

**CITY OF FORT LAUDERDALE
SUSTAINABILITY ADVISORY BOARD
CITY HALL CITY COMMISSION CHAMBERS – 1ST FLOOR
100 NORTH ANDREWS AVENUE
FORT LAUDERDALE, FLORIDA
JUNE 25, 2012 – 6:30 P.M.**

Members	Attendance	Cumulative Attendance 1/2012 through 12/2012	
		Present	Absent
Jon Albee, Chair	A	3	2
Alena Alberani, Vice Chair	P	5	0
Valerie Amor	P	5	0
Steven Cook [6:33]	P	4	0
Cathy Curry [6:37]	P	4	1
Vicki Eckels	P	4	1
William Goetz	P	4	1
Dana Pollitt	A	3	2
Rebecca J. Walter	P	4	1
Robert Walters	P	4	0

Also Present

Todd Hiteshew, Staff Liaison
Suzanne Torriente, Assistant City Manager
Terry Rynard, Assistant Parks and Recreation Director
D'Wayne Spence, Assistant City Attorney II
Heather Steyn, Administrative Assistant I
Jimmy Koeth, Principal Planner
Jolie Reed, Public Works Utilities

Communications to the City Commission

None

1. Call to Order

The meeting was called to order at 6:30 p.m. by Vice Chair Alberani.

2. Roll call – Introductions

Roll was called and it was determined a quorum was present.

3. Approval of Meeting Minutes – April 2012

The Board noted corrections to the minutes.

Motion made by Mr. Walters, seconded by Ms. Eckels, to approve the minutes as amended. In a voice vote, Board unanimously approved.

4. Staff Liaison Report

Mr. Hiteshew got an extension for a year on the EECBG grant and still working on the demonstration center. Ms. Torriente gave the board postcards regarding the visioning of the City: Our City, Our Vision. The board members can take post cards to hand out to their communities.

5. New Business

- Ms. Rynard, Parks and Recreation Assistant Director – ESCO (Energy Services Company – SAP Initiative)

Ms. Rynard presented a Powerpoint introducing ESCOs to the board to gather input and support before going to the Commission as a conference item July 10th.

Energy saving companies, also known as energy performance contracting, is the idea of taking energy savings and using the savings to fund improvements or retrofits. The City is looking at this because of the sustainability, energy savings, and long-term goals. One of the goals of the Sustainability Action Plan is to reduce energy by 20% by 2020. Staff is proposing this as a mechanism to help meet that goal.

After the presentation, the following questions were asked:

Ms. Eckels asked if once an ESCO is chosen, if that ESCO does the projects identified every time or if the process is repeated each time. Ms. Rynard said Procurement would have to be consulted. There may be enough identifiable projects where a list of the top three ESCOs could be created and the projects rotated between them to avoid going through the RFP process each time.

Regarding ESCOs creating jobs, Ms. Eckels wondered if the City went into the school boards or Miami-Dade County because ESCOs are specialized and operate elsewhere. Unless anything in Procurement prohibits this, local construction could be part of the RFP.

Dr. Goetz would like to see evidence proving ESCOs are cost-effective including follow-up studies on projects done and jobs created. Ms. Rynard said there are detailed reports gathered from communities and will provide the information to Mr. Hiteshew so he can send it to the board. Ms. Rynard recommended the board go to the State of Florida Office of Management Standards site. ESCOs can be done where financing is done through the company or third party financing. Ms. Rynard said a couple of potential projects have been identified: City Hall (roof, HVAC, lighting, and storm

window replacing through a grant) and Holiday Park (sub irrigation, tennis center and sports field lighting, roof, and Controls at War Memorial).

Ms. Rynard thanked the board and will get more information to them through Mr. Hiteshew.

6. Old Business

- Previous Issues

Based on last month's meeting to step back and assess the board's progress, Mr. Hiteshew sent the board the spreadsheet tracking each action item still in progress.

Ms. Eckels asked if the scope should be reduced and focus on a couple of projects.

Mr. Cook asked his Commissioner what is expected of the board. Mr. Hiteshew said the SAB is a board with an enabling ordinance outlining what the functions and duties are. From a staff level, to move things forward, there is a 2011 SAP with updates of all the initiatives from the CSGC report. The board can assist with implementation of the SAP.

Dr. Goetz had suggestions and spoke with City Manager, Lee Feldman regarding his concerns. Dr. Goetz said there are three areas of concern: 1.) a lack of communication and knowledge at higher levels 2.) the Assistant City Mangers coming to the meetings to communicate happenings in the City, developing prioritization methodology, and formalizing a relationship between the board and staff with a memorandum of understanding (MOU). While Mr. Feldman is trying to develop a methodology to tie all the capital improvements projects in the City, the board needs to develop one for the SAP initiatives. Dr. Goetz handed out the first draft of the MOU being done by the Budget Advisory Board. The second half of the document Dr. Goetz handed out was his adaptation of it with the SAB. Dr. Goetz recommends the board looks at this and come back with their comments.

Ms. Eckels said the turtle lighting ordinance was not being followed. Mr. Hiteshew said the City completed the project on A1A and this year the City is working on code working with private properties. The 2012 Code Enforcement Action Plan includes prioritizing enforcement, lighting violations, and locating the nests. Although the priority is still to educate the public, Mr. Hiteshew said there has been major progress regarding violations and corrective actions have been taken to establish a baseline. Ms. Torriente said the City has been doing outreach and education during off season and during season, citations are being issued.

Mr. Cook asked if the board could receive updates on ongoing projects at each meeting.

Ms. Amor said the community garden had its first reading, and passed, and July 10th is the second reading. When it went to the Planning and Zoning (P&Z) Board it was not as put together as she would have liked. Ms. Amor recommended the board review it in a year in terms of how it worked.

Ms. Torriente said the SAB should map out a timeline through the course of the year and have monthly updates on the different topics. Ms. Amor said the board should look at items regarding time allocated to them. Mr. Cook said if the spreadsheet was online, it would be in real time instead of waiting until the next meeting. Dr. Goetz suggested a formalized database to upload and download documents with the help of Mr. Feldman, Information Technology (IT) and the SAB providing a framework where projects could be evaluated with prioritization. Mr. Hiteshew said meeting agendas and minutes are available online. Dr. Goetz said a database should be created for citizens to access.

Ms. Torriente gave the board an update regarding the City having a major reorganization with a lot of employees retiring affecting Public Works the most. Albert Carbon, Public Works Director, put a lot more structure in sustainability and the City Commission approved a Sustainability Manager position. Ms. Torriente said the Sustainability Manager would oversee the SAB and work on implementing the SAP. Mr. Spence said the SAB is an advisory board to the City Commission whereas the Sustainability Manager operates under the manager function of the department. As part of the strategic planning progress, there is new software to track and create a scorecard for the SAP so reports can be generated.

Ms. Eckels said the Urban Agriculture Ordinance should have come before the board before going to the P&Z board. Dr. Goetz said MOUs would help City staff recognize there are certain things they are expected to do like communicate with SAB. The MOU will be on the next agenda.

Dr. Goetz told the board to take two weeks to look over his handout and send their comments to Mr. Hiteshew to summarize by July 13th.

Ms. Eckels asked if the minutes and agenda for the SAB could be sent more in advance. Mr. Hiteshew said he meets with Mr. Albee the third Monday of the month so the agenda and minutes can go out on the Wednesday before the meetings. Sometimes Mr. Hiteshew receives items last minute and in some cases urgent items are sent out the morning of the meeting.

Mr. Cook asked if the board should also work on things they think would be good such as the use of plastic bags. Mr. Hiteshew said there is a state ordinance pre-empting local legislation. The board has talked about plastic bags in the past. The City needs to advocate this topic at the state level. Mr. Cook talked to the State today and found out local municipalities cannot pass local ordinances unless there is a report. The FDEP

gave it to the State in 2010 and nothing happened because of the Florida Retail Federation.

Mr. Cook informed the board the Public Service Commission hearings on FPL were cancelled because of the weather.

Ms. Walter suggested each board member select three items to focus on and send to Mr. Hiteshew by July 13th so he and Mr. Albee can prepare the agenda.

Ms. Amor said she is on a board with the Town of Davie. They have created a South Florida Sustainability Guide available for all municipalities.

Ms. Amor said the Agricultural Ordinance was passed and will go to a second City Commission. There should be a one year follow-up and a request for the SAB to be a part of the process.

Motion made by Ms. Eckels, seconded by Ms. Walters, authorizing Ms. Amor to notify the City Commission at the second reading of the Agricultural Ordinance, the SAB wants to revise the ordinance in a year and track its progress during the first year. In a voice vote, Board unanimously approved.

Mr. Hiteshew will add more detail on the in progress items on the spreadsheet and add multifamily recycling. The last few pages of the SAP have all the initiatives and objectives summarized. Ms. Walters asked if a reminder can be sent to the board.

Ms. Alberani mentioned the seven50.org event taking place in Delray.

Ms. Eckels informed the board of the Broward League of Cities event taking place at Nova Southeastern University on June 28th.

7. Communications to the City Commission

None

8. Adjournment

With no further business to come before the Board at this time, the meeting was adjourned at 8:48 p.m.

Next meeting date: July 23, 2012

Attachments:
Minutes – April 2012

[Minutes prepared by Jolie Reed, City of Fort Lauderdale]