



Priority 5: Cleanliness March 17, 2021

PRIORITY 5: CLEANLINESS

IMPROVE THE CLEANLINESS OF STREETS, BUILDINGS, AND PUBLIC SPACE

GOAL 1: INCREASE PERSONNEL

Increase the capacity for the City to provide more thorough and consistent cleaning services by hiring additional, necessary staff

Actions	Time Frame	Person(s)/Departments Responsible	Funding Notes
<p>1. Staff in Utilities, Code Enforcement and Public Works: Hire four new employees to meet the needs of the City, including:</p> <p>a. <u>Solid Waste Technician Part Time (Utilities Dept)</u> – Fill in at Transfer Station, oversee/mow closed landfill, fill in at Scale House.</p> <p>b. <u>Mallory Square Bathroom Attendant/Security (Public Works)</u> - Keep the public bathrooms clean, and prevent littering and graffiti on public property.</p> <p>c. <u>Code Enforcement Specialist on Cleanliness (Code)</u> – Monitor on a daily basis compliance with waste and recycling ordinances in residential and commercial areas (Note: person identified, but need to replace her position.)</p>	<p>By Fall 2021</p> <p>By Fall 2021</p> <p>Spring 2021</p>	<p>Utilities</p> <p>Public Works</p> <p>Code</p>	<p>Approximately \$40K</p> <p>Approximately \$45K per person annually. General Fund</p> <p>Approximately \$45K per person annually. General Fund</p>



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<p>d. <u>Street Sweeper (Public Works)</u> - Hire an additional street sweeper to clean up main fairways on a daily basis (Note: could we potentially negotiate with the County to take on more areas in the historic district? If we were to hire a person, we would also require equipment.)</p>	<p>Fall 2023</p>	<p>Public Works</p>	<p>Contingent on the budget If position, \$45K annually, plus \$300-\$400K for equipment.</p>
<p>2. Tree Maintenance: Explore options for outsourcing tree trimming and maintenance in the City and/or hire an additional staff member in Public Works</p>	<p>Obtain Quotes by Winter 2022</p>	<p>Public Works/City Manager</p>	<p>Cost TBD</p>



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GOAL 2: STRENGTHEN ACCOUNTABILITY			
<i>Establish systems and agreements to ensure compliance and accountability for cleanliness standards.</i>			
Actions	Time Frame	Person(s)/Departments Responsible	Funding Notes
1. Coordination and Communication with Waste Management: Improve efforts between the City and Waste Management	Beginning Spring 2021, ongoing	City Manager, Assistant City Manager, Code Staff, Utilities Staff	No funding necessary beyond contract
2. Code Enforcement Plan: Identify the top/priority Codes in Sections 26 and 58 of the Key West Code to enforce systematically. Monitor progress through oversight from the Code Specialist.	By Spring 2022	Code Enforcement with Assistance from Legal	No funding necessary
3. See/Click/Fix: Strengthen the consumer complaint process through 3 initiatives: 1) The See/Click/Fix program; 2) A public awareness effort to share the process with the Community; 3) SOPs to ensure that there is follow up with residents who lodge complaints.	Begin Summer 2021	IT, Admin (Portia), Assistance from Risk Management, Relevant Dept Managers (Public Works, Code, Engineering)	Funded
4. Inspection Schedule for Parks and Public Space: Establish a checklist and inspection schedule for the condition of public space equipment on a regular basis. (Training may be required). Examples include outdoor jungle gyms, trees that need trimming, missing signs, broken sidewalks, Etc.	By Spring 2022	Public Works Directors, Code Specialist, with the support of Risk Management	No funding necessary



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GOAL 3: INCREASE BUSINESS AND COMMUNITY ENGAGEMENT

Partner with businesses, schools and civic organizations to partake in City Clean Up programs.

Actions	Time Frame	Person(s)/Departments Responsible	Funding Notes
<p>1. Keep Key West Beautiful Program (KKWB)/Adopt a Spot: Execute the plan that offers three “Adopt a Spot” options for: 1) Businesses; 2) Schools; and, 3) Individuals to take charge of a designated space, including regular clean ups, recycling efforts, managing waste, cigarette butts, litter, etc. (Adopt a Spot is part of the KKWB program)</p>	<p>Begin in Fall 2021</p>	<p>Key West Beautiful Coordinator, Business Organizations and KW Schools</p>	<p>May require limited funding for materials (\$2,000 annually)</p>
<p>2. Volunteer Clean Up Program: Engage a Volunteer Leader to mobilize, coordinate and organize existing clean up groups in Key West, and establish new ones. The program would have a calendar and list of geographic priority areas. Groups include: Saturday Clean Up Group; Student Clean Up Group from KWHS; Coast Guard Volunteer Group; Graffiti Squad; Reef Relief, Surf Rider. Beautification Committee, Parks and Rec Committee and others.</p>	<p>Begin in Winter 2021</p>	<p>Volunteer Coordinator with Support from Key West Beautiful Coordinator</p>	<p>May require limited funding for materials (\$4,000 annually)</p>
<p>3. Beautification Committee: Reinvigorate the Committee and develop a “Cleanliness” plan and time line for Key West.</p>	<p>Fall 2021</p>	<p>Mayor, Chair of the Beautification Committee</p>	<p>No funding necessary</p>
<p>4. Engaging the Homeless: Create a pilot program for selected individuals living in transition housing and/or the shelter to be involved in weekly clean ups.</p>	<p>Plan by Spring 2022</p>	<p>TBD (Needs further exploration)</p>	<p>Needs further exploration</p>