

**City of Jacksonville  
Environmental Protection Board  
Annual Retreat  
Monday, August 19, 2013  
4:30 p.m.**

**Meeting Summary**

**Members Present**

Steven Jenkins, Chair  
Michelle Tappouni, Vice Chair  
Gary Bowers, M.D.  
Nick Howland  
Bobby Baker, P.E.  
Lucinda Sonnenberg, Ph.D.  
Tony Bellamy (arrived 5:55 pm)

**Staff / Resources Present**

James Richardson, Program Administrator  
Ruby Tucker, Executive Secretary  
Jody Brooks, OGC  
Scott Trebatoski, Acting Chief  
Calvin Burney, Director, Planning and Development Department

**Visitors**

Quinton White, JU

**Welcoming Remarks**

Chair Steven Jenkins thanked Board Member Michelle Tappouni for hosting the EPB Retreat at Breaking Ground Contracting.

Michelle Tappouni provided background information about Breaking Ground and shared that they were getting ready to build the first Passive House in Florida. The passive house is more known in Europe and out West where there's less humidity. The house does all the work with the energy. She then briefly described the renovations made to their office building from the beginning to the completion of what is now a Sustainable Green Building recognized by USGBC, Florida Coalition, etc. In closing, she shared that Breaking Ground hosted, for the first time, a Summer Camp (My Sustainable Summer) which was held for kids and brought hands on awareness of sustainability to the next generation.

**EPB Funding Request – COJ Manatee Study**

Chair Jenkins suspended the Board Retreat at 5:10 p.m. to conduct a Public Hearing on a funding request for the COJ Manatee Study.

Chair Jenkins reconvened the Board Meeting at approximately 6:45 p.m.

**EPB Program Administrator Remarks**

Administrator James Richardson shared that the retreat agenda was put together in an effort to engage the board in thoughtful discussion on a couple of key strategic issues. He challenged everyone to take an active part in the discussions. He thanked Breaking Ground for hosting the meeting and Chair Jenkins and EPB Counsel Brooks for working together to craft the agenda.

### **EPB History, Structure, Duties**

EPB Counsel Brooks led the board through a presentation which outlined the history of the EPB, its structure and the EPB duties. (Presentation is attached for the record).

During the presentation and accompanying discussion, there was much discussion about who the board really reports to. Ms. Brooks suggested that the Board is more legislative in nature and really is more a subset of City Council and not the Executive function of government. The Neighborhoods Dept. and EQD enforce and implement city ordinances and rules that are promulgated by the Board. So, the relationship with the Department and the Administrative function is more of a support role and the Board is more a subset of the Legislative function of government which is the City Council.

The board had further discussion on roles and responsibilities and talked through previous actions and positions they had taken.

### **Environmental Protection Fund**

Mr. Richardson led the Board through results from the survey they recently took on the Environmental Protection Fund. A few key points from the results:

- ❖ Education & Outreach activities are important to all members and are the highest priority items
- ❖ To fund future requests, the Board would prefer a combination of issuing a notice of funding availability for projects and entertaining solicitations as they are presented
- ❖ Surface waters and aquifers rank the highest in importance to the Board
- ❖ The type of project is the most important consideration in future funding requests
- ❖ Short term initiatives are most important to the Board

Mr. Richardson also shared information on the requests that had been approved by the Board and approved by Council in the past year. He also shared information showing that the trend over the past years has been that the expenditures are exceeding the amount of money replenishing the Fund. Discussion took place around different ways to utilize the Fund and how to entertain future funding requests.

### **Role of EPB on Emerging Issues**

Chair Jenkins then led a brief discussion amongst the members as to how the Board should be involved in emerging issues of the community. The members discussed their role in the community, when and how they should be involved.

Prior to conclusion, the members decided that they would designate time for more in-depth discussion which will be strategic in nature.

Respectfully submitted,

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Ruby Tucker, Executive Secretary I  
Environmental Protection Board