

MINUTES

**CITY OF FLAGSTAFF
SUSTAINABILITY COMMISSION**

THURSDAY

August 26, 2021

**ONLINE MEETING
MICROSOFT TEAMS**

4:30 – 6:30 PM

1. Call to Order

Chair McCain called the meeting of the Sustainability Commission held August 26th, 2021, to order at 4:30 pm.

2. Roll Call

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| <input checked="" type="checkbox"/> Chair McCain | <input checked="" type="checkbox"/> Commissioner Kauffman |
| <input checked="" type="checkbox"/> Vice Chair White | <input checked="" type="checkbox"/> Commissioner Konkel |
| <input checked="" type="checkbox"/> Commissioner Dailey (Left before Business item C) | |

Others present: Marissa Molloy (Minutes, Staff Liaison), John Taylor (Presenter), Summer White (Presenter), Silina Martinez (Presenter), Myra Rufo (Presenter), Jenna Ortega (Presenter), Carrie Danielson (Presenter), Jenny Niemann (Presenter), Nicole Antonopoulos (Staff), Martin Ince (Presenter), Rick Barrett (Presenter), Austin Aslan (City Council Liaison)

Commissioner Kauffman announced that due to a promotion at work and a conflict in meeting times, she will be stepping down from her position as a Commissioner.

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 an item that is on the agenda, please use the Teams Chat function: simply type in 'public comment' to indicate to the Chair that you would like to comment. The Chair will then recognize you when it is time for public comment, and staff will unmute your microphone if needed.

No Public Comment

4. Approval of Minutes

Chair McCain had several changes for the July 22nd minutes: to change Austin Aslan's descriptor under Roll Call to "City Council Liaison;" to change the last sentence under

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Public Comment to match the agenda and to revisit that change when the Commission meets in person again; to remove the extra space after Killip Elementary in the second paragraph on page 3; to the spelling of Daily Sun in the last paragraph on page 6 and to add "based on a survey of its members." ; and to strike "poll text" and insert "text of the questions used in the Chamber of Commerce survey" in the third paragraph on page 7.

Moved by Commissioner Konkol, seconded by Vice Chair White to approve the July 22nd, 2021 minutes as updated.

Vote: 5-0 Unanimously passed

5. Business

A. NSG Final Reports

NSG Recipients

Requested Action: Informational

John Taylor with Terra BIRDS presented on their Neighborhood Sustainability Grant (NSG) project to support stormwater management at Pine Forest Charter School. The school had purchased the building 5 years prior and took out an asphalt parking lot to become a play space. This area experienced flooding. Mr. Taylor showed pictures of water pooling in from the parking lot before their work, as well as in progress pictures of their work and water being captured. They created a berm with grasses to prevent water from going into the building, a culvert, and a fruit tree orchard. This project turned an area prone to flooding into an asset for the school.

Summer White presented on Roots Micro Farm's project. They built a hoop house to continue operations as a local market garden, improve access to sustainably grown foods in the community, and educate the community on the benefits of and how to construct a hoop house. They were able to provide microgreens to the Flagstaff Family Food Center through the Friend's of the Farm program from May to June. They made a compilation video of the entire process that is available on social media, and they were a part of the Coconino Master Gardeners Association's Flagstaff Finest Vegetable Tour where over 200 people visited to learn about the hoop house and the farm. Looking forward, they want to install rainwater catchment, continue to do more education, and are set to continue to participate in the Friends of the Farm Program through the Arizona Food Bank this fall.

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Silina Martinez presented for the Boys and Girls Club of Flagstaff. They started an environmental education program to educate teens on climate change, recycling, sustainability, food waste, and to promote community involvement. Green Teens worked with a Green Jacks intern from NAU to purchase the organization's first recycle bins. The Gardening Club focused on adding two community garden areas to surrounding neighborhoods, including Brannen Homes. They purchased compost worm bins to help with food scraps and provide compost for garden beds. Willow Bend educated teens on the anatomy of worms and what they need to thrive. The Green Teens also took a trip to the Habitat for Humanity ReStore to show the benefits of donating items instead of throwing them out.

Myra Rufo and Lisa Miggins presented on the Congregation Lev Shalom's project. They say the Congregation got together at the Izabel Street Garden to get their plot started was the first time they had been together as a community in over a year. They learned several lessons from their first year of gardening, including to never plant before the last frost, that daily watering is essential during heatwaves, how to handle insect infestations with organic remedies, and how to recover from torrential rains. Despite all this, their harvest survived, and they were able to provide fresh vegetables to the Flagstaff Family Food Center. They are already looking at ways to improve their growing season next year.

Jenna Ortega presented for the Northern Arizona Climate Change Alliance (NAZCCA). Their project was a climate awareness campaign designed to provide community education on local impacts of climate change, focusing on food and public health. There were seven virtual educational events and workshops with a total of 347 participants. They presented on the positive impacts of sustainable consumption, empowering people to engage in awareness and solutions. They built a new website with resources and ways to get involved. Their biggest accomplishment was building a database of Flagstaff community members interested in climate impacts on food and public health, and their educational events further engaged curiosity and demonstrated possible actions to make Flagstaff a more just and sustainable community.

Due to technical difficulties, Carrie Danielson presented for the Meteor's Crater Community Radio project after Business item B. Their grant funds went to equipment for the studio and for use in the field. They also created a second website and an app specifically for Crater Community Radio to make it more accessible. They partner with local groups, independent audio productions, and

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community members. They train hosts on using equipment and provide support throughout the whole process of production and distribution. Ms. Danielson said that not only has the equipment provided been essential to their success this year, but it will make continued work and growth possible.

Chair McCain mentioned that the Neighborhood Sustainability Grants have increased funding and that recipients should consider applying in the future when they are eligible again.

B. Regional Plan Amendment for Carbon Neutrality Update and Public Discussion

Jenny Niemann, Climate Program Manager, City of Flagstaff
Requested Action: Informational and Discussion

Jenny Niemann presented on the Carbon Neutrality Amendment to the Regional Plan. She reviewed what the Regional Plan is, the changes they are looking to make to the current Regional Plan, and the current Major Amendment process. They are currently in a 60-day public review period which will close on September 13th. The last information session will be on September 9th over Zoom from 6:00-7:00pm, and a survey will be open until September 13th. After that they will be working with the Planning and Zoning Commission. They will have three meetings with the Planning and Zoning Commission: the first will be a work session on October 13th, and the other two will be hearings on October 27th and November 10th. Lastly, they are scheduled for a hearing at City Council for potential adoption on December 7th. Ms. Niemann encouraged the Commissioners to get involved by informing others and filling out a feedback form.

Chair McCain asked for clarification on the timeline. Ms. Niemann answered that the Comprehensive Planning Division is looking at a general timeline of 2024-2025 for the next Regional Plan, and that there should be information about the planning process in the fall.

C. Active Transportation Master Plan and Upcoming Bike Infrastructure

Martin Ince, Project Manager, Rick Barrett, City Engineer, City of Flagstaff
Requested Action: Informational and Discussion

Martin Ince presented on the Active Transportation Master Plan (ATMP). He discussed the process for review and approval and gave an outline on the

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content of the ATMP. The ATMP contains details on how Flagstaff will become more bicycle and pedestrian friendly. There is also a detailed bikeways plan in the ATMP, and Mr. Ince demonstrated these routes on a map. The public release date for the draft document is September 13th, which will initiate a 60-day public review period. This includes a community survey, presentations to commissions and stakeholder groups, and open houses. At the close of this period there will be a review by the Pedestrian Advisory Committee, the Bicycle Advisory Committee, the Transportation Commission, and the Planning and Zoning Commission. Final approval by City Council will likely take place in March of next year.

He then presented on the Separated Bike Lane Pilot Program on Butler Ave, which will run from Milton Rd. to Sawmill Rd. They have planned a series of low concrete barriers with plastic candle sticks on top. The barrier will be placed in the vehicle lane, bringing the lane from 12 feet wide to 11 feet wide. Rick Barrett added that the project was designed internally and that contractors have been procured and asked for proposals. Mr. Barrett also said that City Council requested the Beaver St. project be completed this calendar year. He said that design could be done in the next couple weeks and then will follow the same process for proposals. He added that the installation of new stripes needs nonfreezing temperatures and dry pavement.

Commissioner Konkell asked if the pilot for the protected bike lanes was executed in part because of the petition urging City Council to address pedestrian and bicycle infrastructure after the accident over the summer, and if anything else changed in response to that accident. Mr. Ince said they had been working on separated bike lanes and the bikeways plan through the Bicycle Advisory Committee for several years. Their concepts remained intact, but the timing of implementation moved up significantly in response. The remainder of the bikeways plan is following on its heels and will begin implementation of other aspects in next year's construction season and beyond. Mr. Barrett confirmed that the escalation happened as a result of the petition and added that the ATMP has not yet been adopted by City Council or been released for public comment. He said they were not prepared to deliver projects until the ATMP had been adopted, but with unanimous support from City Council and their clear direction to advance the pilot projects, staff is doing so. He said one of the policies in the ATMP is to do a better job in maintaining existing bicycle and pedestrian elements impacted by construction projects. There is currently a construction project on Butler Ave. just east of Sawmill Rd. where they are

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making sure to maintain the sidewalk and bike lane through the work zone just as they would for cars. They look forward to being able to shift this process and procedure on all capital and private development projects in the future.

Chair McCain asked if the Beaver St. project would be similar in design to the Butler Ave. project. Mr. Barrett confirmed that it would be similar but would be specific to Beaver St. Chair McCain asked if there was an assessment to determine if it will be recreated in other locations. Mr. Barrett confirmed this, saying that is one of the reasons they want it to be installed before the snow season arrives. The removal of snow and cinders from the narrow bike lane will be a different operation for Public Works to learn how to accomplish. They would also like to see if there is damage caused by traffic or if there is a better design. Chair McCain asked if there was a prescribed assessment period. Mr. Barrett answered that there was no prescribed date, adding that there will be some traffic studies but that there is no timeframe for that yet.

D. Update on Grant Collaboration with BPAC

Chair McCain

Requested Action: Informational

Chair McCain presented the winners of the grant collaboration project between the Beautification and Public Art Commission (BPAC) and the Sustainability Commission. He said he and Commissioner Kauffman served on the committee that evaluated and scored the applications. Two of the five winning artists were high school students. The winners include Dana Kamberg, Beau Arenas Ortiz, Kayley Quick, Luke Giles, and Nate Nise. Due to a miscommunication with Mountain Line, these art pieces will not be on the back of the buses but will instead be on the sides.

Commissioner Kauffman said it was fun to combine what the Sustainability Commission is doing with an artistic piece. Chair McCain said that there are no firm plans with future collaborations, but it has been mentioned that there are spaces on trash trucks that could be good for a project like this.

E. Neighborhood Sustainability Grant Update

Marissa Molloy, Administrative Assistant, City of Flagstaff

Requested Action: Informational

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Ms. Molloy presented the upcoming Neighborhood Sustainability Grant timeline. Staff has started advertising, grant applications will open September 1st, a workshop will be held on September 18th, and applications will close on September 30th. On October 6th applications will be sent to the Commissioners, and on October 15th those scores will be due. On October 19th the working group will meet to determine which applicants will present, on October 20th the top applications will be sent to all Commissioners, and on October 25th those scores will be due. Presentations will take place in the October and November/December meetings, with the final scoring taking place in the November/December meeting. Funding will be dispersed in December.

Chair McCain asked about a replacement for Commissioner Kauffman's position in the working group. Vice Chair White volunteered.

Ms. Molloy presented on the grant workshop. The workshop will take place on Saturday, September 18th, from 1pm-3pm. Beautification, Arts & Sciences will also be presenting their Beautification in Action Grant at this event. Ms. Molloy asked for one to two Commissioners to volunteer for this event to discuss grading criteria and go through an example application.

Commissioner Konkel asked if the workshop would be held over Zoom. Ms. Molloy confirmed. Vice Chair White volunteered to assist with the workshop.

F. Sustainability Section Update

Marissa Molloy, Administrative Assistant, City of Flagstaff
Requested Action: Informational

Ms. Molloy gave an update on the Sustainability Section. Staff is currently negotiating with the top applicants for the Community Sustainability Specialist position. The recruitment process is currently underway for the Climate Engagement Coordinator and Volunteer and Event Coordinator positions. Four new EV Charging Stalls at the Aquaplex are expected to go online in the next two weeks. Staff will be working with a Climate Science and Solutions graduate class to create a resource document on resilience in Flagstaff during the fall semester. The class will present to both the Sustainability Commission and City Council on this topic and speak with the community. Commissioners interested in assisting with this project should contact staff. Six new Flagstaff Climate Ambassadors have been trained. Sustainability's summer Accessibility intern analyzed all Sustainability programs and provided staff with recommendations

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for increasing accessibility for disabled community members. The Electrification intern developed a draft webpage and community resource titled "Residential Electrification Information Hub." Staff will tie up loose ends and launch the webpage this fall. The CY2020 Greenhouse Gas Inventory has been complete, along with a submission of an annual disclosure to the Carbon Disclosure Project. Residents of Ponderosa Trails opting into the Pay As You Throw Pilot have received their bins and bin checks will begin on August 30th. Two Garden Workshops took place in August. The Residential Food Scraps Drop Off collected 272.7 lbs. of compost. Staff has submitted a USDA Urban Agriculture and Innovative Projects grant to fund the completion of a comprehensive food systems assessment for Flagstaff.

6. To and From

No To and From.

7. Future Agenda Item Requests

Chair McCain said they are hoping to have the 10 Year Housing Plan presented in the next meeting.

8. Adjournment

The meeting of the Sustainability Commission on August 26th, 2021 adjourned at 6:27 pm.

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.

Dated this ____ day of _____, 2020.

Jenny Niemann, Sustainability Commission Staff Liaison