

City of Lawrence  
Sustainability Advisory Board (SAB)  
August 14, 2013 minutes

MEMBERS PRESENT: Boog Highberger, Matt Lehrman, Michael Morley, Daniel Poull, Ian Spomer, Scott White, Adam Ritchie, Kathleen Nuckolls, Dale Nimz

MEMBERS ABSENT: Steve Vukelich

STAFF PRESENT: Tammy Bennett, Eileen Horn, Kathy Richardson

PUBLIC PRESENT: None

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**Item #1: Call Meeting to Order (Scott White, Chair person)**

Take roll call to determine quorum of members.

**Item #2: Approval of Meeting Minutes**

**Motion** and second to approve the July 10, 2013 minutes. (Adam Ritchie/Michael Morley). Vote: Motion was passed unanimously.

**Item #3: Follow-up Item: Mother Earth News Fair and collaboration with City of Lawrence.**

Eileen and Ian provided an update on the communications items from last month: The City Communications Director has provided a letter from the mayor, and social media content to help promote the Fair. Eileen connected Mother Earth News staff with the Lawrence Downtown Farmers Market and downtown businesses to support some cross-promotion. Mother Earth News and the City's T service are coordinating potential free bus rides for Fair attendees. Ian and Cromwell Solar are organizing the Sustainable Homes Tour, and Kathy provided a list of previous tour participants to support their outreach.

No Further Action Needed.

**Item #4: Follow-up item: Permitting and inspection fees for installations of renewable energy. Eileen Horn, Ian Spomer to lead discussion.**

This item appeared on the August 6<sup>th</sup> Consent Agenda of the City Commission. The Commissioners voted to refer this item to be considered by the Building Code Board of Appeals. Eileen has done research of peer cities' practices related to renewable energy inspection fees, and will participate with the Board of Appeals process to share staff research. Eileen will provide an update at the September SAB meeting.

[http://www.lawrenceks.org/assets/agendas/cc/2013/08-06-13/cmo\\_solar\\_panals.html](http://www.lawrenceks.org/assets/agendas/cc/2013/08-06-13/cmo_solar_panals.html)

The SAB decided to submit a letter of support to the City Commission and Building Code Board of Appeals, expressing: Encouragement of solar installations and implementation of a fair fee structure that covers staff inspection costs without prohibiting homeowners from installing solar.

**Motion** and second to authorize Scott White, as SAB Chair, to write a letter of support to the Commission and Board on behalf of SAB. (Daniel Poull/Kathleen Nuckolls). Vote: Motion was passed unanimously.

**Item #5: Discussion: STAR Communities Rating System: the nation's first voluntary, self-reporting framework for evaluating and quantifying sustainability progress.**

At the July SAB meeting, Eileen shared a new self-reporting framework for cities to benchmark and measure their sustainability progress. She asked the SAB to review and discuss. SAB members were supportive of the city joining at the \$500 level subscription, allowing the city to access the self-reporting tool. Eileen will include this in her fall workplan, and report back to SAB at a future meeting.

[www.starcommunities.org](http://www.starcommunities.org)

**Item #6: Discussion: Future invited speakers or Commissioners?**

Scott White led a discussion of invitations to Commissioners to meet with SAB. SAB members agreed that they would like to meet with all Commissioners, but first would like to meet with the two newest Commissioners (Farmer, Riordan) first. The full SAB then brainstormed a list of potential questions they would like to ask Commissioners. Scott will reach out to invite them to upcoming meetings.

**Item #7: Staff Reports**

- a. Eileen Horn addressed all items on the Sustainability Coordinator report. Of particular interest were the food hub feasibility study with Douglas County and the update to the 2008 greenhouse gas emissions report. Eileen will report back to SAB once the GHG report is updated. Eileen also reported that the reformulation of the city's administrative policy for environmentally preferable purchasing is tabled until the new purchasing specialist is hired.
- b. Kathy Richardson addressed the Solid Waste Division Report. Of particular interest to the SAB were the move-in/move-out communications and ads that the department ran to help inform students during their transition, and the spike in solid waste tonnages reported during that week.

## **Miscellaneous Announcements and/or Public Comments**

Scott shared an idea for a future agenda item: Reviewing the city's emergency water conservation management plan to see if vegetable garden watering is still allowed. Scott will research and bring back to the SAB for a future meeting.

SAB also continued discussion of the move-in/move-out time period and increased waste tonnages. Further consideration of this topic was tabled to a future SAB meeting.

Eileen shared that the Lawrence-Douglas County MPO is looking for volunteers for their bicycle and pedestrian counts. Sign up online here:  
<http://www.lawrenceks.org/mpo/volunteer>

## **Meeting adjourned at 7:00 p.m.**

Next meeting: September 11, at 5:30 p.m.

### **Attachments:**

Sustainability Coordinator Report

Waste Reduction and Recycling Division Report