

Environmental and Sustainability (ESB) Board Meeting
Wednesday, July 12, 2017
Bellaire City Hall Council Conference Room

Meeting Minutes

A. Call to Order and Announcement of a Quorum

The regular meeting of Environmental and Sustainability Board (ESB) was called to order at 6:35PM on Wednesday, July 12 2017, by Johanna Moran, Outgoing Vice Chairman filling in for Jason Wintz, Outgoing Chairman who was absent. There was a quorum of members present.

Members Present

Ayobamidele (Ayo) Bello
Joe Burris
Michelle (Micki) Mastin – Returning Member
Johanna Moran
Jonathan (Jon) Palmer – Returning Member
Ritwick Agrawal – New Member
Brian Witt – New Member

Non-Voting Members Present

Michael Leech, Bellaire Public Works Director
Tracy L. Dutton, Bellaire City Clerk

B. Approval of Minutes: The motion to approve the minutes of the Board meeting of June 7, 2017 was moved by Jon seconded by Ayo and Joe and subsequently was approved unanimously.

C. Swearing in of new and returning Board Members: Tracy swore in the new and returning members. All current Board Members gave brief introductions about themselves and their interests relating to the Board.

D. Election of Chair Vice Chair and Secretary:

1. Chair – Johanna called for nominations for the position of the Board Chair. Jon volunteered to be the Board Chair. His nomination was unanimously accepted by the Board. He subsequently took over leading the meeting.
2. Vice Chair – Jon called for nominations for the position of the Board Vice Chair. Joe volunteered to be the Board Vice Chair. His nomination was unanimously accepted by the Board.
3. Secretary – Jon called for nominations for the position of the Board Secretary. Ayo volunteered to be the Board Secretary. His nomination was unanimously accepted by the Board.

E. Introduction of Visitors:

1. Kevin Newman, Resident and Bellaire L.I.F.E Advisory Board Member – Kevin introduced himself and indicated he was running for the City Council in the coming November 2017 elections. He stressed the importance of City Council presence attending City Boards and Commissions meetings and promised to attend most if not all meetings for the Board or Commission he is assigned to if elected as City Council.

F. Citizen Comments, if any: None.

G. Council Liaison Comments – Roman F. Reed, Mayor Pro Tem: Not present

H. Public Works Update:

1. Michael spoke briefly about the new Solid Waste truck wrap. It was discussed that the board recommended wrap did not include any City logo eliminating the need for it to replace it if the City logo changed in the near future. **Michael was going to look into the timing of delivery and notify the board.**
2. Joe requested for Michael to help provide a Public Works update report similar to that provided by Shawn Cox (former City Staff Liaison). **Michael indicated he would coordinate with Shawn and provide a report for future meetings.**
3. Michael indicated his interest in recommending the construction of a new environmentally conscious and modern Public Works Building (to replace the one flooded and subsequently demolished earlier) and the renovation of the Library as part of a proposed 2019 Bond program and his interest in seeking support from the Board.
4. With the construction of the new Facilities project, the possibility of the Court session running longer came up and the possibility of relocating the meeting to the City Council Conference Room or delaying the meeting was brought up. Jon suggested moving the next meeting (August 2nd) to the City Council Conference Room regardless of the Court session running longer or not. The board subsequently approved the suggestion.

I. New Business:

1. **Jon indicated his desire to formally organize the Board into formal committees with 2 or 3 members to carryout items relating that that committee.** This he believes would spread the work around without burdening any one member and make the Board more active and involved. Such committees would include:
 - a. Events Committee to handle events such as the bi-annual recycling drop offs, pumpkin patch and spring fling (organized by the Nature Discovery Center).
 - b. Communications Committee to handle Facebook posts and other outreach activities/forums.
 - c. Education Committee to possible look at programs for schools and residents.

- d. Programing Committee to possibly look at grant/research opportunities as well as speakers at Board meetings.
 2. Jon advised all Board Members to organize around their interest and be ready to present these at the next meeting.
 3. Brian indicated he had a few questions about Board business he would like answered to help bring him up to speed on Board business. Ayo offered to send out an email to all Board Members soliciting for questions and items they would like answered/discussed at the next meeting so he can disseminate to all ahead of the meeting.
 4. Ayo stressed the need for all Board Members to use the City issued email address for Board business.
- J. Next Meeting:** The next Board meeting will be on Wednesday August 2nd, 2017 at City Council Conference Room.
- K. Adjourn:** Joe motioned to adjourn the meeting. Jon seconded. There being no further business, the meeting was adjourned at 8:32PM.

Submitted by: Ayobamidele G. Bello