



# MINUTES

## City of Flagstaff Sustainability Commission

Thursday, December 7th, 2017

4:00 – 6:00 pm

**STAFF CONFERENCE ROOM, CITY HALL**

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:

Brian Petersen, Chair  
Eli Chamberlain  
Elisha Dorfsmith  
Dara Marks-Marino

David McCain, Vice-Chair  
Amanda Ulmer  
Kevin White

#### STAFF LIAISON:

Nicole Antonopoulos Woodman

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

Chair Petersen called the meeting to order at 4:07 pm.

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

The Commission went around the table and introduced themselves. Chair Petersen formally called roll. All Commissioners were present except for Commissioner Dorfsmith.

#### **3. 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 not listed on the prepared agenda. Commission members may, however, respond to 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.

No public participation.

**4. Approval of Minutes**

**A. October 2017**

Vice-Chair McCain motioned to approve the October 26<sup>th</sup>, 2017 meeting minutes. Commissioner Chamberlain seconded the motion. All voted in favor.

**5. Business**

**A. County Sustainable Building Program (20 Minutes) – Nina Schmidt & Amanda Acheson**

Requested Action: Informational

Nina Schmidt, Sustainable Building Technician at Coconino County, informed the Commission about the Coconino County's Sustainable Building Program. Ms. Schmidt discussed the history of the program, the different services that they provide, and educational opportunities for the public.

Amanda Acheson, Sustainable Building Program Manager at Coconino County, discussed how county staff has the opportunity to learn about sustainable practices through educational workshops and events. Ms. Acheson also shared how the County is making their facilities more sustainable.

**B. Sustainability Neighborhood Grants (15 Minutes) - All**

Requested Action: Discussion and vote

Kwon Dixon returned to the Commission with a revised budget of \$1,965.67 for the Rose Street Garden Project. The Commission reviewed how much is left in their grant funds. Since Ms. Dixon's grant will use rainwater harvesting, the Commission discussed that \$1,405 will come from the Water Conservation fund and \$560 will come from the Sustainability fund.

Vice-Chair McCain motioned to approve the Rose Street Garden grant application. Commissioner Ulmer seconded the motion. All voted in favor to approve the Rose Street Garden grant.

**C. Master Recycler Program (15 Minutes) – Dylan Lenzen**

Requested Action: Informational

Dylan Lenzen, Zero Waste Coordinator, discussed the Master Recycler Program to the Commission. The Master Recycler Program provides opportunities for residents to become leaders in waste prevention and recycling. Mr. Lenzen stated that the community needs to change the way they think about waste. The Master Recycler Program pilot resulted in 29 graduates. The Master Recycler graduates volunteered at many community events to educate the public on waste and recycling in Flagstaff. With the success of the pilot, the Master Recycler Program will have another 8-week class in February 2018. The Program is currently accepting applications.

**D. Climate Action Planning Update (5 Minutes) – Jenny Niemann**

Requested Action: Informational

Jenny Niemann, Climate and Energy Specialist, gave a brief update regarding the Climate Action and Adaptation Plan. The Climate Action Plan contractor, Cascadia, is validating the City's greenhouse gas emission inventory and working on the climate impact assessment and public engagement plan. Ms. Niemann shared two public engagements for December 2017. The Climate Action Plan steering committee will meet on Monday, December 11<sup>th</sup>. The public is also invited to attend Coffee & Climate from 9am-10am on December 13<sup>th</sup> at White Dove Coffee. Ms. Niemann stated that the community open house is tentatively schedule in January.

**E. Steering Committee for Water Conservation Strategic Plan (5 Minutes) – Nicole Woodman**

Requested Action: Discussion and vote

Ms. Woodman shared that the Water Conservation Strategic Plan would like to have a Sustainability Commissioner on the steering committee. The steering committee will meet 1-2 times per month.

**F. Community Reads (5 Minutes) - All**

Requested Action: Discussion

Chair Petersen shared that the Sustainability Section and Library will donate a total of \$300 to purchase copies of *Cool Cities: Urban Sovereignty and the Fix for Global Warming* for the Community Reads Program. Chair Petersen would like the books to be purchased in January. Chair Petersen has two events scheduled in April for a public discussion. Chair Petersen asked if anyone would like to participate in the events. Commissioner Ulmer asked if anyone has reached out to the assistant living facilities to see if they wanted to participate in the book club.

**G. Strategic Focus Areas/ Revisions to the Sustainability Commission Ordinance (25 minutes) – All**

Requested Action: Discussion and vote

The Commission reviewed the notes from their Strategic Focus Area discussion from early 2017. The Commission discussed how they have completed a few of their goals, but still want to bring in other speakers to talk about topics such as local economies, home energy efficiency, water harvesting, waste prevention (Library of Things), and agriculture. The Commission decided to review the Strategic Focus Areas every quarter.

Chair Petersen asked the Commission if they should revise the Sustainability Commission Ordinance. Ms. Woodman briefly talked about the history of the Commission.

**6. To and From (5 Minutes) – All**

Vice-Chair McCain wished the Commission a Merry Christmas and Happy New Year. Ms. Woodman informed the Commission that Commissioner Dorfsmith is resigning from the Sustainability Commission.

7. **Future Agenda Items (5 Minutes) – All**
  - A. **Local Economies**
  - B. **City of Flagstaff Northern Arizona University Collaboration**
  - C. **City of Flagstaff Open Spaces Program**
  - D. **Regional Plan**
  - E. **Home Energy Efficiency – Eli Chamberlain**
  - F. **Library of Things – David McCain**
  - G. **Transportation Climate Change Nexus**
  - H. **Transportation Tax**
  - I. **Energy Use in City of Flagstaff**
  - J. **Agriculture – McKenzie Jones**
  - K. **Sustainability Program Structure**
  
8. **Adjournment**

Chair Petersen adjourned the meeting at 6:03pm.

**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 \_\_\_\_\_, 2017.

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