



KW Climate Action Team

Key West Climate Action Team

Meeting –

Agenda- June 30th, 2009

Minutes- May 26th/ June 16th, 2009

Time: 5:30pm

Location: ADA Conference Room- 525 Angela Street

Purpose: Create report detailing how to reduce carbon emission by 15% by 2015

Facilitator | Annalise Mannix

Scribe

| Jaime Baker

	FIRST NAME	LAST NAME
	Jane	Parthemore
	Tara	Bevard
	Jody	Smith-Williams
	Bridget	Dawson
	Onett	Johnson
	Val	Candy
	Helen	Stanley
	Lucy	Gage
	Sandy	Crawford
	Matt	Strahan
	Bill	Cottrill
	Kerry	Cressman
	Annalise	Mannix
	Julie	Brown
	Julie	Crane
	Lynn	Tejeda
	Cynthia	Hullum
	Manuel	Castillo
	Colleen	Tagle
	Karen	Thurman
	Chris	Belland
	Andy	Griffith
	Christina	Lindley
	Liz	Woods
	Allison	Higgins
	Ty	Symroski
	Sue	Newman
	Robin	Smith-Martin

AGENDA June 30th, 2009

Open Meeting:

- Introductions
 - Administrative Items:
 - Approval of minutes from 05/26/2009 and 06/16/2009
- NOTE:** Please review minutes from 05/26/2009 and 06/16/2009 meeting prior to meeting we will not do a detailed review. *If you have an Action Item and cannot attend, please send an eMail update or have someone attending prepared to speak to the Action Item.*

Meeting Discussion Items:

- Develop survey for why people don't ride busses
- Develop marketing ideas for busses and etc...
- Reports from Focus Groups

Open Discussion / Round Table:

- New Business

Close Meeting:

- Next Steps
- Review newly assigned action items

Action Items – Opened

#	Description / Updates	Due	Status
AI120908-01	Send out mission statement for re-writing to an executive team for a more visionary mission statement	Val	S
AI120908-02	Contact the Mayor of Key West to get more supporters for the Climate Action Team	Annalise	S
AI120908-03	Contact New York/ICLEE for the protocol for their climate change plans	Jody	S
AI120908-04	Create sub-committees in <ul style="list-style-type: none"> • Building • Waste • Energy • Transportation • Sustainability 		S
AI120908-05	Get a representative from the Monroe County Detention Center	Annalise	F

Action Items – Opened			
#	Description / Updates	Due	Status
AI120908-06	Get Speakers for meeting from <ul style="list-style-type: none"> • Keys Energy • Transit 	Annalise	F
AI011308-1	Transit team meet with Eduardo Herrera (Fleet) (Changed to Focus Group)	March 1 st 2009 Annalise	S
AI021109-01	Get Milestones of Action Plan on paper and on the web	March 15 Val	C
AI021109-02	Ask Keys Energy Services is the A/C the major cost driver for commercial business.		
AI021109-04	Online Survey to contractors, planners and architects – survey questions?	Kerry	
AI022409-01	Get a plan- How many trees can we plant in the city so we can determine how much carbon we can save	Bridget Annalise	S
AI022409-02	Get a landscaper to see how many trees we can plant in the city	Bridget	S
AI022409-03	Get tree commission list at the Carbon Sequestration/ oxygen production for each	Bridget	S
AI022409-04	Get tree inventory disk to Robin	Annalise	O
AI022409-05	Investigate Local Green Tree Sequestration fund and carbon calculator (Focus Group)	Annalise	S
AI022409-06	Get Energy Audit from Robin	Annalise Robin	
AI022409-07	Find company to give pay back		
AI032409-01	Pass out a survey to bus riders on the City of Key West bus service -Bridget and Val rode the bus and passed out the survey to passengers	Val Bridget	C
AI032409-2	Pass out a memo to all contractors requesting that they please fill out the survey for building contractors- Carolyn Walker in the building department sent an email with the link to the survey	Jaime	C
AI061609	Create Survey to ask people why they do not ride the City of Key West Bus Shuttle	7/15 Jane	S
AI061609	Look up prices of Bike Racks for the bus stops	Bridget 6/30	

Last Meeting Minutes**Meeting Attendees- 06-16-2009****Bridget Dawson****Jane Parthemore****Kerry Cressman****Sandy Crawford****Bridget McDonald****Allison Higgins****Lucy Gage****Robin Smith-Martin****Annalise Mannix**

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Meeting Minutes from 06/16/2009

Focus Group Update

1. Building- Kerry is group chair, he has a list of proposed member that he will contact and have meeting and will send brainstorm ideas for building, commercial and residential challenge.

2. Sewer/Water- Have list of local professionals, need CAT member Annalise Mannix will be volunteer. Include storm water on this- now that we use pump stations we are using a lot of electric in stations (Note: need to stop pumping storm water stations when it is not raining). Key West Resort utilities are composting solids. Bridget Dawson will find Navy sewer station operator come to meeting.

3. Water Conservation- Have group of local professionals working on this from FCAA, Monroe County, Cities, Annalise chairs this.

4. Solid Waste- We need a group for this. Discussion of what GLEE successes are so far. Robin Smith Martin volunteered. We discussed our top five ideas

1. Remove Green/tree debris from haul out. Waste suggestions: to coordinate mulch program in Key West with county, beach cleaners, city, Keys energy Services and landscapers.
2. Cite citizens not recycling, fines to go to green program
3. Have K-5 recycling educations (how about preschool?)
4. Marketing Commercial recycling program
 - Provide waste audits
 - Green business
 - Require contractors to have goals
 - Compost component
 - Construction debris
5. Use right of way for old town commercial recycling

Suggested committee: Jody Smith Williams

Kim Gable
Key West Resort Utilities
Greg Barosso
Sandy Crawford

Note- Invite Greg Sullivan to a Q/A meeting after we have a list of Questions

5. Carbon Sequestration

- A. Trees: Bridget Dawson is the chair
 - We had a successful tree inventory over 750 trees needed. Had 2 volunteers on Saturday with more this week
 - We need to do calculation now it is a bit complicated but I have a southern California CO2 tree calculator and a 250 page scientific paper
 - Discussed a "paradise tree" in news article that is local and good for CO2 removal; will need Latin name
 - Annalise Mannix asked for volunteer to get cost of trees and cost to plant and cost to maintain first year and years after. Bridget will get some prices and other folks will too
 - Steven Hodges of The Botanical Gardens is on the Focus Group but is away when he gets back we will get his input
- B. Carbon Offset Program.
 - This is the proposed funding source for the Tree Project. The goal is to set-up a certified offset non-profit organization which will collect donations, and market program and manage the planting and maintenance of trees in Key West and more if Key West gets done.
 - Cindy DeRoacher the General Manager of the Gardens Hotel has agreed to chair the Focus Group. It will be made up of local Hoteliers, Inn Keepers, Special Event Organizers (perhaps wedding consultants too) and perhaps TDC staff or members
 - Nancy Coward was suggested as a member (Inn Keeper)

6. Transportation

- A. Bike Focus Group- Annalise Mannix is using the Bike Action Committee. They will have suggestions soon
 - We discussed the need for bike enclosures at Keys Shuttle stops an lots of bike racks around, Bridget will look into bike cover costs.
- D. Public Transit Focus Group- We need to organize this we had started with a Survey of passengers on the Lower Keys Shuttle when suggests we need:
 - Bike Friendly transit
 - Shade/ roof at bus stops
 - Better schedules
 - Warmer busses, etc.....
 - Discussion ensued on
 - A. Change Machine- A tourist was kicked off the bus for lack of change of \$15.00
 - B. More advertising bus passes and more outlets
 - C. Debit Card System
 - D. Airport bus pass machine (Ferry terminal?)
 - E. Computer printed bus passes

Brainstorming Top Recommendations:

- Bikes at all Keys Shuttle Stops
- Driver Education
- Improve public transit and its use
- Transit orientated develop
- Team decided we need to develop a survey to ask people why they don't use it. Jane will look for surveys from other Cities. (Annalise believes a survey was once done. She will ask Myra about it.
- Look into military bus passes
- Marketing- school trips on busses, Advertising busses with ads, transfers within an hour

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May 26th, 2009

Attendees:

Bridget Dawson
Kerry Cressman
Sandy Crawford
Allison Higgins
Annalise Mannix

- A. Tree Focus Group-Saturday we will have the Tree Focus Group have a number of volunteers walk the streets and come up with the number of trees we can plant in the City. Today we will organize the program for that
 - No trees within 30 feet of a corner
 - No tall trees under the power lines
 - Not trees within 10 ft of the power lines
 - No trees in front of power panels
 - Note on chart where there is a planter already and if its empty (if possible ask resident)
 - Need to make sure trees in low zones are salt tolerant
 - Perhaps enter into a joint venture (partner) with tree organization (i.e. Carol Ann Sharkey); Mallory vendors; and Tree Commission
- B. Building and Solar Focus Group
 - Annalise spoke to Building Official and he is okay with he and Terry Richardson (electrical inspector) on team
 - Kerry suggested we look at Solar Energy Institute in Colorado for ability to transfer knowledge. Perhaps get instruction for Keys for inspectors and for expo
 - There is supposed to be funding for stimulus and for education- green jobs training, weatherization and auditors. Annalise will try a multifaceted or umbrella grant for Solar LED lights, training and etc... in one grant
- C. Water Focus Group- Had first meeting we discussed cistern funding possibilities? (SFWMD and FKAA Grants) perhaps cisterns to fill city water trucks and street sweepers. Many other items too- will post meeting minutes on our web page.
- D. Energy Efficiency- still need to organize team
- E. Business Challenge
- F. Carbon Offset Program
- G. Sewer/Water- had meeting with FKAA on claimed water- The city is considering the project- more meeting will occur
- H. Fleet- Made some contacts- still need to organize team

April 24th, 2009 Meeting Minutes

Attendees

Annalise Mannix
Jane Parthemore
Lucy Gage
Bridget Dawson

1. Trees- Bridget Dawson explained what she learned from her contacts: Good trees for Climate change are deciduous- new palm trees. Palms have small leaf area and trunk size?
Good Trees for the Keys
 - Fiddlewood- Citharrexam spandsum
 - Jamaican Caper- look into monkey treesThe Tree Focus Group was formed. Jane has folks from Botanical Gardens, Garden Club, Master Gardeners and etc... Ideas for other are Sam Tropia's Foundation, Tree Commission.
2. Building Energy Efficiency
 - Lucy brought up that idea of a review board for people having problems with there houses (rentals) if a problem of A/C units or water leaks and you can ask the board for help if owner does not fix.
 - Code requires the owner to check for leaks within 48 hours of renting and replace A/C filter and lint screw in dryer prior to renting the house.
 - Look into writing code that will encourage owners and tenants to improve rental spaces for energy efficiency.
 - Focus Group will be needed for solar power building official, inspectors, engineer, architect, general contractor and electricians
 - Kerry sent out survey on surveymonkey.com will email the results
 - The Focus group will write plan of what marketing and education and code changes are needed
 1. Get Builders comfortable
 2. Get architects and Engineers comfortable
 3. Get the electricians comfortable/ willing to discuss green building with every homeowner
 4. Look at having a sample Solar System at the Building Department
 5. Inspectors willing to inspect insulation, solar, and etc...thoroughly
3. Recycle Focus Group- Annalise Mannix suggested using the GLEE R4 committee
4. Bicycle Focus Group- Annalise Mannix suggested using Bike Action Committee which has rental companies, bikers and planning members
 - Look at bus stops, transit too.

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5. FCAA Focus Group- Have team FCAA, City, Plumber, Navy, Large Hotel (Spottswood)
6. Green/Smart Fleets Focus Group-
 - Alternate fuel vehicles
 - Kerry, GLEE, City School Boards, County, Mosquito Control, Navy
7. Bus Focus Group- Public Transit
 - Need riders, and those who don't, bus driver
8. Education- How to market all programs
 - Reliable transit
 - Hybrids, electric, biodiesel
 - Tree planting, Driver Education
 -

Meeting minutes 03/24/2009

Recommendations

The following recommendations, if fully implemented, will demonstrate Key West's commitment to addressing the problem of global warming by reducing greenhouse gas emissions by 15% by 2015 using 2005 baseline data.

A. Energy Efficiency

1. Hire professional energy manager to work for city, county, hotels, college, hospital.
2. Create peak time energy system that reduces construction of new power plants and encourages energy savings.
3. Implement green office audit for all public offices with milestones, goals, and tielines – develop recognition system for staff.
4. City to create incentives (50% paid by City) if a developer uses solar power, H2O, pool.
Request all large building owners initiate a shared savings programs.
5. Encourage Keys Energy Services' Master Sustainability Plan to include underground "smart" grid systems. Determine likely line loss of overhead costs versus underground savings systems measured through long term sustainability. (Power lines underground may reduce overhead costs associated with hurricane damage whereas smart grids are digitalized.)

B. Solid Waste SEWAGE????? P 16 of slides from meeting

1. Establish multiple commercial recycling and waste vendors to increase competition and improve services.
2. Pay as you throw trash initiative to incentivize composting, recycling, reducing and re-using. Educate on where to dispose of batteries.
3. New businesses to show recycle and trash areas in new renovations with go back to returns for bottles.
4. Reduce paper copies.
5. Group recycle bins.
5. Green funerals – bamboo coffins.

C. Transport

1. Increase bicycle parking around the city with bike racks at every bus stop.
2. Establish sub-committee as an authority to oversea private sector and public sector help in promoting and enabling people to use alternatives to the car. Carry out surveys of bus users and non-users and whether commercial interests could assist in promoting public transport such as "free pass to shop" at large grocery outlets when people use public transport.
3. Green and Smart Fleets – fuel efficient, bio-diesel, drive slower campaigns.
4. Promote car pool websites and electric car stations at all city lots.
5. Bus schedule to be posted and maintained at every bus stop.

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D. Building

1. Tax utilities and propane tangible benefit.
2. Online survey to contractors, planners, architects, watchdog committee to find out how far builders will go with LEED – less maintenance, waive permit costs or increase credits.
3. Affordable housing to require LEED energy efficiency which will save dollars over time.
4. Monitor temperature of buildings.
5. Seek grants to weatherize public buildings.

E. Sustainability/Sequestration

1. Create a Green Tree Sequestration Fund- planting and landscaping in Key West – use a carbon credit calculator.
2. Hotels can establish a “donate for your stay” by contributing to the fund.
3. Promote special events such as Carbon Neutral, Earth Friendly.
4. Conduct a tree inventory update and establish where to plant such as Botanical Gardens, densely concreted areas, roof tops, Little Hamaca Park, Truman Waterfront, School and Sports grounds.

01/13/2009

Solid waste Brainstorming Ideas

- Organics out of trash
- Recycling
- Fines Fund Green Fund
- Waste Conservation
- Grey water to plants
- Convert septic to Cistern
- Rain Barrels and cisterns
- K-5 recycling----(Spanish, English, Haitian)
- Re-use education
- Tax Plastic
- Gas tax for busses to run trolley up and down street
- Commercial Recycling simples
- Education on commercial recycling
- Multiple commercial/ recycle and waste vendors to draw competition
- Draft beer
- Use the ROW for recycling
- Group recycle bins
- All new businesses must show recycle and trash areas in new renovations
- Fee to bar owner added @ distribution shop 1/10 penny per bottle
- Go back to returns for bottles and re-use the same bottle
- Bottle bill
- Pay as you throw trash (incentive composting, recycle, reduce) well received by people. Where to take recycle batteries
- Video of recycling procedure
- Market R's – reuse, recycle, reduce, rot – like our homes depended on it
- Invite someone from biz baz to talk about re-use on the radio

Sewage Brainstorming Ideas

- Increase efficiency of sewage plant and pump stations
- Replace mechanical mixing with air diffusers
- Replace a/c System with new state of art energy efficient
- Task a shared savings firm to analyze the plant for energy efficiency
- Market Water Conservation measures(shorter showers, washing dishes , full loads on dishwashers and washing machines)
- Low flow toilets and faucets (waive permit fees)
- Continue to seek water reuse options
- Cisterns and rain barrels

Subcommittees

- Recycle- Jane and Sandy
- Transit-Terry
- Trees- Bridget
- Business- Onett
- Solid Waste- Helen
- Building- John

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Minutes 12/09/08

- Goal of the Climate Action Team is to reduce Co2e from 399,593 tons to 339,653 tons which is by 59,940 tons
- 27% of the community is residential use-109,109 tons of CO2e
- 28% is transportation use 112,492 tons (2,042 for waste hauling)
- 40% is commercial sector use 155,322 tons (fleet, propane)
- 3.6% is solid waste use 60,385 tons (14,260 tons from incinerator)
- 2.2% is landfill use 8,800 tons
- Commercial Sector Energy Use
 - 91.6% Electricity
 - 8.4% Propane

Largest Users

1. KW FI Hotel Ltd.
 2. Heartland Hotel Corp
 3. FKCC
 4. Casa marina
 5. Pier House
 6. Winn Dixie
 7. KW HMA
 8. City of Key West
 9. MC Detention
10. Propane
 11. Navy
 12. Other Commercial Energy
- Municipal Profile- The City of Key West emits 17,596 CO2e's
 - Waste 15.6%
 - Diesel 18.2 %
 - Gas 10.9%
 - Electric 55.3%
 - Building= 3,158 tons
 - Fleet City= 4,532 tons
 - Waste Fleet= 2,050 tons
 - Employee Commute= 602 tons
 - Street Lights=2,331 tons
 - Water/sewage-4,217 tons
 - Waste-= 2,756 tons

Clearly the best thing for the City is to look into the areas of electric use and transit use since these are the largest (95%) Carbon Dioxide emitting areas.

- Sub Committees goals
 - **Building** to provide education, incentives and codes to owners/builders to build more energy efficient homes additions and appurtenances (like pool pumps).
 - I.E.- all new pools must have solar power heaters or all solar installation has no permit fee.
 - I.E.- have continuing education at the college for more energy efficient building
 - **Waste** to reduce solid and sewage waste and reduce electric in processing waste.
 - * Solid Waste uses 60,835 tons, sewage uses 4,217 tons if We can reduce by 15% it would save 9,757 tons
 - I.E.- convince people to use less water
 - I.E.- investigate better pumping process technology
 - **Energy** to reduce the total kilowatt hours used by residential and commercial buildings through conservation and new technology
 - * Commercial uses 155,322 tons, residential uses 109,109 tons if we can reduce by 15% would be 39,664 tons of CO2e
 - I.E.- Implement energy saving diffusers that the Waste Water Treatment Plant
 - I.E.- Ask every homeowner to increase thermostat by 2 degrees
 - **Transportation** goal is to reduce vehicle trips into and around the city, reduce idling of vehicles and create incentive to use new technology
 - * transportation uses 112,492 tons if we can reduce by 15% would be 16,873 tons
 - I.E.- encourage bus ridership
 - I.E.- create electric stations at public parking facilities
 - **Sustainability** Stewardship of local and imported resources in balance with the needs of the community so that there is no resulted net environmental loss.
 - I.E.- increase trees on island
 - I.E.- support natural habitat that provides shade for homes and businesses
 - I.E.- to ensure new construction infrastructure and renovations are sustainable.

Last Meeting Minutes

Last Meeting Highlights
