

# **WORKGROUP FOR INNOVATIVE SOLAR ENERGY RESOURCES (WISER) MINUTES**

## **September 3, 2020**

### **Present**

Kimberly Newton, David Dunn, Bill Young, Bill DeBusk, Nick Sanzone, John Constantinide, Bruce Lindsay, Alexis Miller (City of Satellite Beach), Lisa Ruckman (Public Participant) and Amanda Elmore (Planning & Development)

### **Call to Order**

Amanda shared the meeting agenda. David called the meeting to order at 5:03 PM He said, as determined at the first meeting, a quorum would consist of 4 voting members. He explained that any member of the public that wished to speak could do so before every vote and at the end during the general public comment section.

### **Sunshine law & Americans with Disabilities Act (ADA) Updates**

Amanda said that she had been contacted by members to share information; she could share information, but not suggested changes to minutes outside of the public meeting as that would be collaboration. She explained that Alexis was joining from the City of Satellite Beach, but could not be added to the agenda because the agenda had already been set. Those are limitations due to Sunshine; she checked with Melissa Powers from the County Attorney's Office who confirmed. Nick and David could not even coordinate on setting the agenda. It would be a violation of Sunshine, even if there would not be a vote. She said if she does not send out information, it was determined to be a step too far. She said the weblink was sent out on Planning and Development's website and apologized for the delay in information. A secretary in the office would assist with minutes and producing them to be ADA compliant. She explained that every document posted to the website must be ADA compliant; able to be read through a screen reader. Documents produced now, take more time to reformat. Anyone needing a document in ADA format could let her know and she would take care of it.

### **Approval of August 13, 2020 Minutes**

Amanda apologized for not sending the minutes out ahead of time; the changes have to be reviewed in the public meeting. She asked if she should share the minutes with Bill's changes or the original.

David asked if the changes that Bill DeBusk brought to attention could be summarized.

Amanda said it would be easier to show because he did strikethrough underline. Amanda displayed the original minutes with the noted changes on screen. She explained that some were grammatical.

John asked if grammar needed to be ratified. Usually in Roberts Rules, grammar could be corrected without ratification, its usually content based.

Amanda said if they want her to make those changes without bringing it to them, she would do that. Most here are grammatical, but some may go beyond that. This time, she would like to show it to them. She said in the future, grammatical changes would not be gone through. Amanda showed each change and asked if everyone was able to review.

Bill DeBusk said that the primary change was doesn't to does.

Nick Sanzone made a motion to approve the changes to the minutes and to allow Amanda to make any future grammatical changes; seconded by Kimberly Newton. The vote was unanimous.

David said that these are minutes from the last meeting so he would not ask for input from the public. He said everyone had a chance to review the amended minutes so they are being approved.

### **Old Business**

David asked if any member of the Board had business relating to old business.

Nick said he invited Alexis Miller from the City of Satellite Beach to give clarification on points from the previous meeting regarding the Satellite Beach NASA program for Solar Analysis. She worked directly on that project, had more information and could provide a link to the video that was taken during the Satellite Beach Council Meeting. They could decide on a time that was appropriate for her to comment; a motion was not needed. Nick asked if Alexis could speak. He explained that she was online and would clarify his points from last meeting. David said he was good with that and there were no objections. Nick said that ten minutes or less was needed.

Alexis said she was the Project Manager in Satellite Beach. They worked with the NASA Applied Sciences Earth Sciences Program, a ten-week term with a group of multidisciplinary interns who helped address decision making for private or public sector. One of their goals as a City, was to achieve 100% renewable energy within City limits by 2050. For ten weeks, they worked with them to create deliverables including a usable code that was based in GIS. They put together information including raw lidar to create a DEM (Digital Elevation Model) for the City, land surface, temperature, shading analysis and roof pitch analysis to get a pretty accurate estimate of the capacity of rooftops in Satellite Beach for solar potential. The results of the simulation concluded that all of the roofs in Satellite Beach would be able to produce an estimated 212 million kilowatt hours annually, approximately five times the need of the City assuming every rooftop in the City was attached to a residential building and assuming typical residential usage. It may not be 100% accurate but was not entirely removed from the reality of the space and geometry in the City.

She said they would have access to the code and story map outlining the project processes and methodologies used to analyze and create this code, hopefully by end of year. It had to go through some clearance with NASA, so there was not live access to it. It was a reusable tool, so different or updated data such as GIS, building footprint files and usage data could be put in. It could potentially be a tool for other communities. She said she was not versed in the code so would not be able to answer technical questions. It was a very valuable project for them and they are excited to get their hands on it once released. They would have a land surface temperature assessment and were going to be given a data table with every address in the City with potential rooftop on it, a normalized difference vegetation index for the City, and annual energy potential per roof segment and per aggregate roof. It's a pretty comprehensive evaluation and they were excited to take a look at it in more detail. She said she would be glad to answer questions regarding the project or details that were in her ability.

Nick asked Alexis if she could tell them what this Board would need to request from the County; what lidar data and building footprints to provide once that it was available.

Alexis replied that the data needed was raw lidar data before it was processed into a Digital Surface Model. They obtained that data through Woolpert, a private imaging company that shot data for the Brevard County area in 2009 for USGS. They requested permission from USGS to obtain that data, then purchased it from Woolpert. The team found recent building footprint data and were able to cross reference that with the lidar data they turned into DSM, so they could see which building footprints were outdated compared to what lidar was showing. She said for example, the old Patrick Air Force Base housing was demolished before the lidar data was shot but the building footprint file

found still showed housing in that area so they were able to understand that the lidar was more up to date. They were able to remove some of the building footprint data. Regarding jurisdictional boundaries, they found it useful to have permit data for already installed solar panels on private businesses and residences. They did a lot of cleaning of the data, having worked with that lidar before and were able to use it for some shading analysis. There was a technical presentation from the team on how they created the code and tool. She said she was not sure if it was recorded but could check with their project manager. It was a lot of data, the inputs for the tools needs to be chosen to get the output needed. There was also a manual that would be released for anyone that wanted to create or use the tool for a different area. She offered to answered questions.

Bill Young asked if the County had a GIS program already; was this kind of service being done minimally

Amanda answered that she was looking into what's available; she thought they had a lot of the data but needs to make sure. She would make that an action item for the next meeting.

Bill Young said, the issue was whether they would team with them or do their own program. The County may want to team with other cities. Satellite already had something; integrate the two and make the County programs such that all the other cities could feed into it. It could be a countywide resource.

Alexis replied that she had reached out to the County and had used some of their GIS data. They were only able to obtain a DEM and they needed a DSM. The DSM could be created from unprocessed lidar data. A DSM shows the elevation including buildings, the other version only shows the surface elevation of the earth. The unprocessed data was needed for the team to process it in a way that displayed buildings as opposed to just the ground.

Amanda asked if that was what they purchased from Woolpert.

Alexis said yes, the unprocessed data. The cost for their jurisdiction was \$1,900. When she mentioned what she was using the data for, Woolpert offered an assessment service for additional cost. She just took the data since working with NASA was without cost.

Nick left the meeting replaced by Bruce Lindsay.

Bill Young said he took a GIS course long ago at Brevard Community College. He thought that the County had some resources. He said Amanda was looking into that. It could have just been the beginning of something. The County may have a structure already started that was under their budget and they should be brought into this. He said the focus was on your City and this was probably something that needs to be made Countywide.

Bruce Lindsay said they had the benefit of students working under a NASA grant who did a lot of the behind the scenes work computing and calculating.

Alexis said the agreement with NASA was a capacity based one. The multidisciplinary intern students were the bread and butter of the project. The City, herself and John Fergus, a board member, gave them insight to the direction of the City and gave quality assurance on some data. She was not sure if the code was limited by the size of the space, once they get it they are happy to share it and figure

out how to make it a usable tool for others. She could send Amanda a link to the City Council's presentation and look to see if the technical presentation was recorded and ask for releasable information from the project managers.

Bill DeBusk asked how Satellite Beach would use this information.

Alexis responded that the main concept at this time was to incentivize residents and business owners to install, telling them they would be able to produce as much as needed. That had been a barrier for residents in past, they don't want to reach out for a quote. This gives them an unbiased, individual and quantitative idea of whether or not it's feasible. One limitation of the tool was they were not able to get usage data. In some circumstances, enough may not be produced. Comparing electricity bills to what could be produced would be easy. She said they are planning on how to use this information; hoping that people would be able to look up their address to see if they are able to produce enough.

David asked for any questions and questions from the public.

David said that there may be opportunities to consider how to use this data and have contacts with NASA that they could follow up with.

Alexis invited questions by email and left the meeting.

Bill Young said that the County may already be doing GIS, they may just need to do more. We have a Brevard Community College with students as well.

Amanda said they have several wonderful GIS techs. The question was, do they have enough data or do they need to buy more. She would reach out tomorrow.

Bill Young asked how to make them a part of the program.

David said that he was a part of the program, they have their own GIS in the City of Orlando. The tools that the NASA grant students used were NASA tools, not readily available. These tools allowed them to crunch data. Their own GIS in Orlando would be hard pressed to do what the NASA students did with the hardware and software that was available to them. It could be discussed more.

### **New Business**

David said that many good ideas came out of the first meeting, the WISER Webpage being one. He encouraged that it be visited.

David said he wanted to stay focused on what the Board asked them to do with four remaining meetings. The first was to develop a cost benefit analysis and plan for County government's transition to clean energy sources. The second, to make recommendations on improving public access to economically beneficial clean energy technology. The third, to identify policies and practices that serve as barriers to adoptions of advanced energy technology within the County, and to make recommendations on policy revision.

At the first meeting, he asked that all information from the last meeting be reviewed, and a list of actions, questions and speakers for the third meeting be created, considering minutes from the last meeting, the new WISER Webpage and Resources shared.

Bill Young said they are lucky to have The Florida Solar Energy Center, a research center with the University of Central Florida and recommended that Jim Fenton give his presentation, modified in line with to what they were trying to do. Jim or someone from his staff could discuss how to take an existing government building and make it energy efficient as well as address their other four major objectives.

Bill DeBusk said that he thought that the Board was looking for a cost benefit analysis tool. He said there may be an existing one to be used. He found one that he modified, that could be used for at least Solar and EV. He thinks the Board was looking for a plan for how to use that tool. He said they need speakers to address those things.

Bruce Lindsay said that 700 street lights could be converted to LED. He did not see that street lights are being leased from FPL. FPL had a major program to convert their leased street lights. to LED. It's a minimal cost solution.

Amanda said that FPL was eager to speak with everyone and were ready when requested. She gave a reminder that the group does not sunset until November 2021, but was limited to the six meetings. She would need 4 weeks lead-time to request more meetings.

Kimberly Newton suggested Solar United Neighbors do a presentation. They are not for profit and offer a free co-op and education to the community. She also suggested, The Florida Weatherization Assistance Program, a federal grant that was distributed at state level. It would reach a lot of homeowners who are not financially in a position to redo their energy needs through solar, where they could get education on topics such as weather stripping, air conditioning maintenance, improving their foot print and cost to home.

John Constantinide said they need to look at conservation for County facilities and encouraging conservation elsewhere before moving to renewables. EFSEC was a great resource for renewables. He said they could hear from conservation speakers. They should speak to Ashrae Standard 211 compliance energy audits, levels 1, 2 and 3 are needed. He could speak on those, being familiar with them along with the building energy quotient platform which assist professionals in completing an Ashrae compliant level 1 energy audit and benchmarking based on facility types and respective climate zones. They also need to know how to pay for it with the savings they get. Rob Risley from FPL could speak to the financial pieces so that action plans could be recommended to the Board.

Amanda said that our most recent lidar was from 2007, so they would need updated lidar. She could procure anyone that they would like to hear from including the Budget Director, IT and Facilities The energy audit had yet to be located.

David suggested that before identifying speakers and in order to be able to present responses on the three objectives to the Board, that a straw-man be developed for each objective. Kimberly volunteered for the second objective as follows; make recommendations on improving public access to economically beneficial clean energy technology. John volunteered for the third objective, to identify policies and practices that serve as barriers to the adoption of mass energy technology within the County, and make recommendations on policy revisions. Bill would take the first objective; develop a cost benefit analysis and plan for County government to transition to clean energy sources. Each straw-man would show resources available, and what the outcome would look like. David said he would send an example of a format to Amanda who would make it ADA compliant and share it so

that all are working in the same format. Each straw-man would be presented at the next meeting. A collaboration would bring a document together to work toward final deliveries.

Bill DeBusk asked Amanda if it was possible to have more meetings.

Amanda said the question could be asked. They could wait until the next meeting so see what they come up with. She had asked for two other working groups and were allowed more time.

Kimberly said that if they wait to ask, they would know how many more meetings to ask for.

John said if they are aggressive on their drafts, they would have a better idea of what needs to be covered and what was already addressed. It would dictate how they move ahead.

Amanda suggested that the decision be made by late October in order to not lose momentum over the holidays.

David asked that the topic to ask for more meetings, be added to the agenda for the third meeting in new business.

David encouraged the group to look at the resources shared on the agenda. Referring to agenda item Outstanding Resources, David noted that Alexis talked about the NASA Satellite Beach evaluation and asked Amanda if the audit was found. Amanda confirmed that they are still looking and would ask again. She said there was a new Public Works Director, having joined in July, who they may want to hear from, she would ask him for the energy audit.

Bill Young said he sees the value in having speakers like him and others as they would be the ones given the tasks. They may wish to know what the group was doing and they need to think about how they would be integrated. He said he would like to see someone from Brevard County GIS at the next meeting to tell them what their capabilities are after having met with Satellite Beach. They need to start thinking about what County employees to bring in.

David said they have limited resources as far as asking staff to do things per the resolution. They could ask Public Works, GIS, IT, Budget and Facilities Directors to review the objectives from the resolution and give some insight on what they need to accomplish the items. At the next meeting, Kimberly, John and Bill would give their presentations and asked that it be followed by the Directors of Public Works, Facilities, Budget, and IT, each for ten minutes to give their perspectives on the objectives.

Amanda suggested IT and the Public Works Director only as he was in charge of Facilities and could also discuss the budget.

David said he was ok with the two speakers. Bill asked who manages vehicles. Amanda confirmed it was the Public Works Director.

David said, the three Board presentations, presentations from County employees and time for conversing, would consume the next meeting.

Bill Young asked if the three Board member's presentations could be sent before the meeting.

David shared a straw-man template on screen that he suggested to be used by the three Board member presenters next week. This would allow for the presentation to be sent out before the next meeting, not violating any Sunshine law. David said that the generic template talks about identifying the goals, objectives, and how they would be measured. He said they knew what the objective was and the goal was whatever the delivery was going to be. The measurement criteria are what would help them get to that goal. He asked everyone on the call if the template would work.

Kimberly said it leaves room for additional detail, its basic but would work well.

David said it's a starting point, after the presentation and collaboration, it could be modified at that time and not violate any Sunshine law. Amanda agreed.

Bill DeBusk asked if a goal would be to develop a cost benefit analysis and asked for an example of what the objective would be.

David said that this may not be the best template. He said he may not be as prepared as hoped to have something available right away.

John said he thinks the template looks good.

Bill DeBusk said it could be used, goals could be left blank and have steps to achieve those in the third column.

David said it could be a generic example, but he was trying to have something so it could be seen before the meeting.

Amanda said that everyone could send her their goals, objectives, sub goals and measurement materials, to be put it in one document and sent out.

Kimberly said she was on board and asked if anyone had input on the measurement criteria for community.

Bill Young asked, if he had an idea, could he send it to them.

Kimberly said, not outside of the meeting.

John said they could have focused workshops to talk about what needs to be addressed and then have sequential meetings, they may be thirty minutes to one-hour meetings.

David said the resolutions states six two-hour meetings.

John said they may want to propose adding smaller workshops.

David said it could be asked that way when Amanda takes it.

Bill DeBusk asked if the outline could be provided verbally, be put into a framework and provided to all the members. He asked what was being looked for in the straw-man.

David said, that could be defined now. The example shown was segmented into three pieces. The first segment would be the objective, the second would identify the resources they have or need, the third would identify what the deliverable would look like, the end product. A fourth segment could be a measure that could be referenced to determine achievement.

Bill DeBusk said, the measurement may be difficult.

The template was agreed on by the three presenting Board members.

Kimberly said, at the time of presentation, she would like more input from the Board on the measurables.

David said that the measurables may be a hard piece. He said, for example, a measurable might be what the full return on an investment was, if you put Solar on your house, you would need to know what the cost was going to be and how soon it would fully pay for itself. He told Kimberly that a measurable for what she was working on might be public survey input. Kimberly asked if she should specifically go per capita, demographic or property level for her deliverable. She asked if they were looking at certain segments such as homeowners. David said that the objective they were given was pretty broad.

David asked if the template they discussed would suffice, so that information could be shared in advance of the meeting.

Amanda answered that there was enough construct that she could combine the three and send it out with enough time and asked what the goal was to have the information to her.

David said, that would depend on when they were having the third meeting and asked if they should vote on the template.

Amanda said they should vote and allow Lisa the option to provide input as the public member.

David said he would like to give Lisa the opportunity to weigh in on what was talked about, the template and how that would move forward.

Lisa Ruckman said she was impressed with the format and outline for the goal moving forward. She said the County did approve the use of the PACE program for members of the community, maybe it would be part of Kimberly's presentation.

Kimberly said, Lisa approached her with the collaboration for the educational event and had worked on this co-op education for the last two years and had volunteered to walk her through it.

Bill Young said that Kimberly was speaking of education; Florida Solar had a big education program. He asked if she had been there and worked with Susan in order to have her be a part of what she was doing.

Amanda asked if Lisa would state her City as a member of the public. Lisa answered, Merritt Island.

David recapped the meeting's discussion, deliverables for the next meeting, submissions from Bill, Kimberly and John, speakers for the next meeting, and a template for the Board member presentations which could now be shared in advance of the next meeting.

David suggested a motion that discussed actions, template and speakers be on the next agenda.

Nick Sanzone made a motion to accept the actions, template and speakers on the next agenda, seconded by Bill Young. The vote was unanimous.

David asked if two weeks was too soon for the next meeting; they could go out to September 24th.

Amanda said she was not available September 24th; October 1st from 5 PM to 7 PM was determined for the next meeting. Lisa agreed with the date.

Nick Sanzone made a motion for the next meeting to be October 1, 2020, seconded by Bill DeBusk. The motion passed unanimously.

David asked if the input from Bill, Kimberly and John could be completed by September 29th.

Bill DeBusk suggested that the due date be earlier to afford others time to review it and possibly add on to what was submitted.

Kimberly asked if Amanda would need it earlier.

Amanda confirmed that she would need more time to compile the information and produce an ADA compliant document. Amanda asked that she receive it by September 28th.

Nick suggested it be submitted to Amanda by September 22nd; then be sent to the members, and returned to her with comments. He said, the discussion at the next meeting would include those comments.

Amanda said that would be fine, she just could not share the comments in advance and would create a Word document for ADA compliance.

David said that everyone should submit their information in a Word document, remembering that their first box as the objective, the second box was resources that we have and need, the third box was the deliverable end product and the fourth box was any measurements you could consider.

Amanda confirmed, if she had the information by September 22nd, she could return it by September 28th.

David said they would need to review it and get it back to Amanda with comments and those would not be shared until the next meeting.

Bill DeBusk asked if the information should be in a table or just with headers and listed objectives.

Amanda said, tables are hard to make compliant; just send text.

David reiterated to just send the content and asked if there was anything else for new business.

Bill Young asked about submitting information as each make their presentation. He would be thinking about things he would want to fill in and send to the group for distribution. He asked if what was sent by September 29th or 22nd, would be included for people to look at.

Amanda said that anything sent should be sent by September 22nd as to not be viewed as in response to what she sends to them.

David said, they had finished new business, discussed outstanding resources and topics and resources for the next meeting.

David said, they are moving into general public comment and asked Lisa if she had any thoughts on topics just discussed for the next meeting. Lisa said she did not.

### **General Public Comment**

David invited Lisa to speak on anything she wanted to share.

Lisa asked how the County could make this more public. She stated, she was the only one there, she was not sure what resources are available. She asked if there was a way to get the community more involved.

Amanda confirmed that the meeting was advertised a week in advance in the paper. Her goal was to load resources and everything shared on the new webpage. It was easy to put links to presentations on there. All that could be done with the new website was to say that it was available by public request. Unlike now, anything could be uploaded before. She said, there can be weblinks to external websites where a presentation was located, that was easy to do. When there are resources you would want shared with the public on that webpage, remember that links are much easier. She hopes to keep the public better informed as the webpage gets built out. That would help meet one of the goals.

David, responding to Lisa, said that he thinks what she was referencing was making sure the public knew about this Board and what they talk about. He said he served on many Boards inside and outside of the City where the public was always invited but it was very infrequent that there was anybody, even when meetings are in person; with the exception, of City Council meetings. With other Boards, it seems difficult to make sure people have the opportunity to come and talk. They were always open to public comment, that's what makes them all better public servants.

Bill Young asked Lisa how she heard about this Board.

Lisa answered that she helped get the Board put together.

Amanda said that Lisa was a huge supporter.

Bill Young asked if he could ask Lisa questions.

Amanda said that he could and she would choose if she wanted to answer.

Bill Young asked Lisa what prompted her to do this.

Lisa answered that she had been involved with a couple of things but was currently a co-leader for the Citizen's Climate Lobby.

Bill Young asked if Citizen's Client Lobby had a workshop today.

Lisa said not in the Brevard area.

Bill Young asked if he could post this recorded meeting on his Facebook page.

Amanda said that she believed so as it was public record, but she would check with Melissa.

Nick said, if they got approval, he would start putting it on his Facebook and the City's Sustainability page.

Bill DeBusk asked about advertising for the meeting.

Amanda said that she would ask that question. We want people to come; they could write a press release about the group and put an article in the employee newsletter, to create interest.

Bill Young asked if this video was on the webpage

Amanda said no, unless they request it or record it. Videos are not posted; ADA requirements had changed how things are posted. The minutes would be posted as required

John asked if Bill Young was allowed to ask for a public record and he not have to comply with ADA.

Amanda said she did not know and would talk to Melissa.

John asked for clarification regarding the template. He asked if when dividing resources that are available in the County or resources that they need to acquire; was it their responsibility to know that information, it could be researched but he may not be known if it already exists in the County.

David replied that the only resources he thought they could talk about in the first draft were resources that they have collectively talked about and identified so far. If there are any other resource out there, they could be identified as a resource that might be needed.

John asked if he could provide information that he personally knows in the report or if he had to share it first.

David said he could reference it in what he was going to present but if he had an idea of a resource not shared yet, it could be sent to Amanda.

### **Final Comments**

David thanked everyone for participating and said he was excited about what was accomplished this week. The first meeting covered a lot of ground and that information was captured very well in the minutes. He was pleased with the outcome of the meeting, having covered a lot of ground and setting the tone to keep moving forward. He appreciated everyone who was there, and thanked Amanda for what she was doing behind the scenes.

David thanked Lisa for her participation, it means a lot to have the public involved. He said he was glad they are moving forward with something she cared about.

Nick thanked Bruce for stepping up and being his alternate. He would watch the video again to see anything he missed, but was happy to see things are moving on schedule. He offered help to the three Board members if needed, after the next meeting.

David reminded him that it had to be in the meeting.

Amanda said that it should be considered when sharing meeting information on Facebook, that messages going back and forth do become public record that had to be maintained. Facebook feed would become public record. She said she would check with Melissa though she did mention having to maintain records that you personally share, as if you were a County employee.

David said that he cautions his team members to never put something in writing unless they want the public to have free access to put it out there for everybody.

John asked if the County had a YouTube live or Facebook live account where they could transmit this information. If people posted comments, it would be on a County run channel.

Amanda said that there had been a push to consolidate Social media. She did not think they had YouTube. Some departments use Facebook, but they do not. The Local Planning Agency and Board meetings are the only two transmitted through Space Coast Government Television because of cost, staff and time to maintain those. She did not know if they would be able to get staff dedicated to this meeting, but she would ask.

John Constantinide moved to adjourn the meeting at 6:55 PM, seconded by Bill DeBusk. The vote was unanimous.