



MINUTES

City of Flagstaff Sustainability Commission

Wednesday, May 13, 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:

Elisha Dorfsmith, Vice Chair
Jodi Norris
Kevin Ordean
Ellen Vaughan
Jack Welch

STAFF LIAISON:

Tamara Lawless, Sustainability Specialist

1. **Call to Order**
Commission Vice Chair Elisha Dorfsmith called the meeting to order at 4:30 pm.
2. **Public Participation**
Elizabeth Burke, City Clerk, presented the commission with the twelve city charter amendments on the May ballot.
3. **Approval of Minutes**
Commission member Kevin Ordean motioned to approve the April 2015 minutes and Jack Welch seconded the motion. All members voted to approve.
4. **Discussion Items**
 - A. **Open Meeting Law Procedure – Deputy City Clerk**
Deputy City Clerk Stacy Saltzburg updated the commission about current open meeting laws. She suggested that all commissioners review the one hour online tutorial for open meeting law for more detailed information. She also informed the commission that any materials (flyers, press releases, ect.) that were created

by a commission member during their term should be sent to the Clerk's office upon completion of their term. Sub-committee groups are also subject to open meeting law and therefore must post an agenda and minutes.

B. Zoning Code Changes and Sustainability- Nicole Woodman

Nicole Woodman was not in attendance, so the topic will be presented at a later date.

C. Earth Day Debrief – Kelsey Morales

Kelsey Morales updated the commission about the City's Earth Day Event. The change in location to Heritage Square had around 2,200 attendees. Over 100 bags of litter were collected throughout the community by the 120 volunteers coordinated by AZ Conservation Corps. 50 local organizations and vendors tabled at the event and 32 local businesses participated in the Business Passport. Overall, the switch of locations and the integration of local businesses was a success. Looking forward for next year, commissioners suggested a leave no trace policy for Earth Day participants in order to reduce clean up time for city staff and more street closures to ensure a pedestrian friendly atmosphere and to promote sustainable living.

5. Action Items

A. Review Sustainability Grant Submissions

There were no grant submissions for this month. However, the grant flyer has been officially publicized on social media networks. Tamara received a request from Peter Bruce to talk about the grant on the radio and a PSA will be sent out soon.

6. To and From

Tamara informed the commission that the City Manager had dissolved the plastic bag working group after the April council presentation, but the city will continue to review the legal ramifications of the issue. Kevin Ordean indicated that the commission would like to receive weekly updates from the legal department about the plastic bag review. Tamara also mentioned that the Navajo Nation is considering a plastic bag ban because they are not governed under state law. Jack Welch announced that Bike to Work Week will be kicking off this Sunday May 17th with a parade at 11 am and prizes for best decorated bikes. He emphasized the Monday morning ride and riding on the FUTS trail specifically in order to show that the Flagstaff biking community wants complete and attached bicycle lanes and FUTS trails. Jodi Norris gave an update on the water commission, who are currently reviewing the water rate structure.

7. Agenda Items for Next Month

A. Review Sustainability Grant Submissions

B. Water Conservation Program & Sustainability Discussion

C. Conserve 2 Enhance

D. Revisit Strategic Plan

8. Adjournment

Elisha Dorfsmith adjourned the meeting at 5:59 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