



**CITY OF COCONUT CREEK
ENVIRONMENTAL ADVISORY BOARD MINUTES**

**Government Center
4800 West Copans Road
Coconut Creek, FL 33063**

**Date: November 15, 2016
Time: 4:00 p.m.**

1. Call to Order

The meeting was called to order by Chair Charles Coxon at 4:09 p.m.

2. Present upon roll call:

Chair Charles Coxon
Vice Chair Susi Glatt
Heidi Thorman
Dan Mackey
Irene Espinosa

Absent:

H. Grady May

Also present: Senior Planner Linda Whitman, Urban Forester Sharon Vollmer, Public Works Project Manager Brian Rosen, and Administrative Assistant Janice Ninesling.

3. Approval of Minutes

MOTION: Thorman/Mackey – To approve the Minutes of the September 20, 2016, meeting.

Upon roll call, the Motion was passed on a 5-0 vote.

4. Updates (or old Business)

a. Procedural Direction of the Board

Senior Planner Linda Whitman began the discussion of the procedural direction of the Board, and Mr. Mackey asked about the mission statement that the Board wrote a few years ago. Since the mission statement was not readily available, Ms. Whitman suggested tabling the discussion until the next meeting, giving time to review the mission statement. Discussion ensued on topics important to the Board. Ms. Thorman asked if the Board was able to discuss topics with the Commission, and the Board suggested that one of the Commission members attend a meeting.

b. Acceptable Items for Hazardous Waste Disposal

Ms. Whitman advised the Board that Public Works Operations Manager Michael Heimbach was not available to attend the meeting to discuss the items that are acceptable at the Hazardous Waste Collection events. She provided the Board with his

phone number if they had specific questions on items that are collected at the events.

5. New Business

a. Christmas Tree Disposal

Ms. Whitman distributed copies of the January 2016 *Coconut Creek Life* article regarding holiday tree disposal. Discussion ensued regarding holiday tree collection.

b. Training for Master Gardener and Master Naturalist Certification

Urban Forester Sharon Vollmer informed the Board about the National Wildlife Federation Habitat Stewards training program and explained what the program entailed. She encouraged participation in the program and noted that the stewards could assist others in the community to build habitats.

c. Discussion of Invasive Plant Species in Cypress Park

Mr. Mackey discussed invasive plant species, including houseplants, in the wooded areas of Cypress Park that are affecting the growth of the native vegetation. Public Works Project Manager Brian Rosen spoke about the City's efforts and programs to eradicate the different types of invasive species. Ms. Espinoza asked about the Preserve Maintenance Contract, and Mr. Rosen explained the procedures that are followed under the contract. He assured the Board that he would address these issues. Mr. Mackey made a motion to have the City address the invasive plant species, and Mr. Coxon seconded the motion. The Board unanimously agreed.

d. New Electronic Agenda Process-Going Green!

Ms. Whitman explained that the Environmental Advisory Board agenda would transition to the Legistar software and that the agenda format would be similar to the Commission Meeting and other Board agendas. Ms. Ninesling explained the new format and how to navigate the City's website to view this information.

6. Correspondence & Reports

Ms. Whitman advised the Board that a new grant program, Republic Rewards Community Grant Program, was in the process of being developed and that it would be discussed at a future meeting.

Mr. Coxon suggested that the Board increase their volunteering and asked the Board to suggest new locations to relocate the bee apiaries that were located on Sample Road.

Ms. Thorman commended the City for the last lecture series speaker, Kristen Hines. Ms. Vollmer announced that she had completed the Tree City USA re-certification for the City.

7. Set Date of Next Meeting

The next meeting was tentatively set for January 17, 2017, at 4:00 p.m.

8. ADJOURNMENT

The meeting was adjourned at 5:26 p.m.

Transcribed by: Janice Ninesling

Leslie Wallace May, MMC
City Clerk

Date