

1st Quarter A&E (Oct-Dec)

October 2023

- Adaptation and Energy Coordinator entered energy data for 11 city properties in EPA's Portfolio Manager.
- Adaptation and Energy Coordinator attended sustainability committee hearing, multiple webinars, and training sessions.
- Adaptation and Energy Coordinator was trained on the procurement process.
- Adaptation and Energy Coordinator reviewed the City's Climate Action Plan, 10 Year Energy Plan, Post Disaster Recovery Re-Construction Plan, Water Supply Plan, Key West Comprehensive Adaptation and Resilience Implementation Plan, and the South Florida Military Resilience Strategy Plan.
- Adaptation and Energy Coordinator commenced work on editing the City's 10 Year Energy Plan.

Sector	Actions
Adaptation Plan <i>CARIP (Comprehensive Adaptation & Resilience Implementation Plan)</i>	<ul style="list-style-type: none"> ✓ Drive around at King Tide ✓ Read Military Installation Resiliency Report (MIRR) ⇒ Read RFQ and all Responses • Contacts Master List (Nov)
Energy	<ul style="list-style-type: none"> ⇒ Update EPA Portfolio Manager, Phase 1 ⇒ Edit: Ten Year Energy Plan (Nov-Dec) ✓ Study ESCOs (Nov) ✓ Attend ESCO Class: Solar Tax ITB (Nov) • Create RFQ for Energy/Water & Adaptation Surveys (Nov) • Green Building Fee (Nov) • Review Keys Energy EV Plan (Dec) • Study EVs (Dec)
Climate Action Plan 2.0	<ul style="list-style-type: none"> ✓ Lead on Project ✓ Read Climate Action Plan ⇒ Read and become familiar with entire platform (Nov) ⇒ Divide and conquer data reporting (Nov-Dec) • Create tracking form if not available
PDRRP (Post Disaster Recovery & Reconstruction Plan)	<ul style="list-style-type: none"> ✓ Read & Review Plan • Set Annual Goals w Ben (Nov)
Communications/ Training	<ul style="list-style-type: none"> • Water Rules: Website / Flyers / Posters? • Mock Up Green Maps • Admin for all new Training Opps (Nov) • Become co-lead (w Ben) for LMS Training Subgroup (Nov) • Set LMS Sub Group Training (Dec)

Grants	<ul style="list-style-type: none"> • Flesh out master list of grants (Dec)
General	<ul style="list-style-type: none"> • Review Budgets & CIP (Dec) • SAB Agenda (Dec) • DRC Comments (Dec)
Policy	<ul style="list-style-type: none"> ✓ Review Elevation Policy (Jordan) • Review BOCC Floodplain workshop
Water Quality	<ul style="list-style-type: none"> • Review Draft Plan (Dec) • Research Beach Water Quality Signs & Monofilament Stations (Nov) • Design Place Water Quality Signs & Monofilament Stations (Nov) • Convene WQIP Meetings (Dec)
Transportation	<ul style="list-style-type: none"> • Ecopass Administration