



**City of Palm Coast**  
**Minutes**  
**Beautification and**  
**Environmental Advisory**  
**Committee**

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164  
www.palmcoastgov.com

*Chair Mary Vasilevsky*  
*Vice Chair Sabrina Rinaldi*  
*Committee Member Robert Branin*  
*Committee Member Kevin Saint*  
*Committee Member Ronald Silvers*

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**Thursday, May 26, 2022**

**5:00 PM**

**City Hall - Community Wing**

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- Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
- Public comment on issues on the agenda or public participation shall be limited to 3 minutes.
- Other matters of concern may be discussed as determined by Committee during the meeting.
- If you wish to obtain more information regarding the agenda, please contact the City Clerk's Office at 386-986-3713.
- In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a reasonable accommodation to participate in any of these proceedings or meeting should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while meeting is in session.
- The City of Palm Coast is not responsible for any mechanical failure of recording equipment.
- Any person who decides to appeal any decision with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

*Irene Schaefer, Recording Secretary, called the May 26, 2022 Beautification and Environmental Advisory Committee (BEAC) meeting to order at 5:00pm.*

**ROLL CALL AND DETERMINATION OF A QUORUM**

*Present and responding to roll call were:*

*Sabrina Rinaldi*  
*Kevin Saint*  
*Robert Branin*  
*Ronald Silvers*

*Mary Vasilevsky arrived at 5:07pm*

**STAFF BUSINESS MEETING ITEMS**

**2 WELCOME TO THE NEW MEMBERS OF THE BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE**

*Mr. Ray Tyner, Deputy Chief Development Officer, welcomed the new BEAC members and gave a brief description of his background with the City of Palm Coast starting with his hiring in 2002 and his background in Environmental Consulting prior to his being hired by the City.*

*Ms. Jordan Myers, Environmental Planner, introduced herself and gave her background.*

*Ms. Irene Schaefer, Recording Secretary, introduced herself and gave her background.*

*Each of the committee members introduced themselves and gave their background.*

*Mr. Tyner gave a brief explanation of future expectations.*

**3 TRAINING WITH MS. JENNIFER NIX ON "GOVERNMENT IN THE SUNSHINE"**

*Ms. Jennifer Nix, the City's Legal Counsel addressed the BEAC members on Florida Sunshine Laws and gave a presentation which is attached to this record.*

*Ms. Nix provided a handout on the 6 steps of a motion which is attached to this record.*

*Ms. Nix gave the oath of the office to the 5 new members of the BEAC.*

**4 ELECTION OF THE CHAIRPERSON FOR THE BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE**

*Mr. Saint nominated Ms. Vasilevsky as Chair. Ms. Vasilevsky accepted the nomination.*

**Pass**

**Approved - 5 - Vice Chair Sabrina Rinaldi, Committee Member Kevin Saint, Committee Member Robert Branin, Chair Mary Vasilevsky, Committee Member Ronald Silvers**

**5 ELECTION OF THE VICE CHAIRPERSON FOR THE BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE**

*Ms. Vasilevsky passed the gavel to Mr. Branin and Ms. Vasilevsky nominated Ms. Rinaldi as vice chair. Ms. Rinaldi accepted the nomination. Mr. Branin passed the gavel back to Ms. Vasilevsky.*

**Pass**

**Approved - 5 - Vice Chair Sabrina Rinaldi, Committee Member Kevin Saint,  
Committee Member Robert Branin, Chair Mary Vasilevsky, Committee  
Member Ronald Silvers**

## **OTHER ITEMS**

### **COMMITTEE DISCUSSION AND STAFF ISSUES**

*Ms. Vasilevsky asked about the members working in a collaborative manner on a project outside of the monthly meeting. Ms. Schaefer explained that when 2 or more BEAC members are together at an event a notice will be posted at City Hall and Fire Station #25 announcing the event and that no BEAC current or future agenda items will be discussing during that event.*

*Ms. Rinaldi asked if a member may participate via Zoom. Ms. Schaefer explained that although allowed during the recent pandemic, it is no longer allowed that members participate via remote connection (Zoom, phone, etc.). One must be physically be present to participate in the meeting.*

*Mr. Saint asked if it possible to increase the number of monthly meetings. Ms. Schaefer explained that request would have to be discussed with staff to see if possible. However, if from time to time additional meetings are required to work through a topic they will be scheduled by staff and BEAC members will be informed of those dates and times.*

*Chair Vasilevsky asked if the agenda topics are set for next month. Ms. Myers reiterated Mr. Tyner's statement about reviewing the Comprehensive Plan and the Land Development Code next month. Ms. Myers will discuss agenda topics with Mr. Tyner.*

*Ms. Schaefer informed the members that the next BEAC meeting is scheduled for June 23rd @ 5pm. The Community Wing doors open at 4:30pm prior to the monthly meetings.*

## **ADJOURNMENT**

*Motion made that the meeting be adjourned by Mr. Silvers and the motion was seconded by Mr. Branin. The meeting was adjourned at 6:22PM.*

*Respectfully Submitted by:  
Irene Schaefer, Recording Secretary*