



AGENDA REPORT
November 13, 2018

Board Consideration, Re: Implementation of the Workgroup for Innovative Solar Energy Resources (WISER).

SUBJECT:

Board Consideration, Re: Implementation of the Workgroup for Innovative Solar Energy Resources (WISER).

FISCAL IMPACT:

FY19 Fiscal Impact - \$19,048 staff time, materials, and meeting advertisements.

DEPT/OFFICE:

Planning and Development

REQUESTED ACTION:

It is requested that the Board approve the attached revised resolution regarding WISER participants, scope and expected deliverables.

SUMMARY EXPLANATION and BACKGROUND:

Pursuant to Board of County Commission (BOCC) direction on April 24, 2018, staff prepared the attached staff report specifying the implementation of the **Workgroup for Innovative Solar Energy Resources (WISER)**. The Board adopted Resolution 18-056 identified three objectives for WISER:

1. Develop a cost-benefit analysis and plan for County government to transition to clean-energy sources.
2. Make recommendations on improving public access to economically beneficial clean-energy technology.
3. Identify policies and practices that serve as barriers to the adoption of advanced energy technology within the County, and make recommendations on policy revisions.

Given limited expert volunteers available to commissioners for at-large appointment, staff respectfully suggests the additional inclusion of stakeholder organization appointees which has been successfully employed with many other County working groups.

WISER will comply with Florida Sunshine Law, Brevard County Code Chapter 2, Article

VI, Division 4, Uniform Advisory Board, and Board Policy BOCC-67 regarding advisory group operation.

Contact: Amanda Elmore, Special Projects Coordinator IV, extension 52609, amanda.elmore@brevardfl.gov.

ATTACHMENTS:

Description

- ▢ **Staff Report**
- ▢ **Revised Resolution**



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

November 14, 2018

MEMORANDUM

TO: Tad Calkins, Planning and Development Director Attn: Amanda Elmore

RE: Item I.I., Board Consideration of Implementation of the Workgroup for Innovative Solar Energy Resources (WISER)

The Board of County Commissioners, in regular session on November 13, 2018, directed staff to come back to the Board with a structure for the Workgroup for Innovative Solar Energy Resources (WISER) board that allows minimal staff time during the recommendation and development process; and after those recommendations are developed, to submit to the County Manager and his staff for comment, which will then be presented to the Board during a regular meeting.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

cc: County Manager
County Attorney



BOARD OF COUNTY COMMISSIONERS

SUBJECT: "Workgroup for Innovative Solar Energy Resources" (WISER) Implementation

DATE: October 31, 2018

AUTHORS: Planning and Development Department

Purpose:

Pursuant to Board of County Commission (BOCC) direction on April 24, 2018, staff has prepared the following report specifying the implementation of the **Workgroup for Innovative Solar Energy Resources (WISER)**. The Board adopted Resolution 18-056 identified three objectives for WISER:

1. Develop a cost-benefit analysis and plan for County government to transition to clean-energy sources.
2. Make recommendations on improving public access to economically beneficial clean-energy technology.
3. Identify policies and practices that serve as barriers to the adoption of advanced energy technology within the County, and make recommendations on policy revisions.

Draft Working Group Participants:

At the April 24, 2018 meeting, the Board requested WISER inclusion of expert volunteer residents and at-large appointees. There was discussion after the vote regarding the districts' challenges of appointing members to various boards. Given this dialogue, staff researched similar advisory board structure at surrounding municipalities. To ensure enough members for quorum and achieve an appropriate knowledge base, staff respectfully suggests the inclusion of stakeholder organization appointees. This has successfully been employed with previous BOCC working groups to include Landscaping, Wetlands, and Floodplain Policy Groups. **Each organization/district will be asked to appoint a primary and alternate representative.**

- District 1 appointee
- District 2 appointee
- District 3 appointee
- District 4 appointee
- District 5 appointee
- American Society of Civil Engineers – Cape Canaveral Branch
- Home Builders & Contractors Association of Brevard
- American Planning Association – Florida Chapter
- U.S. Green Building Council – Florida Chapter
- Florida Solar Energy Center
- Energy Florida
- ReThink Florida
- Florida Institute of Technology – Sustainability Program
- Sierra Club – Florida Chapter



BOARD OF COUNTY COMMISSIONERS

Staff Support:

Planning & Development staff will provide professional expertise and support for this process. In addition to attending to the logistics of WISER meetings, staff will research other municipality's policies, draft recommendations for Board consideration, and procure group speakers if requested. The primary objectives of WISER will necessitate the involvement of other county departments, at the County Manager's discretion, and may include Solid Waste, Fire Rescue, Transit Services, Library Services, Natural Resources Management, Utility Services and Parks & Recreation. Therefore, the specific department and staff involved will be dependent upon WISER findings, recommendations and requested information. A list of required minimum staff and summaries of expected tasks are below:

County Manager Office:

- Process oversight
- Interface between the BOCC and WISER
- Assign WISER policy implementation

Planning & Development:

- General meeting organization and execution in compliance with Brevard County Code Chapter 2, Article VI, Division 4, Uniform Advisory Board, which provides for a uniform method of selecting and appointing members to the advisory boards, and public meeting requirements; and Board Policy BCC-67 which sets forth the minimum criteria for the establishment, operation, and dissolution of advisory bodies.
- Preparing Working Group Resolution and agenda items
- Coordinating phone and email communication with participating staff, commissioners, WISER organizations, public, and media
- Organizing staff support and preparing meeting presentations
- Meeting management (securing meeting rooms, meeting agendas, audio recordings, meeting set-up/breakdown)
- Transcribe summary meeting minutes for public record
- Document management
- Maintaining web page
- Advertising
- Clerical

Public Works (Facilities):

- Provide the information relating to the WISER objective for County facilities
- Assist in performing Leadership in Energy & Environmental Design (LEED) & Green Building assessments of County facilities



BOARD OF COUNTY COMMISSIONERS

Assistant County Attorney:

Provide presentation on Florida Sunshine Law, Brevard County Code Chapter 2, Article VI, Division 4, Uniform Advisory Board, and Board Policy BOCC-67.

Fiscal Analysis:

It is estimated that an annual expense of \$19,048 will be created implementing WISER. This financial analysis is based on WISER meeting every month for two hours and includes:

- 4.5 staff members working approximately 2 hours per week at \$36 per hour (salary + overhead)
- \$100 legal advertisement cost per meeting
- \$1,000 miscellaneous office supplies and paper

Requested Action

Options for the Board's Consideration:

1. Approval of revised resolution expanding WISER composition to include stakeholder organization appointees and operation in compliance with Brevard County Code Chapter 2, Article VI, Division 4, and Board Policy BCC-67.
2. Provide other direction.

RESOLUTION 18- _____

WHEREAS, advanced energy technology including, but not limited to, solar photovoltaic power generation, has become increasingly economically feasible, and

WHEREAS, Brevard County government must endeavor to adopt new technologies which are economically efficient, and

WHEREAS, residents and businesses within Brevard County face barriers and increased costs due to legacy policies created before alternative-energy sources were economically viable, and

WHEREAS, there is significant community interest in the adoption of clean energy technology, and

WHEREAS, Brevard County has an opportunity to leverage this interest in order to gain expertise and insight into increasingly the efficiency of government and creating opportunities for its citizens.

NOW, THEREFORE BE IT RESOLVED, BY THE BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, that:

SECTION 1. Replacement. This resolution shall repeal and replace Resolution 18-056 previously approved by the Board of County Commissioners on April 24, 2018.

SECTION 2. Creation and Purpose. The “Workgroup for Innovative Solar Energy Resources” is hereby established as an advisory board to the Board of county Commissioners. This advisory board shall be tasked with developing a cost-benefit analysis and plan for County government operations to transition to clean energy sources. The board shall make recommendations on improving public access to economically beneficial clean-energy technologies. The board shall identify policies and practices within Brevard County government that serve as barriers to the adoption of advanced energy technology within the County, and make recommendations on policy revisions as applicable. The board shall be comprised of expert volunteer residents and stakeholder organization representatives, shall serve in an advisory capacity, and shall provide recommendations to the Brevard County Board of County Commissioners consistent with the goals set forth in this resolution. Advisory board members shall not be compensated for their service. The public will be encouraged to contribute ideas to achieve the goals herein.

SECTION 3. Membership. The advisory board shall consist of one at-large member and one alternate appointed by each commissioner’s district and one member and one alternate from approved stakeholder organizations outlined herein.

- American Society of Civil Engineers – Cape Canaveral Branch
- Home Builders & Contractors Association of Brevard
- American Planning Association – Florida Chapter
- U.S. Green Building Council – Florida Chapter
- Florida Solar Energy Center
- Energy Florida
- ReThink Florida
- Florida Institute of Technology – Sustainability Program
- Sierra Club – Florida Chapter