

MINUTES

CITY OF FLAGSTAFF
SUSTAINABILITY COMMISSION

THURSDAY

June 25, 2020

ONLINE MEETING
MICROSOFT TEAMS

4:30 – 7:00 PM

1. Call to Order

Chair McCain called the meeting of the Sustainability Commission held June 25th, 2020, to order at 4:30pm.

2. Roll Call

<input checked="" type="checkbox"/> Chair McCain	<input checked="" type="checkbox"/> Commissioner Haferkamp
<input checked="" type="checkbox"/> Vice Chair White	<input checked="" type="checkbox"/> Commissioner Kauffman
<input checked="" type="checkbox"/> Commissioner Chamberlain	<input checked="" type="checkbox"/> Commissioner Konkel
<input checked="" type="checkbox"/> Commissioner Coffey	

Others present: Jenny Niemann (Staff Liaison), Lisa Clark (Minutes)

3. Public Comment

Public Participation enables the public to address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the 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 comment

4. Approval of Minutes

Moved by Commissioner Coffey, seconded by Commissioner Konkel to approve the May 28th, 2020, minutes.

Discussion: None

Vote: 6 – 0 Unanimously passed

5. Business

Minutes

City of Flagstaff Sustainability Commission

A. New Commission Member (5 minutes)

Dave McCain, Chair

Commissioner Kauffman is a new member of the Commission. She got involved in the Commission through the Sustainability Leaders program. All Commissioners introduced themselves.

B. Water Conservation Strategic Plan (15 minutes)

Tamara Lawless, Water Conservation Manager, City of Flagstaff

Requested Action: Information and input

Ms. Lawless gave an update on the Water Conservation Strategic Plan effort that started in 2016 in partnership with Sustainability. Through a rigorous engagement process and data from models provided by a consultant, two existing programs are being revised and there are five new programs that will be added to Water Conservation:

- Adjusting the rainwater container program to take less staff time and incorporate more volunteers and partners.
- Improving the toilet rebate program to exceed Flagstaff's code rather than meet the code.
- New programs to install smart meters for high-occupancy buildings, outdoor water budgeting for large lawns, incorporating a new landscape rainwater code, school retrofits for K-12 and higher education schools, and incorporating a new showerhead faucet code to increase the use of WaterSense approved fixtures.

These new programs will provide a higher cost benefit to the City (\$1.83 rather than \$1.67 returned for every \$1 spent) and require an additional budget of \$45,000 and one additional part time staff person. Water Conservation is expecting to see a potential water savings of an additional 690 acre-feet over the next 20 years and likely delay the need to find a new water supply.

This plan is now in its final stages and will be shown to City Council soon. Once the strategic plan is approved, work will begin on the implementation plan from FY21-25 though it may be slowed due to COVID-19 impacts.

C. Water Resources Master Plan (15 minutes)

Erin Young, Water Resources Manager, City of Flagstaff

Requested Action: Information and input

Ms. Young gave an update on the reclaimed water plan that will inform the Water Resources Master Plan. A stakeholder group will be formed soon to help decide on

Minutes

City of Flagstaff Sustainability Commission

four options for reclaimed water use over the next 50 years and report this decision back to relevant Commissions and City Council. The current options include:

- Direct reuse opportunities both indoor and outdoor to expand the reclaimed distribution system
- Aquifer recharge through streambed recharge (e.g., Picture Canyon)
- Aquifer recharge through groundwater recharge wells
- Augmentation of Upper Lake Mary
- Direct Potable Reuse

The stakeholder group will be weighing the different options based on reclaimed water balances, operations and infrastructure considerations, economics and costs, categorization of existing water quality data, and public perceptions.

Applications to join the stakeholder group will be accepted soon, with the goal of incorporating a cross-section of background and experience. These applications will be shared directly with the Commission as well as online when they are available.

D. FY20-21 Neighborhood Sustainability Grants (90 minutes)

Lisa Clark, Community Stewards Assistant, City of Flagstaff

Requested Action:

- Determine grant awards for the Food, Resilience, and Water Conservation categories

Ms. Clark gave a brief overview of the grant review process. Final determinations for funding will only be made for the Water Conservation project. All other projects will be ranked, then compared with the remainder of projects at the July 23rd Commission meeting to determine awards.

Food Category

"ANew Living's Food Sustainability Program", Lori Matthews – ANew Living

ANew Living provides transitional housing for those experiencing homelessness and has a large focus on building self-sufficiencies. A large component of that is the community garden for both education and sustenance, particularly for the children. This garden is particularly important right now with food shortages due to COVID-19, and to help fill that need, ANew Living is hoping to build a greenhouse to lengthen the growing season and build a larger chicken coop to be able to get more chickens and increase access to fresh eggs.

There were no questions from the Commission.

"The Biodynamic Backyard", Jude Coleman – The Arboretum at Flagstaff

Minutes

City of Flagstaff Sustainability Commission

The Arboretum is hoping to start a garden to inspire self-sufficiency, provide food to the Flagstaff Family Food Center, and demonstrate how to grow food in a Flagstaff backyard while creating a sustainable ecosystem. There will be associated volunteer and internship programs along with a strong educational component.

Commissioner Kauffman asked whether accessibility would be a barrier to many in the Flagstaff community due to transportation and entry fees. The Arboretum is no longer charging entrance fees and is now only donation based. The educational component will also be provided in other venues such as newsletters and weekly online classes to increase accessibility. Commissioner Coffey asked about current funding sources for the Arboretum. While income for the Arboretum has been greatly impacted by COVID-19, current funding comes from various donations and plant sales which are just enough to cover operational costs.

"Surviving COVID-19 Food Not Lawns", Karen Begay

Ms. Begay was not present at the meeting. This presentation is tentatively rescheduled for July 23rd.

"Killip Elementary School Garden", Sarah Mason – W.F. Killip Elementary

The school garden at Killip is used by all 400 students in the classroom, extracurricular activities, and during recess. All the food grown goes directly back to the community through the students and Flagstaff Family Food Center; most of the plants grown are edible, though a small portion is dedicated to a pollinator garden. Funds would be mostly used for seeds, season extenders, and basic tools like gloves and watering cans.

Commissioner Coffey asked about the involvement of the Parent-Teacher Organization (PTO). The PTO has historically been very involved and supportive, though right now funding is tight. Food Corps has also played a big role in this garden in the past but has recently pulled funding for the entire state.

"Roots Micro Farm Sustainable Systems Pavilion", Summer White – Roots Micro Farm

Small scale urban farm downtown; sell produce through CSA, Community Market, and to downtown restaurants. Most food grown is harvestable within 60 days. Grant funding would be used to create a pavilion to serve as an educational gathering space including a water catchment system and pollinator habitat. If workshops and the building process are not available in person due to COVID-19, these will be provided online instead and increase the reach of Roots Micro Farm.

Commissioner Chamberlain asked whether Roots Micro Farm has received a Neighborhood Sustainability Grant in the past. The most recent grant was in 2017 for Water Conservation. Commissioner Chamberlain also asked if Roots Micro Farm has a long-term lease with the landowners and what the impacts might be if the property is

Minutes
City of Flagstaff Sustainability Commission

sold. There is a long-term lease, and the landowners' plan is to maintain and support the farm regardless of future events.

Food Discussion

Commissioner Konkel adjusted the score for ANEW Living to reflect a better alignment with the Food category than previously. Commissioner Kauffman asked whether more funds could be awarded than have been requested, specifically for ANEW Living as they did not ask for very much. There are no exclusions, and this can be discussed in July.

Resilience Category

"Bee Well Hand Sanitizer", Alex Kaufman and Daniel Paul Dunn – Bee Well LLC

This project has been started in response to COVID-19 to provide hand sanitizer and associated educational materials to the community and donate all profits to organizations that serve local underserved communities. They have already started partnerships with a dozen local businesses for outreach and distribution. The grant funds would be used to mitigate startup costs.

Commissioner Konkel asked whether revenues would be used for salaries before being donated. Revenues will have to be used to cover costs including salaries before donations can be made. Chair McCain asked for more detail on what the grant funds will be used for as well as additional funding sources. The funds would be used for FDA registration fees for the facility and product. They do not qualify for a Small Business Association loan but will apply for a loan through the Arizona Credit Union once the product is ready for distribution. Chair McCain expressed concern about the sustainability of a new business in a difficult economy and asked about their credibility in starting this business. While they have minimal business experience with a startup, they have deep roots in Flagstaff and with NAU and will be providing a product that is in high demand and will continue to be for the foreseeable future.

"Crater Community Radio Station", Carrie Danielson – The Meteor

The Meteor is a new multi-media project started in mid-March that includes an online news site, a video department in development, and an online streaming radio station called The Crater. The goal of The Crater is to provide diverse perspectives that accurately reflect the community with a wide range of shows already in operation. Grant funds would be used to purchase equipment for the recording studio and a field bag.

Chair McCain asked how many funds have been raised so far through fundraising efforts and the plans for those efforts. No funds have been gathered for the radio station specifically yet as all DJs are volunteers. DJs would continue to be volunteer-based, and the funds would just be used for equipment. Most fundraising will be done

Minutes

City of Flagstaff Sustainability Commission

for The Meteor and not The Crater specifically, but there are many people on the team with extensive radio experience.

"Community Collaborations to Build Resilience and Educate on Historic Urban Property", Shelli Dea and Greg Caporaso – Townsite Urban Farm

Created a garden at a historic urban property to revitalize the land and currently work with Roots Micro Farm as they use part of the property for their farm as well. Want to host educational events such as the Coconino County "Full STEAM Ahead" event with K-12 teachers, working with Flagstaff Junior Academy in a pilot project. Donate extra food to Flagstaff Family Food Center. Funds will be used to install solar panels and infrastructure to cool the new hoop house structure and pump water from a downhill catchment system on the farm. If field trips are unable to happen due to COVID-19, would provide virtual events or videos instead.

Vice Chair White asked about the impact of AirBnB regulation on the farm operations. Up until now, they have been using funds from AirBnB to fund this effort, but they are now shifting to more long-term rentals. Commissioner Coffey asked whether other schools would directly benefit from the project as well. While FJA would be the pilot school, they hope to ultimately expand to other schools in Flagstaff and virtual AirBnB ecotourism in partnership with other local farmers. Commissioner Haferkamp asked whether the space would be free for use by other groups. The long-term goal is to turn this project into a non-profit to do just that.

Resilience Discussion

Vice Chair White asked for clarification about the secondary category exclusions. The goal with the secondary categories was to give the Commission the ability to switch projects in to different categories if they scored much higher in one than the other, but that did not happen so the secondary categories are not being considered anymore.

Water Conservation Category

"Greenlaw Garden Hub", Silas Aiken

Mr. Aiken has created a large garden in his Greenlaw backyard after purchasing an additional property next door. The goal of the project is to be an inspiration to the neighborhood by giving away plan starter and worm compost and demonstrating water conservation practices in backyard gardening including water barrels and mulch use. The grant funds would be used to purchase additional water barrels and gutters in order to not use any City water for irrigation.

Commissioner Kauffman asked how the project impacts the community. The neighborhood has been coming to talk to him about his garden and share supplies; the goal is to be an inspiration and give advice. Chair McCain mentioned that the

Minutes
City of Flagstaff Sustainability Commission

application framed the project as a business, but the presentation made it seem like that is not the case. Mr. Aiken confirmed that it would not necessarily be a business. The work is not contingent on the funding but would allow for a larger scale.

Discussion

Commissioners expressed concern about funding projects on private property due to the longevity of the project as well as a lack of structure for the community benefit component. Commissioner Haferkamp expressed support for the project as there has already been a strong investment and the start to a strong community connection.

Chair McCain motioned and Commissioner Coffey seconded to support the Greenlaw Garden Hub project.

Discussion: Commissioner Konkel suggested to approve conditionally to improve the clarity of the community connection and provide an addendum.

Motion retracted by Chair McCain.

Commissioner Konkel motioned and Commissioner Kauffman seconded to approve the Greenlaw Garden Hub project on the condition that a written report be provided in one month outlining a plan for community connection, engagement, and education as described in the global project objectives in the grant guidelines.

Discussion: Chair McCain expressed concern that this is the only water project but agrees about incorporating a stronger community component.

Vote: 6-0 Unanimously passes

Final Discussion

Commissioners Chamberlain and Coffey expressed concern that Roots Micro Farm has received a grant in the past and that Townsite Urban Farm and Roots Micro Farm are somewhat interconnected.

The preliminary rankings are as follows:

- The Arboretum at Flagstaff (24.2/25)
- Killip Elementary School Garden (24.1)
- ANEW Living (22.6)
- Roots Micro Farm (21.5)
- Townsite Urban Far (20.5)
- The Meteor (20.4)
- Surviving COVID-19 Food Not Lawns (17.0)
- Bee Well (16.4)

Minutes
City of Flagstaff Sustainability Commission

Vice Chair White suggested different components assessed be weighed differently. Chair McCain and Ms. Clark explained that it might not be possible or fair to do this right now as applicants have not been made aware, but this can be incorporated later. For this review, Commissioners will be able to adjust the rankings subjectively as needed once all projects have been assessed in July.

E. Climate Emergency Declaration (5 minutes)

Jenny Niemann, Climate and Energy Specialist, City of Flagstaff

Requested Actions: Information

The Climate Emergency Declaration came before City Council initially in January, and went before Council officially on Tuesday, June 23rd. This Declaration has revised the goals of the Climate Action and Adaptation Plan (CAAP) to reduce greenhouse gas emissions by 100% by 2030. Sustainability staff will be updating the CAAP to reflect this change. There will be some public input needed on how this goal will be achieved. Chair McCain reiterated the importance of watching the video from the Council meeting.

6. To and From (5 Minutes) – All

Commissioner Coffey mentioned that there will be a Shoe Strike for Climate Justice on July 25th from 10am – 3pm as a socially distanced protest where participants will set out shoes with signs on the City Hall lawn.

7. Future Agenda Item Requests

- Grant scoring process

8. Adjournment

The meeting of the Sustainability Commission on June 25th, 2020, adjourned at 7:01pm.

Minutes
City of Flagstaff Sustainability Commission

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. This notice has been posted on the City's website and can be downloaded at www.flagstaff.az.gov.

Dated this ____ day of _____, 2019.

Jenny Niemann, Sustainability Commission Staff Liaison