

Sustainability Advisory Board  
Meeting Minutes  
September 8, 2021

**I. Welcome**

A. Roll Call

**Present:** Ramon Colon, Ryan Goldman, Natasha Inniss, Bradette Jepsen, Laila Kitchen, N. Skye McCloud, Lawrence Szeliga, and Derric Tay. **Absence**  
**Excused:** Marcus Austin **Staff:** Carrie Kashar, Sustainability Officer.

B. Approval of Meeting Minutes

The minutes for the month of August 11, 2021 meeting was approved by the Board.

C. Updates and Announcements

1. The Board agreed to change the date of the meeting for the following month to October 6, 2021, while the November 10, 2021 meeting remained the same date.
2. The Water Matters Day Tree Giveaway is scheduled for October 16, 2021, but online registration is required and will be opened on September 24, 2021.

**II. Public Open Discussion**

There was no one in attendance from the public at the meeting.

**III. New Business**

A. Sunrise EnergyStar Portfolio Manager – Benjamin Moore, Sustainability Leader, RS&H

The Sustainability Officer introduced Benjamin Moore of RS&H to the Board, who was part of the original consulting team who created the Sustainability Action Plan. She noted the City has undertaken a project to manage their utility data, which was recently completed. The project was the direct result of specific areas of the Sustainability Action Plan to track the energy and data of buildings within the City.

Benjamin reported to the Board an overview of the project and related the following:

- 1) EPA's EnergyStar Portfolio Manager was used, which is a free web-based tool, in order to store the data. It was important to manage and benchmark the energy measurements for the facilities and the utilities, so as to find out where the City could invest money and save energy.
- 2) Completed the collection of utility data to enter into the database for 21 City facilities.

- 3) Completed a gap analysis, which was important because there would always be gaps, and the gaps could be filled with projects, which in turn would be beneficial to the City.
- 4) Completed the collection of the electrical, and gas utility data from years 2014 – 2019. The data for year 2020 was still being processed.
- 5) In the future, the City could add data to track the waste volume, water use, and sustainable operations.
- 6) The EnergyStar Portfolio Manager Tool provides a score to benchmark facilities against a national average to compare performance; buildings over 70% are eligible for EnergyStar Certification. The Gas Admin building scored in the 68% percentile.
- 7) The sustainable guidelines checklist (similar to LEED) was reviewed for the Gas and Utilities administration buildings, and it was found there were some changes which could be done to make the buildings more sustainable.

Benjamin concluded his presentation by discussing different standards and changes which could be made to the buildings based on the data they had collected. The Sustainability Officer added there were different goals and changes which could also be reviewed and made by the Board, so as to create more sustainable buildings within the City. There was additional discussion which ensued by the Board about the data which was derived from the presentation.

- B. BioBlitz Event and iNaturalist Demonstration, Carrie Kashar, Sustainability Officer  
The Sustainability Officer demonstrated to the Board how to use the iNaturalist application, record, and upload observations.

#### **IV. Old Business**

- A. Next Adopt-A-Street Cleanup Event  
Board member, Larry, volunteered to help with the Adopt-A-Street Cleanup in November 2021. The date and time will be scheduled at the next meeting.

#### **V. Other Business**

During a previous meeting the Board had suggested creating a document about native plants. The Sustainability Officer provided a copy of a brochure she received from the northern part of Florida with native plants which was an example that the Board could review and discuss for the possible creation of a similar brochure for the Sunrise area.

Board member, Larry, reported that he contacted and spoke with a representative from the Florida Exotic Pest Plant Council (FLEPPC). He will continue communicating with them to see if they would be willing to attend a Board meeting, so as to share more information about invasive plants.

#### **VI. Agenda Items for Next Meeting – Wednesday, October 6, 2021**

- B. SAB 2021 Priorities:
1. BioBlitz
  2. Remove Invasive from the Plant List
  3. LED Bulb Swap
  4. Tree Walk

**VII. Adjourn**

A motion was made to adjourn the meeting. The motion passed without opposition.

Minutes were prepared by: Donna Moore

Respectfully Submitted by: Carrie Kashar