UPDATES:**

- a. **Mrs. Neuterman** provided an Update on the City's DEO and DEP Grants.
- b. **Mrs. Neuterman** provided a copy of the presentation of the Storm Water Utility Workshop with City Council on May 14, 2019 for review.
- c. **Mrs. Neuterman** provided a copy of the Living Shorelines Poster provided by Brevard County Natural Resources for each member to review.

8. Committee discussed Amended Agenda Item 7, "Low-Hanging Fruit", at length.

X. **COMMITTEE MEMBER UPDATES:**

Chairperson Riggs discussed in length Amended Agenda Item 11 with Committee regarding new articles or information they would like to share with the group. She explained they can email information to staff and staff will disseminate to the committee.

XI. **COUNCIL LIAISON UPDATES:**

NONE

XII. **CITIZEN PARTICIPATION:**

David Montgomery (Cocoa Citizen) invited the committee to attend the *Mangrove Festival* on Saturday, July 20, 2019.

XIII. **NEXT MEETING:**

The next meeting for the Sustainability Advisory Committee will be a Regular Meeting, Held on Thursday, August 1, 2019 at Cocoa City Hall located at 65 Stone Street, unless a business need arises earlier.

XIV. **ADJOURNMENT:**

- ❖ **MOTION by Committee Member Shim; SECONDED by Committee Member Weiss to adjourn the Special Meeting of July 11, 2019.**

AYES: Riggs, Gombert, Nieman, Rinaldi, Shim, Weiss

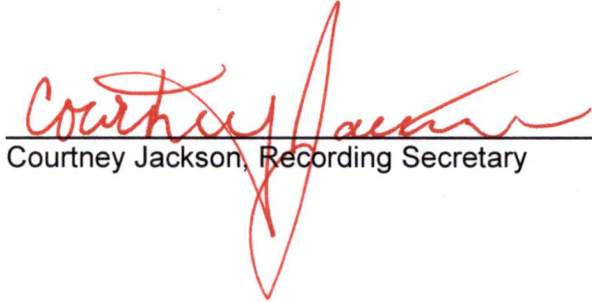
MOTION CARRIED UNANIMOUSLY (6-0)

There being no further business the meeting adjourned at 8:25 P.M.



Jennifer Riggs, Chairwoman

Respectfully Submitted by:



Courtney Jackson, Recording Secretary