

Dear New Clean Cities Stakeholder:

I am writing to invite you to join the Florida Gold Coast Clean Cities Coalition. We are a voluntary public and private partnership, which is dedicated to reducing the region's reliance on gasoline and diesel fuels and improving air quality. We are achieving this through local efforts in deploying alternative fuel vehicles and building refueling infrastructure. Our Coalition began in 1993 and our successes include increasing alternative fuel vehicles by sixteen percent every year, an increase in refueling facilities, eight police fleets using alternative fuel patrol cars, increasing our stakeholders by 50 percent, and sponsoring the first statewide alternative fuel conference in February of 1999.

If you have any questions regarding the Clean Cities Coalition, I am available to meet with you at your convenience. In addition, I am enclosing our brochure on alternative fuels.

There are two groups of members in our Coalition, the Coalition Board and the Subcommittees. Board members are defined by our by-laws. Each of the five counties in our coalition has three voting members on our board. All members may join the various Subcommittees and participate in our meetings, activities and programs.

To become a member of the coalition just complete the steps below:

1. Read the current Memorandum of Understanding and Sign the Addendum to the Memorandum of Understanding (MOU) establishing the Clean Cities Programs.
2. Identify your organization's commitments to meeting the goals and objectives of the Coalition on the attached commitment chart and complete the AFV survey.

3. Adopt a Resolution endorsing the goals of Florida Gold Coast Clean Cities Coalition. A sample is enclosed.
4. Return items 1, 2 and 3 to: Larry Merritt, Clean Cities Coordinator, 3440 Hollywood Boulevard, Suite 140, Hollywood, Florida, 33021.

The Memorandum of Understanding is the written agreement between the federal, state, regional, and local partners outlining the general responsibilities of the various organizations. This is not a binding contract and it does not obligate or commit funds. Rather, it is a good faith commitment to actively support and promote the goals and plans of the Clean Cities Coalition.

If you have any questions, please contact me at 954-985-4416.

Sincerely,



Larry Merritt  
Clean Cities Coordinator

LM:icg  
Enclosures

## **Florida Gold Coast Clean Cities Coalition**

Formally Established to Support the Florida Gold Coast Clean Cities Program  
Through Governmental and Administrative Mechanisms,  
And Provide the link between Program Goals  
And the Reality of Industry market Capacities and Needs

### **MEMORANDUM OF UNDERSTANDING**

by and among

A number of local governments

A number of private sector entities

South Florida Regional Planning Council

South Florida Commuter Service

Florida Department of Community Affairs

Florida Department of Environmental Protection

U.S. Department of Energy

U.S. Environmental Protection Agency

U.S. General Services Administration

The local governmental, private, regional, State and Federal entities hereby recognize and endorse the Florida Gold Coast Clean Cities Coalition Making a Renewal Application to the U.S. Department of Energy for Re-designation as a Member of the Clean Cities Program.

The purpose of this Memorandum of Understanding (MOU) is to set forth the agreements, respective responsibilities, and procedures necessary to carry out the goals of the DOE Clean Cities program which accelerates the introduction and expands the use of alternative fuels and alternative fuel vehicles.

The signatories under this MOU undertake their best effort to achieve the specific goals and objectives set forth in this document. The responsibilities of participating parties are set forth in Attachment A of this MOU and the Goals and Objectives are set forth in Attachment B.

#### Stakeholders as of January 21, 2000

1. Broward County
2. City of Sunrise
3. City of Coral Springs
4. Florida Power and Light Company (private fleet)
5. NUI-City Gas Company of Florida (private fleet)

6. City of North Miami
7. City of Coconut Creek
8. City of Lauderhill
9. Town of Bay Harbor Islands
10. South Florida Regional Planning Council
11. South Florida Commuter Services
12. SE District Department of Environmental Protection
13. Department of Community Affairs
14. US Postal Service - South Florida District

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**ADDENDUM TO THE JANUARY 2000 MEMORANDUM OF UNDERSTANDING**

Signatory Page:

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Signature

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Name of Stakeholder

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Date

## Attachment A

### Florida Gold Coast Clean Cities Coalition

#### SCHEDULE OF GENERAL RESPONSIBILITIES

The following is a brief schedule of responsibility for each entity participating in this Clean Cities Program. (Abbreviations: AFVs = alternative fuel vehicles.)

#### **The Cities and Counties**

- Install additional refueling stations in cooperation with other fuel providers.
- Continue to acquire and operate AFVs in the local government fleet.
- Assist in public education activities.

#### **The Private Fleet Operators**

- Continue to acquire and operate AFVs in the company fleet.
- Assist in public education activities.

#### **The Fuel Providers**

- Provide assistance in public education activities.
- Provide information on technical, economic and environmental aspects of AFVs.
- Provide public refueling facilities as practicable and appropriate.

#### **The Private Companies**

- Assist in public education activities.
- Provide information on technical, economic and environmental aspects of AFVs.

#### **South Florida Regional Planning Council**

- Provide staff support to the Florida Gold Coast Clean Cities Coalition.
- Provide reports as needed to USDOE.
- Collect data on economic, environmental and performance attributes of vehicles.
- Provide assistance in public education activities.

#### **South Florida Commuter Services**

- Provide assistance in public education activities.

#### **Florida Department of Community Affairs**

- Provide assistance in public education activities.
- Provide information on technical, economic and environmental aspects of AFVs.
- Act as a catalyst in involving State fleet operation in the Clean Cities program.

#### **Florida Department of Environmental Protection**

- Provide assistance in public education activities.
- Provide information on technical, economic and environmental aspects of AFVs and the roles played by alternative fuel vehicles in improving air quality.

Attachment A (Continued)

**U.S. Department of Energy**

Provide resources for project management.

Provide assistance in public education activities.

Assist in analysis of data.

Provide information on technical, economic and environmental aspects of AFVs.

Act as a catalyst in involving other fleet operations, especially the Federal fleet operating in the Florida Gold Coast area.

**U.S. Environmental Protection Agency**

Provide resources for project management.

Provide assistance in public education activities.

Provide technical, economic and environmental analytical and informational support on AFVs.

**U.S. General Services Administration**

Assist in analysis of data.

Provide technical, economic and environmental analytical and information support on AFVs.

Act as a catalyst in involving other fleet operations, especially the Federal fleet operating in the Florida Gold Coast area.

## Attachment B

### Florida Gold Coast Clean Cities Coalition

#### MISSION, GOALS AND OBJECTIVES

**Mission:** The Florida Gold Coast Clean Cities Coalition is dedicated to reducing America's energy dependence on imported oil and improving the environment by promoting the use of alternative fuel vehicles and creating a sustainable alternative fuels market to support them.

**Goal 1:** Increasing the acquisition and use of alternative fuel vehicles.

Objective 1.1: Continue to increase AFVs in the region by 20 percent each calendar year.

Objective 1.2: Conduct first annual statewide AFV Conference in 1999 and continue to sponsor subsequent statewide conferences that introduces interested fleets to current programs.

Objective 1.3: Support the development of a secondary market for used AFVs.

**Goal 2:** Developing alternative fuel infrastructure.

Objective 2.1: Increase the use of existing refueling infrastructure to show viability of AFV market.

**Goal 3:** Contributing to economic development through the support of alternative fuel industry.

Objective 3.1: Our long-range objective is to develop the I-95 Corridor as a clean fuel corridor by 2005.

**Goal 4:** Promoting the benefits of using alternative fuel vehicles.

Objective 4.1: Identify public meetings, events, and venues that are conducive to delivering the Clean Cities message by 1999.

Objective 4.2: Continue to support Broward County School District Alternative Fuel, Middle School program.

Objective 4.3: Have task force review current communication plan (newsletter, brochures, display, etc.) for changes to reach private sector fleets with AFV benefits promotion.

**Goal 5:** Gaining legislative support and funding for alternative fuel vehicle programs.

Objective 5.1: Request legislative changes to use \$2.5 million in loan funds for loans and grants.

Objective 5.2: Develop state legislative agenda package in coordination with the Clean Fuel Florida Coalition.

Objective 5.3: Identify legal and code barriers to private fleets purchasing AFVs.

**Florida Gold Coast Clean Cities Coalition  
Stakeholder Commitment Chart and AFV Survey - 2000**

**Stakeholder**  
**Organization:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Commitment Chart**

<b>Area of Commitment</b>	<b>Specific Activity/Objectives and Estimated Timeline</b>
Example 1: Vehicles	Purchase 20 additional CNG vehicles over next five years (see vehicles by year in AFV numbers from survey below)
Example 2: Public Outreach	Host and conduct refueling training for area fleets by January, 2000.
Example 3: Stakeholder Recruiting	Complete county fleet survey, record in database, conduct follow-up calls, complete by June, 2000.

**Alternative Fuel Vehicle Numbers**

**1. What is the total number of AFVs in your agency/company in 2000?**

**Total:** \_\_\_\_\_ (Specify the breakout by fuel below):

	CNG	LNG	Propane (LPG)	Electric	Ethanol	Biodiesel	Other: Specify _____
<b>Light Duty</b>							
<b>Heavy Duty</b>							

Of the light duty vehicles reported, how many are: Taxis? \_\_\_\_\_ Police Cruisers? \_\_\_\_\_

Of the heavy duty vehicles reported, how many are: School Buses? \_\_\_\_\_ Transit Buses? \_\_\_\_\_

**2. What do you expect the total number of AFVs in your agency/company in 2001?**

**Total** \_\_\_\_\_ (provide your best estimate of the breakout by fuel below):

	CNG	LNG	Propane (LPG)	Electric	Ethanol	Biodiesel	Other: Specify _____
<b>Light Duty</b>							
<b>Heavy Duty</b>							

**3. What do you expect the total number of AFVs in your agency/company in 2002?**

**Total** \_\_\_\_\_ (provide your best estimate of the breakout by fuel below):

	CNG	LNG	Propane (LPG)	Electric	Ethanol	Biodiesel	Other: Specify _____
<b>Light Duty</b>							
<b>Heavy Duty</b>							

**4. What do you expect the total number of AFVs in your agency/company in 2003?**

**Total** \_\_\_\_\_ (provide your best estimate of the breakout by fuel below):

	CNG	LNG	Propane (LPG)	Electric	Ethanol	Biodiesel	Other: Specify _____
<b>Light Duty</b>							
<b>Heavy Duty</b>							

**5. What do you expect the total number of AFVs in your agency/company in 2004?**

**Total** \_\_\_\_\_ (provide your best estimate of the breakout by fuel below):

	CNG	LNG	Propane (LPG)	Electric	Ethanol	Biodiesel	Other: Specify _____
<b>Light Duty</b>							
<b>Heavy Duty</b>							

**6. What do you expect the total number of AFVs in your agency/company in 2005?**

**Total** \_\_\_\_\_ (provide your best estimate of the breakout by fuel below):

	CNG	LNG	Propane (LPG)	Electric	Ethanol	Biodiesel	Other: Specify _____
<b>Light Duty</b>							
<b>Heavy Duty</b>							

**Alternative Fuel Vehicle Refueling Sites**

**7. How many AFV refueling sites are in operation or planned by your agency/company?**

	CNG	LNG	Propane (LPG)	Electric	Ethanol	Biodiesel	Other: Specify _____
<b>2000 (existing)</b>							
<b>2001 (planned)</b>							
<b>2002 (planned)</b>							
<b>2003 (planned)</b>							
<b>2004 (planned)</b>							
<b>2005 (planned)</b>							

Please send a list of existing refueling site addresses.

*NOTE: Count ethanol flexible-fuel vehicles acquired because they have the capability to use ethanol - not those acquired by owners unaware of their capabilities and who never intend to use ethanol.*

*Please return completed report to:*

*Larry Merritt  
Clean Cities Program  
South Florida Regional Planning Council  
3440 Hollywood Blvd., Suite 140  
Hollywood, FL 33021*

*E-mail: merrittl@sfrpc.com  
Fax: 954-985-4416  
Phone: 954-985-4416*

**SAMPLE DRAFT**  
**RESOLUTION #2000-XX**

**WHEREAS**, the U.S. Department of Energy has instituted a program to promote the use of alternative fuels in vehicles; and

**WHEREAS**, the Gold Coast Clean Cities Coalition has been established and designated by the U.S. Department of Energy as a Clean Cities Coalition; and

**WHEREAS**, the Gold Coast Clean Cities Coalition has adopted the U.S. Department of Energy goal to put as many alternative fuel vehicles on the road in the shortest time possible; and

**WHEREAS**, the regional policy plan for both the South Florida and Treasure Coast Regional Planning Councils include the goal of improving air quality in their respective geographic areas which encompasses the Gold Coast; and

**WHEREAS**, it is prudent to reduce our dependence on imported energy sources.

NOW THEREFORE, BE IT RESOLVED BY THE (COUNTY/CITY/TOWN) OF \_\_\_\_\_, MEETING IN REGULAR SESSION IN \_\_\_\_\_ COUNTY, FLORIDA:

Section 1. That the (County/City/Town) of \_\_\_\_\_ endorses the goals of the Gold Coast Clean Cities Coalition.

Section 2. That all reasonable efforts will be made to identify (municipal/county) fleet vehicles that could be operated on alternatives to gasoline or diesel.

Section 3. That the (County/City/Town) will request a fleet analysis from the Gold Coast Clean Cities Coalition to assist in determining the feasibility of operating alternatively fueled vehicles.

PASSED AND ADOPTED BY THE (COUNTY/CITY/TOWN) COMMISSION OF THE (NAME OF COUNTY/CITY/TOWN) THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2000 .

\_\_\_\_\_  
Mayor

ATTEST:  
\_\_\_\_\_  
City Clerk