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# Environmentally Endangered Lands Program

# Procedures Committee

# November 20, 2020

## Attendance

### PROCEDURES COMMITTEE MEMBERS

 Kim Zarillo

 Linda Behret

 Leesa Souto

Sil Crespo

Rick Follett

### ENVIRONMENTALLY ENDANGERED LANDS PROGRAM STAFF

* Mike Knight
* Brad Manley
* Amy Rivera

### GUESTS

 None

*Protecting and Preserving Biological Diversity
Through Responsible Stewardship of Brevard County’s Natural Resources*

## Meeting Minutes

### CALL TO ORDER AND ROLL CALL

Linda Behret called the meeting to order at 2:00 PM.

### PUBLIC COMMENT

None

### MINUTES

None

### COMMITTEE MEMBER REPORTS

None

**AGENDA ITEM 1**

**Review of 30-Year Anniversary Report**

Mike Knight presented the draft of the 30-Year Anniversary report and requested the committee make suggestions in this meeting or provide feedback by December 4, 2020. The committee liked the report, provided some preliminary suggestions, and will further review at home. Linda Behret stated the logo is fuzzy and the letters are cut off in the last line of page 2. Sil Crespo suggested adding captions to photos and recommends placing a greater emphasis on acquisition on page 3 under Brevard County Legacy. The committee discussed land acquisition verbiage. Mike stated the language is verbatim from the Land Management Plan and he is open to revising the document. On page five, Sil Crespo recommends placing a comma between resources and values in item two and rewording item three. The recommendation is as follows: The protection of natural resources and balancing human use. Linda mentioned adding acquisition into science-based land preservation on page 7. Sil Crespo suggested incorporating the value of being outdoors during a pandemic into page 20. Mike was thankful for the input, will work on revising the document, and looks forward to hearing from the committee with additional suggestions.

Mike Knight inquired if the graphics on pages 22 and 23 would make sense to the general public. Sil Crespo noted the lines on page 23 are too similar in color and hard to distinguish. Mike Knight stated he will change that. He explained the graph on page 22 includes total operating expenses and debt. Linda Behret suggested a including summary explaining bonds. In particular how bonds are collected verses funds for operations and explain why the program utilizes bonds. Leesa Souto suggested a pie chart for expenses.

The committee discussed how to demonstrate unfinished business on page 8. Kim Zarillo suggested utilizing a different graphic to emphasize unconnected parcels. Mike mentioned expanding the graphic and including a legend. Sil Crespo would like to see detailed descriptions on maps. Linda Behret mentioned page eight is a good place to mention the need for another referendum. Mike Knight stated he would like to include information on how the program plans to complete the acquisition goals.

Each committee member was given a 30-Year Commemorative Coin. Mike Knight explained this coin is for a Treasure Coin Hunt. Participants sign up for a newsletter. Staff will hide a coin in a specific location within clearly defined parameters. Participants are provided one photo and a map. Once a participant locates the coin, we ask they send a picture of where they found the coin. If the participant is willing, the program will share the participants’ experience, how, and where they found the coin.

### AGENDA ITEM 2

**Appoint Committee Member for the Selection and Management Committee**

Mike Knight provided background on the Board of County Commissioners (BOCC) request to change the structure of advisory committees. He explained this decision impacts the Environmentally Endangered Lands Program (EEL) as the Procedures Committee (PC) and the Recreation and Education Advisory Committee (REAC) will become sub-committees of the Selection and Management Committee (SMC). He added the Selection and Management Committee has been unable to reach an in-person quorum because several committee members are employed by an organization that does not permit employees to participate in in-person meetings. Each sub-committee is tasked with appointing a member to the SMC and this member will be on both committees. The meetings will be conducted in-person and the nominee must be willing to participate in-person. Mike Knight noted Kim Zarillo is currently on the SMC Committee; however, she is expected to be replaced by the BOCC at the meeting to be held on December 8, 2020.

**Sil Crespo motioned to appoint Kim Zarillo to the Selection and Management Committee.**

**Linda Behret seconded the motion.**

**The motion carried with four affirmative votes. Kim Zarillo abstained.**

### PUBLIC COMMENT

Mike Knight provided information regarding upcoming changes to the Selection and Management Committee. It was determined that an appointee cannot be reappointed if they have served eight consecutive years which will impact two committee members. This decision will require a super-majority by the Board of County Commissions (BOCC) to extend the appointment.

Linda Behret asked if the term limits apply to the Procedures and Recreation and Education Advisory Committees. Mike stated the language may not apply since these committees are not appointed by the BOCC.

Sil Crespo inquired how the Education Centers are following the Centers for Disease Control (CDC) guidelines. Mike Knight stated the staff are adhering to all CDC guidelines. He added the guidelines are dynamic and we will continue to adapt to changes to remain safe.

### NEXT MEETING

The staff will poll the committee for the next meeting which is expected to be in February.

### ADJOURNED

The meeting was adjourned at approximately 2:59 pm.

### ACTION ITEMS

1. Incorporate committee member feedback into the 30-Year Anniversary report by Friday, December 4, 2020.