

FEAB MEETING MINUTES

March 12th, 2021

3:00 p.m.

Fairhope Civic Center Delchamps Room, Fairhope, AL

Member Attendees: Gary Gover, Jim Horner, Mike Shelton, Nigel Temple, Michelle Melton, Jennifer Foutch, Ben Frater, Amy Paulson

Members not in attendance: Jeanine Normand (warranted absence)

City of Fairhope: Kim Burmeister, Christina LeJeune -Planning and Zoning Department;

City Council: None

Honored Guests: None

Minutes taken by Kim Burmeister

Gary called the meeting to order at 3:00 p.m.

FEAB MEMBERS:

Gary has received a handful of new applications for membership from the City Clerk. To accept new members FEAB would need to modification by-laws. Current by-laws only allow for nine members. Currently there are no member availabilities. The applications received were for non-specific board or committee appointments. The response on memberships is due to advertisement from City Clerk regarding City boards and committees. Gary suggested future consideration of FEAB membership to be set at 12 members. Amy recommends FEAB meeting and vetting any potential members. Anyone interested in becoming a FEAB member is encouraged to attend the meetings even if there is no current opening.

2021 FEAB Priorities and Membership Bios:

Amy gave a review of her draft, below.

FAIRHOPE ENVIRONMENTAL ADVISORY BOARD
POC AMY PAULSON
FEBRUARY 7, 2021

DRAFT- WORKING COPY

MEMORANDUM

**FROM THE CITY OF FAIRHOPE ENVIRONMENTAL ADVISORY BOARD
2021 ORGANIZATION AND PRIORITIES**

An organization's mission describes the overall purpose of the organization. Conversely, the vision statement pertains to where the company or organization hopes they will be going in the future if they can fulfill their mission

- Mission statements define the organization's purpose and primary objectives. These statements are set in the present tense, and they explain why you exist as a business, both to members of the organization and to people outside it. Mission statements tend to be short, clear and powerful.
- Vision statements also define your organization's purpose, but they focus on its goals and aspirations. These statements are designed to be uplifting and inspiring. They're also timeless: even if the organization changes its strategy, the vision will often stay the same.

Mission: (CURRENT) to provide policy advice to the City Council, Mayor, and City departments regarding environmental matters that concern the City of Fairhope.

Vision: to serve as a trusted, scientific resource providing a local environmental perspective to policy decisions to ensure environmental matters are given full consideration in the City's decision making processes. We strive to positively affect the quality of life for all residents, their connection to our local ecosystems, and the resilience and sustainment of Fairhope as a small town, but world-class, city.

Role: the FEAB is dedicated to increasing awareness of environmental issues, offering recommendations to City administrators, and providing state-of-the science consultation in the implementation of sustainable solutions.

The Environmental Advisory Board may review and make recommendations to the City Council and Mayor on environmental policy issues as follows:

- (1) Proposed ordinances and codes of an environmental nature.
- (2) Proposed changes to existing environmental ordinances and codes.
- (3) Other environmental matters affecting the City as referred to the Board by the City Council, Mayor, or City Office (and residents?).
- (4) Other environmental matters affecting the City that are initiated by the Board.

Regular Meeting Timing/Location: 3-4pm on the second Friday of each month / ~~DelChamps~~ Room, City Building, Section Street

City Liaisons: City of Fairhope, Councilmember, Corey Martin
City of Fairhope, Community Development, Jessica Walker
City of Fairhope, Planning and Zoning Department, Kim Burmeister
City of Fairhope, Planning and Zoning Department, Christina LeJeune

Member Information (FEAB Member bios requested):

- **Gary Gover, Board President, MS Business Administration, MS Public Administration, BS Biological Science.**
Electronics technician instructor and supervisory computer systems analyst. Leads Mobile Bay Earth Day and participates in the City Bike and Pedestrian Committee, [and others?]. Lived in Fairhope 24 years and *FEAB since 2006*.
- **Ben Frater, MS, Fish and Wildlife Biology**
He moved here from Panama City, Florida 10 years ago to raise a family and work on Deepwater Horizon related restoration projects through the U.S. Fish and Wildlife Service's Gulf Restoration Office. He currently serves as the Chief of Planning and Compliance for the Department of the Interior on activities throughout the Gulf related to the RESTORE Act, NRDA, and Gulf Environmental Benefit Fund. Earlier in his Fish and Wildlife Service career, Ben worked with city and county planners to permit mitigation banks and habitat conservation preserves for endangered species in California and Florida. Ben has also worked many years in fisheries management and as a Forest Planner for the U.S Forest Service. His love for his community and interest in outdoor recreation, compromise, urban conservation, and green space drew him to volunteer for FEAB. He lives with his wife and three daughters within walking distance to many gullies and the Fly Creek/Dyas property, and is eager to see them properly celebrated as a lure to citizens and visitors to Fairhope. *FEAB since 2017*
- **Mike Shelton, MS Biology / BS Biology**
is the Training /Watershed Program Coordinator at Weeks Bay Reserve in Lands Division of the Alabama Department of Conservation and Natural Resources and a component of the National Oceanic and Atmospheric Administration Estuarine Research Reserve System. He has worked in environmental science, research, and compliance for over 30 years. Since coming in Weeks Bay Reserve in 2001, Mike has collaborated with agencies, decision-makers, and area residents to achieve better use of the natural resources of coastal Alabama. Duties include professional training, water quality monitoring and research, and assisting watershed stakeholders with on-the-ground pollution prevention and restoration projects.
Mike has been a resident of Fairhope for over 26 years and has served the City as a member and chairman of the Environmental Advisory Board. Wendy, spouse, and Mike raised their two sons, James and Charles, in Fairhope. Mike earned a master's degree in Biology at Emory University and undergraduate degree at Hampden-Sydney College in Virginia. Prior to Weeks Bay Reserve, Mike managed the applications and environmental testing laboratory for an engineering firm in Charlotte, North Carolina. He worked with both the regulators and the regulated communities on stormwater, drinking water, and wastewater treatment issues.
- **Amy Paulson, MS Conservation and Sustainable Development / BS Ecology**
25+ years in environmental planning, including project analysis under the National Environmental Policy Act; sustainability, resiliency, and watershed plans; pollution prevention and environmental compliance; military installation master planning; renewable energy systems; and conflict negotiation and facilitation. Worked special environmental projects for EPA; the Mayor of Denver, CO; and various federal, state, local, and international agencies. *FEAB since 2019*.
- **Michelle Melton**

- **Nigel Temple**
- **Jim Horner**
- **Jeanine Norman**

2021 Priorities:

The FEAB will focus on a handful of priorities in 2021, organizing our energy (monthly agenda, action items, individual labor, Board discussions, and government interactions) around making real progress on these select initiatives. Additional priorities may be added to this list as they arise in 2021. Note that POCs are designated to lead an effort but may be assisted by other FEAB members or assemble a community subcommittee as desired.

PRIORITY ISSUE	DESIRED OUTCOMES	ACTION ITEMS	FEAB LEAD
Dyas Triangle	(1) City of Fairhope makes definitive decision and initiates action on Dyas Triangle restoration and public use. (2) Dyas Triangle is restored to appropriate ecological endpoint and developed as greenspace for the City of Fairhope.		Michelle Melton; Tony Pritchett
Fairhope Wetlands Protection	(1) City of Fairhope is empowered and equipped to protect local wetland resources.	a. Assist Erik Cortinas, City of Fairhope Building Official, in planning charrette for City of Fairhope Wetlands Ordinance review.	TBD
Community Resiliency Index	(1) The City of Fairhope rescors the 2017 Community Resilience Index (CRI) in light of 2020 hurricane season. (2) The City sets triggers (e.g., Cat 2 hurricane makes landfall within 50 miles) or schedule for next update.	a. Designate City liaison for effort b. Review/prepare materials c. Schedule review d. Perform review e. Document and communicate findings	Mike Shelton
Meaningful Participation in City Planning Efforts	(1) The FEAB provides Meaningful participation in ongoing City planning efforts, including designating FEAB liaison to participate in/report on the following Plans. (2) The FEAB provides objective input to City governing members on these initiatives.		
(1) <i>Fly Creek Watershed Management Plan (WMP)</i>	(1) FEAB is champion of, and active participant in, development and ONGOING implementation of Fly Creek WMP. (2) Fly Creek WMP implementation recommendations are continuously	a. Attend all stakeholder group meetings. b. Review and provide comments on all draft documents (solicit discussion and recommendations from FEAB and compile for WMP Study Team).	Kim Burmeister

PRIORITY ISSUE	DESIRED OUTCOMES	ACTION ITEMS	FEAB LEAD
	pursued and implemented by City of Fairhope.		
(2) <i>Land Use Plan (LUP)</i>	(1) FEAB is champion of, and active participant in, development and ONGOING implementation of City of Fairhope LUP. (2) City of Fairhope policy, zoning, and permitting decisions are continuously informed by LUP.	a. Attend all stakeholder group meetings. b. Review and provide comments on all draft documents (solicit discussion and recommendations from FEAB and compile for LUP Study Team).	TBD
(3) <i>State Comprehensive Outdoor Recreation Plan (SCORP)</i>	(1) City of Fairhope protects and develops adequate variety and volume of greenspace and recreation options that serve all residents, protect ecosystem functions, and invest in natural capital as commensurate with growth projections.	a. Partner with other Fairhope advisory boards, committees, and departments, including bike and pedestrian committee, transportation board, and recreation department. b. Identify local SCORP participants and encourage them to take SCORP engagement seriously, including response to surveys and requests for grant funding.	TBD
(4) <i>Climate Action Plan (CAP)</i>	(1) City of Fairhope prepares, implements, and promotes a CAP, including our risks FROM and our contribution TO climate change.	a. Integrate CRI b. Find funding / hire consultant (?)	TBD
(5) <i>Alabama Community of Excellence (COE) designation</i>	(1) City of Fairhope is designated as a COE (2) City of Fairhope takes advantage of the technical and granting assistance available through this program	a. Obtain City of Fairhope permission to pursue COE b. Perform assessment and develop "report card" c. Develop Strategic Plan and Leadership Development Plan d. Develop Comprehensive Plan e. Implement plans and promote benefits of accreditation.	Gary Gover
Maintain connection to / relationship with Fairhope governing bodies	(1) FEAB offers relevant, dependable, and consistent support to City governing bodies. (2) City governing bodies access FEAB for support, perspectives, or recommendations.	a. Attend appropriate meetings b. Report relevant items to FEAB for consideration and Resolution c. Communicate FEAB recommendations and initiatives	TBD
(1) <i>Mayor's Office</i>			TBD
(2) <i>City Council</i>			TBD
(3) <i>Specific Departments?</i>			TBD
Other Priorities?			

Amy: FEAB needs to narrow down who we are and what we do. Jim, Michelle and Nigel still need to submit bios.

Jim: This document needs to encourage staff (management level) attendance by the City.

Gary: FEAB discussions overlap with other committees (Recycling Committee, Harbor Board, Bike Ped Committee, and Planning Commission). This needs to be addressed in the draft. FEAB can review other committee minutes on city website. There is a change in roles at the City of Fairhope; Paige Crawford may be a new liaison for FEAB (formerly Jessica Walker was the contact for public relation issues). Paige's new title is: Director of Community Affairs; Jessica Walker's new title is: Special Projects and Grants Manager.

Jennifer: We should improve communications between committees

Michelle: Memo format suggestion: To: Mayor / Council From: FEAB

Triangle Property

ACTION ITEM FROM FEBRUARY MEETING: Michelle to draft language for motion: Council to consider designating triangle property as a park.

STATUS: Michelle is still working on this. She needs to get with Corey Martin before finalizing.

Jim: City has applied for 550K in grant money for the Triangle Property and it appears there will be an 8' perimeter biking trail developed as part of the property development / use. Park designation is a priority for this property.

Gary: There appears to be a need for more project management as it does not appear the public or FEAB are being kept up to date with project development.

Michelle: There is a lot going on with project management with this project and it appears there will be multiple uses for this property. The trail is just one use that has been decided on. She would like to see the project concept plan.

Jennifer: Council is on board with park designation; she suggested FEAB offer input on this. She said the triangle plan was discussed at last Council Work Session. Minutes can be viewed on line: [City Council | City of Fairhope, AL](#)

ACTION ITEM: Gary asked Kim to look up and provide legal description for the triangle property or properties (for April meeting).

ACTION ITEM: Jennifer said thinks she can provide project concept plan at next meeting.

Wetlands:

Amy mentioned the upcoming Wetland Ordinance charette mentioned by Erik Cortinas, she hopes this is still on the agenda. Date has not been decided upon. Kim said Erik is preferring to have the charette in person and not in a virtual meeting.

Kim: Grady ponds appear to be the biggest challenge as some have recently been filled and may be considered as non-critical area if isolated. Recent subdivisions (Fox Hollow Phase 2) have used Grady ponds as detention areas. She suggests FEAB draft information on the importance of Grady ponds. She also mentioned the reference to "ponds" and "wetlands" in the subdivision regulations. City and FEAB should work towards making sure the wetland ordinance and the sub regs match. If in question, then the more stringent ordinance or regulation applies.

ACTION ITEM: Ben agreed to put together information on the importance of Grady ponds. He will reference language used in Fairhope's Natural Resource Inventory (2003) as well.

[Microsoft Word - Fairhope Nat Res Inv - final.doc \(fairhopeal.gov\)](#)

Eastern Shore Watershed Management Plan (ESWMP)

Amy is a hired consultant for this project. She said the plan is underway and a steering committee has been developed. Kim is the designated city of Fairhope liaison on the committee.

Jim: Managers and directors (particularly Public Works and Planning Director) need to be involved as well.

Amy: Directors and managers will have a significant role and will be encouraged to participate in the watershed study as well.

Kim: FEAB should provide known hot spots. She is compiling a list for the ESWMP. This includes areas of known erosion, sedimentation and any ongoing environmental problematic areas within the Fairhope ESWMP area (for the most part: west of Hwy. 98 from Gabel Street to County Rd. 1). She encouraged FEAB to email her the hot spot areas if they would like them included on her list.

Litter Program:

Gary asked Kim about the City's litter program and referenced the Rivers Alliance. Kim said that the current litter program and our efforts are listed on the most recent Stormwater Management Program Plan. [showpublisheddocument \(fairhopeal.gov\)](#)

Efforts include:

1. Weekly pick up of right of ways by City of Fairhope Public Works
2. Hosting of Coastal Clean Up annually and providing garbage truck
3. Coordination with FHS Marine Life Club on other litter pick-ups (monthly)
4. Adoption of the Create a Clean Water Future program as a resource for videos and guidelines which are shared with the community and internally (www.cleanwaterfuture.com).

She encouraged ideas for improvement.

[showpublisheddocument \(fairhopeal.gov\)](#)

Meeting adjourned at 4:00 p.m.

Next meeting is Friday, April 9th @ 3 p.m. Fairhope Delchamps Room (*subject to change*)

FEAB CONTACT INFORMATION:

Chairman:

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Members:

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