



AGENDA
ENVIRONMENTAL ADVISORY BOARD
CITY OF PORT ORANGE

Meeting Date: Tuesday, July 28, 2015

Time: 5:15 PM

Type of Meeting: Regular

Location: City Manager's Conference Room
City Hall, 1000 City Center Circle

A. CALL TO ORDER

1. Roll Call

B. DISCUSSION/ACTION

2. Consideration of Minutes
3. Oak Tree Preservation at City Center
4. Tree City USA Program and Arbor Day.

C. PUBLIC COMMENTS

D. REPORTS AND COMMENTS

5. Next Meeting Date: 10/20/15

E. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE **ENVIRONMENTAL ADVISORY BOARD** WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED. NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ANY ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE; IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 1-800-955-8771.

ENVIRONMENTAL ADVISORY BOARD MEETING MINUTES
CITY OF PORT ORANGE
1000 CITY CENTER CIRCLE – CITY HALL
CITY MANAGER'S CONFERENCE ROOM
APRIL 21, 2015 @ 5:00 P.M.

THE ENVIRONMENTAL ADVISORY BOARD of the City of Port Orange was called to order by Chairman White at 5:06 p.m.

Present: Suzanne Grubbs
Philip Klema
James Meadows
Derek La Montagne, Vice Chairman
Newton White, Chairman
Dennis Young
Paul Minshew

Also Present: Margaret Momberger, Construction/ Engineering Manager
Fred Griffith, Public Utilities Engineer
Chris Hutchison, Code Enforcement Supervisor
Branford Adumuah, Public Works Director
Barbara Abbate, City Clerk's Office

A. CONSIDERATION OF MINUTES

1. January 20, 2015

Motion made by Member Meadows to accept the minutes from the January 20, 2015 meeting. Seconded by Member Young motion carried unanimously by voice vote.

B. DISCUSSION/ACTION

2. White Acres Project - Fred Griffith

Fred Griffith, Public Utilities Engineer, reported that this project is located south of Central Park Blvd. west of Spruce Creek Rd. It is a wooded area with deep ditches along the streets and was started in 1983. He believes it has been needed for a long time and is now finally moving forward and would like to start to build this project. Mr. Griffith gave the Board an overview of the project referencing the sewer system and septic leach fields. Member Meadows asked if the drainage from the septic tanks were clay pipes. Mr. Griffith said it would depend on how old the system is to determine what type of materials were used to make up the leach fields. He said this project is designed and permitted to build sewer collection to all the residents in this area. Mr. Griffith said the cost for this project will be approximately \$1,000,000. He said they held a neighborhood meeting with a good turn out from the citizens with a positive response that they wanted the gravity sewer system installed.

Member Minshew asked how many homes are in this area. Mr. Griffith said there are about 60 lots that will be connecting to the sewer system.

Mr. Griffith said at the neighborhood meeting the citizens asked what will be done with drainage and ditches. They would like to see the ditches piped at the same time as the gravity sewers are installed.

Mr. Griffith said the city is trying to get this area established as CDBG area to get a grant to help with expenses.

Member Young asked how many homes are on septic tanks. Mr. Griffith said there are approximately 55 – 60 homes that will need to be connected to the sewer system.

Chairman White said the issue is this neighborhood has septic tanks and when there is flooding and rain the septic systems are leaching right into Spruce Creek which is a protected water way.

Member Klema asked if the \$4,000 connection fee was per house. Mr. Griffith said there will be fees to connect to the sewer and they will be per house, but the CDBG grant the City will apply for should help reduce that cost to the residents. Mr. Griffith said the Code states when connection is available residents must connect within one year.

Chairman White asked Mr. Griffith what he needed from the Board to move ahead with this project. Mr. Griffith would like the Board's support to move forward with this project. He said there is money in the budget for the sanitary sewer portion. He said the residents would the storm water ditches piped and there will be additional cost for that. Chairman White asked if there was another way to improve the storm water ditches without piping them. Mr. Griffith said the drainage system hasn't been designed yet however the concept is to put pipes at the bottom of the ditches to move water to the east.

Motion made by Member Minshew to support the sewer and drainage project at White Acers. Seconded by Member Klema, motion carried unanimously by voice vote.

3. Grass clippings and dumping into the storm drains - Chris Hutchison.

Chris Hutchinson, Code Enforcement Supervisor, said the materials were sent out with the agenda and he was at the meeting to answer any questions from the Board.

Member Klema said he has noticed the garbage collector has been picking up yard debris on Sundays and would like to know if the City is being billed for these pickups or is this the property owner's responsibility. Mr. Hutchinson said if a property owner trims or cuts down a tree they can put the debris out for pickup, but if the property owner hires a private contractor the contractor is responsibility to remove the debris.

Member Meadows said there are approximately 200 people that cut grass privately and there needs to be more education on this matter. He said when a business is hired they should know the law.

Branford Adumuah, Public Works Director, agrees there should be more education. Most people don't know blowing grass clippings into the road and drainage areas is a violation of the law. Mr. Adumuah said there will be more information posted to the web site. He also said there will be meetings with businesses and contractors to make them aware of the importance of keeping the storm drain systems clean.

Member Meadows asked when a business comes into City Hall to get a business tax receipt for a lawn business is there a handout given to them with the laws in it. Mr. Adumuah is unsure if there is a handout with that information in it. Mr. Hutchinson doesn't believe there is a handout but he has been working with Margaret Momberger, Construction/ Engineering Manager, to develop a flyer that will be sent to everyone who has a lawn maintenance business in the City of Port Orange. He said it will also become part of the package when applying for a business license. Member Meadows suggested something that is signed by the business acknowledging the law. He believes that will help with accountability.

Ms. Momberger said the information is sent out annually as part of the MPDS reporting, but she likes the idea of targeting the lawn maintenance businesses and that will be the first step to educating business owners of the law. She also added going to the HOA's and informing them of the law will help as well.

Chairman White said more frequent street sweeping might help but that could get very expensive. Mr. Adumuah said he has talked to the City Manager about this matter and they will be looking further into it.

Member Meadows asked when the Public Works department cleans out the drainage pipes how much of that are grass clippings. Mr. Adumuah said he hasn't been with the City long enough to know that answer, but he will be paying attention to that as well.

Mr. Adumuah said the street sweeping schedule under the current contract is very regular. He will be looking at that schedule with the City Manager to see if it can be changed to work better when it is needed more.

Member Meadows believes there needs to be a vendor packet with all the information in it. Ms. Momberger said she will look into what is already being handed out and report back to the Board. Chairman White said work on education starting with City vendors, HOA's, and create a vendor packet. Chairman White asked what can be done if someone is caught violating the ordinance. Mr. Hutchinson said when there is a violation from Code that is on the property owner. Chairman White asked if this is a code enforcement issue or a law enforcement issue. Mr. Hutchinson said code enforcement can only write a citation for the property owner not the contractor. He isn't sure if the Police Department would give a citation.

Member Young said there is a littering problem in Port Orange as well. He said Airport Road is always blanketed with litter. Mr. Hutchinson said again if code writes a citation

it is on the property owner not the person driving down the road that throws something out the window.

Member Klema has seen on occasion a grease trap at a restaurant over flow and discharge into some storm drains. Has there been investigation and compliance with these issues? Mr. Hutchinson believes that would be more of a Health Department issue and not code enforcement. Ms. Momberger said if an illicit discharge is observed it would be reported and ask how it is being fixed.

Chairman White said for the grass clipping item it will be continued to the next meeting to hear back from Ms. Momberger. Ms. Momberger said she will work with code enforcement and business tax department on the education of the ordinance.

4. Meeting Dates, Times & Location

Barbara Abbate, City Clerk's Office, said she had discussed with Robin Fenwick, City Clerk, some alternate dates and times for the Environmental Advisory Board to meet. She said the first suggestion to the Board is to change the meetings to the fourth Tuesday of the month. The second suggestion would be to change the meeting day to Monday, Wednesday or Thursday, and the last suggestion would be to change the meeting time back to 5:30 p.m.

Motion made by Member Young to change the meeting date and time to the fourth Tuesday at 5:15 p.m. meetings will still be quarterly. Seconded by Member Minshew, motion carried unanimously by voice vote.

Ms. Abbate said the next meeting will be July 28, 2015 at 5:15 p.m. in the second floor conference room.

C. PUBLIC COMMENTS

There was none

D. ITEMS FOR NEXT AGENDA

Oak Tree irrigation at City Center.
Arbor Day requirements for tree planting.

E. NEXT MEETING DATE

5. July 28, 2015 @ 5:15

F. BOARD COMMENTS

There was none.

G. ADJOURNMENT

Motion was made by Member Meadows to adjourn, seconded by Member Minshew. Motion carried unanimously by voice vote and the meeting ended at 6:46 p.m.

Newton White, Chairman