



# **A G E N D A**

## **City of Flagstaff Sustainability Commission**

**Thursday, December 8<sup>th</sup>, 2016  
4:30 – 6:00 pm**

**City Hall, Staff Conference Room  
211 West Aspen Avenue, Flagstaff, Arizona**

A quorum of the Flagstaff City Council may be in attendance of the Sustainability Commission meeting.



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact 928-213-2100. Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

### **CALL TO ORDER**

#### **COMMISSION MEMBERS:**

Elisha Dorfsmith, Chair  
Amelia Blake  
Eli Chamberlain  
Dara Marks Marino

David McCain  
Brian Petersen  
Amanda Ulmer

#### **STAFF LIAISON:**

McKenzie Jones, Sustainability Specialist

#### **1. Call to Order**

Chair Dorfsmith called the meeting to order at 4:30pm.

#### **2. Roll Call**

After the Call to Order, Chair Dorfsmith asked the Commissioners to give a brief introduction for the newest Commissioner, Amanda Ulmer. Commissioners Chamberlain, Marks-Marino, McCain, Petersen, and Ulmer were present. Commissioner Blake was absent.

#### **3. Public Participation**

At this time, any member of the public may address the Commission on any subject that is not scheduled before the Commission on that day. The Arizona Open Meeting Law prohibits the Commission from discussing or taking action on an item which is not listed on the prepared agenda. Commission members may, however, respond to criticism made by those addressing the Commission, ask staff to review a matter, or ask that a matter be placed on a future agenda. To address the Commission on an item

that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.

No public participation

**4. Approval of Minutes**

Commissioner McCain motioned to approve the October 27<sup>th</sup>, 2016 minutes. Commissioner Marks-Marino seconded the motion. All Commissioners voted in favor.

**5. Discussion and Possible Action Items**

**A. Water Conservation Presentation (Nicole Woodman and Erin Young)**

Nicole Woodman, Sustainability Manager, gave a presentation on the Water Conservation Program strategy. The presentation included the history, savings, outcomes, and local factors that play a role in water conservation. Ms. Woodman also talked about reframing the Water Conservation Program, visions of how community members and visitors use water in the City of Flagstaff, and a Water Efficiency Plan. Ms. Woodman gave strategy and policy examples, in addition to what the next steps may be for the City of Flagstaff. Ms. Woodman will be presenting the Water Conservation Program strategy to City Council on Tuesday, December 14<sup>th</sup>, 2016.

**B. Public Meeting - EPA Community Wide Assessment Grant Application (Karl Eberhard)**

Karl Eberhard, Community Design and Redevelopment Manager, presented the application process for the EPA Community Wide Assessment Grant. Mr. Eberhard explained the definition of brownfields and the significance they play for the City of Flagstaff and other surrounding Route 66 communities. Mr. Eberhard shared the background and outcomes of the previously awarded FY 2011 Brownfields Community-wide Assessment Grant. Mr. Eberhard shared how the grant is used for site clean ups, environmental site assessments, and redevelopment planning. If awarded the grant, the \$600,000 from the EPA will begin in 2018 and will be distributed to Route 66 communities.

**C. Master Recycler Program (Dylan Lenzen)**

Dylan Lenzen, Waste Minimization Aide, shared the Master Recycler Program with the Commission. The objective of the Master Recycler program is to encourage education and community outreach regarding recycling within the City of Flagstaff. The City will offer the first Master Recycler Program course in spring 2017. Members of the community can submit an application to participate in the six-week course. Individuals who complete the course will conduct at least thirty-hours of volunteer recycling outreach based on what they learned from the Master Recycler Program. Volunteer hours may include tabling at community events, presenting at schools or work, or implementing waste prevention projects at places of work, school, or worship.

**D. Earth Day and Lights Out Flagstaff Event Planning (Maggie Twomey)**

Maggie Twomey, Volunteer and Event Coordinator, shared several upcoming events with the Commission. Ms. Twomey announced that she is currently looking for planning committee members for the Light Out Flagstaff event and Earth Day event as well as individuals who are interested in holding workshops for the events.

**E. Haven Montessori and Pine Forest Grants (All)**

The Commission discussed the grant applications that were submitted by Haven Montessori and Pine Forest. Haven Montessori requested a grant that will replace fluorescent lighting with LED lighting. The Haven grant application included a request for \$257 to pay a parent electrician to install the new lights. The grant requirements specify that none of the grant funds can be spent on salaries so this portion of the grant is not eligible for funding. Commissioner McCain motioned to approve the Haven Montessori grant only for the fluorescent light bulbs and table Pine Forest grant application until the May meeting. Commissioner Petersen seconded the motion. All Commissioners voted in favor. The Commission received a question from Cromer Elementary about whether Cromer could be eligible for grant funds despite being located outside of city limits. At this time, the grant requirements specify that the recipient must be within city limits. The Commission agreed to revisit the eligibility requirements at a future Commission meeting.

**F. Elections – Chair and Vice-Chair (All)**

The Commission discussed the roles involved for the Chair and Vice Chair. After discussion, Commissioner McCain motioned Commissioner Petersen as Chair and Commissioner McCain as Vice Chair. Chair Dorfsmith seconded the motion. All voted in favor.

**6. To and From**

The Commission thanked Tamara Lawless for her time as the Sustainability Commission Staff Liaison.

**7. Agenda Items for Next Month**

**A. Strategic Planning (All)**

**8. Adjournment**

Chair Dorfsmith adjourned the meeting at 6:05 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.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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