

**Key takeaways to share with the Commission:** SAB reviewed an inter-departmental sustainability assessment tool from Fort Collins, CO. This could be something to look at pursuing in the next 5 years.

### **Sustainability Advisory Board Minutes**

**February 14, 2018 – 5:30 pm**

**Public Works Conference Room, Ground Floor, City Hall (6 E. 6th St.)**

**Members Present:** Adam Richie, Jackie Carroll, Sharon Ashworth, Michael Steinle, Travis Robinett, Rachel Krause, Dale Nimz, Karen Lewis, Maria Cuevas

**Members Not Present:** Ma’Ko Quah Jones

**Staff Present:** Helen Schnoes, Tammy Bennett, Kathy Richardson, Jasmin Moore

**Public Present:** Michael Almon, Todd Moore, Chris Tilden

- I. CALL MEETING TO ORDER: Determine quorum of members. Pressing Items?
- II. APPROVE JANUARY MEETING MINUTES.
  - A. Jackie moves to approve, Michael seconds. Minutes approved.
- III. SAB administrative items
  - A. None at this time
- IV. Presentation & Discussion: Fort Collins, CO Sustainability Assessment Tool
  - A. Rachel - Looking at how cities organize their sustainability efforts in an organizational sense. Fort Collins has an encompassing Environmental Assessment for all projects and actions. Has 30 different questions based on Triple Bottom Line (economic, social, environmental sustainability). Scope might be too big for a city like Lawrence. Fort Collins has 60 employees in their sustainability department. Benefits would be good planning, all-in-one-place guide to sustainable planning based on the Comprehensive Plan and Strategic Plan.
- V. Discussion: [Long-range Transportation Plan \(T2040\)](#)
  - A. Public comment is closing for Transportation Plan soon.
  - B. Michael Almon (public comment) - From Sustainability Action Network. Petroleum is a large portion of emissions, and single vehicle trips are large portion of that. Most of the population wants to bicycle, but most won't because they don't feel safe. Separated bicycle lanes are best for safety. Regular unprotected bicycle lanes aren't safe enough for most people. A 38 foot wide street would be wide enough to accommodate. Bicycle lane section should be revised to reflect this. Would like Plan to add adoption of National Association of City Transportation Officials, it's for multimodal planning. Would also like to add regulated intersection design.
  - C. County-wide Bicycle Plan is being updated this upcoming year. It's just starting.

- D. Adam suggests that we make comments individually rather than as a board, because there's not much time left to craft comments as a group. Recommends looking at pages that deal with SAB, pages 35, 155-157, for example.

VI. Reports from committees:

A. Land Use Committee

- 1. Dark Sky Ordinance - Planning Department is beginning to pay attention to issue. Dale called and the response from Mary Miller, there's a text amendment on lighting right now. STAR has part on Dark Sky, based on the Bordel Dark Sky Scale, "Ambient Noise and Light" section.

B. Water Conservation Committee

- 1. Dates of next Comprehensive Plan Steering Committee. March 5, April 2nd (Natural Resources Section), April 16th. February 21 is next Water Advocacy Team.
- 2. Committee is working with Mike Lawless, Deputy Director of Utilities, and his staff on developing new water rate FAQs. Finalizing negotiations with vendor for new billing system, will have better idea of roll out information of projects and rates soon.
- 3. Water Advocacy Team, Sustainability Action Network Annual Meeting hosted public meetings on water issues. Similar meetings, both trying to define water issues for Lawrence and Douglas County, in order to come up with Action Plans. If these groups could have access to all the information about what the City is doing with water, it could be helpful. Dale suggests quarterly meetings where all groups inform each other and network for action items. Then they could bring issues to us. There was some discussion about SAB's role. SAB can advise staff to better communicate w/ existing information.
- 4. There was no update from Matt Bond, Stormwater Engineer, on stream buffer ordinances.
- 5. Michael Almon (public comment) - SAB could look at Emergency Water Management Code, for drought. Has exceptions on conservation.

C. Energy Conservation Committee

- 1. Building Standards Policy letter - Added comparison to STAR sections that overlap. Letter has been sent to City Commissioners individually via e-mail.

VII. Food Policy Council Report (provided by Michael Steinle)

- a. Annual Report given to County Commission. In goal 5, 3 objectives, 18 policy action items. Waiting on data from food waste audits from Pollution Prevention Institute +

review previous research. Getting updates from Just Food and Shelter on food recovery.  
Getting the lay of the land and thinking about policy / system levers

- b. April 21 @ South Park – tabling; SAB has had a table in the past. Generally volunteer for set-up/take-down. What materials do they have?
  - i. Banner (Kathy has)
  - ii. Handouts
- A. Upcoming events, City composting class on 2/27, for one hour during lunch.  
Documentary on Food waste called “Wasted” at Lawrence Public Library. Earth Day is coming up on 4/21.
- B. KU student doing capstone project on Food Waste, could go to presentation.

VIII. Review list of key on-going processes/policy development to track

- A. No need for agenda item for this, more of a reference.

IX. Staff Report: Updates from Kathy, Tammy, Helen, and Jasmin.

- A. Pilot recycling project for businesses approved by Commission 5-0. Need an 8% participation rate in both pilot areas. Would be from May or June until the end of the year. Collecting feedback from participants such as Lawrence Restaurant Association.
- B. No update on Stream Buffer Ordinance, hopefully next month.
- C. Trying to organize and move forward with Food System Plan. Develop simple outreach in the Spring. If a more formal presentation of the full plan would be of interest, it could be arranged. Common Ground Community Garden Project has grant to assess its effectiveness. Would be an agenda item.
- D. KU Biological Survey doing natural areas and heritage conservation. Have four public forums coming up about their research, where these areas exist and possibilities for preservation. In Lawrence, 2/20 at Fair Grounds.

X. New Sustainability Director Introduction - Jasmin Moore. Will transition to staff lead for SAB.  
Working on implementation of STAR.

XI. Action Items.

- A. What are the key takeaways to share with the Commission?
  - 1. Share sustainability assessment tool from Fort Collins as example of sustainable planning we’d like to see in Lawrence.

XII. Future Agenda Items

- a. March 5 Comp Plan meeting updates
- b. Food Policy Council Update
- c. Stream Buffer Update

XIII. Member Updates

- a. Michael update about Sayad Jamal – in KC co jail. Check out facebook: Free Sayad Jamal.

XIV. Public Comment

- A. Michael - Suggest that we investigate meeting in available rooms with windows.

XV. Adjourn

- A. Michael moves, Sharron seconds.

**Next regular SAB meeting:**

March 14, 2018 at 5:30 p.m.

Venue: Public Works Conference Room, City Hall