

# MINUTES

**CITY OF FLAGSTAFF  
SUSTAINABILITY COMMISSION**

**THURSDAY**

**August 27, 2020**

**ONLINE MEETING  
MICROSOFT TEAMS**

**4:30 – 6:30 PM**

## **1. Call to Order**

Chair McCain called the meeting of the Sustainability Commission held August 27<sup>th</sup>, 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: Dylan Lenzen (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**

Chair McCain pointed out that one of the questions asked to Pueblo Soil Project was asked by Vice Chair White and not Chair McCain.

**Moved by Commissioner Kauffman, seconded by Commissioner Chamberlain to approve the July 23<sup>rd</sup>, 2020, minutes with the revision.**

Discussion: None

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Vote: 6 – 0 Unanimously passed

**5. Business**

**A. FY19-20 Neighborhood Sustainability Grant Final Presentations (20 minutes)**

Lisa Clark, Community Stewards Assistant, City of Flagstaff

Requested Action: Informational

*“Take a Cup, Leave No Trace”, Emily Melhorn – Azulita Project*

Azulita Project’s program was intended to help reduce single-use cups in the Flagstaff community. They have found in the past that compostable cups are difficult to dispose of properly, so this project was focused on piloting the use of reusable plastic, stainless-steel, and bring-your-own cups at the Flagstaff Mountain Film Festival. This also included piloting a “rent-a-cup” system with Blue Preserve cups at participating locations. In total, 5,000 single-use cups were diverted from the waste stream and their messaging reached 5,800 attendees, and the project was received well by the community. Azulita Project is hoping for future collaborations with events like Flagstaff Music Festival and City of Flagstaff Earth Day Celebration. COVID-19 has made this work more difficult as there has been a higher use of disposable plastics due to safety concerns, but this challenge has provided a new opportunity to think more creatively.

As the City runs the Pulliam Airport, Councilmember Aslan asked for some strategies that airlines can use to reduce single-use plastics, such as encouraging people to bring their own empty cups or containers. Ms. Melhorn explained that the bring-your-own structure would be easiest, though airlines could have an arrangement with independent airport restaurants to clean the dishes with more effort and collaboration. Ms. Antonopoulos mentioned that this was considered when the Airport Sustainability Plan was drafted. The cafe is a separate contract that will be coming up for renewal soon, which provides opportunities if the airlines are receptive. Current efforts to date have included installing the water filling station in the security and the liquid disposal unit before security so bottles with liquids in them could be properly recycled.

Chair McCain asked when the festival was, and whether the Orpheum wanted to continue their agreement for future use of resources like these. The festival was in mid-February, and they will continue the partnership and collaboration when it is safe to do so.

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*"Compost Crowd Expanded Operations", Kathleen Ventura – Compost Crowd*

Last year, Compost Crowd used the Neighborhood Sustainability Grant funds to purchase a gently used 10-foot trailer including a spare tire. The new trailer has doubled their capacity, allowing for them to pick up 100 compost buckets at one time. This has also doubled the number of households served, totaling about 150 across Flagstaff. They were hoping for more business, but most of their recruitment was intended for the Flagstaff Community Market and the revised format of the market this year did not allow for that. As a result of increased capacity, they are now diverting about 1,000 pounds of waste each week from the landfill. The original plan was to start working with commercial accounts and events in Flagstaff, but this was delayed due to COVID-19. However, Compost Crowd partnered with the City for the Pumpkin Drop where they collected 1,000 pounds of carved pumpkins.

Chair McCain asked how many households Compost Crowd serves in Sedona. There are about 100 participating households there. Ms. Ventura also explained that many of the customers to-date in Flagstaff have been college students, though this does not stay consistent throughout the year.

**B. FY19-20 Neighborhood Sustainability Grant Extension Request – Sunnyside Neighborhood Association (5 minutes)**

Lisa Clark, Community Stewards Assistant, City of Flagstaff  
Requested Action: Vote

A request was sent from the Sunnyside Neighborhood Association to grant a one year extension on their Radio Sunnyside project.

**Commissioner Konkel motioned and Vice Chair White seconded to award a one-year grant extension to Sunnyside Neighborhood Association.**

Discussion: None

Vote: 6-0 Unanimously passed

**C. FY20-21 Neighborhood Sustainability Grant Declination and Available Funds (5 minutes)**

Lisa Clark, Community Stewards Assistant, City of Flagstaff  
Requested Action: Discussion & Vote

The Arboretum had to decline their award of \$1999.50 due to unforeseen staffing changes. Those funds need to be reallocated. The Commission reviewed the rankings created during the July 23<sup>rd</sup> meeting based on the grant assessment scores.

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**Commissioner Coffey motioned and Commissioner Chamberlain seconded to award Flagstaff Junior Academy an additional \$497.72 and partially fund NAZCCA for the remaining \$1,501.78 from the Sustainability fund.**

Discussion: Chair McCain expressed appreciation that the ranking system made this kind of decision-making easy.

Vote: 6-0 Unanimously passed

#### **D. FY20-21 Neighborhood Sustainability Grant Process Review (15 minutes)**

Dave McCain, Chair

Requested Action: Discussion

The Commission reviewed and discussed the outcomes and suggestions from a survey sent to each Commissioner on the grant process.

**Vice Chair White motioned and Commissioner Kauffman seconded to update the score weights as proposed:**

- **Application clarity and completion – 2**
- **Feasibility – 4**
- **Conforming with project objectives – 5**
- **Alignment with category objectives – 5**
- **Longevity – 4**

Discussion: None

Vote: 6 – 0 Unanimously passed

One suggestion was to include an “intangible” category to the scoring criteria. Commissioner Konkel expressed concerned that scores are already unconsciously affected by an “intangible” factor of liking a project, so adding this specific category may not be necessary. Commissioner Haferkamp agreed, but also expressed appreciation that the category would have the potential to relay the possible impact to the community beyond what is outlined in the objectives. Commissioner Konkel suggested adding a “community” category instead. Commissioner Coffey supported the “intangible” category for those individuals who have not had the same amount of grant writing experience. Ms. Antonopoulos, after a suggestion from Commissioner Haferkamp, also suggested perhaps having a grant writing clinic instead to assist first-time applicants to improve accessibility.

Due to time constraints, Commissioners Konkel and Haferkamp and Chair McCain formed a working group to process the rest of the suggestions and bring back a recommendation to the Commission at the next meeting.

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Commissioner Chamberlain, with agreement from Commissioner Coffey, expressed concern about having so many repeat applicants, and mentioned that it would be ideal to be able to support different groups. Councilmember Aslan suggested giving priority to first-time applicants, but not restricting groups from applying in consequent years.

Chair McCain and Ms. Antonopoulos congratulated the Commission on the growth and transformation of the grant program.

#### **E. Review Commission's Role in the CAAP (10 minutes)**

Dave McCain, Chair

Requested Action: Information

- Summary
- Working Groups

Chair McCain reviewed a document that summarizes the role of the Commission in the Climate Action and Adaptation Plan. The Commission serves in an advisory capacity for City Council, and specific CAAP roles include making recommendations to staff to further the goals of the plan and monitor and track progress towards meeting CAAP goals. One of the ways the Commission makes recommendations is through Working Groups. There have been Working Groups in the past, but these are no longer operational. Chair McCain asked the Commission to consider new opportunities for Working Groups moving forward.

#### **F. CAAP Revision Update (20 minutes)**

Nicole Antonopoulos, Sustainability Manager, and Ramon "DC" Alatorre, Climate and Energy Coordinator, City of Flagstaff

Requested Action: Information & Discussion

The Climate Emergency Declaration, unanimously adopted by City Council in June of 2020, was a citizen initiative that started with gathered signatures during the Global Climate Strike in September 2019. The goals of the declaration are as follows:

1. Dramatic increase in ambition to combat climate change
2. Commit to city-wide transition and climate emergency mobilization effort
3. Commit to educating residents and especially youth
4. Underscores the need for full community participation
5. Commit to keeping vulnerable communities at the forefront of decision making
6. Join a nationwide call for mobilization
7. Advance goals of the CAAP
8. Call on all governments to initiate a transition

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The 2016 goal of the CAAP was to reduce our carbon footprint by 80% by 2050, but now the goal is to be carbon neutral by 2030. Mr. Alatorre explained that carbon neutrality does not mean that all emissions will be down to zero, but instead that any emissions added will be matched by the same amount removed in some way. Emission removal is not currently included in the CAAP.

Councilmember Aslan asked whether any of the emission removal would involve moving them to somewhere different than Flagstaff, which can artificially inflate the amount of emissions removed. Ms. Antonopoulos acknowledged that this is a possibility that we need to take responsibility for. However, there are currently not enough resources to gather this data.

Vice Chair White commented that with carbon sequestration and credits, the amount advertised and the actual amount sequestered frequently end up being very different. Ms. Antonopoulos agreed, and assured him that the City will be securing third-party verification if the sequestration is outsourced.

The CAAP goals are currently being revised to reflect the new goals from the Climate Emergency Declaration. The Commission will get another update on these revisions in September and October before the plan of action is presented to Council on October 27<sup>th</sup>. Both consultants and the Steering Committee have been reengaged to develop strategies and actions to achieve carbon neutrality goals.

Jillian Goulet reviewed the community engagement components to the CAAP revisions. Community engagement strategies that are being used include utilizing forums, creating a new webpage, providing materials in Spanish, and giving presentations to community groups, Commissions, and volunteers.

Commissioners were urged to take a survey and share feedback on how to achieve carbon neutrality.

**G. Commission's Role in the CAAP Continued (20 minutes)**

Dave McCain, Chair

Requested Action: Discussion

Commissioner Coffey expressed appreciation for Council and the community for pushing this effort forward. She proposed starting a Working Group in community adaptation to start thinking more long-term about how our community can adapt to changing ecosystems and the environment. Commissioner Coffey agreed to chair the Working Group, and Vice Chair White and Commissioner Haferkamp will also be included.

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Commissioners will further reflect on this question before the next meeting.

Commissioner Konkel agreed to be chair of the grant review Working Group.

**6. To and From (5 Minutes) – All**

Commissioner Coffey mentioned that there will be a Shoe Strike for Climate Justice on August 29<sup>th</sup> from 10am – 3pm as a socially distanced protest where participants will set out shoes with signs on the City Hall lawn. Shoes can either be donated or delivered after the event.

Ms. Clark invited the Commission to participate in 30 Days Albert's Way: a challenge throughout September to pick up litter every day following social distancing and mask guidelines using the Litterati app. Litter cleanups have been more or less halted since March due to COVID-19, and this challenge is intended to reengage the Community Stewards and help clean up the community. There will be prizes for the top three litter pickers.

Ms. Antonopoulos pointed out that new 272 kilowatt solar canopies are being installed at NACET. This system supports APS's transition to a cleaner future, and the generated power will be returned into the power grid.

**7. Future Agenda Item Requests**

- None

**8. Adjournment**

The meeting of the Sustainability Commission on August 27<sup>th</sup>, 2020, adjourned at 6:25pm.

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**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](http://www.flagstaff.az.gov).

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny Niemann, Sustainability Commission Staff Liaison