

**CITY OF PALM BAY, FLORIDA**  
**SUSTAINABILITY ADVISORY BOARD**  
**REGULAR MEETING 2024-08**

Held on Wednesday, the 28<sup>th</sup> day of August 2024, in 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 Public Works Department located at 1050 Malabar Road, SW, Palm Bay, Florida. The minutes are not a verbatim transcript, but a brief summary of the discussions and actions taken at the meeting.

**CALL TO ORDER:**

The meeting was called to order by Chairperson Logan Luse at 6:00 PM.

**ROLL CALL:**

<b>CHAIRPERSON:</b>	Logan Luse	Present
<b>VICE CHAIRPERSON:</b>	Kevin Smith	Absent
<b>MEMBER:</b>	Rebecca Ziegler	Present
<b>MEMBER:</b>	Jane Higgins	Present
<b>MEMBER:</b>	Susan B. Connolly	Present
<b>MEMBER:</b>	Susan Phillips-Hardison	Present
<b>MEMBER:</b>	Vacant	

**CITY STAFF:**

Suzanne Sherman, City Manager; Christeen Sullivan, Assistant Public Works Director; Nadeca McLaughlin, Assistant Public Works Director; Eric Blount, Operations Superintendent; Carrie Snyder, Administrative Secretary; Jesinie Fieffe, Administrative Assistant; Ashley Hammond, Asset Management Specialist; Dennis Bunt, Customer Service Manager; Jose Sanabria, Operations Division Manager.

**ADOPTION OF MINUTUES:**

**1. Regular Meeting 2024-05; May 22, 2024.**

Motion by Ms. Higgins, seconded by Ms. Zeigler, to approve the minutes as presented. Motion carried unanimously.

**2. Regular Meeting 2024-06; June 26, 2024.**

Motion by Ms. Phillip-Hardison, seconded by Ms. Connolly, to approve the minutes as presented. Motion carried unanimously

**PUBLIC COMMENTS: (Non-agenda items only)**

There were no Public Comments.

**NEW BUSINESS:**

**1. Introduction of New Public Works Team**

Ms. Sullivan informed board members of new team members. The Operations Division of Public Works would take over the previous team members' roles. The new team members were Nadeca McLaughlin, Dennis Bunt, Eric Blount, Jose Sanabria, and Jesinie Fieffe. The previous team members would no longer be a part of the Sustainability Board.

**2. Resignation of Kevin Smith and Consideration of selecting a Vice Chairperson**

Mr. Luse informed the board that Mr. Smith submitted his resignation.

Ms. Connolly nominated Rebecca Zeigler for the position of Vice Chairperson. As there were no objections from the board members, Ms. Zeigler was selected as Vice Chairperson. No official vote was taken on this item.

**3. Discussing the Future-City Manager**

Ms. Sherman discussed the sustainability action plan and its goals, including affordable strategies for conservation, renewable energy, and energy efficiency. The board, formed in September 2021, created an action plan but it had not been implemented since the board's inception. The board's vision was to address funding needs and prioritize tasks for each budget year. Ms. Phillips suggested revisiting the sustainability action plan with new members, while Ms. Ziegler and board members talked about floodplain management and recycling. Ms. Sherman focused on board empowerment, public participation, and Council advisory responsibilities.

**OTHER BUSINESS:**

**1. Sustainability Fair 2024 Follow Up**

The discussion revolved around the budget in the Sustainability Fair 2024 follow-up meeting, which had not seen much progress. The board acknowledged the upcoming

budget deadline in September and emphasized the importance of making headway on the budget. The lack of substantial progress was attributed to scheduling and budget constraints. Mrs. Snyder provided an update on the budget progress. She explained that the budget for the event needed to be reviewed. The Utilities Department provided funding for various items and there may be additional costs this year. The estimated additional expense was around \$1,000 to \$2,000 if the event scope remained the same. Overall, there was a clear need for further discussion and action on the budget.

There was a discussion about organizing a 5K run in the city. Staff provided documentation for the event. There were Run-N-Fun suggestions to hold it at Fred Poppe Regional Park. The board was considering making the Run-N-Fun a fundraising event to possibly support tree plantings or other environmental initiatives. Additionally, there were suggestions for using the money raised to provide scholarships for students. The board further discussed the possibility of using funds from grants to support educational and sustainable projects, rain barrel workshops, and future programs. There was reluctance to discuss donations, as those matters were handled by the Palm Bay Municipal Foundation. The conversation also touched on generating revenue from past events and planning activities related to water conservation and Earth Month. Additional talks considered extending Fred Poppe Regional Park to include a pavilion for educational activities. Board members were tasked with finalizing dates and securing vendor participation for the fair.

## **2. Low Impact Development Update**

In a recent discussion about low-impact developments, it was noted that the current version of the document still noted "draft" on the document. The Growth Management Department confirmed that none of the incentive options mentioned in the document had been utilized, likely because they were voluntary with no penalties attached. However, there was potential for future discussions on making certain aspects mandatory and exploring different levels of incentives. This may involve considering the political implications and potential benefits of such changes.

Ms. Sherman expressed the importance of considering low-impact development and natural stormwater solutions for the city. The board mentioned researching violations related to stormwater Best Management Practices (BMPs) and discussed the City's response to environmental concerns. Ms. Sherman also emphasized the Operations team's prompt action when addressing issues related to stormwater.

Ms. Sherman emphasized the need for collaboration in reviewing and updating land development codes, particularly prioritizing low-impact development. The Board discussed the involvement of planning and zoning. At the direction of Ms. Sherman, the Sustainability Board should focus its attention on revising the action plan by prioritizing each section by focusing on one section at a time.

### **3. Upcoming Meetings/Events of Interest (INFORMATIONAL)**

Ms. Higgins shared information on upcoming sessions about the Homeowners Association and native plants. The first session would be held on Sunday, September 8th, 2024, from 3 p.m. to 5 p.m., and the second session was on Monday, September 9th, 2024, from 6 p.m. to 8 p.m. There would be an additional session on Sunday, October 13th, 2024, from 3 p.m. – 6 p.m. and Monday, October 14th, 2024, from 6 p.m. – 8 p.m.

Ms. Connolly updated the board on The Low-Impact Development conference scheduled for November 6 and 7. She emphasized the importance of city staff participation.

Mr. Luse informed the board about recent developments regarding the conservation of State parks in Florida. Plans to develop State Parks had been halted at this time.

Ms. Sherman emphasized the need for additional recreational facilities and the importance of protecting conservation lands and wildlife. Ms. Sherman and the board also focused on evaluating existing resources before recommending perpetual conservation easements to the City Council.

### **ADJOURNMENT:**

There being no further business, the meeting adjourned at 7:20 P.M.

---

Logan Luse, Chairperson

ATTEST:

---

Jesinie Fieffe, Recorder