

## **Environmental and Sustainability (ESB) Board Meeting**

**Wednesday, April 4, 2018**

**Bellaire City Hall Council Chamber**

### **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 6:39PM on Wednesday, April 4, 2018, by Jon Palmer, Chairman. There was a quorum of members present.

#### **Members Present**

Jon Palmer  
Ayobamidele (Ayo) Bello  
Joe Burris  
Michelle (Micki) Mastin  
Ritwick Agrawal  
George Williams

#### **Members Absent**

Brian Witt

#### **Non-Voting Members Present**

Darold Bailey, Bellaire Solid Waste & Streets Superintendent (Public Works Representative)

- B. Approval of Minutes:** The draft January and March meeting minutes were previously circulated for review. Micki suggested a couple edits; first to add the name of the confidential paper shredding company and second to revise volunteers manning the NDC event to TBD at the April meeting. Modifications to the March Meeting minutes were discussed and both were well received. George motioned for the approval of the minutes with the modifications. Ritwick seconded the approval and the minutes as amended were subsequently approved unanimously.

#### **C. Introduction of Visitors:**

1. None.

#### **D. Citizen Comments, if any:**

1. As a resident, Jon mentioned he appreciated the ESB Facebook posts and gave thanks to George and the rest of the communication committee. He read the posts while on vacation to the Galapagos Island and was able to share the information as well as learn more about the environment. He also commended George for the work and persistence getting the posts posted timely.

#### **E. Council Liaison Comments – Neil Verma: Present**

1. Neil also applauded George and the communication committee on the Facebook posts.
2. Nothing relative to City Council Business.

**F. Public Works (PW) Update:**

1. Darold indicated that a PW staff attended the H-GAC's FY 2019 solid waste grant application kick off meeting scheduled for March 19<sup>th</sup>, 2018 and that PW will be applying for a grant for possible use to cover HHW vouchers as previously done.
2. Darold indicated that Mike **will be presenting the solid waste service plan at the May 2018 meeting.**

**G. Board Business:**

1. Solid Waste Truck Wrap Update
  - a. There was a brief discussion on the issue and subsequently George motioned that the Board recommend that PW proceed with the previously approved design (to be updated with recently approved font) as it doesn't have any logos on it. Ritwick seconded and the Board unanimously approved the recommendation.
2. Plans for EBS's participation in the Nature Discovery Center's (NDC) Annual Spring Fling Festival to be held on Saturday, April 7, 2018 from 10:00 am to 3:00pm.
  - a. Micki indicated that the NDC does not have any cans hence suggested not having "can crushing" at the event.
  - b. Volunteers for the Event:
    - i. Joe – 10 am to noon
    - ii. Micki – 10am to 3 pm
    - iii. Jon – 11 am to 1 pm
    - iv. Ayo - 1pm to 3pm
  - c. George recommended taking videos and photos of the ESB table to possibly post on the city's webpage.
  - d. There was a brief discussion about the need to have an ESB banner/poster for future events. Jon recommended that this be handled by the communications committee.
3. Update on the City's Solid Waste Service Plan.
  - a. Addressed under PW Update.
4. H-GAC FY 2019 Solid Waste Grant Application.
  - a. Discussed as part of PW update.
5. Educational Outreach Material.
  - a. Blimp flyer - **George to follow up with staff about printing and handing out or having available at City public events such as Party at the Pavillion etc.**

- b. Earth Day event at Evelyn's Park –
  - i. There was a brief discussion about the Board setting up a table at the event. **Jon to coordinate with the event coordinator and organize Board participation as needed.**
  - ii. Possible volunteers include Joe, Jon and Micki.
- 6. Ongoing Board Initiatives/Outstanding Items:
  - a. Ayo had a brief conversation about HHW but indicated he was still waiting for a follow up conversation with the vendor and **will report back to the Board as more information become available.**
  - b. Semi Annual Recycling Drop-off Event
    - i. There was a limited discussion on the timing of the fall event. October 2018 seems to be a consensus time.
    - ii. **George and Ayo to reach out to other vendors to see if possible to offer free/cheaper paper (confidential data) shredding at the event.**
    - iii. **George mentioned the possibility of having sponsors for the event and offered to look into.**
- 7. Social Media Posts.
  - a. No activity taken as there were still enough approved posts to last through the next meeting.

#### **H. New Business:**

- 1. Official Board name change – There was a brief discussion about the possibility of and required effort for a board name change. **Neil offered to help confirm requirements and timeline and report back at the next meeting.**
  - 2. Rules of procedure – **all Board members urged to review the rules of procedure ahead of the next meeting so any required edits can be approved. Tabled for next meeting.**
- I. Next Meeting:** The next Board meeting will be held on Wednesday May 2, 2018 at the City Council Conference Room.
- J. Adjourn:** Joe motioned to adjourn the meeting. Jon seconded. There being no further business, the meeting was adjourned at 7:50PM.

Submitted by: Ayobamidele G. Bello