



# MINUTES

## City of Flagstaff Sustainability Commission

Thursday, June 23, 2016  
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, Chair  
Kevin Ordean, Vice Chair  
Amelia Blake

Eli Chamberlain  
John Kistler  
Dara Marks Marino

#### STAFF LIAISON:

Tamara Lawless, Sustainability Specialist

Nicole Woodman, Sustainability Manager

#### CITY STAFF

Sara Dechter, Comprehensive Planning Manager

Dylan Lenzen, Sustainability Aide

#### **1. Call to Order**

Chair Dorfsmith called the meeting to order at 4:30pm.

#### **2. Roll Call**

Commissioners Dorfsmith, Ordean, Kistler, Chamberlain, and Marks-Marino were present for roll call. Commissioner Blake was absent.

#### **3. Public Participation**

There was no public participation

#### **4. Approval of Minutes**

Chair Dorfsmith motioned to approve the April 2016 minutes and Vice-Chair Ordean seconded the motion. All commissioners voted in favor

#### **5. Discussion Items**

**A. Pine Forest Charter School Grant (Pine Forest Staff)**

Cory Allen, President of the School Board, provided the commission with a brief presentation on the Pine Forest Charter School grant project. The project is complete, asphalt was removed, and a play area was created along with the garden space. The school board is currently in talks with Flagstaff Foodlink and Terra BIRDS to discuss joint use of the area for the students and public.

**B. Steering Committee For High Occupancy Housing (Sara Dechter)**

Sara Dechter, Comprehensive Planning Manager for City of Flagstaff provided an outline of the Steering Committee for the High Occupancy Housing plan. Ms. Dechter provided the commission with background information about how the current plan was developed, defined high occupancy housing, and provided context for policy development. A steering committee will be in place to provide feedback and an outside perspective if there is an issue between residents and staff regarding the High Occupancy Housing plan. Ms. Dechter requested that a member of the Sustainability Commission serve on the steering committee, and overviewed the commitment required. Commissioners Marks Marino and Kistler expressed interest, but could not commit at that time. Commissioners were also invited to attend community outreach events for the plan to learn more.

**C. Food Too Good to Waste (Dylan Lenzen)**

Dylan Lenzen, Waste Minimization Aide for the Flagstaff Sustainability Section, provided the commission with an overview of the Food: Too Good to Waste Program (FTGTW). FTGTW is a project developed by the EPA and West Coast Climate Forum and has been implemented in many communities across the county. Mr. Lenzen performed a pilot FTGTW study with Northern Arizona University students where students were asked to weigh their food waste weekly and learned strategies to reduce their waste. Mr. Lenzen then introduced the July Food Waste Social Media Challenge the Sustainability Section will be coordinating.

**D. Solid Waste Code Update (Nicole Woodman)**

Nicole Woodman, Sustainability Manager, updated the commission on the Solid Waste Code revisions. The revisions were adopted by City Council at the May Council meeting. Changes to the code focused on multi-family residential units, and also updated antiquated language and definitions. Commissioners discussed the pros and cons of exporting waste outside of Flagstaff.

**E. Budget Update (Tamara Lawless)**

Tamara Lawless, Sustainability Specialist, notified the commission that the City Manager's budget has been adopted by City Council. The new budget will provide the Sustainability Section with funding for a full time Volunteer and Event Coordination position as well as one-time funds for the Energy Rebate Program.

**F. City Council Candidate Forum (All)**

Ms. Lawless notified the commission that the City Council Candidate Forum will take place at the same time as the July Commission meeting. Chair Dorfsmith

suggested a short meeting for next month to allow time for Commissioners to attend the commission meeting as well as the City Council Candidate Forum. Ms. Lawless will post a notice of quorum for the forum.

**6. Action Items**

No Action Items

**7. To and From**

Ms. Woodman will go in front of City Council on July 5<sup>th</sup> and July 28<sup>th</sup> for agenda review to discuss a contract to receive energy from Hoover Dam. The Hoover Dam contract will generate approximately 2% of the energy used by the municipality, and will result in \$15,000 - \$20,000 in utility bill savings. Ms. Lawless updated the commission on the applications for the vacant commission seat, and also mentioned that four bicycles were recently added to the employee bicycle fleet.

**8. Agenda Items for Next Month**

**A. Regional Transportation Plan (David Wessel)**

**B. C2E Marketing Material Review (All)**

**C. Neighborhood Grant Marketing (All)**

**D. Waste to Energy Presentation (Marks Marino)**

**9. Adjournment**

Chair Dorfsmith adjourned the meeting at 5:34pm.

**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 \_\_\_\_\_, 2016.

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