

MINUTES

SUSTAINABILITY ADVISORY BOARD MEETING

**OLD CITY HALL, COMMISSION CHAMBERS
510 GREENE STREET**

THURSDAY, FEBRUARY 13, 2014

A meeting of the Sustainability Advisory Board of the City of Key West, Florida, was held in Old City Hall main chambers, 510 Greene Street, on Thursday, February 13, 2014.

Chairman Michael Larson called the meeting to order at 5:36 p.m.

Answering roll call were Board Members Rebecca Balcer, Monica Haskell, David Lybrand, Vice-Chairman Dr. Ross Williams and Chairman Michael Larson.

Board Members Savanna Grayson, Matt Massoud, Emil Oesterling were absent.

Also present were Sustainability Coordinator Alison Higgins, Solid Waste/Recycling Coordinator Will Thompson, and Executive Aide to the Mayor and Commissioners, Clerk of the Committee Vivian Perez.

APPROVAL OF AGENDA:

Chairman Larson asked for changes to the agenda.

Ms. Higgins asked if no one objects she would like to move the Recycling Coordinator Report to the beginning of the meeting after Approval of Minutes.

Seeing no objections to the change the agenda was approved.

MINUTES:

December 12, 2013 (Regular)

A motion was made by Board Member Ms. Balcer and seconded by Board Member Dr. William to approve the minutes as read.

Chairman Larson acknowledge the motion and second and asked for verbal approval. The response was unanimous to approve the minutes.

REPORTS:

WASTE DIVERSION REPORT (Will Thompson)

Chairman Larson read the title of the item.

The following person spoke on the matter:

Alison Higgins, Sustainability Coordinator

Recycling Coordinator Will Thompson gave the Board his reported. Mr. Thompson informed the Board the Solid Waste Collection Services bids are scheduled to be opened on March 3, 2014 at 3:30 pm in the City Clerk's Office. Mr. Thompson stated phone calls with complaints are non- existence.

PRESENTATIONS:

SUSTAINABLE FLORIDIAN (Ms. Higgins)

Chairman Larson read the title of the item.

Ms. Higgins stated the person giving the presentation could not be at the meeting and is requesting to postpone it to the March 13, 2014 meeting.

ACTION ITEM:

ADDING ADVISORS TO SAB BOARD (Mr. Craig)

Chairman Larson read the title of the item.

The following person spoke on the matter:

Alison Higgins, Sustainability Coordinator

A motion was made by Board Member Dr. Williams and seconded by Board Member Ms. Balcer to add advisor to the SAB Board for discussion purposes.

After discussion Board Member Dr. Williams amended his motion to invite one representative from Keys Energy Services and one representative from Florida Keys Aqueduct Authority to be liaisons to the Sustainability Advisory Board.

Chairman Larson acknowledge the motion and second and asked for verbal approval. The response was unanimous.

DISCUSSIONS:

FY PRIORITIES (Chairman Larson)

Chairman Larson read the title of the item.

The following person spoke on the matter:

Alison Higgins, Sustainability Coordinator

Ms. Higgins discussed and identified FY15 Priorities with the Board Members.

After discussion on the new hires, Ms. Higgins stated she will get more definitive information from Human Resources and report her findings at the next meeting.

Chairman Larson is requesting two items be placed on next month's agenda;

1. Action Item – Ranking FY15 Budget Goals
2. Report – Climate Action Plan – Energy Consumption Data

SUSTAINABILITY OUTREACH REPORT (Chairman Larson)

Chairman Larson read the title of the item.

The following person spoke on the matter

Alison Higgins, Sustainability Coordinator

Ms. Higgins gave the Board an update on Adaptation Timeline and its status.

Ms. Higgins asked the Board Members to pick a month for the Outreach Program.

February – Water Quality Awareness Month (Chairman Larson)

March – Transportation Month (Ms. Balcer)

April – Water Conservation Month (Ms. Balcer)

May – Youth Leadership Month (Ms. Grayson)

June – Green Business Month (Mr. Lybrand)

August – Healthy Living Month (Vice Chairman Dr. Williams)

September – Land Conservation Month (Ms. Haskell)

November – R4 (Reduce, Reuse, Recycle, Rot) Month (Vice Chairman Dr. Williams)

ENERGY PLANNING (Ms. Higgins)

Chairman Larson read the title of the item.

The following person spoke on the matter

Alison Higgins, Sustainability Coordinator

Ms. Higgins discussed with the Board the status of the Energy Planning.

It was the consensus of the Board to ask both Keys Energy Services and the Florida Keys Aqueduct Authority to attend the next meeting and give a report on Energy.

It was also discussed to have a Sustainability Advisory Board member attend on of Keys Energy Services Board Meeting and give a presentation on the City's Goal – Climate Action Plan.

REPORTS:

SUSTAINABILITY COORDINATOR'S REPORT (Ms. Higgins)

Chairman Larson read the title of the item.

The following person spoke on the matter:

Alison Higgins, Sustainability Coordinator

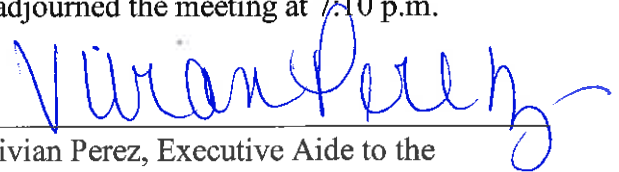
Ms. Higgins gave the Board an update and identified the ongoing projects currently in the works and their status.

CITIZENS COMMENTS: There were no comments from the public.

BOARD COMMENTS: There were no comments from the Board.

ADJOURNMENT:

There being no further business the Chairman adjourned the meeting at 7:10 p.m.



Vivian Perez, Executive Aide to the
Mayor and Commissioners, Clerk of the
Committee