



# MINUTES

## City of Flagstaff Sustainability Commission

Monday, September 28, 2015  
4:30 – 6:00 pm

City Hall, Council Chambers  
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  
Eli Chamberlain  
John Kistler  
Kevin Ordean  
Ellen Vaughan  
Jack Welch

#### STAFF LIAISON:

Tamara Lawless, Sustainability Specialist

1. **Call to Order**  
Vice-chair Dorfsmith, called the meeting to order at 4:30 pm.
2. **Public Participation**  
There was no public participation.
3. **Approval of Minutes**  
Vice-chair Dorfsmith proposed an amendment to the August 12, 2015 minutes to reflect that Commissioner Ordean recused himself during discussion item 5B. Commissioner Ordean motioned to approve the August 12, 2015 minutes reflecting that amendment. Commissioner Welch seconded the motion. All Commissioners voted in favor.
4. **Discussion Items**
  - A. **Introductions – All**  
Commissioners introduced themselves to help orient the new Commissioners that were recently seated.

- Commissioner Kevin Ordean – Co-Owner of Roots Composting;
- Tamara Lawless – Sustainability Specialist; Staff Liaison for the Commission.
- Commissioner Jack Welch – retired community member that is actively involved in transportation and pedestrian issues.
- Elizabeth “Betsy” Emery – Open Space Specialist with the City Sustainability Program.
- Martin Johnson – volunteer with the City Sustainability Program; manages the Community Stewards Program.
- Commissioner Ellen Vaughan – Manager of the Office of Sustainability at Northern Arizona University.
- Commissioner John Kistler – Senior Lab Manager in the Physics and Astronomy Department at Northern Arizona University.
- Commissioner Eli Chamberlain – Owner of CozyHome, a company that performs energy efficiency audits and weatherization improvements.
- Vice-chair Elisha Dorfsmith – Commission member for 3 years.

**B. Community Stewards / Adopt-A Programming – Martin Johnson & Jack Welch**

Commissioner Welch expressed concern about changes in the Adopt-A program, which he has actively been involved in for many years. Over the past year, he has noticed that the program has changed hands frequently, resulting in a loss of institutional knowledge each time. Martin Johnson, Volunteer Coordinator for the Community Stewards, provided information about the changes in the program. Recently, the City of Flagstaff Sustainability Program took over the Adopt-A Program and rebranded it as the Community Stewards program to streamline the program and allow volunteers to either adopt specific stretches of F.U.T.S. trails and avenues or participate in a single community cleanup. Parks are no longer actively involved in the program, but disc golf courses and open spaces are included. An invasive weed abatement program is being developed as well. Commissioner Vaughan asked if the Commission can help with the program. Martin indicated that there are many sections available on the outskirts of town that need to be adopted. The Sustainability Commission had adopted Aspen Avenue in the past. Commissioner Welch currently hosts cleanups of that area, with special emphasis on New Year’s Day and Earth Day.

**C. Overview of Sustainability Program and Commission – Tamara Lawless**

Tamara Lawless, Staff Liaison, presented an overview of sustainability, the City of Flagstaff Sustainability Program, and the Sustainability Commission to orient new Commissioners. Sustainability is an emerging field of study that focuses on the intersection of social, environmental, and economic systems. The City of Flagstaff Sustainability Program has many focus areas, including waste

prevention, community agriculture, energy efficiency, climate change mitigation and adaptation, recycling education, open space preservation, sustainable procurement, renewable energy, community events, Community Stewards, and sustainable transportation. The Commission was established in 2007 by a City ordinance to advise Council and staff about environmental and sustainability issues. The Commission has been involved in planning events (e.g. Earth Day), establishing Bag Central Station repositories throughout Flagstaff, providing policy recommendations for the Zoning Code and Regional Plan, and reviewing policy.

#### **D. Neighborhood Sustainability Grants Outreach – All**

The City of Flagstaff Sustainability Program has set aside \$5,000 of their operating budget for the Sustainability Commission Neighborhood Sustainability Grants Program. The program funds sustainability-related community projects, and funds are disbursed as a refund after completion of the project. More information is available at: <http://flagstaff.az.gov/albertsgrant>. The Commission submitted a Public Service Announcement to local media sources about the Neighborhood Sustainability Grant Program in May of 2015, and Tamara participated in a radio interview to promote the grants at that time. There haven't been any new applications in the past two months, and the Commission discussed possible techniques to improve outreach, including:

- City Staff can submit additional Public Service Announcements; and
- Schedule press around the completion of previously funded projects as a way to gain interest in the projects and the grant; and
- Develop flyers for community bulletin boards; and
- Contact organizations that may be interested; and
- Post grant information on the Sustainability Program Facebook page; and
- Advertise at the upcoming Earth Day celebration.

### **5. Action Items**

#### **A. Elections**

Commissioner Vaughan nominated Vice-chair Dorfsmith to serve as the new Chair. Commissioner Kistler seconded the motion. All voted in favor.

Commissioner Vaughan nominated Commissioner Ordean to serve as Vice-chair of the Commission. Commissioner Kistler seconded the motion. All voted in favor.

### **6. To and From**

- Tamara Lawless, Staff Liaison, informed the Commission that the Sustainability Program is working with the Stormwater Department to repurpose shipping containers from the Wildcat Wastewater Treatment Plant into rainwater barrels. The pilot program will provide a 250 gallon rainwater barrel to individuals that attend a workshop, provided they can transport it away from the workshop site. Tamara also mentioned that the Commission

should consider how they would like to schedule their meetings given the upcoming Thanksgiving and Christmas holidays.

- Commissioner Welch informed the Commission about the Flagstaff Walks event on October 1<sup>st</sup> that is being sponsored by the Pedestrian Advisory Committee. The event is a walking tour of breakfast places in downtown Flagstaff, including stops at Tourist Home, Mix, and Biff's Bagels. Meet at 8:30am at the bus terminal on Phoenix Avenue.
- Betsy Emery, Open Space Specialist, informed the group of the upcoming Make a Difference Day event that will focus on restoration projects at Frances Short Pond. The event is on October 24<sup>th</sup>, 8:30am-1:30pm.
- Commissioner Vaughan informed the Commission that the NAU Green Jacks are kicking off their Students for a Better World Seminar Series. Additionally, the Environmental Caucus hosts the Better World Film Series every Thursday night at the Green Room.
- Vice-chair Dorfsmith provided an update about the status of the Animal Keeping Code. The Code was reviewed by Council on September 15<sup>th</sup>, 2015 and the Council vote has been postponed to the end of November. The Code was well received by Council. Vice-chair Dorfsmith also suggested adding a roll call portion to the beginning of each meeting to match other commissions.

**7. Agenda Items for Next Month**

**A. Sustainability Commission Strategic Planning**

**B. Review Neighborhood Sustainability Grants**

**8. Adjournment**

Vice-chair Dorfsmith adjourned the meeting at 5:21pm.