

CITY OF COCOA  
SUSTAINABILITY ADVISORY BOARD  
MEETING MINUTES  
July 1, 2021

A regular meeting of the Sustainability Advisory Committee of the City of Cocoa was held on Thursday, July 1, 2021 in the Council Chambers at 65 Stone Street, Cocoa, as publicly noticed.

**I. CALL TO ORDER:**

**Chairperson Jennifer Riggs** called the meeting to order at 6.11 P.M.

**ROLL CALL:**

Jennifer Riggs	Board Chairperson
Marlene Weiss	Board Vice Chairperson
Joy Rutherford	Board Member
Paige Horr	Board Member
Linda Gombert	Board Member
Jonathan Templeton	Board Member
Diana Robinson	Board Member
Ronald Deal	Board Member
Jennifer Kenny	Board Member
Kate Rooney-Otero	Board Member
Lorraine Koss	Council Liaison

**PRESENT:**

Jennifer Riggs	Board Chairperson
Marlene Weiss	Board Vice Chairperson
Joy Rutherford	Board Member
Linda Gombert	Board Member
Diana Robinson	Board Member
Kate Rooney-Otero	Board Member
Lorraine Koss	Council Liaison

**ABSENT:**

Paige Horr	Board Member
Jonathan Templeton	Board Member
Ronald Deal	Board Member
Jennifer Kenny	Board Member

**STAFF PRESENT:**

Christine Kuhn, Recording Secretary

**II. PLEDGE OF ALLEGIANCE:**

Chairperson Riggs led the assembly in the Pledge of Allegiance to the flag of the United States of America.

III. **AGENDA: Review, Revision and Approval –**

1. Discussion to revise the agenda as follows: following Presentations, Introduction of new Board member Kate Rooney-Otero; New Business 1. Check priority of projects from 6/3/2021 meeting, 2. New Business Approach, 3. Environmental Justice, 4. Speaker Presentation List, 5. Discuss City Council meeting.
- **MOTION by Board Member Weiss; SECONDED by Board Member Gombert to amend the agenda as discussed.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

2. Discussion to approve the minutes of Sustainability Advisory Board Regular Meeting of May 6, 2021 with the following change to New Business, item 7 to revise "Chairperson Riggs" to "various members of the committee."
- **MOTION by Board Member Gombert; SECONDED by Board Member Rutherford to approve the minutes of Sustainability Advisory Board Regular Meeting of May 6, 2021 as Amended. Page 4, Change Chairperson Riggs to Various Committee Members.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

3. Approve the Minutes of Sustainability Advisory Board Regular Meeting of June 3, 2021.
- **MOTION by Chairperson Riggs; SECONDED by Board Member Weiss to defer the approval of the Minutes of Sustainability Advisory Board Regular Meeting of June 3, 2021 to the meeting of August 5, 2021.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

IV. **DELEGATIONS:**

GREGG STOLL, 2203 SALEM DR of Space Coast TPO Citizen Advisory Committee for the City of Cocoa.

Discussed community interests and support for Space Coast Transportation Improvement Project.

- **MOTION by Chairperson Riggs; SECONDED by Board Member Weiss to task Board Member Horr to coordinate with Mr. Stoll and provide feedback to the Space Coast Transportation Improvement Project and the Sustainability Advisory Board.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

**V. PRESENTATIONS:**

Ms Jacqueline Reason, developed the “GIBSON NEIGHBORHOOD MARKETPLACE” located at 835 Sycamore St, Titusville, FL promoting Gibson Neighborhood Pop-up Markets 2021 and the Progressive Action Society Inc.

Board Member Diana Robinson introduced Jacqueline Reason with appreciation for her support in assisting in small start-up businesses and providing business development and marketing services to the community in Titusville. (Presentation filed with Minutes).

Ms. Reason briefly describes her initial thought was how to use a vacant community center. She started with marketing to community small business vendors to set up booths for sale to community neighbors for the last Saturday each month. This grew to every Saturday and then how to use the facility daily. This developed into the Business Development and Marketing Services and “Progressive Action Society, Inc.” Assisting those starting businesses, providing youth and mature adults training and providing administrative support, mentoring and driving the community to improve. The community center has an industrial kitchen to be offered to chefs and bakers. Additional possibilities include job training opportunities. Collaboration is the key. Opportunities for vendors as they come together to provide expansion of business.

Ms. Reason added replication is possible. Space is needed. Vice Chairperson Weiss suggested a fire station. Ms. Reason continued stating each facility is about 5000 sq ft, is indoors and outdoors occurring on the 4<sup>th</sup> Saturday every month. Diversify shoppers is big objective.

- **MOTION by Chairperson Riggs; SECONDED by Board Member Rooney-Otero to task Board Member Robinson to meet with Angela Essing (Economic Development), Samantha Senger (PR Specialist) and to coordinate with Jacqueline Reason to see how the City of Cocoa can utilize the Gibson Market Place, 4<sup>th</sup> Saturday event to use that event and model for use in our community.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

Chairperson Riggs recognized the addition of new Board Member Kate Rooney-Otero.

**VI. NEW BUSINESS:**

1. **Check/review priority projects from June 3, 2021 meeting**
2. **New Approach to Meetings**
3. **Environmental Justice Analysis**
4. **SAB Line-up of Speaker Planning**
5. **Discuss the City Council Meeting**

Item 1:

Recommendation to fund, adopt, coordinate, urge the city council to develop an Environmental Justice Assessment program (cover 8 topics)

SAB recommends EJA to budget meeting (council workshop). Provide broad assessment GIS based tool. Shows strengths and weaknesses.

Kate Rooney-Otero will provide resources to committee.

- **MOTION by Board Member Rooney-Otero; SECONDED by Vice Chairperson Weiss to have a GIS Based Assessment.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

Item 2:

Councilwoman Koss discussed the ESFC Pool stating it is a burden to EFSC. She also added Tyler Serroy wants investment in Cocoa campus.

Vice Chairperson Weiss would like a copy of a report to see how EFSC has been taking care of the pool. Perhaps a public records request. Board Member Gombert and Councilwoman Koss will request a Pool engineering report. Vice Chairperson Weiss discussed how to encourage participation of the City. Add this discussion to the workshop.

Board Member Gombert stated several buildings require maintenance. Councilwoman Koss stated EFSC wants science building. Continued Discussion of EFSC and discussion of changes to Travis Park.

- **MOTION by Board Member Gombert; SECONDED by Board Member Robinson to revisit EFSC at the next meeting with a report.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

Item 4: Vice Chairperson Weiss discussed the Community Garden on Peachtree and will request a budget of \$2,000 to water the garden at the next budget workshop.

Item 6: Four Corner Gardens – Board Member Gombert stated the city must maintain to look good, don't plant if not to be maintained. Councilwoman Koss suggested adopting the promenade and to have IFAS provide their assistance to plant native plants and suggested to bring the item back in 6 months. (January)

NEW APPROACH TO MEETINGS:

Have a regular working group. Come to the meeting make motions.

- **MOTION by Board Member Robinson; SECONDED by Vice Chairperson Weiss to schedule monthly working group meetings.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

- **MOTION by Board Member Robinson; SECONDED by Vice Chairperson Weiss to discuss Environmental Justice at July 15 working group.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

Board Member Gombert discusses the City Council meeting and change in agenda to remove the presentation of the City of Cape Canaveral, adding they are a city who has been recognized nationally for their sustainability efforts and how it has impacted the economic prosperity. The City of Cape Canaveral also has offered to come to a SAB meeting. Discussion continued.

**MOTION by Vice Chairperson Weiss; SECONDED by Board Member Robinson to have City of Cape Canaveral at the next Sustainability Meeting.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

- **MOTION by Board Member ROBINSON; SECONDED by Vice Chairperson Weiss to have a workshop on the third Thursday of each month. The next workshop will be Thursday, August 19, 2001.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

- **MOTION by Chairperson RIGGS; SECONDED by Board Member Rooney-Otero to appoint Board Member Marlene Weiss to be speaker coordinator for the SAB Board meetings.**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

**VII. REPORTS:**

There were no reports.

VIII. **BOARD MEMBER & STAFF UPDATES:**

There were no updates.

IX. **NEXT MEETING DATE – August 5, 2021 at 6:00PM**

The next meeting for the Sustainability Advisory Committee will be a Regular Meeting, held on Thursday, August 5, 2021 at Cocoa City Hall located at 65 Stone Street, unless a business need arises earlier.

X. **ADJOURNMENT**

- ❖ The Regular Meeting of July 1, 2021 was adjourned at 8:34 pm.

**AYES: ALL**

**MOTION PASSED UNANIMOUSLY (6-0)**

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Jennifer Riggs, Chairperson

Respectfully Submitted by:

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Christine Kuhn, Recording Secretary

