



City of Pensacola
ENVIRONMENTAL ADVISORY BOARD
MINUTES

April 1, 2021

2:00 pm

Microsoft Teams/Hagler/Mason

Members Present: Neil Richards, Chair, Blase Butts, Katie Fox, Michael Lynch, Alex Kozmon, Kristin Bennett, Kelly Hagen

Members Absent: Kyle Kopytchak, P. Jay Massey

Others Present: Council Executive Don Kraher, Sustainability Coordinator Mark Jackson, Michael Singer and Ryan Miller from Parks and Recreation Department, Christian Wagley

1. Call to Order/Quorum:
The meeting was called to order by Chair Richards. A quorum was established.

2. Approval of Meeting Minutes:

- a) February 4, 2021

- Member Kozmon moved for the approval of the February 4, 2021 minutes, seconded by Member Butts. The motion was approved unanimously.**

3. Selection of Chair and Vice Chair:

Chair Richards called for nominations for Chair. Council Executive provided information on the role of the Vice Chair and Chair.

Katie Fox nominated Member Kristin Bennett. Chair Richards nominated Member Butts, who declined the nomination. **Member Kozmon moved to close nominations for Chair, seconded by Member Butts. Vote for new Chair Bennett was by acclamation.**

Chair Bennett called for nominations for Vice Chair. **Member Hagen nominated herself for Vice Chair. No other nominations were made. Vote for Vice Chair Hagen was by acclamation.**

4. Old Business:

- a) Review—Integrated Pest Management (IPM) Plan and proposed changes—Mike Singer, Operations Supervisor, Parks and Recreation

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Council Executive reviewed the documents submitted in the agenda and indicated that Mike Singer with the Parks and Recreation Department would be available to answer any questions the Board may have and then the Board can take whatever action they would like.

Mike Singer indicated that he was the supervisor over the spraying program and athletic fields. Ryan Miller is in charge of spraying.

Member Fox asked if anything had changed with the program since adoption of the Plan and asked that they explain their approach in preparing the fields. Do they try to avoid the use of chemicals as the first line of defense and how they progress from there.

Mike Singer indicated they try to limit the use of chemicals as much as possible, with the limited amount of funds for chemicals, they try to spray at least three times a year. They try to put a pre-emergent out before the weeds germinate in late February and everything they use, they try to make sure it is as safe as possible.

Member Kozmon asked if when they used the pre-emergent, if it was used on a 90 day schedule.

Further discussion occurred on the number of times, days of the week for spraying, notification process, posting of signs and public awareness of spraying posted on the website. They try to treat the fields prior to the beginning of soccer and baseball seasons and try to limit exposure to the kids, and use of organic means to control the weeds and insects. The main insects they deal with on athletic fields are army worms and mole crickets. The only spraying occurs on the field turf at athletic fields and not in the regular parks throughout the city, which utilize bahia grass that doesn't require much treatment.

Council Executive indicated that the Public Works department handles the maintenance of the stormwater areas at Community Maritime Park, Admiral Mason Park and the Corrine Jones Park.

The IPM Plan is for athletic fields. Is there a need to look at a city-wide IPM plan vs having one for athletic fields and one for stormwater. As a body, does the EAB want to look at an IPM plan for the City that incorporates not just athletic fields, but some of the other things. It might be worthwhile to have someone from Public Works come in and explain how they handle the stormwater areas.

Sustainability Coordinator stated that around stormwater areas and waterways, the Clean Water Act provides regulations and what type of chemicals can be used. They have to be approved for use by water.

Chair Bennett suggested having an update from Public Works at the next meeting on what they are doing.

Member Butts suggested that Public Works be given a copy of the IPM Plan for Parks and Recreation to see if it would be beneficial to them.

Council Executive indicated that he would incorporate the recommendations made by Member Kozmon into the revisions provided by Member Fox and come up with a revised document for the Board to determine what to do.

After further discussion, Chair Bennett stated that the next steps would be to review the final draft document for the athletic fields, someone from Public Works to explain what their process is and if they have an integrated pest management plan and then whether the Board should consider recommending a city-wide integrated pest management plan.

b) Revisit EAB Meeting Schedule

Member Hagen asked to revisit the action to meet quarterly and thought that meeting only four times a year would greatly limited what the Board can achieve.

Member Hagen made a motion to go back to monthly meetings, seconded by Member Richards.

Member Fox indicated that the Board could keep this on the agenda for every month, pending review of existing COVID conditions.

Council Executive advised that the Mayor's State of Emergency for the City expired on March 25th and the mandatory mask ordinance will expire on April 22.

Christian Wagley voiced support for going back to monthly meetings.

Vote was taken on the motion and carried 6 – 1, with Board Members Bennett, Richards, Butts, Hagen, Fox, and Lynch in favor; Board Member Kozmon dissenting.

5. Updates from Sustainability Coordinator Mark Jackson

Sustainability Coordinator reported on the demonstration he received from SustainaBase from the website for the greenhouse gas inventory. There were some issues identified in seeing some of the data and they are working with the utility companies to fix that, since the data is being entered into from 2018.

Parks and Recreation are doing tree plantings in seven parks, one in each council district as part of the replacement from tree damage caused by Hurricane Sally as well as looking to do additional plantings during the next season in the rest of the parks. A majority of the trees planted were long leaf pines, with the rest being live oaks.

On Reus and DeVilliers, they did plant a lot of trees and put down a ground cover, instead of grass. That was a CRA project.

Member Richards asked about the source of funds to purchase the trees, whether it came from FEMA money, the Tree Trust Fund or from operational funds in the Parks and Recreation budget.

Council Executive indicated that the Tree Trust Fund budget sheet was through January. There was no activity in February and March data was not available, since the month just ended. He is not certain where the money came from but he would check on that. The trust fund money has been frozen by City Council and no money can be spent out of there without it going to City Council first. The allocation of money to individual Council Members for trees in their district was carried forward, with several Council Members making allocations for the purchase of trees. He gave a brief history of the prior uses for the tree trust fund and expenditures made from it. The Mayor was authorized to spend up to \$25,000 from the Tree Trust Fund without Council approval. The only thing that has happened to the Tree Trust Fund is money has been added to it, no money has been taken out of it other than the \$100,000 that Council agreed to come out for individual Council districts.

Sustainability Coordinator indicated that the amount for the work being done on the tree plantings referenced earlier is under \$9,000 but he still doesn't know where it is coming from. He addressed changes made in the new ordinance regarding irrigation for trees, that at the most, trees should only require watering the first year of planting that could be handled with going by and dumping water on it. The City should get trees that can take root pretty easily, especially in this area. They

moved away from buying equipment and such as that to vegetative materials, and things directly required for survival of trees, some shrubbery, pine straw, mulching and those kind of things that are needed to supplement a good urban forest. They are trying to get an urban forestry and tree canopy assessment done and these studies are going to cost money. The Tree Trust Fund is a possible source for funding those studies.

Chair Bennett asked for clarification on what the freeze is and also types of expenses that are permissible and how the tree fund works.

Sustainability Coordinator indicated he would forward her that section of the plan. He does not believe there is a definitive interpretation that spells out what it means and what can be bought under that section of the Tree Trust Fund. The new revised tree ordinance has three main areas—streamlining and moving to one department, adding stronger protection to heritage trees and added trees to the tree list.

Council Executive clarified the recent tree ordinance that Council passed. The Tree Trust Fund is one small section of the tree ordinance, it is not its own ordinance. It addressed three specific issues. It did not take an overall, comprehensive review of the entire tree ordinance. That is something that will probably come up later. The Emerald Coastkeepers re-write of the ordinance is still up in the air. Their may be a recommendation to do a comprehensive review of the tree ordinance, that includes staff, public input and hearings, keeping in mind that when the tree ordinance was originally written, it took about two years to get done.

There was further discussion about tracking the expenditures from the Tree Trust Fund and the information contained on the tree planting trust fund monthly budget information and the Board's input on the expenditures.

Sustainability Coordinator explained that what would come to the Environmental Advisory Board as an expenditure to recommend would be the grant section. In order for the public to do it, there needs to be some process in place for them to do it. The ordinance just says that these things could be done. It does not supply the application or the process for how to apply for the grants.

Council Executive indicated that the Board could never agree on an application or process.

Member Hagen suggested that coming up with the application and process should be high on the Board's priority list.

Council Executive stated that an individual could not apply for a grant. It has to be a neighborhood association or something like that and it has to go on common ground. It can't go to the benefit of a single individual or resident.

Member Butts asked if the Sustainability Coordinator was aware of any other cities in Florida that may have a grant process in place that could be a starting point for the Board to look at.

Sustainability Coordinator indicated that he had not looked into that specifically, but possibly Tampa, Orlando, and Gainesville would be good starting points.

Member Butts volunteered to look into what other cities may have. Chair Bennett suggested looking at the beautification grant in Jupiter as well.

Member Kozmon suggested that when the Board is considering items before it, that they look at the item in a comprehensive fashion.

6. New Business:

a) Goal Setting—2021

Council Executive explained that he took the goals that he received from individual members of the Environmental Advisory Board and compiled the list in no particular order. In addition, Member Richards submitted some items after the agenda went out which are not included. Board members might want to review the list and send him their top five priorities and then at the next meeting, the Board can review. He did indicate that the only span of control that the Board has is within the City limits.

Member Kozmon made a suggestion to have the Goal Setting for 2021 as the only item for consideration either by a committee of the Board or at a regular meeting or a special session so that the Board could review and prioritize.

Council Executive cautioned that the Board could not appoint sub-committees. That would be up to the City Council. In so far as special meetings, as staff, it becomes a challenge. Once a month meetings can be handled. He will add the

additional items submitted by Member Richards to the goals list and send back out for the Board to review.

Chair Bennett indicated that if other members who have not submitted any goals or if there were changes to ones that were submitted that the Board members forward their changes and priorities to the Council Executive so that a comprehensive list can be prepared and distributed.

Member Richards stated that the number one priority should be the development of the application form and criteria for what species we would recommend to the Council, and then proper planting procedures to support the survival of that tree.

Chair Bennett indicated that would be part of the discussion at the next meeting, which will focus on prioritizing the Goals for 2021.

Member Butts will investigate any existing municipal tree grant application processes and forward information he receives to the Council Executive so that it can be shared with other Board members prior to next meeting.

b) Draft Proposal—Recommendation to Establish Committee to Develop a Sustainability Action Plan—Member Kozmon

Member Kozmon gave a brief power point presentation on developing a Sustainability Action Plan for the City's internal operations. Many of the recommendations from the Climate Change Task Force will fit under one of the three pillars of sustainability—Environmental, Social or Economic. A Sustainability Action Plan will address many of the Task Force recommendations, can identify many of the City operations and pressing issues through planning, and expand beyond climate change and acknowledges the far-reaching impacts of sustainability and puts the City front and center to provide for the future.

Member Kozmon made a motion that the Board recommend to the Office of the Mayor that the City build an internal committee tasked with developing a Sustainability Action Plan (SAP) for the City's internal operations. That this Committee and its resulting Action Plan would serve as a play book on how to obtain Specific, Measurable, Attainable, Relevant, and Timed (SMART) Goals set by the committee to improve the city's sustainability in a rapidly changing world. Included in this recommendation is that at least one (1) committee seat be reserved for the Environmental Advisory Board (EAB).

Member Fox seconded the motion.

Council Executive cautioned the Board to consider saying just one member because if there is more than one member of this Board on the committee, you have now created a meeting of this board and then you fall under the sunshine.

Member Kozmon amended his motion to strike “at least” and just have one committee seat. Member Fox seconded the motion.

Member Butts asked how the Council would feel about creating another committee.

Council Executive explained that this committee would not be a council created committee, but would rather be a Mayor’s internal committee of city staff members so it would not fall under sunshine.

Sustainability Coordinator relayed his thoughts on the proposed recommendation to forward to the Mayor for the establishment of an internal committee to develop a sustainability action plan and how it ties in with the Task Force Recommendations and also with ICLEI--Local Governments for Sustainability. He also reviewed some of the ongoing programs within various city departments that could be tied into the sustainability plan.

Vote was taken on the motion as amended and was unanimously carried.

7. Board Member Comments/Updates, Reports and Announcements

Member Richards inquired as to whether there was any update on the City being a definitive sponsor on the solar Co-op. Sustainability Coordinator indicated he had no further communications with the Co-op. Moving into 2021 they were having internal meetings to set up their priorities and goals and they would get back to him if the panhandle was a part of that.

Member Richards also inquired about the status of Gulf Power’s Solar Tree and the project at Sanders Beach.

Member Hagen provided an update on the solar project at Sanders Beach. It is nearing completion and will hopefully be finished by the end of April. She also reached out to the Recycling Educator at the Sanitation Department and learned

that she is leaving. She does not have her replacements contact information. She also scheduled a tour of the MURPH recycling facility at ECUA through Jim Roberts and provided his contact information to the Board and encouraged other Board members to schedule a tour, if they haven't already toured the facility.

Member Butts mentioned the Living Shoreline Course being offered. There is a \$50 registration fee for the two day course.

Chair Bennett indicated she was familiar with the Marine Contractors course.

8. Public Comments—Open Forum

Christian Wagley made brief comments on how engaged the new EAB members are and strongly encouraged the EAB members to reach out to City Council Members, attend the meetings and let them know about the important work of the Board. He also mentioned the need for money to maintain trees, especially trees in an urban environment. There is a need for climate change and clean energy and in the Legislature now, the biggest struggle is over energy and the control of energy over solar panels and the use of fossil fuels. Having served on the Mayor's Transition Team addressing the environment he is encouraged by the positive response and how engaged Mayor Robinson has been in regards to the environment.

Earth Day is April 22, however no official activities have been planned due to COVID. They are looking at possibly doing something in the fall.

9. Adjourn

Chair Bennett thanked the Board for their confidence in voting her Chair and she thanked Member Hagen for stepping up to be Vice Chair. With no further comments, the meeting was adjourned at 4:45 p.m.

TREE PLANTING TRUST FUND (Included in the General Fund)

BEGINNING FUND BALANCE	\$528,006.95				
FUND BALANCE					
REVENUES					
TREE TRUST FUND					
INTEREST					
TOTAL REVENUES AND FUND BALANCE					
EXPENDITURES					
PERSONNEL SERVICES					
OPERATING EXPENSES					
TOTAL EXPENDITURES					

At the end of the January 31, 2021, the Unencumbered balance of the Tree Planting Trust Fund was: \$537,920.89

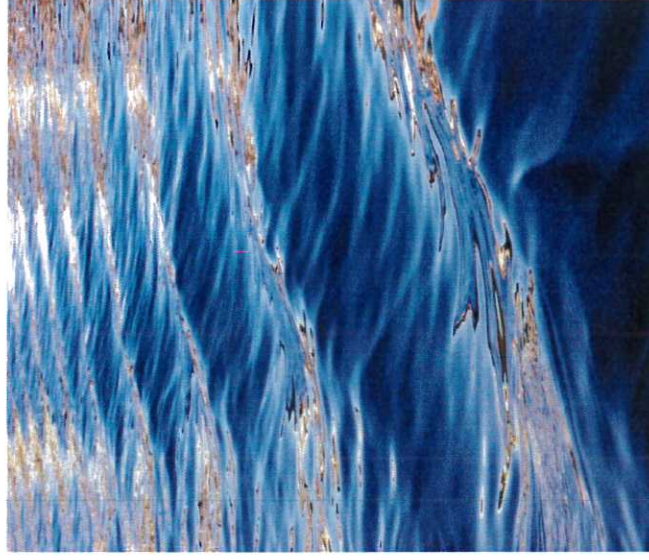
Fees collected through January 31, 2021 for the Tree Planting Trust Fund are \$ 8,800
This is comprised of the following collections:

Address	District	Amount	Purpose
704 S. J Street	7	\$ 1,000	New Single Family Dwelling
1101 Office Woods	2	\$ 4,000	New Commercial
301 Clubbs	7	\$ 1,000	New Townhouse
804 East Wright Street	6	\$ 2,800	New Commercial
		\$ 8,800	



Sustainable Planning

Sustainability Action Plan – A Proposal for the
City of Pensacola's Internal Operations



What is a Sustainability Action Plan?

- A Sustainability Action Plan is a
 - Guide
 - Framework
 - Policy statement
 - Designed to reduce greenhouse gas emissions through addressing
 - Economic, social and environmental issues
 - Affect the community
 - Improve the quality of life and access to resources

3 Pillars of Sustainability

- 3 Pillars of Sustainability
 - Environmental
 - Reduced Greenhouse Gasses
 - Social
 - Improve quality of life
 - Economic
 - Reduce the future costs of climate change

Examples of how a Sustainability Action Plan addresses Greenhouse Gas Emissions

- Modifying land use plans
- Reducing stormwater runoff
- Providing affordable housing
- Providing access to sustainable and healthy foods

Examples of Sustainability Projects

<u>Project</u>	Economic	Environmental	Social
• Energy Efficiency	✓	✓	
• Waste Reduction	✓	✓	
• Greenhouse Gas Reduction		✓	✓
• Urban Forest Management	✓	✓	✓
• Electrified Fleet	✓	✓	✓
• Solar Pilot	✓	✓	✓
• Stormwater Runoff	✓	✓	✓

How would we identify success?

- Focusing on one or more pressing issues
 - Social, environmental, economic
- Tie the issues to one another
 - Broader approach and presentation
- Quantify progress through the SMART goals
 - Specific, Measurable, Attainable, Relevant, Timely
- Compare ourselves to similar governmental organizations

Our Next Steps

- Send a simple recommendation via the proposal in front of you
 - Internal operations plan streamlining governmental functions
- Develop a well thought framework
 - Identify Specific, Measurable, Attainable, Relevant & Timed goals
 - Identify similar plans from similar governmental organizations
- Develop a comprehensive package
 - Gather plans from similar communities
 - Delineate overarching goals
 - Set an incremental timeline for reporting
 - Draft a sample internal structure for a Sustainability Committee

Start Small and Think Big

- Let's begin with a manageable plan
 - Address internal operations
- Master
 - Implementation
 - Reporting
- Share with others
 - ECUA
 - Escambia County
 - Neighborhood and Homeowner Associations

To Conclude

- A Sustainability Action Plan will address many Task Force recommendations
- City operations can address many of the pressing issues through planning
 - Improve quality of life for residential and commercial tenants
- Expanding beyond climate change acknowledges the far-reaching impacts of sustainability
 - City front and center in providing for the future

Motion

- That “this Board recommend to the Office of the Mayor that the city build an internal committee tasked with developing a Sustainability Action Plan (SAP) for the city’s internal operations. That this committee and its resulting Action Plan would serve as a play book on how to obtain Specific, Measurable, Attainable, Relevant, and Timed (SMART) goals set by the committee to improve the city’s sustainability in a rapidly changing world. Included in this recommendation is that at least one (1) committee seat be reserved for the Environmental Advisory Board (EAB).”