

MINUTES

SUSTAINABILITY ADVISORY BOARD MEETING

**OLD CITY HALL, COMMISSION CHAMBERS
512 GREENE STREET**

THURSDAY, AUGUST 11, 2011

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, August 11, 2011.

Chairman Dr. Ross Williams called the meeting to order at 5:31 p.m.

Answering roll call were Board Members Michael Larson, David Lybrand, Emil Oesterling and Chairman Dr. Ross Williams.

Also present was Assistant City Manager Mark Finigan, Engineer Birch Ohlinger and Deputy City Clerk Angela Budde.

Vice-Chairman Richard Puente, Member Keia Rahming and Student Member Alice Tallmadge were absent.

APPROVAL OF AGENDA:

Chairman Williams asked for any changes to be made to the agenda.

Without opposition, the agenda was accepted.

PRESENTATIONS:

Monroe County's sustainability efforts countywide. (Mr. Larson)

By: Monroe County Extension Services Director Doug Gregory

Monroe County Sustainability Coordinator Rhonda Haag

DISCUSSIONS:

Update on proposals received for Request for Proposal #011-11. (Mr. Ohlinger)

Chairman Williams read the title of the item.

The following people spoke on the matter:

ACM Finigan
Engineer Birch Ohlinger

Mr. Ohlinger spoke of the proposals received. A dialogue between Staff and the members on rejecting all the responders occurred and it was discussed having the RFP include a Energy/Greenhouse Gas Study and a Sustainability Coordinator position upon republishing. Chairman Williams commented the RFP should follow the Climate Action Plan (CAP).

Comparison of Sustainability Coordinators job descriptions. (Mr. Ohlinger)

Chairman Williams read the title of the item.

The job descriptions for Sustainability Coordinators were provided from previous meetings giving a snapshot of options to consider when Engineer Ohlinger is composing a draft job description. Discussion among the members followed.

REPORTS:

Matrix (Mr. Oesterling)

Chairman Williams read the title of the item.

Mr. Oesterling discussed the items on the Matrix with his fellow Board members.

Current City Construction projects Spreadsheet (Mr. Ohlinger)

Mr. Ohlinger discussed the ongoing projects on the spreadsheet with the Board members.

BOARD COMMENTS:

Mr. Larson inquired into the Park n Ride Facility lighting project and the Meadows lighting project. After a discussion on the projects, ACM Finigan explained Keys Energy is paid over \$350,000.00 a year to maintain our street lighting and that was the extent of his knowledge on the subject. ACM Finigan mentioned he would follow up with ACM David Fernandez as he has had a continued dialogue with Keys Energy and he would ask him to attend a SAB meeting to give the members an update.

ADJOURNMENT:

There being no further business the Chairman adjourned the meeting at 6:39 p.m.

Angela Budde, Deputy City Clerk