

**WEST PALM BEACH
SUSTAINABILITY ADVISORY COMMITTEE MEETING
August 2, 2016
Approved Minutes**

Members Present:

Lew Crampton
Stewart Bosley
Chanda Fuller
Dan Gittere
Jack Rice

Staff and Commissioners Present:

Commissioner Paula Ryan
Penni Redford
Lauren Thead
Elaine Christian
Suzanne Schluter

Call to Order/Sign In/Changes to Agenda

- Meeting was called to order at 4:13 PM.
- Meeting minutes approval was tabled until the next meeting.

Opening Remarks

- Elaine Christian the new Outreach Program Coordinator introduced herself. Elaine comes from the South Florida Science Center and Aquarium. She will be working on Green My School, Green Business Challenge, Neighborhood meetings, social media and making connections.

New Business

- Residential PACE – Penni Redford
 - PACE stands for Property Assessed Clean Energy it is a tool for financing energy efficiency, renewable energy and wind hardening retrofits to a property. The savings achieved by the retrofits should cover or exceed the debt service which is added to the property taxes. Upon sale of a property the debt can stay with the property.
 - The City has been offering commercial PACE for a few years administered by EcoCity Partners that was recently purchased by Renew Financial. We would have liked to do residential at the outset but it was not possible due to the financial situation at the time. Renew Financial has been doing residential PACE in other states and now that the situation here is favorable, they are up and ready to go with residential PACE.
 - The City is looking at bringing on other providers, if it's the will of the City Commission: Ygrene and Florida PACE Funding Agency, perhaps others.
 - The City is working on a PACE ordinance, mainly for consumer protection, to be put in place before bringing on any more providers.

Old Business

- EMS – ISO 14001 – Penni Redford
 - Public Utilities has gone through the Environmental Management - ISO 14001 process and received certification. The process helps an entity to look at their environmental

impacts and limit them as much as possible. It involved reviewing and updating many of the standard operating procedures manuals, training staff, and centralizing document storage and management among other things. Setting goals, continually reassessing and improving are key parts of the process. An annual educational fair for the Utility employees has been put in place, so that staff knows what other divisions do as well as a special safety orientation for Utility staff.

- There is also an ISO certification on greenhouse gas emissions.
- STAR Communities – Lauren Thead
 - The Committee gave their input on the STAR at a previous meeting. The plan is to submit within the next couple of weeks, STAR will review and let us know where they would need more information or don't feel the points are deserved. We will make changes and submit additional information. At this point, we feel we will get 4 stars.
 - If other local governments or even non-profits are doing some things that can assist with the points, however, often things need to have been tracked for at least 3 years, and often a policy needs to be in place in order to be able to receive the points, even if actions are being taken.
 - We are working on some policies for example: landscaping, specifications when of new vehicles purchased, and a living wage policy.
- Comprehensive Plan – Lauren Thead
 - The City is going through the evaluation and appraisal report (EAR). This is done every 7 years and the City is currently behind. As part of that process, adjustments are being made to the coastal element, in reference to Senate Bill 1094, to address sea level rise, coastal flooding, storm surge issues. This is a recent bill and we'll be one of the first
 - A Climate and Resiliency element is being added into the comp plan. This will be saying where we want to go with respect to greenhouse gas reductions, energy reductions, etc.
- WaterSmart – Lauren Thead
 - This is a pilot program to let residential customers know about their water use, get them engaged and hopefully trying to conserve. We are targeting 15,000 residential customers and are hoping to add 1500 commercial and multi-family residential accounts in year 2. Currently all residential accounts can access the portal and a pilot group is receiving the home water reports, and in year 2 all accounts will be able to access the portal.
 - The home water report gives a comparison to other similar residences in regards to occupancy and yard size. The breakdown of how water is being used is determined from the customer profile if the customer fills this out and an algorithm.
 - Customized messaging is added to the report, such as PACE, ZIKA recommendations, rain barrel workshops. Customers choose to receive the report by email or print. This is an engagement tool for us.
 - The City can log in and look a summary of accounts. Customer service can look if they get a call about abnormally high usage, to try to see where there may be an issue. When customers fill in the profile, the tips and water usage chart will be more accurate.
 - Engagement: The email open rate is 54%; portal registrations are about 5%; an increase in toilet voucher applications was seen after putting a message in. A baseline customer satisfaction survey was done initially and another survey will be done to see if this has increased customer satisfaction.

- Incentives were given at the outset. Perhaps the upcoming rate increase could somehow be utilized to incentivize the program or some other incentive could be used again.
- Greenhouse Gas Inventory/Net Zero Strategies – Lauren Thead
 - The Mayor has set a goal of net zero emissions by 2050 and we are looking at making an interim goal. Looking at the breakdown of emissions from the 2013 greenhouse gas inventory we have identified 5 strategies that will get us partway there. Kim Lundgren is helping to quantify the reductions we should see using these strategies and we will take that into consideration when formulating these programs.
- Sustainability Office Updates – Penni Redford & Lauren Thead
 - The City received a \$10,000 grant from National League of Cities. The agreement is in place so we are planning what the program will be. We are looking at a marketing plan and event for the Net Zero Living and STAR Communities. The goal of the program for NLC is a program that they can replicate with other cities.
 - The SE Florida Climate Leadership Summit is October 5 & 6 at the convention center. The City is cohosting.

Future Meetings

- Tuesday, November 1, 2016, 4-5:30 PM, Mayor's Board Room

Adjourn

- The meeting was adjourned at 5:30 PM.