



MINUTES

City of Flagstaff Sustainability Commission

Wednesday December 14, 2011
4:30 – 6:00 pm

City Hall, Staff Conference Room
211 West Aspen Avenue, Flagstaff, Arizona

A quorum of the Flagstaff City Council may be in attendance of the Sustainability Commission meeting.



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact 928-213-2106. Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

COMMISSION MEMBERS:

Jim Sell, Chair
Bryan McLaren
Kathy Farretta
Kim Lucy
Jamie Quisenberry
Carlton Johnson
Jack Welch-not present

CITY STAFF:

Nicole Woodman, Sustainability Manager
Stephanie Smith, Sustainability Specialist
McKenzie Jones, Sustainability Specialist
Lucy Huffman, Sustainability Assistant
Gideon Burdick, Sustainability Aide
Dana Howard, Sustainability Aide
Elizabeth Anderson, CES Director

1. Call to Order

Chair Sell called the November 9, 2011 Sustainability Commission Meeting to order at 4:38 p.m. and welcomed all in attendance.

2. Public Participation

At this time, any member of the public may address the Commission on any subject that is not scheduled before the Commission on that day. The Arizona Open Meeting Law prohibits the Commission from discussing or taking action on an item which is criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

3. Approval of Minutes

Jamie Quisenberry motioned to approve the November 9, 2011 minutes. Jack Welch seconded the motion. Motion approved.

4. Presentation Items

A. Parks and Recreation Master Plan Update – Elizabeth Anderson, Recreation Director

Elizabeth Anderson went over the Parks and Recreation Master Plan, currently in draft form. The master plan is in its public comment phase and Elizabeth Anderson is looking for any comments from members of the Sustainability Commission. Jamie Quisenberry, Jim Sell and Kathy Ferretta provided suggestions and recommendations speaking to snow play area privatization, equality in services and increasing recreations partnerships with other institutions.

5. Discussion Items

A. Sustainability Commission Handbook

Kathy Farretta and Kim Lucy discussed the need to have a commission member handbook. New commission members will work with past members to create a handbook that can detail what new members should expect when they first join, what the sustainability commission does, examples of past commission projects and lessons learned. Commission members are going to think about what they would like to see in the handbook and will send suggestions to Nicole Woodman. Further discussion will happen at the next meeting.

B. Introduce Parks and Recreation Regional Plan Element for Review

Nicole Woodman provided an introduction for elements that have already been approved by the Citizens Advisory Committee. Elements that have been approved, will likely not make edits or updates to the goals of those elements, but will make updates to strategies and suggested actions listed under the overarching goal. The commission will read the element and come prepared to discuss it at the next meeting. Jamie Quisenberry made a motion to invite Community Development staff to a meeting in order to provide an update on the Regional Plan and the elements within. Bryan McLaren seconded and the motion passed.

6. Information Items To and From Commissioners and Staff

Jack Welch announced the pine cone clean up, which will take place January 1, 2012. Interested commissioners will meet at the Cherry Building (101 W Cherry) in the parking lot. Nicole Woodman announced the award of APS incentives that will make a 500 kW solar system possible at Wildcat. Stephanie Smith provided an update on the Climate Adaptation and Management Plan, stating that the core team has concluded their vulnerability study. Gideon Burdick is continuing to work on business audits and has started planning Earth Day. McKenzie Jones provided status on the acquisition of Picture Canyon. Lucy Huffman provided information on the energy retrofit 20% off sale. Dana Howard gave a brief update on the 4th Annual LED Holiday Light Swap and the transit pass pilot program.

7. Agenda Items for Next Month

A. Sustainability Commission Handbook

B. Parks and Recreation Regional Plan Element Review

C. Parks and Recreation Master Plan Review

8. Adjournment

A motion to adjourn the meeting was made by Bryan Mcaren. The meeting adjourned at 6:15 PM.