



# MINUTES

## City of Flagstaff Sustainability Commission

Thursday, April 25<sup>th</sup>, 2019

4:30 – 6:30 pm

**CITY COUNCIL CHAMBERS, CITY HALL**

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:

Brian Petersen, Chair

David McCain, Vice Chair

Eli Chamberlain

Breanna Guzman

Dara Marks Marino

Amanda Vigneau

Kevin White

#### STAFF LIAISON:

Jenny Niemann

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

Chair Peterson called the meeting to order at 4:31pm.

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

Chair Petersen

Vice Chair McCain

Commissioner Chamberlain

Commissioner Guzman

Commissioner Marks Marino

Commissioner Vigneau

Commissioner White

#### 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**

**A. March 28, 2019**

Commissioner White motioned to approve the minutes. The motion was seconded by Vice-Chair McCain. All voted in favor.

**5. Business**

**A. Neighborhood Sustainability Grant Application (15 minutes) – All**

Requested Action: Discussion and Vote

- Terra BIRDS – Flagstaff City Hall Landscape Pilot Project

John Taylor, director of Terra BIRDS, reviewed his application for the Neighborhood Sustainability Grant. Last month, Tamara Lawless presented the City Hall Landscape Project to convert the lawn of City Hall to predominantly native plants to conserve water and promote native landscaping in Flagstaff. However, changes to the City Hall lawn were delayed to the next full budget cycle, so implementation would be an additional year later. Mr. Taylor proposed a pilot project to take advantage of the upcoming Arizona Department of Transportation (ADOT) construction this year. The pilot project would cover a 2,000 square foot piece of the City Hall Landscape Project on the south side of City Hall. Terra BIRDS will also host a series of community workshops in May on how to transition lawns to native plants, and all of the work will be done in June by hired students from predominantly Ponderosa High School and the juvenile detention center.

The entire project is budgeted to cost \$25,000. Mr. Taylor requested \$2,000 from the Sustainability Commission to help fund the following items: tools, grass plugs, native seed mix, soil amendments such as fertilizer, marketing and public relations, and fuel costs.

Ms. Antonopoulos mentioned that in the past, Water Conservation and Stormwater received a grant for xeriscaping the south lawn of City Hall. That funding was approved for fiscal year 2020, but the budget team had previously decided not to fund for this year because of the ADOT project. There is about \$5,000 left in that grant, so she suggested awarding that money to Terra BIRDS so that additional funding would not have to be found elsewhere for the pilot project as Mr. Taylor had planned.

Commissioner White motioned to fund the Flagstaff City Hall Pilot Project at the full remaining budget from Water Conservation and Stormwater. Vice Chair McCain seconded. All in favor.

**B. Budget Subcommittee Update (10 minutes) – Dara Marks-Marino**

Requested Action: Informational

The Budget Subcommittee met to discuss a letter to send to City Council regarding budget recommendations that were perceived as an oversight. The letter expressed appreciation for the recommendations to fund requests made by Economic Vitality and Water Services, but explained that the recommendations not to fund the Climate and Energy Data Coordinator position and the greenhouse gas tracking software should be reconsidered as those budget items affect the city as a whole.

Ms. Antonopoulos reported that the letter was well-received by City Council, and the commission has authorization to move forward with both the data coordinator position and the software with a cost-neutral proposal. The approved funding request list was adjusted to reallocate the required \$65,000 from the initial amount designated to the Sustainability Program. Approved funds may be partially redirected from other ongoing programs such as the Climate Education Coordinator position and the home energy efficiency workshops and rebate program.

**C. Open Space Stewards (15 minutes) – Kaeli Wells**

Requested Action: Informational

Ms. Kaeli Wells, the Flagstaff Open Space VISTA, presented on the Open Space Stewardship Program (developed with Robert Wallace, Open Space Specialist). The mission of the Stewardship Program is to promote the protection and management of legally-designated open spaces through environmental stewardship. Open Space Stewards are intended to do the following:

1. Provide on-site presence
2. Report land use concerns
3. Engage with the public
4. Complete volunteer projects
5. Inspire others

There are currently 21 of the 25 desired volunteers signed up and seven presenters will be at the first training on May 18<sup>th</sup>. Ms. Wells requested assistance from the commission with recruitment for the Wednesday Weed Walks and Thankful Thursdays. The Weed Walks encompass pulling invasive weeds in Picture Canyon every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday from 7-10 am starting May 1<sup>st</sup>. Thankful Thursdays include volunteer projects like improving fencing or picking up microtrash followed by a happy hour every 2<sup>nd</sup> and 4<sup>th</sup> Thursday from 6-7:30 pm starting on May 9<sup>th</sup>. Currently, the advertising for these events is through the Open Space Facebook account, the newsletter, fliers, and the Open Space website.

**D. Policy Incubation and Community Needs (30 minutes) – All**

Requested Action: Discussion

In order to ensure that the commission is moving forward with the Climate Adaptation Plan, Chair Peterson requested that the commission brainstorm ideas for subcommittees. The following five ideas were discussed for subcommittees:

1. Community Capacity/Adaptation
2. Equity
3. Watershed Protection
4. Public Outreach
5. Research

Vice Chair McCain expressed concern about having subcommittees as it has the potential of spreading the commissioners too thin. He requested that Chair Peterson express the importance of subcommittees to the absent commissioners.

Ms. Neimann will send out a poll to gauge the interest of all commissioners in these five subcommittee ideas and solicit additional ideas from absent commissioners. At the next meeting, the final decisions of subcommittees will be made.

**E. Climate Action and Adaptation Plan Update (15 minutes) – Jenny Niemann**

Requested Action: Informational

Updates on the Climate Action and Adaptation Plan (“the Plan”) are given to City Council at least twice a year, the most recent of which was on April 2<sup>nd</sup>. Ms. Niemann reviewed the overarching goals of the Plan: mitigation, adaptation, and equity.

Ms. Niemann and Ms. Antonopoulos just completed a series of meetings with all of the division directors about the Plan, and will follow-up with meetings including all individuals within each Section. There is also a new partnership with Community Development, as well as the first approved electric vehicle in the City’s fleet for Park Flag.

There will be two interns who will be hired to work with Ms. Niemann and Ms. Antonopoulos once the new fiscal year starts in July. Current work related to the Plan includes providing technical expertise for the building code update process that will be presented to City Council on May 16<sup>th</sup>, refining performance targets, and performing the annual greenhouse gas emissions inventory for municipal emissions.

Next steps include starting the Climate Action Committee, conducting the City Manager’s Climate Action Roundtable, support of the zoning code updates, creating an equity checklist, training staff, and updating the 2012 Resiliency and Preparedness Study. Other actions include a launch event, Global Covenant of Mayors, and a Youth Climate Summit.

Many outreach activities have been happening utilizing events like Earth Day, venues like the Climate newsletter, and the new Climate ambassadors program that expands upon the Master Recycler program. Future outreach activities will include community workshops, working groups, a progress dashboard, and other presentations to the community.

#### **F. Sustainability Section Update (10 minutes) – Nicole Antonopoulos**

Requested Action: Informational

Ms. Antonopoulos outlined the many upcoming Sustainability Section events through August.

The following are upcoming items for City Council meetings:

- Rethink Waste Plan update on April 30<sup>th</sup>
- City Code Revisions work session on e-bikes and e-scooters on April 30<sup>th</sup>
- Building Code update work session on May 14<sup>th</sup>
- Animal Keeping Code update June 11<sup>th</sup>
- Animal Keeping Code amendments June 18<sup>th</sup> and July 2<sup>nd</sup>

Earth Day was very successful with over 2,000 guests and 56 exhibitors. There were 92 people at the clean-up that was run by Arizona Conservation Corps (AZCC) and was sponsored by Bookmans. 88 bags of litter were collected. The Flagstaff Raiders also contributed by organizing their own clean-up.

During the month of May, the Sustainability Section is launching the “One a Day in May” anti-litter campaign. Every participating individual will pick up at least one piece of litter each day and record it in the Litterati app connected to the #LitterFreeFlagstaff group. The Sustainability Section will then be able to figure out

where the litter is concentrated and if it is traveling from elsewhere. Findlay Toyota is sponsoring the prize for the top five litter cleaners.

The Sustainability Section won the Sustainable Leadership Award for the Climate Action and Adaptation Plan from Northern Arizona University (NAU) Environmental Caucus in the Community Projects category. Sustainability has also received funding from the Urban Sustainability Directors Network for the Transportation Electrification and Equity Workshop in Portland and the Peer Learning Exchange Los Angeles Low Income Car Share Workshop.

In the Open Space Section, science in the classroom concluded this month with a field trip to Picture Canyon on April 16<sup>th</sup>. Open Space has also decided on a programmatic name change to “Conservation Lands”.

**6. To and From (5 Minutes) – All**

Ms. Niemann mentioned that Commissioner Guzman was not able to attend today due to miscommunication and had another engagement. Commissioner Guzman will be moving in October, so Ms. Niemann will be talking with her about steps forward with help from the City Clerk.

Lisa Clark is the new minute taker, taking over from Chelsea Silva.

Ms. Niemann will send another poll for Adopt-an-Avenue this month.

**7. Adjournment**

Chair Petersen adjourned the meeting at 6:30pm.

**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 \_\_\_\_\_, 2019.

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