



## CITY COUNCIL AGENDA ITEM

# #8

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### DISCUSS/TAKE ACTION ON THE APPROVAL OF THE AGREEMENT WITH THE FLORIDA INSTITUTE OF TECHNOLOGY TO CREATE A SUSTAINABILITY PLAN

To: City Council  
From: City Manager Courtney Barker  
Meeting Date: 3/16/2016  
Department: Support Services

**Recommended Action:** Approve the Agreement with the Florida Institute of Technology to create a sustainability plan for the City, with a \$5,000 budget from the Recycling Fund.

**Summary:** In September 2016, the City Council approved the use of an intern for up to \$15,000 for the Sustainability Assessment (data gathering and creating a baseline for improvement). The cost of the Assessment is \$5,000. The staff would like to expand the scope of this project to include the actual Plan. As such, we are requesting approval for this additional scope of services.

**Budget Impacts:** \$5,000 to come from the Recycling Fund.

**Attachments:**

- Scope of Services.

March 14, 2016

## City of Satellite Beach Sustainability Plan Assessment

### Scope of Services

The City of Satellite Beach wishes to create a long term Sustainability Plan under the direction of the newly created Sustainability Board. The purpose of this Plan is to create a policy and implementation strategy for the City to instill best management practices in sustainability (BMPs) throughout the City's operations and within the community. In September 2015, the City entered into an agreement with the Florida Institute of Technology to complete the first phase of this Plan, which is the Sustainability Assessment. The Assessment is creating a benchmark of data and descriptions of current and City operations and community aspects that are related to local government sustainability and will inform the Sustainability Plan.

The City agreed to compensate the Florida Institute of Technology for one intern for a total cost up to \$5,000 for the Assessment. The City now wishes to expand the services provided by the Florida Institute of Technology to include the Sustainability Plan.

The Sustainability Plan should include feasible goals and objectives for the City to reduce our impact on environmental resources and improve our social and economic performance through City operations and community aspects. The Plan should be organized to include future action steps and reasonable time frames for completion of initial action steps. All goals, objectives, and action steps should be consistent with the City's Comprehensive Plan, or provide a recommendation to amend the Comprehensive Plan.

The Florida Institute of Technology should begin this project on March 28, 2016 and complete the project by August 31, 2016. An outline of the structure and organization of the Plan will be provided to the City by May 17, 2015 for approval by the Sustainability Board.

Compensation: The City will compensate the Florida Institute of Technology a total cost up to \$5,000 for the Sustainability Plan, with the intern averaging approximately 8 hours per week at \$20 per hour.

CITY OF SATELLITE BEACH

FLORIDA INSTITUTE OF TECHNOLOGY

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Courtney Barker, City Manager