

## Meeting Highlights

- 1. SAB discussed the City's STAR rating, and will dig deeper into the Climate and Energy STAR objective at their next meeting**
- 2. SAB discussed a LEED policy for city owned and operated buildings.**

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## Sustainability Advisory Board (SAB) Minutes

December 14, 2016

MEMBERS PRESENT: Dale Nimz, Jackie Carroll, Sharon Ashworth, Adam Ritchie, Michael Steinle, Travis Robinett, Scott White, Karen Lewis

MEMBERS ABSENT: Rachel Krause, Steve Evans

STAFF PRESENT: Eileen Horn, Tammy Bennett

PUBLIC PRESENT: Brett Holm

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- I. CALL MEETING TO ORDER: Determine quorum of members. Pressing Items?
  - a. Meeting was called to order at 5:34 pm.
- II. APPROVE NOVEMBER MEETING MINUTES.
  - a. Minutes for November moved by Sharon Ashworth, 2<sup>nd</sup> by Michael Steinle. Approved.
- III. SAB administrative items:
  - a. Reappointments
    - i. Karen Lewis, Jackie Carroll, Michael Steinle, and Sharon Ashworth terms are up and are all filling out another's term.
    - ii. They are interested in staying on.
  - b. New members
    - i. Scott White would like to step down with a year left on his term.
    - ii. Dale may need to resign as he's leaving Lawrence to live out in the County. Eileen will confirm this.
    - iii. Therefore, there are either 1 or 2 SAB openings to fill. Eileen will coordinate with City Manager's Office Staff on this item.
  - c. Leadership – Dale would like to give up the chairmanship after two years.
    - i. Chair Nomination – Adam Ritchie is willing, but hesitates as there are times when he has very short notice that he cannot attend.
    - ii. Vice-Chair – Jackie Carroll is willing to be vice-chair, and can cover meetings when Adam is detained.
    - iii. Secretary – Travis Robinett is willing to be secretary.

- d. Sharon moved that the following slate of officers: Adam Ritchie, Chair; Jackie Carroll, Vice-Chair; Travis Robinett, Secretary. Karen Lewis 2<sup>nd</sup>. Motion passed unanimously.
- e. Goal-setting retreat: Great interest in having another of these. Discussion centered on whether January or February would be best. Question of whether new member would be on-board by January and that having new member attend would be of great value to them. SAB members were also interested in hiring an outside facilitator. The goal of this retreat would be not to jettison existing priorities but to build on existing work and infuse STAR. Eileen will work with the new Chair to schedule this.

IV. Report-out from SAB committees on progress towards annual work plan:

- a. Energy conservation committee
  - i. The committee will work with Eileen to refine the green building policy in collaboration with City staff. Eileen will reach out to the committee as needed.
- b. Water conservation committee
  - i. Discussion of Laundry to Landscape feasibility.
  - ii. Nothing in city codes that prevent grey-water use. KDHE issued specifications on grey-water in 2014. A permit will likely be needed and it can only be used for laundry.
  - iii. SAB's role may be to advertise this possibility and perhaps champion rebates. With higher water rates coming down the pipe, using laundry water to reduce need for irrigating could be attractive (since heavier users will pay higher rates).
  - iv. Reducing permit fees is another possibility, though currently that cost is \$23, so it wouldn't be a huge incentive.
  - v. Other ideas discussed – rebates for rain-barrels, rebates for high-efficiency washing machines, education on either/both of these ideas and other ways to reduce water usage.
  - vi. The staff liaison from the plumbing code board of appeals can attend a future SAB meeting to discuss if members are interested.
- c. Land use planning committee
  - i. Dale has not moved on this in the last month, but plans to visit some of the land use elements in the STAR Community framework. Lawrence has some room to improve in this area.

V. Discussion of STAR Communities score, next steps, role of SAB in implementation (Eileen to lead).

- a. Turnout to the announcement was good.
- b. Response since then has been even better as Eileen has been asked to talk to multiple groups about the roles certain groups can have in improving our score. Ex. She'll be talking to the Lawrence Arts Center next week about how things

were scored relating to the arts and how art can deal with sustainability. Dec. 20, 3 pm.

- c. Social media response was good, too.
  - d. Discussion on priorities for next three years ensued. Question raised by Travis on whether any items are safe in three years or whether we need to continually working even on those things that scored well?
  - e. Eileen went over the internal report on STAR that highlights areas that need to be improved upon.
  - f. Discussion of Climate and Energy sections which received no points.
- VI. Staff Report: City/County Sustainability Director, Eileen Horn
- a. See below.
- VII. Key take-aways
- a. Discussion of supporting energy efficiency rating system, such as LEED.
  - b. Discussion of STAR community scores and Climate and Energy section which we did not do as well on.
- VIII. Future Agenda items
- a. Finish discussing Climate and Energy section of STAR ratings.
- IX. Member updates
- a. Sharon attended MARC green-infrastructure meeting, which included 75 others discussing the topic. It was very encouraging. Met some interesting people – planners and from a neighboring school district, which inspired some ideas. One idea was using the school districts for demonstration projects.
  - b. Travis went to a Federal FEMA meeting – the 319 program, using clean water act monies at city level. WRAPS group for local water shed... Dale noted Frank Norman is local guy on this for Upper Wakarusa watershed.
  - c. Jackie noted that Boulder was going to reduce carbon emissions by 80% by 2030, so perhaps Lawrence could be more ambitious. Also, noted a Keep Your Cool program that lobbies retailers to keep their doors closed in the summer when HVAC units are running.
- X. Public Comments
- a. Brett Holm meeting asked if goals and priorities had changed in light of recent elections.
- XI. 7:21 pm – Adam moved to adjourn, Jackie 2<sup>nd</sup>. So moved.

**Next regular SAB meeting:**

January 11, 2017, 5:30 pm

Venue: Public Works Conference Room, City Hall

**Sustainability Coordinator Report to the SAB:  
December 14, 2016**

✓ **STAR**

- STAR announcement went well – lots of social media and earned media attention.
- Next step: Meet with each department to review relevant opportunities for improvement.

✓ **City/County Food Policy Council Projects:**

- Common Ground: The Food Policy Council will be assisting with a revision of the Common Ground application process to improve accessibility. SAB members are welcome to participate. Application process will begin in January 2017.
- The Douglas County Food System Plan: Please join us at an upcoming Food Policy Council meeting if you'd like to provide public comment on the Food Plan.

✓ **Energy Efficiency:**

- LEEP (Lawrence Energy Efficiency Project) is underway! The engineers and staff are finalizing designs for approximately \$12 million in energy efficiency improvements to city buildings.
- Next, the engineers will design and bid the projects through fall of 2016 and present a final IGA and contract in January 2017 to the City Commission.

✓ **Miscellaneous:**

- T2040, the long range transportation planning process kicked off this week. This creates a countywide transportation plan. New foci this year: Resilience and natural disaster preparedness, impacts of tourism.
- The County completed a Fairgrounds landscape master plan that includes native plantings, an arboretum, and a teaching vegetable garden.
- The Parks and Recreation Master Plan was presented to the City Commission at their September 13<sup>th</sup> meeting. It is being revised and will be presented again soon.
- A consultant was selected for the city parking study. There will be a lot of community engagement in this process, and I will keep you informed of opportunities.
- Eileen joined an effort by the Climate and Energy Project to begin to engage NE Kansas communities in discussions of air quality related to emissions from energy production. Includes 9 counties in NE Kansas.