



CITY OF
SEBASTIAN
HOME OF PELICAN ISLAND
NATURAL RESOURCES BOARD
AGENDA

REGULAR MEETING
TUESDAY, NOVEMBER 7TH, 2023 - 6:00 P.M.
1225 MAIN STREET, SEBASTIAN, FL

*“To improve the quality of life in Sebastian by nurturing
the balanced relationship between our citizens and our environment by
protecting, preserving and promoting our natural resources”*

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES –**ACTION ITEM**
October 3rd, 2023 Meeting Minutes
- V. ANNOUNCEMENTS
- VI. AGENDA MODIFICATIONS
- VII. PUBLIC INPUT
- VIII. UNFINISHED BUSINESS
Chairman announces title of the item
Staff Presentation
Public Input
Staff Summation
Chairman calls for a motion
Board deliberation and roll call vote
Item A. Sustainable Sebastian
 - i. Reduction of Single-Use Plastics – Champion: Ruth Callaghan
 - a. Progress Update
 - i. Items Due:
 1. Comparison Sheet for alternatives to SU Plastics – Sarah Haggerty
 2. Updated Info Packet for Event Vendors & Businesses, & Schools –
Donna Ware
 - b. Next Task Assignment
 - ii. Native Landscaping – Champion: Sherida Billman
 - a. Progress Update
 - i. Item Due: Meeting with Antoine Vanmeir [Parks & Recreation Dept.]
 - b. Next Task Assignment
 - iii. Tree Protection & Landscaping Ordinances – Champion: Thomas Carrano
 - a. Progress Update
 - i. Item Due: Outline of Areas for Improvement - Staff
 - b. Next Task Assignment
 - iv. Resource Conservation – Champion: Donna Ware
 - a. Progress Update
 - i. Item Due: Outreach for City Staff on Resource Consumption & Conservation
 - b. Next Task Assignment
 - v. Green Infrastructure and LID – Champion: Nicole Mosblech

- a. Progress Update
 - i. Item Due: Tuxedo Tract Report - Staff
- b. Next Task Assignment
- vi. Sidewalks & Bikeways – Champion: Charles Stadelman
 - a. Progress Update
 - i. Item Due: Champion Meeting
 - b. Next Task Assignment
- vii. Review of Task Assignments

Item B. Christmas Parade Preparations

- i. Float Options
- ii. Float Preparations
- iii. Parade Day

IX. NEW BUSINESS

Chairman announces title of the item

Staff Presentation

Public Input

Staff Summation

Chairman calls for a motion

Board deliberation and roll call vote

Item A. Living Shorelines – Briefing on Partnership with ORCA

X. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE ON THE ABOVE MATTERS, WILL NEED A RECORD OF THE PROCEEDINGS AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH APPEAL IS TO BE HEARD. SAID APPEAL MUST BE FILED WITH THE CITY CLERK'S OFFICE WITHIN TEN DAYS OF THE DATE OF ACTION. (286.0105 F.S).

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), ANYONE WHO NEEDS SPECIAL ACCOMMODATIONS FOR THIS MEETING SHOULD CONTACT THE CITY'S ADA COORDINATOR AT (407)-589-5330 AT LEAST 48 HOURS PRIOR TO THIS MEETING. TWO OR MORE ELECTED OFFICIALS MAY BE IN ATTENDANCE.

**NATURAL RESOURCES BOARD
MINUTES OF REGULAR MEETING
OCTOBER 3, 2023**

I. Chairman Stadelman called the Natural Resources Board meeting to order at 6:00 p.m.

II. The Pledge of Allegiance was recited by all.

III. Roll Call

Present:

Mr. Charles Stadelman (chair)
Ms. Donna Ware
Mr. Thomas Carrano

Ms. Ruth Callaghan
Ms. Sherida Billman
Ms. Sarah Haggerty (alt)

Not Present:

Dr. Nikki Mosblech
Dr. Jeff Carrier

Also Present:

Felicia Gordian, Environmental Technician
Brian Benton, City Manager (Zoom)
Barbara Brooke-Reese, MIS Manager
Joseph Perez, AV Technical Assistant
Nick Ladyman, AV Technical Assistant
Dominic Adams, AV Technical Assistant
Jeanette Williams, Recording Secretary

IV. Approval of Minutes

A motion to approve the minutes of September 5, 2023 as presented was made by Mr. Carrano, seconded by Ms. Ware, and approved unanimously via voice vote.

V. Announcements

The Environmental Technician announced that she would be out the week of October 12-18 for vacation and following that she would be attending the Marine Resources Council Low Impact Development Conference from October 19-20 at the Center for Collaboration, in Rockledge.

The Environmental Technician reported that at the September 16th International Coastal Cleanup there were 2,094 lbs. of debris collected to include an abandoned boat hull, by 1,070 volunteers countywide at 21 locations, with 115 volunteers from Sebastian.

She invited the board to attend the free Florida Climate Week Virtual Event taking place from October 2nd to the 8th. Further information could be found at <https://floridaclimateweek.org/virtual-events/>

VI. Agenda Modifications - None

VII. Public Input - None

VIII. Unfinished Business

A. International Coastal Cleanup Results

Previously announced at the beginning of the meeting.

B. Sustainable Sebastian

The Environmental Technician explained that a new fiscal year has begun and as they move forward there will be pressure to use the money allocated for Sustainable Sebastian. She asked the board members for ideas on how to improve their plan of attack on the initiatives and if the approach isn't working, to re-evaluate it.

The City Manager confirmed that \$15,000 did carry over for LID initiatives and approximately \$10,000 for Sustainable Sebastian plans. He cautioned that any expense over \$15,000 would have to go to Council for approval in accordance with the City's procurement policy.

i. Goal Updates

ii. Review of Task Assignments

Goals 1 and 2 - Reduction of Single-Use Plastics

The Environmental Technician advised that she has met with the Facilities Maintenance Technician to learn more about the supplies ordered for staff at City Hall and shared that information with Ms. Haggerty.

Ms. Haggerty said she has spoken with a representative from Sysco who advised there are multiple tiers of products and noted that the most compostable/biodegradable items are the most expensive. She asked for help in understanding the different types of plastic used in the items. She also said the number of items provided at City Hall is rather short and recycling rehabilitation would be more of a challenge as they go out to the public.

She pointed out that she found a lot of Styrofoam cups at City Hall that can be returned to the vendor to be recycled and there is grant funding is available to start a recycling program in the community.

Ms. Haggerty said encouraging the use of reusable products is the way to go.

Ms. Callaghan said there was an information packet to present to event vendors to include cost information on the items and the idea was that the City was to set the example.

Ms. Callaghan said she knew of a former Brevard Zoo employee who is knowable about composting and offered to have her contact Ms. Haggerty. Ms. Ware asked that that individual come to the board to give a presentation.

Chairman Stadelman encouraged them to complete the comparison sheet by the next meeting. They asked if they could meet to go over the items and asked if that would be a Sunshine Law violation since they would be voting on it in the future. Ms. Haggerty asked if the Technician could set up a Google Drive list that they could all see. Chairman Stadelman suggested the City Attorney could come to advise them on what is permissible.

Ms. Callaghan said she developed a PowerPoint presentation to use when they go out the public to promote their efforts and asked Ms. Ware for her assistance in making it more presentable. Ms. Ware said she would be happy to help.

Goals 5 & 6 – Native Landscaping

The Environmental Technician advised that \$15,000 has been budgeted for Native Landscaping and Low Impact Development and the parks identified for improvement are Garden Club Park, Riverview Park, and the Bark Park. She noted that she does have a meeting set up with City Staff to understand the current regime of park maintenance.

Ms. Billman said she wasn't a proponent of putting things in pots. There are native plants that you can put in the ground that will work such as the plants in the courtyard of City Hall. She said there were other alternatives as well that she could discuss when they meet with City staff.

Mr. Stadelman commented that most people don't care for native planting because they are scrubby but it is tough for other plants to grown in Florida.

Ms. Ware said one of their main goals was to get the public understand what the native plants will save them and asked that they stay with encouraging native plants. Discussion followed that they include signage or a kiosk to educate the public on the benefits of native plants.

The goal for the next meeting is to find out what City staff is willing to do with the plants and where they would be located. Ms. Billman offered to get a price from a Brevard nursery for the plants once they know what they would like. The Environmental Technician suggested that they also include Ms. Munroe with UF/IFAS.

Goals 9 – Tree Protection & Landscaping Ordinances

The Environmental Technician advised that Mr. Carrano is to shadow her when she is planning to do some tree inspections to have a first-hand look at the practical application of the code for tree removal however, there haven't been any inspections coming up.

Mr. Carrano said he would like an initial outline of what the code is going to look like before the next meeting. He said it might include a section for vacant land and what must be done for developed properties.

Goal 13 – City Resource Conservation

The Environmental Technician said she was still researching recycling protocols at City Hall and the new Public Works Facility (compound). She noted that recycling is picked up once a week but she wasn't sure what happens at compound. She said she hoped the City would help set an example for businesses with their recycling and to find way to take care of overflowing bins in Riverview Park.

Chairman Stadelman called for a recess at 7:55 pm and upon return at 8:07pm, all members were present.

Ms. Ware discussed developing a questionnaire for people to answer in the building and suggested that posters be placed over the bins in City Hall to indicate the need to have the liner replaced.

The Environmental Technician suggested the e-mail blasts could go out to employees to suggest they print double-sided and use smaller margins on their documents. Ms. Ware offered to come up with a list to help employees think about conservation and recycling.

Goal 16 – Green infrastructure plan

The Environmental Technician advised that only City staff could visit and inspect the City's tracts for liability issues. She said she did inventory Friendship Park with Dr. Mosblech.

The Environmental Technician said she plans to ask that Dr. Mosblech upload the data she has gathered to the Google drive for any of the parks she has conducted site visits for.

Goal 18 – Bikeways & Sidewalks

Chairman Stadelman said he recently attended a meeting with the Technician and learned a lot. He encouraged board members to attend any future meetings that might be planned with the County. The Environmental Technician said she plans to discuss a walking audit with Chairman Stadelman.

Ms. Callaghan offered to help with input on the bike lanes in Sebastian.

Chairman Stadelman asked if the City was going to do any more on promoting nature based tourism. The Environmental Technician suggested looking into that as we move further into this goal.

Ms. Billman suggested making a trail and bikepath map for the City, maybe titled, "Explore Sebastian." The Environmental Technician said she has been in discussions with the City's GIS Technician to create something like that.

Chairman Stadelman thanked everyone for their work on the Sustainable Sebastian initiative.

IX. New Business

A. Sebastian's Christmas Parade

- i. Save the Date: Saturday, December 2, 2023 at 6:00 p.m.
- ii. Participation Planning

The Environmental Technician asked the board members if they would like to participate in the parade.

MOTION by Chairman Stadelman and SECOND by Mr. Carrano to participate in the Christmas Parade to market themselves which passed with a unanimous voice vote.

Chairman Stadelman described their previous participation using a large flat-bed trailer with large presents and trees presenting the gifts that the board offers to the residents. They handed out information and seed packets.

The Environmental Technician offered to research what would be available to for the board to participate in the parade such as the flat-bed trailer or golf carts and in the meanwhile the board members would send her ideas.

X. Adjournment

There being no further business, a motion to adjourn the meeting at 7:38 p.m. was made by Ms. Ware and seconded by Mr. Carrano approved unanimously via voice vote.

By: _____ Date: _____

HOME STRETCH of the 5-YEAR IMPLEMENTATION PLAN

INITIATIVES	Tasks	COLLABORATING ENTITY	NRB Member or City Staff	Due Date	Completion Date	Notes
I. SUPPORT THE OVERALL REDUCTION IN THE USE OF SINGLE-USE PLASTICS BY THE CITY AND ITS BUSINESS COMMUNITY BY ASSISTING AND PROMOTING KEEP INDIAN RIVER BEAUTIFUL'S (KIRB) AND KEEP BREVARD BEAUTIFUL'S (KBB) LITTER QUITTER (LQ) AND SURFRIDER FOUNDATION'S OCEAN FRIENDLY RESTAURANTS (OFR) PROGRAMS AND THROUGH THE IDENTIFICATION OF ALTERNATIVE PRODUCTS	GOAL 1 CREATE COMMUNITY/ BUSINESS AWARENESS OF LITTER QUITTER PROGRAM AND CERTIFY LOCAL BUSINESSES		Ruth Callaghan			
	Develop [template for] information packet to give to event vendors/hosts in conjunction with the comparison sheet		RC	X	9/5/2023	
	Task 1A Arrange meeting with Chamber of Commerce to discuss business outreach partnership	Chamber of Commerce				
	Task 1B Create information packets for businesses, including Surfrider OFR info		DW	11/7/2023		
	Task 1F Develop education and outreach program for local schools	IRC School Board				
	GOAL 2 INCREASE AND/OR ENCOURAGE THE USE OF ENVIRONMENTALLY-FRIENDLY PRODUCTS AT CITY HALL, AS WELL AS AT CITY-SPONSORED EVENTS AND ALL COMMUNITY EVENTS OCCURING ON CITY PROPERTY	Procurement Dept.	Jeffrey Carrier			
	Discuss Procurement of current items with staff		FG	X	9/22/2023	
	Develop outreach for staff about how to reduce single-use plastics, recycling, and conservation		DW			
	Task 2A Create a comparison sheet of commonly used restaurant products as part of the info packet		SH	11/7/2023		
	Host a workshop with city staff to discuss intentions for changes & receive input					
	Task 2B Create a comparison sheet of all products used in City Hall breakrooms and at City Staff events and present estimated annual cost for budget approval	Community Development Dept.				
	Task 2C Incorporate info about all products and costs into event vendor packets	Parks & Rec Dept.	FG			

NATURAL RESOURCES BOARD

HOME STRETCH of the 5-YEAR IMPLEMENTATION PLAN

INITIATIVES		Tasks	COLLABORATING ENTITY	NRB Member or City Staff	Due Date	Completion Date	Notes
II. SUPPORT LANDSCAPING PRACTICES WHICH PROMOTE A HEALTHY, NATIVE ECOSYSTEM BY ASSISTING AND PROMOTING KIRB'S LAGOON FRIENDLY LAWNS AND UNIVERSITY OF FLORIDA'S (UF) INSTITUTE OF FOOD AND AGRICULTURAL SERVICES' (IFAS) FLORIDA FRIENDLY LANDSCAPE PROGRAMS	GOAL 5	EDUCATE RESIDENTS ON THE BENEFITS OF IMPLEMENTING IFAS' FLORIDA FRIENDLY PRINCIPALS INTO THEIR LANDSCAPE	UF IFAS IRC Office	Sherida Billman			
		Determine current maintenance practices used by staff at our parks and properties	Public Works Dept. & Parks & Rec Dept.	FG/SB	11/7/2023	10/9/2023	
		Identify from field visits areas for improvement & develop possibilities for implementation for each park		SB	X	9/5/2023	Garden Club Park selected as ideal next location for a planting project.
		Find out what exactly has been purchased for previous native plantings at the City Hall demonstration garden					
	Task 5B	Enhance the demonstration gardens annually with new plantings, weeding, mulch and added signage	Parks & Rec Dept.				
	Task 5C	Determine cost of demonstration garden improvements for budget approval	Parks & Rec Dept.				
	Task 5E	Coordinate with local organizations to create native demonstration gardens at City Parks	Audubon Society, IRC Garden Club, Sebastian River Junior Women's Club (SRJWC)				
	GOAL 6	SET THE EXAMPLE FOR SUSTAINABLE LANDSCAPES ACROSS CITY PROPERTIES	Parks & Rec Dept.				
		Use criteria for prioritization to develop list of priorities to discuss with NRB & Leisure Services		FG/RK			"Pre-designed" Project - Bark Park Restoration
	Task 6B	Encourage native landscaping and mulched areas, decreasing sodded areas, where applicable	Parks & Rec, SW, & Public Works Depts.				

NATURAL RESOURCES BOARD

HOME STRETCH of the 5-YEAR IMPLEMENTATION PLAN

INITIATIVES		Tasks	COLLABORATING ENTITY	NRB Member or City Staff	Due Date	Completion Date	Notes
III. PROVIDE RECOMMENDATIONS FOR CITY POLICIES AND CODES RELATED TO NATURAL RESOURCES	GOAL 9	ASSIST CITY IN REVISION OF THE TREE PROTECTION AND LANDSCAPE ORDINANCES	Community Development Dept	Thomas Carrano			
		Outline pertinent areas for improvement in the code		FG	11/7/2023		
	Task 9A	Board Members to volunteer to serve on Sub-Committee					
	Task 9B	Updates and discussion provided at each NRB Meeting					
	Task 9C	Final revised ordinances brought to the NRB for approval before being presented to City Council					
IV. REDUCING THE CITY'S OPERATIONAL FOOTPRINT BY PROMOTING SUSTAINABLE ENERGY RESOURCES THROUGH THE IMPLEMENTATION OF SUSTAINABLE TECHNOLOGIES, WHERE PRACTICAL	GOAL 13	INCREASE OPPORTUNITY FOR RESOURCE CONSERVATION AND MAXIMIZE RECYCLING AVAILABILITY WITHIN CITY OPERATIONS		Donna Ware			
	Task 13B	Ensure that every office and copier has a recycle can	All Departments				
	Task 13C	Educational outreach of simple ways to reduce reuse and recycle communicated through emails and signage in gathering areas.	Human Resources Dept.		11/7/2023		
		Create Questionnaire for Staff to determine areas for improvement			X		
		Determine current recycling protocol/routine for city facilities					
		Discuss current procurement of relevant items with Facilities Staff	Public Facilities Div.				
		Identify methods other municipalities have used that may suit our needs		DW			
	Task 13D	Create self-audit criteria for City office operations					
		Host a workshop with Staff to discuss intentions for changes & implementation methods for input, as needed					

NATURAL RESOURCES BOARD

HOME STRETCH of the 5-YEAR IMPLEMENTATION PLAN

INITIATIVES		Tasks	COLLABORATING ENTITY	NRB Member or City Staff	Due Date	Completion Date	Notes
V. PROTECT AND RESTORE THE WATER QUALITY OF ALL OUR CITY'S WATER BODIES BY SUPPORTING THE CITY'S STORMWATER PROGRAM IN THE CREATION OF TOOLKITS EMPHASIZING BEST MANAGEMENT PRACTICES (BMP), LOW IMPACT DESIGN (LID), AND GREEN INFRASTRUCTURE (GI)	GOAL 16	ASSIST IN THE CREATION OF TOOLKITS FOR GI BMPS AND PLANNING LID		Nicole Mosblech			
	Task 16B	Review the applicable Ordinances and determine if changes are needed to support and encourage these practices	Community Development Dept.				
	Task 16C	Review GI Map of the City and determine where there may be an opportunity to enhance existing hubs and corridors, connect green spaces, and improve stormwater storage and treatment areas	Community Development Dept.				
		Create Priority list based on the corridor discussed in the last Champion Meeting		FG	X	8/29/2023	
		Visit Tracts for Assessments (take photos!)		FG/RK			
		Visit Parks for Assessments (take photos!)		NM			
		Create Cutsheets from Field Data		FG/NM			
VI. PROMOTE THE CITY'S OVERALL LIVEABILITY THROUGH THE PROMOTION OF ACTIVE TRANSPORTATION, INCREASING CONNECTIVITY AMONG TRAILS AND PATHWAYS,	GOAL 18	REVIEW CITY MAP AND CURRENT COUNTY MASTER PLANS (TRANSPORTATION MPO, GREENWAYS PLAN) REGARDING SIDEWALKS TRAILS, AND BIKE LANES	Community Development Dept.	Charles Stadelman			
	Task 18A	Conduct walking/ biking audit tours to determine any gaps and opportunities	Parks & Rec Dept., Public Works Dept.				
	Task 18B	Determine if there are areas which may pose challenges to foot and bike traffic and why	Parks & Rec Dept., Public Works Dept.				
		Meet to discuss possible areas for improvement and current efforts by the City	Community Development Dept., Public Works Dept.		11/7/2023	10/11/2023	

NATURAL RESOURCES BOARD

RESIDENTIAL TREE PROTECTION AND LANDSCAPING ORDINANCES

- AREAS FOR IMPROVEMENT

*INCLUDE IMPORTANT DEFINITIONS IN THIS ARTICLE OF THE CODE, AS WELL AS WITHIN THE GLOSSARY

SEC. 54-3-14.2. – HISTORIC TREES.

- Expand overview of process of obtaining “historic” status for tree.

SEC. 54-3-14.4. - UNDESIRABLE EXOTIC VEGETATION.

- Expand list of undesirable exotics or make reference to FLEPPC’s list of invasive species

SEC. 54-3-14.5. - SUITABLE TREES.

- Expand list of Suitable trees or make reference to the suggested plant list in the Riverfront Overlay District’s Performance Criteria [Sec. 54-4-21.A.7. - Landscape requirements.]
- Explicitly state whether the tree requirements must be satisfied by the above trees – office practices must be consistent with the code – “shall”

SEC. 54-3-14.6. - TREE PROTECTION STANDARDS.

- Expand Definitions of Protected, Specimen, & Historic Trees
- Improve code relating to the ‘Homeowner’s packet’ and ensure that application of the code is practical and efficient
- Expand tree protection measures & improve enforceability where possible

SEC. 54-3-14.7. - TREE REMOVAL, GRUBBING, AND LAND CLEARING PERMITS.

- Explicitly state when a permit for land clearing, tree removal, or grubbing is required. Clearly define the differences [and use cases]
- Explicitly state conditions under which applications for the permit may be denied
- Improve replacement rules for trees approved for removal. Explicitly state the consequences if a property is found to be under its minimum tree requirement.
- Establish a tree mitigation program, including potential fee-in-lieu or fine for removal of specimen trees.

SEC. 54-3-14.8. - RESIDENTIAL LANDSCAPING REQUIREMENTS.

- Expand Landscaping Requirements
 - Incentivize native/Florida-Friendly landscaping & LID/GSI measures
 - Incentivize retaining pre-existing native vegetation as part of the landscaping
- Develop Landscaping Credit System – similar to Tree Credits.
 - Credits for Landscaping + Credits for Trees = Natural Resource Credits?

SEC. 54-3-14.9. - RESIDENTIAL TREE REQUIREMENTS.

- Explicitly state how the application of the tree requirements applies to the Tree Removal and Land Clearing Permits, and any differences there may be
- Re-examine the minimum number of trees required based on lot size. Re-examine the number of credits each tree is worth based on DBH & explicitly state that all palms are worth 1 credit per tree
- Explicitly state importance of the proper location choice for new trees. Incentivize for using LID/GSI techniques for tree placement.
- Require variety in new trees planted for NSFR lots that have been clear cut, or the majority of the trees have been removed.
- Improve Limitations regarding Palms - Explicitly state when the limitations apply and how it should be applied under certain circumstances.