



MINUTES

City of Flagstaff Sustainability Commission

Wednesday, April 8, 2015
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 928-213-2100. Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

COMMISSION MEMBERS:

Todd Barnell, Chair
Elisha Dorfsmith, Vice Chair
Kevin Ordean
Ellen Vaughan
Jack Welch

Tamara Lawless, Sustainability Specialist
Nicole Woodman, Sustainability Manager
Libby Champagne
Kelsey Morales

STAFF LIAISON:

1. Call to Order

Commission Chair Todd Barnell called the meeting to order at 4:30 pm.

2. Public Participation

Councilmember Jeff Oravits discussed recent administrative changes that incorporate live streaming of some commission and board meetings. He also expressed support for the work the commission performs in the Flagstaff community.

3. Approval of Minutes

Commission Chair Todd Barnell and Vice Chair Elisha Dorfsmith proposed amendments to the March commission minutes. Kevin Ordean motioned to approve all amendments and minutes for March 2015, Elisha Dorfsmith seconded the motion, and all commission members approved the March minutes with amendments.

4. Discussion Items

A. Water Commission Update – Jodi Norris

Commission member Jodi Norris was not in attendance, so the topic will be presented at a later date.

B. Community Grant Marketing – All

Kevin Ordean presented the idea of creating a brand name for the grant, which all commission members agreed would be the “Neighborhood Sustainability Grant.” The poster that was created for the grant will now include the brand name as well as a link to the grant itself and will be used for print publication, social media, and advertisements. A hotlink to the grant will be created and added to the Sustainability Program’s webpage under the title of “Albert’s Grant.” The press release that was created for the grant was edited by all of the commissioners, and Commission Chair Todd Barnell will finalize quotes that will be featured in the press release. The quotes will be approved by all commissioners upon staff review. Finally, there will be a quarter informational sheet created for distribution at Earth Day.

C. Plastic Bag Update – Nicole Woodman

On March 13, 2015 legislative bill 1241 was introduced to Arizona legislation as a full striker bill and passed three weeks later. Bill 1241 diminishes local control and establishes a ban on the banning of disposable materials. The governor has until April 12th to sign the bill. In regards to the plastic bag ban that was launched in January 2015, the issue is still scheduled to go back to council on April 28th with the recommendation from the focus group that was formulated during the last plastic bag presentation to Council. The city legal department has been investigating the potential for challenging the State in regards to bill 1241.

D. Open Meeting Law Update – All

Nicole Woodman provided a follow up on the questions posed by commissioners during the March meeting about the changes in open meeting law. She informed the commissioners that the Heritage Preservation Committee also meets on the third Wednesday of the month and has requested Council Chambers because of their involvement with development in the community, adhering to State Historic Preservation requirements and Zoning Code. Therefore, the Sustainability Commission will remain in the staff conference room until at least September. In order to have all commission groups stream their meetings an additional annual expense of \$10,000 will be taken from the IT budget. These additional costs will first have to be approved by Council. The Sustainability Commission will be posting draft minutes within three days of the meetings and the Commission has also requested the Deputy City Clerk to speak at the next meeting to provide clarification on how commission members can properly abide by open meeting laws.

E. Draft Commission Minutes – Tamara Lawless

In order to adhere with open meeting laws draft commission minutes will be posted within three days of meetings. A final draft will be posted as soon minutes have been formally approved.

F. Earth Day – Libby Champagne

Earth Day registration increased to 49 tables and 32 businesses have agreed to participate in the Earth Day Passport which is being put together with Local First. New taxing and licensing requirements have come into effect, requiring registration of all organizations through the city. There is uncertainty whether licenses need to be renewed annually. The Sustainability Program is also looking for an entertainer for the final 30 minutes of Earth Day. Libby has requested help for breakdown of the event, which should be much easier since there are no fences needed due to the change in location.

G. Bike to Work Week – Libby Champagne and Jack Welch

Bike to Work week will be held May 17th thru the 22nd with a parade being held to kick the event off on Sunday. Jack Welch expressed concern about participation for Monday, but is hoping that offering an incentive of breakfast burritos for riders will help increase the number of participants.

H. Lights Out Flagstaff Debrief – Tamara Lawless

Lights Out Flagstaff was a huge success with roughly 1,500 people in and out of Heritage Square on Friday evening, 40 business participants, 250 students participating at NAU's Earth Hour, and over 800 people at Lowell on Saturday night. In order to make the event more visible in Heritage Square a large banner will be displayed to advertise the event. Tamara is currently working with Code Compliance to create an informational pamphlet about lighting codes to make the information more accessible to the public.

5. Action Items

N/A

6. To and From

Ellen Vaughn announced that Joe Rom will be coming to speak at NAU on Earth Day. More information about the event can be found on Green NAU's Earth Calendar. Tamara will also be presenting to Council in an upcoming council meeting about climate resiliency efforts.

7. Agenda Items for Next Month

- A. Neighborhood Sustainability Grant**
- B. Plastic Bag Update**
- C. City Clerk to address Open meeting laws**
- D. Changes in charter rules**
- E. Zoning code update**
- F. Earth day/week debrief**

8. Adjournment

Commission Chair Todd Barnell adjourned the meeting at 5:43 pm.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the Disability Awareness Commission with the City Clerk.

Dated this _____ day of _____, 2015.

Chris Monteverde, Administrative Specialist