

## MINUTES

### SUSTAINABILITY ADVISORY BOARD MEETING

OLD CITY HALL, COMMISSION CHAMBERS  
512 GREENE STREET

THURSDAY, DECEMBER 13, 2012

A meeting of the Sustainability Advisory Board of the City of Key West, Florida, was held in Old City Hall main chambers, 512 Greene Street, on Thursday, December 13, 2012.

Vice-Chairman Dr. Ross Williams called the meeting to order at 5:30 p.m.

Answering roll call were Board Members Monica Haskell, David Lybrand, Matt Massoud, Vice-Chairman Ross Williams and Chairman Michael Larson

Board Member Rebecca Balcer was absent.

Board Member Emil Oesterling joined the meeting at 5:34 P.M.

Also present were Sustainability Coordinator Alison Higgins and Deputy City Clerk Angela Budde.

#### **APPROVAL OF AGENDA:**

Chairman Larson asked for changes to the agenda.

The Agenda was approved without changes.

#### **ACTION ITEMS:**

**SUSTAINABILITY ADVISORY BOARD PROPOSED 2013 MEETING DATES.  
(Deputy Clerk Budde)**

Chairman Larson read the title of the item.

The following person spoke on the matter:

Deputy Clerk Budde

A motion was made by Mr. Lybrand and seconded by Ms. Haskell to approve the Action Item as presented.

Chairman Larson acknowledged the motion and the second and requested verbal approval. The response was unanimous to pass the Action Item as read.

**APPROVING A LETTER SUPPORTING THE ADDITION OF A BICYCLE LANE ON CAROLINE STREET (Ms. Higgins)**

Chairman Larson read the title of the item.

The following person spoke on the matter:

Sustainability Coordinator Higgins

A motion was made by Vice-Chairman Dr. Williams and seconded by Ms. Haskell to approve the Action Item as presented.

Chairman Larson acknowledged the motion and the second and requested verbal approval. The response was unanimous to pass the Action Item as read.

**DISCUSSION ITEMS:**

**SUSTAINABILITY GOALS FROM THE CITY MANAGER, MR. BOB VITAS (Ms. Higgins)**

Chairman Larson read the title of the item.

The following people spoke on the matter:

Sustainability Coordinator Higgins  
City Manager Vitas

City Manager Vitas presented his vision to the Board on his goals for the City of Key West and the Sustainability Advisory Board.

**LETTER ENCOURAGING CITY STAFF TO CREATE A “COMPLETE STREETS POLICY” FOR ADOPTION (Chairman Larson and Ms. Higgins)**

Chairman Larson read the title of the item.

The following person spoke on the matter:

Sustainability Coordinator Higgins

Sustainability Coordinator Higgins reported to the Board City Staff's request to have the Board recommend having staff carry on with completing the policy to have available on a City Commission agenda for adoption.

**REPORTS**

**UPDATE FROM THE SUSTAINABILITY COORDINATOR (Ms. Higgins)**

- A) Climate Marketing: Preserve Island Life**
- B) December is Green Gifts Month**
- C) Southeast Florida Regional Climate Change Compact Summit**
- D) Waste Diversion Progress**
- E) Pedestrian Mall for Duval?**
- F) Sustainability Board Presentations**
- G) Utility Tracking Project**
- H) Green Building**
- I) Grants**

**SUSTAINABILITY ADVISORY BOARD'S PRIORITIES (Ms. Higgins)**

- A) Solid Waste Master Plan (Vice-Chairman Dr. Williams)**
- B) Professional Energy Audits (Mr. Massoud)**
- C) Climate Action Plan Administrative Actions (Chairman Larson)**
- D) Climate Action Plan Community Actions (Mr. Lybrand)**
- E) Horse Manure Composting & Bahama Village Community Garden (Ms. Balcer)**
- F) Electric Vehicle Charging Stations (Mr. Oesterling)**

**ADJOURNMENT:**

There being no further business the Chairman adjourned the meeting at 6:56 p.m.



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Angela Budde, Deputy City Clerk