

City of Lawrence
Sustainability Advisory Board (SAB)
October 9, 2013 minutes

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

MEMBERS ABSENT: Kathleen Nuckolls

STAFF PRESENT: Eileen Horn, Kathy Richardson

PUBLIC PRESENT: Jenny O'Brien

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 September 9, 2013 minutes. (Ian Spomer/Adam Ritchie). Vote: Motion was passed unanimously.

ITEM #3: Discussion with Commissioner Terry Riordan.

Item deferred, as Commissioner Riordan was unable to attend.

ITEM #4 - Follow-up item: Permitting and inspection fees for installations of renewable energy. (motion, take action, table item, decline to take action)

Eileen reported that the City Commission approved a revised permitting and inspection fee for installations of solar PV and solar thermal projects at their October 1st meeting. They adopted on first reading Ordinance No. 8916, amending the Permit Fee Schedule in Chapter V, Article 1, Section 176, by adding Note F. The proposed amendment will establish a uniform permit fee of \$65 for the installation of solar, thermal and photovoltaic systems requiring no structural changes to the building. The vote was unanimous.

ITEM #5 – New Item: Discussion of a SAB budget for a sustainability mini-grant program for the City of Lawrence. This idea was proposed at the last meeting, and tabled for further discussion. Boog Highberger to lead discussion. (motion, take action, table item, decline to take action)

Boog presented an idea for a sustainability mini-grant program that the SAB could facilitate to help foster sustainability projects in the City of Lawrence. Boog cited the Cultural Arts Commission and their annual grants program as precedent.

Discussion of the Board included key components that a mini-grant program would need: Proven public benefit, neighborhood engagement, a uniform application/scoring rubric, a potential requirement for matching funds to leverage private funding, etc. The SAB would like to discuss this idea with the City Manager to learn what would be needed to incorporate this request into the 2015 budget cycle. Item tabled for further discussion at November SAB meeting.

Next Steps: SAB will discuss this idea with the City Manager at an upcoming meeting. Eileen will provide research support to help inform the program development.

ITEM #6 – New Item: Letter of support for Lawrence On Board. Scott White to lead discussion. (motion, take action, table item, decline to take action)

Jenny O'Brien requested that SAB provide a letter of support for her upcoming grant requests. She is hoping to apply to the Transportation Research Board's IDEA grant program. The SAB discussed their support of the Lawrence On Board program, and agreed to support grant requests to develop the program.

Motion and second to authorize Scott White, as SAB Chair, to draft a generic letter of support for Lawrence On Board, and to edit as necessary to tailor to specific grant requests. (Daniel Poull/Michael Morley). Vote: Motion was passed unanimously.

ITEM #7– New Item: Continued discussion of city sustainability staffing needs. Ian Spomer to lead discussion. (motion, take action, table item, decline to take action)

Ian Spomer initiated a conversation about sustainability staffing in the City of Lawrence and Douglas County. His question and the resulting discussion focused on whether the city's sustainability goals were being achieved with the .5 FTE staff time provided by the City/County Sustainability Coordinator position, and what additional staff resources might drive further program. Eileen shared that, in her experience, cities the size of Lawrence typically have a single FTE Sustainability Coordinator position. Larger cities have Sustainability Departments with multiple staff members. Various ideas were discussed, including the possibility of hiring an intern or AmeriCorps vista member to assist with sustainability initiatives. Item tabled to allow for additional research.

Next Steps: Eileen will research the AmeriCorps program and discuss possibilities with the City Manager's office. SAB will continue discussion at an upcoming meeting.

ITEM #8 - Staff Reports:

- a. County / City Sustainability. Eileen Horn, Sustainability Coordinator.

Eileen reviewed her Sustainability Coordinator report, highlighting the Food Policy Council projects, the 90% completion of the GHG emissions inventory, and the preliminary results of the City/County MPO Multimodal studies.

- b. Waste Reduction and Recycling. Kathy Richardson, WRR Operations Supervisor.

Kathy reviewed the items in her report, highlighting the upcoming dates for the city compost sales, electronics recycling event, America Recycles Day, and recent efforts to search for a location to consolidate the solid waste operations of the city.

ITEM #9 – Member Updates.

Matt Lehrman will be stepping down from the SAB, as he was just hired by the Rocky Mountain Institute and will be relocating to Boulder, CO.

Boog Highberger announced that he is running for the Kansas House of Representatives, 46th District.

Matt, Ian, and Scott attended the Kansas Energy Conference and share some thoughts on the key presentations.

ITEM #10 – Public Comment.

Next regular SAB meeting:

November 13, 2013 at 5:30 p.m.

Adjourn