CITY OF COCOA
SUSTAINABILITY ADVISORY COMMITTEE
MEETING MINUTES
JULY 12, 2018

A regular meeting of the Sustainability Advisory Committee of the City of Cocoa was held on Thursday, July 12, 2018 in the Council Chambers at 65 Stone Street, Cocoa, as publicly noticed.

I. OPENING MATTERS:

Chairperson Koss called the meeting to order at 6:07 P.M. **Chairperson Koss** led the assembly in the Pledge of Allegiance. The Board Secretary called the roll.

ROLL CALL:

Lorraine Koss	Chairperson
Trina Gilliam	Vice Chairperson
Susan Hushla	Committee Member
Robert Musser	Committee Member
Gisele Neiman	Committee Member
Jennifer Riggs	Committee Member
Josephine Shim	Committee Member
Marlene Weiss	Committee Member

MEMBERS PRESENT:

Lorraine Koss	Chairperson
Trina Gilliam	Vice Chairperson
Susan Hushla	Committee Member
Robert Musser	Committee Member
Gisele Neiman	Committee Member
Jennifer Riggs	Committee Member
Josephine Shim	Committee Member
Marlene Weiss	Committee Member

MEMBERS ABSENT:

OTHERS PRESENT:

Karen Hamilton	Community Services Director
Robert Loring	Planning and Zoning/Planner
Torri Edwards	Recording Secretary

II. APPROVAL OF THE AGENDA AND MINUTES:

AGENDA: Regular Meeting of July 12, 2018

MOTION by Chairperson Koss; SECONDED by Committee member Shim to approve the Agenda with amendments for the July 12, 2018 regular meeting.

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

MOTION CARRIED (8-0)

MINUTES: Regular meeting of June 14, 2018

MOTION by Vice Chairperson Gilliam; SECONDED by Committee member Riggs to approve the Minutes with amendments for the June 14, 2018 regular meeting.

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

MOTION CARRIED (8-0)

Chairperson Koss requested that future agendas have a section for Old Business.

III. PRESENTATIONS:
1. STAR-Chairperson Koss:

Chairperson Koss provided a presentation of the STAR organization. She reported that STAR is a nonprofit organization that has been developed and used in numerous communities around the country. The presentation included the Framework table that listed several areas for sustainability. The program can be utilized in sections to fit the users need. She displayed a map showing that several Florida communities have adopted the STAR program. She noted that Satellite Beach is one of them. The program is also a tool for educating and communicating with the public.

Committee member Riggs inquired about the cost of the program. **Chairperson Koss** replied that there is no cost and all the program tools are online. **Committee member Shim** stated that she registered last night and received the packet today.

Committee member Riggs asked whether the board will use STAR for the tools or for certification. **Chairperson Koss** responded that initial use will be the tools. The certification can be decided at a later date.

Chairperson Koss presented the STAR Resiliency Guide. The program provided instructions for incorporating the Sustainability and Resiliency Guides.

Committee member Hushla inquired whether the Palm Bay used the STAR program for their sustainability plan. **Chairperson Koss** replied that Palm Bay did use the program and that they are certified with three (3) stars.

Ms. Hamilton introduced **Robert Loring,** a new planner with the Planning and Zoning Division. He is former employee of the City of Palm Bay.

Mr. Loring stated that Palm Bay did receive a three (3) STAR certification. He noted the program is a long process that required a lot of data collecting and policy shifts in the planning division. **Committee member Musser** inquired the length of time for the process. **Mr. Loring** replied that the process lasted for one (1) year. **Chairperson Koss** inquired whether they were creating a sustainability plan or obtaining certification.

Mr. Loring replied that they were obtaining certification. **Committee member Hushla** inquired whether they also have a sustainability plan. **Mr. Loring** stated that Palm Bay does have goals and objectives in conjunction with the comprehensive plan.

Committee member Hushla noted that the STAR program will work for the committee since there no comparisons to provide a gap analysis.

Committee member Shim agrees that the STAR program should be implemented. She suggested using Satellite Beach as a guideline. **Committee member Hushla** noted that Satellite Beach has many aspects that do not pertain to Cocoa.

Committee member Riggs recommends using STAR as a tool for the committee to map items that the City has implemented and make adjustments as needed. **Committee member Weiss** agrees that the STAR program should be implemented as a guide for the sustainability plan.

2. Demographic Background-Vice Chairperson Gilliam:

Vice Chairperson Gilliam provided a presentation on the demographic background for the City of Cocoa. She discussed current and projected population numbers; provided statistics on education, employment, and poverty levels; and home ownership. The City has a GINI index of .52.

Chairperson Koss noted that the City is at a 40% poverty level and a good sustainability and resiliency plan will address those concerns. **Vice Chairperson Gilliam** added that the STAR program includes modules for education, employment, and economy.

Ms. Hamilton suggested that the committee look into ALICE as a resource for inequity trends.

IV. DEVELOPMENT OF SUSTAINABLILITY AND RESILIENCY PLAN WORKPLAN AND TIMELINE:

- Discussion of model sustainability plans and desired outcome for Cocoa's Plan:

Ms. Hamilton discussed the expectations for the sustainability and resiliency plan. She noted that the comprehensive plan talks about areas of focus such as low income neighborhoods. These are areas that the City feels confident to accomplish in relation to time and cost.

Ms. Hamilton noted that the STAR program is a good tool for benchmarking aspects. There may be other sustainability plans that the committee would like to use.

Committee member Shim stated that the strategic plan will be helpful in conducting a gap analysis.

Committee member Riggs recommended that the board match up STAR to the comprehensive and resolution plan to identify areas that the City needs improvements. **Committee member Weiss** suggested that the board identify and focus on areas they are passionate about.

Vice Chairperson requested that the public speak on the next steps for the board.

Paul Johnson stated that it is logical for the committee to rank areas of importance for City Council to implement first.

Committee member Musser suggested that the board compare the sustainability policies and resolution with the STAR program. **Committee member Riggs** summarized the board recommendations as map the resolution to STAR, identify areas of interest, and map the strategic plan to STAR.

- Discussion of presentations needed to develop the plan

Ms. Hamilton stated that the City is in budget season and that the departments will not be available for presentations until October 2018.

Committee member Weiss stated Mr. Layman may contact her for additional information on the projects listed.

Committee member Weiss suggested that the City provide a presentation on the budget for the board to understand how the funds are allocated. **Chairperson Koss** replied that the budget information can be obtained by attending the council meetings and budget workshops. **Ms. Hamilton** noted that she will provide a list of those meetings.

- Create draft outline of activities/milestones/dates

- Committee Assignments

Vice Chairperson Gilliam-map Orlando, Miami, Palm Bay, Satellite, and St. Augustine to STAR
Committee member Hushla-Contact key players in creating sustainability plan for Palm Bay
Committee members Riggs and Neiman-map Sustainability Policies to STAR
Committee member Weiss-research and create a list of organization for community educational outreach
Chairperson Koss-map resolution to STAR
Committee member Shim-map strategic plan to STAR
Committee member Musser-contact Tony Sasso to present at the next meeting

All committee members are required to identify areas of interest within the STAR template.

V. CITIZEN PARTICIPATION:

Paul Johnson introduced himself to the board and stated that he has applied to service on the committee. He became interested in sustainability since age 25, is a member of the Space Coast Electric Vehicle Club, and would like to be on the board to help educate the community.

Shane Layman, of Boy Scout Troop 720, stated that he would like to volunteer with the sustainability committee to complete his Eagle project. There are 30-40 troop members and parents that are available to work on weekends.

The project ideas suggested by the committee were stormwater drain and rain barrel programs, build beds and fencing for the Diamond Square community garden, recycling education, planting trees, create walking trails, Cocoa Conservation Park, organize items at the landfill, lagoon projects, and Brevard Zoo programs.

Committee member Musser noted that he will contact Tony Sasso, Executive Director of Keep Brevard Beautiful, to attend the next meeting and discuss their various programs.

Lawrence Koss, 2115 Indian River Dr., Cocoa, reported that instructions for building raised beds can be found on the internet. He commended the board for doing a great job and offered his support.

VI. RESOURCES:

- City of Cocoa Comprehensive Plan https://www.cocoafl.org/790/Comprehensive-Plan
- STAR Communities http://www.starcommunities.org
- 100 Resilient Cities http://100resilientcities.org/resources/#section-2

VII. ANNOUNCEMENTS, MEETINGS, AND TRAINING OPPORTUNITIES:

1. Keep Brevard Beautiful next clean up session is Saturday, July 14, 2018 in Palm Bay from 8:30 am-11:30 am.

2. Keep Brevard Beautiful last clean up session of the summer is on Saturday, July 28, 2018 at Kelly Park in Merritt Island with an after party at Jetty Park.

3. City of Satellite Beach has monthly sustainability workshops at the civic center.

4. **Committee member Riggs** inquired about the stormwater implications for the proposed hotel in Cocoa Village with 104' height limit. **Ms. Hamilton** replied that the plan has not been approved at this time. There is a Planning and Zoning Board meeting on July 17, 2018 to address height limits.

5. **Chairperson Koss** reported that she submitted the committee roster to the Brevard Sustainability Working Group and that everyone should be receiving their meeting announcements.

VIII. ADJOURNMENT:

Motion by Vice Chairperson Gilliam; seconded by Committee member Shim to adjourn.

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

MOTION CARRIED (8-0)

There being no further business the meeting adjourned at 8:23 P.M.

Approved on this 2 day of August, 2018.

Lorraine Koss, Chairperson

Torri Edwards, Board Secretary