CALL TO ORDER/ROLL CALL

Ginger Adair, Environmental Management Division Director, called the meeting to order at 1:30 p.m., welcoming all meeting attendees and newly appointed committee members.

Roll call was taken with the following members present:

Wendy B. Anderson  Kerry Karl  E. Bliss Jamison
Tyler J. Malborg   John L. Hoblick  Bill Lites
Saralee Morrisey  Jessica Gow, ESQ  Bernie LeFils
Melissa Lammers  Elias Tobias  Alex Zelenski

Bob Fitzimmons, attended the meeting virtually, and Jack Surrette, was absent.

Each attending committee member introduced themselves and shared their interests for wanting to serve on the Environmental and Natural Resources Advisory Committee (ENRAC).

INTRODUCTION OF STAFF

Ginger Adair, Environmental Management Division Director  Briana Peterson, Special Projects Coord.
Chris Ryan, Assistant County Attorney  Rebecca Allen, Admin. Asst.
Clay Ervin, GRM Department Director  Laura Di Gioia, Admin. Asst. (Mtg. Minutes)
Keith Abrahamson, Environmental Permitting Manager and County Forester  Carol McFarlane, Planning and Development Services Division Director

PRESENTATIONS

A. Sunshine Laws and Public Records: Chris Ryan, Assistant County Attorney, presented a PowerPoint presentation on Sunshine Law definitions, and examples of acceptable discourse and communication among, and between, committee members and staff under these guidelines.

The definition of what constituted a public record was shared, which included emails, notes, letters, video chats or telephone calls, of two or more committee members in connection with the official business of the body or committee via PowerPoint presentation slides. All documents that are related to business and matters that may foreseeably come before the
Discussion ensued on specific topics discussed in the committee, possibly coming up for future discussion within other government sponsored committees, as well as private meetings, where two or more ENRAC committee members could be present. Mr. Ryan offered to listen to specific examples following the meeting for clarification.

Ms. Adair shared that a web page was in the process of being created for ENRAC to be attached to the Environmental Management Division page, which would contain meeting minutes, agendas, presentations, meeting recordings, and handouts for review and accessibility to the public. Should public records not found on the site be needed, staff can provide these documents upon request.

B. Committee Purpose: Ms. Adair provided a brief history of Resolution 2022-096, which established the committee, and the committee purpose was shared via the PowerPoint presentation. Additional information was provided on the length of the committee terms, term limits, and required annual reports to Council. No less than one meeting per quarter shall take place, with more frequent meetings scheduled at first for productivity. The Chair and Vice Chair are to be selected annually, and following selection, would be leading the meetings.

Background information was provided from the April 2022 and June 2022 workshop and special meeting, to share with the committee the designated topics of concern for the Council, as received from constituents, developers, and citizens. Hurricane Ian, and the aftermath which resulted from it, directly pertains to many of the topics that the committee will be discussing, regarding wetland and habitat protection standards, and those that worked, as well as those that may need updating.

Ms. Adair shared a PowerPoint slide which illustrated an ENRAC review process that could be used as is, or adopted with changes, to help the committee tackle the issues before them. The illustrated process included steps up to and including County Council voting for adoption. Discussion ensued with suggestions for discussing multiple items as they may overlap each other, as well as the suggestion to bring in subject matter experts to present information to the committee through their education and experience. Low Impact Development (LID) was discussed as a Council priority, and the County secured a grant for the implementation of LID in Volusia County. A suggestion was made to discuss this topic at every meeting, with progress and updates shared with the committee, so that it is not saved until the very end. LID was discussed as being an umbrella issue and involving many of the designated topics the committee will be working on. Ms. Adair shared that she and Katrina Locke would be
attending the upcoming LID meeting and would return information learned at the conference with the committee.

Ms. Karl suggested members do their homework prior to coming into the committee meetings by reading up on the ordinances to get a general understanding of how the various items interact and overlap each other. Ms. Adair shared staff would be making information available to the committee, so that information did not have to be researched by every member individually. Information can be requested on a particular topic by calling or emailing Ms. Adair.

Discussion ensued on how cities and counties differ in their adoption of environmental standards. It was explained that cities may choose to adopt the same minimum standards as the County, and have the County enforce them, or adopt more restrictive ones, that are then enforced by the individual cities. The County minimum standards all have a corresponding ordinance that can be found in the Land Development Code, located in Chapter 72. Ms. Adair stated a presentation on this topic is available and would be shared.

Ms. Adair stated that wetlands would be discussed at the next meeting, with materials provided to help familiarize the committee with the topic. The committee was encouraged to contact Ms. Adair, or Mr. Abrahamson, for assistance with ordinance clarification and understanding. Committee members requested legal definitions be provided to assist them with their research. The role of County staff was reviewed during the PowerPoint presentation.

Discussion ensued on the committee workflow, priority of topics, committee meeting frequency and how the committee may want to move forward following the selection of a Chair and Vice Chair. Identification of the LID element was discussed as being the most time sensitive matter, with the Tree Preservation standards being the furthest along with regard to review completion, and least controversial. Ms. Adair clarified that the committee could look at other existing minimum standards, and that the list provided were the items that Council had expressed were most important to them and the community. A suggestion for reviewing the County Charter specified minimum standards, as well as the Comprehensive Plan, could be voted on for discussion once the Chair and Vice Chair positions are in place.

**SELECTION OF CHAIR AND VICE CHAIR**

Mr. Ryan shared that one of the first orders of business for the Committee would be to vote to allow Mr. Fitzsimmons to vote. Ms. Anderson made the motion to allow Mr. Fitzsimmons to vote. Ms. Gow seconded the motion.
Mr. Ervin responded to questions concerning the meetings needing to have a physical quorum, which is eight people in-person required to take formal action. The remaining six members can still participate via phone or via MS Teams, if eight members participate in-person.

Melissa Lammers nominated Ms. Karl, for Committee Chair, and Mr. Fitzsimmons seconded the motion. Following the Committee vote, Ms. Karl was voted in 13-0 as Committee Chair, with Mr. Surrette absent. Ms. Gow nominated, Ms. Lammers, for Vice Chair, and Ms Morrissey seconded the motion. Following the Committee vote, Ms. Lammers was voted in 13-0 as Vice Chair, with Mr. Surrette absent.

Discussion ensued on meeting times, dates, and location, with consensus reached for the first Wednesday of each month, during afternoon hours, and in Council Chambers. Topics to discuss at future meetings included County Charter, Comprehensive Plan, LID basics, and the permitting process from application through enforcement. Materials will be posted on the website, with preliminary emails to committee members when documents become available. Further discussion encouraged the Committee members to submit their top five environmental concerns or topics most important to them to Ms. Adair, to establish the Committee’s course of action. The next meeting was summarized to be an overview of Volusia County Environmental standards and topics, and preparatory meeting information would be posted on the Environmental website. With no further business to discuss, the meeting adjourned at 3:03 p.m.