

MINUTES

SUSTAINABILITY ADVISORY BOARD MEETING OLD CITY HALL, COMMISSION CHAMBERS 510 GREENE STREET

THURSDAY, JULY 10, 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, July 10, 2014.

Chairman Michael Larson called the meeting to order at 5:37 p.m.

Answering roll call were Board Members Rebecca Balcer, Monica Haskell, Matt Massoud and Chairman Michael Larson.

Board Members Savanna Grayson and Dakin Weekley were absent.

Also present were Sustainability Coordinator Alison Higgins, Assistant City Manager Sara Spurlock, Executive Assistant Vivian Perez and members of the community.

The pledge of allegiance to the flag of the United States of America was given by all present.

APPROVAL OF AGENDA:

Chairman Larson asked for changes to the agenda.

Ms. Higgins requested to move Discussion Item #5 to be heard after Presentation Item #2.

The Chairman asked for objections and seeing none, the agenda was accepted as changed.

MINUTES:

June 12, 2014 (Regular)

A motion was made by Board Member Balcer and seconded by Board Member Haskell 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.

PRESENTATIONS

Keys Energy Services – Strategic Plan & Possible Collaborations

Chairman Larson read the title of the item.

Lynn Tejeda, Keys Energy Services presented the Board with their Strategic Plan.

DISCUSSION ITEM(S)

Energy Manager Plan (Chairman Larson)

Chairman Larson read the title of the item.

The following people spoke on the matter:

Ms. Higgins, Sustainability Coordinator
Sarah Spurlock, Assistant City Manager
Lynn Tejeda, Keys Energy Services

Chairman Larson asked for an Energy Manager Update placed on all future agendas under Reports.

ACTION ITEMS:

Appointing a Chairman of the Board (Chairman Larson)

Chairman Larson read the title of the item.

The following person spoke on the matter:

Ms. Higgins, Sustainability Coordinator

A motion was made by Board Member Balcer and seconded by Board Member Massoud to postpone the action item to the September Board meeting and create an Action Item for the August Board Meeting to appoint a Vice-Chair of the Board.

Chairman Larson acknowledge the motion and second and asked for verbal approval. The response was unanimous to postpone the Action Item to September 11th meeting.

Letter to HR requesting sustainability experience for new City Manager and other high level employees (Chairman Larson)

Chairman Larson read the title of the item.

The following person spoke on the matter:

Ms. Higgins, Sustainability Coordinator

A motion was made by Board Member Massoud and seconded by Board Member Balcer to approve the action item with additional language added to the letter.

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

REPORT ITEMS:

Sustainability Updates (Ms. Higgins)

Chairman Larson read the title of the item.

Waste Diversion Report (Chairman Larson)

Chairman Larson read the title of the item.

ADJOURNMENT:

There being no further business the Chairman adjourned the meeting at 7:25 p.m.


Vivian Perez, Executive Assistant