



AGENDA
ENVIRONMENTAL ADVISORY BOARD
CITY OF PORT ORANGE

Meeting Date: Monday, July 28, 2025

Time: 5:15 PM

Type of Meeting: Regular

Location: 2nd Floor HR Conference Room
City Hall, 1000 City Center Circle

A. CALL TO ORDER

1. Roll Call

B. DISCUSSION/ACTION

2. Consideration of Minutes: May 5, 2025
3. Adopt a Storm Drain Update
4. Plant Giveaway
5. Tree Planting for Ponds
6. Benches
7. Items for Next Agenda

C. PUBLIC COMMENTS

D. BOARD COMMENTS

E. ADJOURNMENT

8. Next Meeting Date: October 27, 2025 @ 5:15 p.m.
9. Board Report to City Council: August 5, 2025 @ 6:30 p.m.

NOTICES – PURSUANT TO SECTION 286.0105 OF THE FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE ENVIRONMENTAL ADVISORY BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS PUBLIC MEETING OR HEARING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, SUCH PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THE CITY DOES NOT PREPARE OR PROVIDE SUCH A RECORD.



Environmental Advisory Board Meeting

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ENVIRONMENTAL ADVISORY BOARD
MEETING MINUTES
SECOND FLOOR CONFERENCE ROOM, CITY HALL
PORT ORANGE, FLORIDA
MAY 5, 2025

THE REGULAR ENVIRONMENTAL ADVISORY BOARD MEETING of the City of Port Orange was called to order by Chair Kristine Cunningham at 5:15 p.m.

Roll Call	Present:	Philip Klema Glenn Smith Kristine Cunningham John Macaluso
	Absent:	Mark Heldreth (Not Excused) Eric Gregory (Not Excused)
	Also Present:	Margaret Tomlinson, Construction & Engineering Manager Juno Reed, City Engineer Christine Clowes, Administrative Assistant

DISCUSSION/ACTION

2. Consideration of Minutes: January 27, 2025

Motion to approve the January 27, 2025, meeting minutes was made by Vice Chair John Macaluso and seconded by Member Glenn Smith. Motion carried unanimously by voice vote.

3. Adopt a Storm Drain

Junos Reed, City Engineer, discussed storm drains and strategies for implementing the Adopt-A-Storm-Drain program. Mr. Reed visited the City of Daytona Beach to gather information about their program and associated costs, although their initiative remains in its early stages.

Mr. Reed researched the website, ms4.adopt-a-drain.org, which outlines a program featuring an interactive map that allows residents to select a drain to volunteer to keep free of debris. The estimated cost is under \$10,000, making it feasible to contract with the MS4 company. Mr. Reed clarified that the focus will be on maintaining drains located in streets and public easements, excluding those on private property. The city has approximately 5,000 drains, and this initiative will supplement, not replace, existing City maintenance services.

Kristine Cunningham, Chair, highlighted that a key benefit of the program is increasing public awareness of all City drains and giving residents a chance to get involved. Ms. Cunningham suggested that each drain be adopted by two individuals to ensure backup coverage and greater community involvement prior to major storms.

Mr. Reed stated that the next step would be to present the project to the City Manager to gauge interest before consulting with staff. He emphasized the importance of assigning program oversight to the appropriate group to ensure the site remains updated and well-maintained.

Ms. Cunningham expressed her interest in moving forward, and Mr. Reed will follow up with the City Manager.

4. Plant Giveaway

Margaret Tomlinson, Construction and Engineering Manager, discussed beginning the process of emailing residents to facilitate sign-ups for the plant giveaways. Ms. Cunningham recommended using the previous year's emails as a template, updating them to reflect the current year's giveaways. Ms. Tomlinson will provide a copy of last year's email at the July 28, 2025, meeting. Email responses will be directed to Ms. Cunningham. Ms. Tomlinson also stated that there will be a pickup center for the plants at the festival.

5. Tree Planting for Ponds

Ms. Tomlinson stated, due to the retirement of Steve Edgar, City Forester, the new City Forester Technician will be invited to the July 28, 2025, meeting to discuss the Planting for Ponds initiative, and inquired about the possibility of adding trees around some of the facilities for shade. Ms. Cunningham explained that planting trees around ponds helps manage drainage and reduce flooding.

Ms. Tomlinson will invite Public Works staff to attend the July 28, 2025, meeting to participate in the discussion on Planting for Ponds.

6. Items for Next Agenda

Consideration of Minutes: May 5, 2025

Adopt a Storm Drain

Plant Giveaway

Tree Planting for Ponds

PUBLIC COMMENTS

There were none.

BOARD COMMENTS

Philip Klema, Member, asked about the public's response regarding the drought and the effectiveness of AquaHawk. Ms. Tomlinson stated that she would provide an update at the July 15, 2025, meeting.

Ms. Cunningham reported that, after cleaning out the WaterGoat, it is functioning well by collecting garbage, and conditions have improved since Hurricane Milton.

ADJOURNMENT - 6:01pm

7. Next Meeting Date: July 28, 2025
8. Board Report to City Council: August 5, 2025

Chair Kristine Cunningham