

## ADVISORY BOARD ANNUAL REPORT

**TO:** Mayor and City Commissioners  
**FROM:** Environmental Advisory Board (EAB)  
**CHAIR:** Ram Tewari  
**VICE CHAIR:** Carlos Marcos  
**REPORTING TERM:** June 2024 through May 2025  
**DATE:** May 6, 2025

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### INTRODUCTIONS / RECOMMENDATIONS 2024-2025

The Environmental Advisory Board is proud to submit our annual report for review to the City Commission. The report is required to be submitted per Section 32.011 of the City's Code of Ordinances. The Board has made the following recommendations for City Commission consideration.

- The city to hire a sustainability Coordinator with the responsibility of implementing and achieving the goals and objectives outlined in the City's Green Plan including Zero Waste goals (See attached job description). Recommended in past board years: 2023-2024, 2022-2023, 2021-2022, 2020-2021 (No report, Covid), 2019-2020 (No report, Covid), 2018-2019 and 2017-2018
- The encouragement of the City Commission to consider waste disposal options that include recycling and environmental benefits in addition to the economic aspect
- Request the City Commission to direct staff to draft a composting ordinance which provides time, place and manner regulations for residential composting.
- Request the city add information regarding PFAs to the City's Website.
- Request the City Commission to explore implementing an after-the-fact penalty for property owners who remove trees without obtaining a permit.
- Request the City Commission to explore into public / private partnerships for composting services. (Pick up or Drop-off composting service).
- Request the City Commission to explore terminating the use of plastic bags in supermarkets within the city.
- Request the City Commission to explore implementing dedicated compost trash receptacles at public schools and facilities.
- Request the City Commission to explore compost bin giveaways at City Center.
- Request the City Commission to direct staff to update and refresh the signage at the Chapel Trail Nature Preserve.

- Request the City Commission to direct staff to create webpages to educate residents on composting (once policies and procedures are in place).
- Request the City Commission to direct staff to include environmental considerations in bid proposals for artificial turf. More specifically, selecting materials that do not contain toxic materials such as PFAs and the like materials, implementing advanced heat-mitigation technologies and establishing regular maintenance programs for safety and longevity.

## **HISTORY / OVERVIEW**

On November 28, 1990, the City Commission approved Ordinance 941, thus creating the Landscape Advisory Board. At the time of creation, the Board consisted of 5 members which served in an advisory capacity to the City Commission regarding landscaping. On February 15, 2017, the City Commission approved Ordinance 1869, restructuring the Landscape Advisory Board (LAB) into the Environmental Advisory Board (EAB). This restructuring has broadened the Board's duties and responsibilities from landscape and aesthetics toward environmental protection and conservation.

The role of the Environmental Advisory Board is to provide constructive advice and counsel to the City Commission, with a broad outlook toward environmental protection and conservation to the City Commission as well as recommendations on the adoption, prioritization and implementation of initiatives, actions, policies, and public outreach and education programs to support and promote all aspects of sustainability and/or going green.

Per Section 32.101, the Environmental Advisory Board shall consist of 11 regular members and 1 alternate. There are currently 10 members assigned to this Board. The following members are active as of time of this memo:

**Chair:** Ram Tewari – District 1

**Vice Chair:** Carlos Marcos – District 4

### **Members:**

Rosana D Cordova – Mayor At Large

Mary Honorata Stephens – Mayor At Large

Heike Naigur – Mayor At Large

Mirtha Rimarachin – Alternate 1 (Mayor)

Scott Lewis – District 1 (Appointed February 5, 2025)

Brian Smith – District 2

Claudia Bonilla – District 3 (Appointed February 5, 2025)

Erica Creighton – District 4 (January 15, 2025)

The Environmental Advisory Board would like to acknowledge the following City staff who contributed at one or more of the meetings throughout the year:

Joseph Yaciuk – Planning and Economic Development

Cole Williams - Planning and Economic Development

Nicole Lafrance – Office of the City Clerk

Gabriel Fernandez – Office of the City Clerk

Marlene Graham – Office of the City Clerk

The following City Attorney staff were also present during one or more meetings this year:

Susannah Nesmith

Aylin Ruiz

Heather Needelman

The Board was able to meet quorum at 5 of the 3 scheduled meetings. Early in the Board calendar year there was difficulty meeting quorum due to Commission election results / transition (appointee resignation / turnover) and delayed appointments to the Board. Currently, there are 2 vacancies (1 in District 2 & 3). The Board met the following months:

- June 2024 (7 active members, 7 present)
- August 2024 (No quorum, 7 active members, 5 present / 2 absent)
- October 2024 (No quorum, 7 active members, 5 present / 2 absent)
- December 2024 (No quorum, 7 active members, 5 present / 2 absent)
- February 2025 (8 active members, 8 present)
- March 2025 (10 active members, 8 present)
- April 2025 (10 active members, 9 present)
- May 2025 (10 active members, 6 present)

City staff continues to provide the EAB with monthly liaison reports that inform members of landscape inspections, tree removals, new landscaping throughout the city, and updates on new projects with environmental aspects. The Board also continues to receive legislative environmental updates related to areas of focus from the City Attorney's Office.

## **EAB ACKNOWLEDGES**

The EAB would like to acknowledge the guest speakers / officials that attended meetings this year:

- August 6, 2024, Levi Stewart Figueroa, Broward Metropolitan Planning Organization who discussed Broward County's resiliency efforts and the Metropolitan Transportation Plan.
- October 1, 2024, Dr. Gregory Mount, Chief Assistant Resilience Officer for Broward County who discussed Broward County's resiliency and sustainability efforts.
- February 4, 2025, and March 4, 2025, Julio Tejeda, External Affairs Specialist for the South Florida Water Management District.

## **EAB ACCOMPLISHMENTS**

The Board continued to focus on promoting sustainable practices and enhancing the overall environmental quality of the city. The following topics were discussed in detail over several meetings during the calendar year:

1. Composting – General overview of what composting is and what other cities are doing regarding composting.
2. Resiliency and Sustainability – Broward County's efforts in these areas.
3. Transportation – Guest Speaker on the Metropolitan Planning Organization's Metropolitan Transportation Plan.
4. Water Quality – Overview of the City's water and potential changes to address polyfluoroalkyl substances (PFAs)
5. Artificial Turf – Discussed pros and cons of artificial turf compared to conventional turfgrass.

Upcoming topics discussions will include:

- Environmental and sustainability education.
- Green Business Incentives.
- Polyfluoroalkyl Substances (PFAs) follow up.

In addition, EAB has discussed other related environmental topics of interest:

- Fluoride in drinking water.
- Florida Phosphogypsum road and potential prohibition of the use of Phosphogypsum.
- Forever Chemicals /PFAS.

- Incinerators. Additionally, the EAB supports the City Commission's opposition to incinerators in and/or near Pembroke Pines.
- Landfills

## PREVIOUS RECOMMENDATIONS

The EAB recommends the following actions which were passed in 2022-2023, as well as 2023-2024, as they remain integral to the sustainability of the City.

- 2023-2024
  - The city to hire a sustainability Coordinator with the responsibility of implementing and achieving the goals and objectives outlined in the City's Green Plan including Zero Waste goals
  - Motion made to request the City Commission to explore mandating high albedo materials (materials that reflect high amounts of light) for all parking lots, commercial and noncommercial in an effort to reduce heat.
  - Motion made to request the City Commission to explore requiring cool roofs for all commercial and low-sloped residential buildings in an effort to reduce heat.
  - Motion made to request the City Commission to explore incentives for buildings that exceed the minimum environmental sustainability requirements, such as energy efficiency enhancements, stormwater design, solar and/or other renewable energy installations.
  - Motion made to request the City Commission to explore requiring green infrastructure on new and redevelopment projects, both public and private.
  - Motion made to request the City Commission to explore increasing vegetative cover within the Code, particularly in residential and retail zones.
  - Motion made to request the City Commission to explore ways to increase or incentivize building energy efficiency.
  - Motion made to request the City Commission to create requirements for surfaces and rooftop parking in an effort to reduce heat in the City.
  - Motion made to request the City Commission to add new definitions to the Land Development Code based on Miami Beach Ordinance 2019-4252.
- 2022-2023
  - The encouragement of the City Commission to consider waste disposal options that include recycling and environmental benefits in addition to the economic aspect.

- The city to hire a Sustainability Coordinator with the responsibility of implementing and achieving the goals and objectives outlined in the City's Green Plan.
- The creation of a citywide sustainability (strategic / action) plan for the City.
- The EAB supports the Interlocal Agreement for a regional biosolids study, to expand the current wastewater biosolids program and look for safe ways in which producing high quality biosolids can be sold or distributed to farms, businesses, or the general public to be used as fertilizer.
- The city to explore partnerships with FPL or other EV providers to provide EV charging stations at City facilities and parks.
- The city to purchase EV or hybrid vehicles, where determined feasible. The city to also encourage or require certain city contractors to utilize EV vehicles.
- The city to continue to explore the purchasing of vacant land to preserve as open space and/or wetlands.

## CONCLUSION

In the upcoming Board year, the Board is committed to addressing key environmental concerns that benefit the City, including environmental and sustainability education, green business incentives, and polyfluoroalkyl substances (PFAs). Additionally, it will facilitate discussions on various topics to provide valuable insights to the City Commission.

The Board also supports initiatives and policies endorsed by the City Commission that enhance quality of life, promote responsible growth, and protect natural resources. The Board's primary objective is to collaborate with the City Commission in fostering a sustainable living environment for current and future residents while promoting long-term prosperity through sustainable development.

The Board welcomes your feedback and encourages you to suggest topics for discussion. Thank you for the opportunity to serve the City of Pembroke Pines.

## ATTACHMENTS

EAB Minutes June 2024 –April 2025

EAB Attendance Log August 2024 – May 2025

Sustainability Coordinator Job Description

## Pembroke Pines Sustainability Coordinator

**Job Description:** The Sustainability Coordinator is responsible for the development, organization, implementation, and monitoring of a City-wide sustainability program. This program is to encompass all aspects of the City's operations including internal and external programs related to the efficient use of resources (energy, water, and land), green building, waste reduction, pollution prevention, and greenhouse gas emission reductions. Position exercises a high degree of independent judgment in selection of work methods and procedures, subject to executive directive and review by the department director. Work is reviewed through meetings, reports and documentation of the success of the implemented programs and the achievement of objectives.

### **Responsibilities:**

- Provide leadership and vision to develop and update a City-wide sustainability plan.
- Research, develop, recommend, and implement programs to help reduce the City's ecological footprint while positively impacting society and the City's bottom line.
- Provides support to other departments to implement projects, programs, and policies that advance the City's sustainability initiatives.
- Educates city staff and the public on the benefits of implementing and maintaining environmentally and socially responsible operations.
- Responsible for grant management activities including reporting, tracking, and identifying future grant opportunities.
- Manage the City's contracts that pertain to sustainability. This includes, but is not limited to, the solid waste and recycling collection agreement, the solid waste and recycling processing agreements, and water conservation programs.
- Act as the primary point of contact to the public, other governments, and City departments regarding sustainability projects and information.
- Serve as the City's representative on boards and committees regarding sustainability issues or concepts. Monitor the progress of all sustainability programs and initiatives.
- Acts as project lead for development of sustainability and climate resilience related ordinances, plans and policies.
- Supports inclusion of sustainability and climate resilience in the City and County Comprehensive Plans and other City, local and regional climate plans.
- Provides outreach to internal/external stakeholders on sustainability and resilience programs.

### **Knowledge, Skills and Abilities:**

- Knowledge and understanding of the concepts of environmental sustainability including, but not limited to, resource conservation, green purchasing, waste reduction, recycling, green building, renewable resources, and greenhouse gas reduction.
- Knowledge of the current local municipal environment including current Inter-local programs and their direction.
- Skilled in the use of computers, including word processing, database, spreadsheet, and selected job specific software applications.

- Ability to effectively communicate and mark the City's sustainability initiatives and programs.
- Ability to research, develop, organize, and implement new municipal programs. Ability to draft ordinances and regulations.
- Ability to communicate clearly and concisely both orally and in writing, both technical and non-technical information.
- Ability to establish and maintain effective working relationships with employees, the City's management team, other governmental entities, and the general public.

**Experience:**

- Must possess a Bachelor's degree in Environmental Science or a related field.
- Must possess, at minimum, the LEED Green Associate designation.
- Requires a minimum of one (1) year of experience in the field of municipal sustainability including experience implementing conservation and waste reduction programs. Requires experience applying for and managing grants.
- Must possess valid Florida driver's license.

**Cities with Sustainability Coordinators**

- City of Margate within the Environmental and Engineering Services Department
- City of West Palm Beach within the Sustainability Department
- City of Fort Lauderdale with the Public Works Department
- City of Hallandale Beach with the Sustainable Development Department



MEMBER NAME:	AUG 24'	SEPT 24'	OCT 24'	NOV 24'	DEC 24'	JAN 25'	FEB 25'	MARCH 25'	APRIL 25'	MAY 25'	JUNE 25'
Cordova	P	NM	P	NM	<u>E</u>	NM	P	<u>E</u>	P	P	
Stephens	P	NM	<u>E</u>	NM	P	NM	P	P	P	<u>E</u>	
Johnson	P	RESIGNED									
Tewari	P	NM	<u>E</u>	NM	<u>E</u>	NM	P	P	<u>E</u>	<u>E</u>	
Fancher	P	RESIGNED									
Smith	P	NM	P	NM	P	NM	P	<u>E</u>	P	P	
Tripathi	RESIGNED										
Naigur	<u>E</u>	NM	P	NM	P	NM	P	P	P	<u>E</u>	
Marcos	P	NM	P	NM	P	NM	P	P	P	P	
Rimarachin	<u>E</u>	NM	P	NM	P	NM	P	P	P	P	
Creighton	NOT APPOINTED YET						P	P	P	P	
Lewis	NOT APPOINTED YET							P	P	P	
Bonilla	NOT APPOINTED YET							P	P	<u>E</u>	
6 FOR QUORUM	7		5		5		8	8	9	6	

P- PRESENT

UE - UNEXCUSED

UE\*-TBD

E - EXCUSED

RESIGNED/NOT APPOINTED

NM - NO MEETING

6 FOR QUORUM