

City of Lawrence

**Sustainability Advisory Board (SAB)**

April 13, 2011 (5:30 PM) Meeting Minutes

MEMBERS PRESENT:	Sarah Hill-Nelson, Matt Lehrman, Chad Luce, Beth Johnson, Megan Poindexter, Daniel Poull, Andrea Repinsky, Brian Sifton
YOUTH IN GOVERNMENT PRESENT:	Nick Benson
MEMBERS ABSENT:	Simran Sethi, Ian Spomer
STAFF PRESENT:	Tammy Bennett, Eileen Horn, Kathy Richardson
GUESTS PRESENT:	
PUBLIC PRESENT:	

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**Call Meeting to Order (Matt Lehrman, Chairperson)**

**Take Roll Call to Determine Quorum of Members**

**APPROVAL OF MEETING MINUTES**

**Motion** and second to approve the February 09, 2011 minutes (Poull/Sifton).

Vote: Motion was passed unanimously.

**Solid Waste Task Force (SWTF) Update**

Daniel Poull is the SAB representative on the SWTF. He informed SAB that the first SWTF meeting was on April 7<sup>th</sup>. The SWTF meeting agendas and minutes as well as citizen feedback and resources are posted at [www.lawrenceks.org/swtf/](http://www.lawrenceks.org/swtf/). Currently the plan is for the SWTF to meet every two weeks which will also include facility tours (i.e. landfill, area MRF, Solid Waste Division and trash routes). The SWTF final recommendations are due in March 2012 to the City Commission.

There was discussion on the possibility of scheduling a SAB presentation to the SWTF and also on having SAB documents previously submitted to the City Commission be used as a resource for SWTF.

**Lawrence Public Library Expansion and Renovation Update**

Chad Luce and Brian Sifton discussed details of the public meeting they attended on March 28<sup>th</sup> regarding the public library expansion and renovation. City staff as well as architects from Gould Evans Associates discussed the design and concept planning for the public library. There are still a lot of details that need to be worked out (i.e. positioning of parking lot, incorporating spaces for the Lawrence Farmers' Market and bus station, implementing renewable energy components).

**Local Food Policy Council (LFPC) Update**

Daniel Poull, chair of the LFPC, and Eileen Horn, staff liaison of the LFPC, presented information and the result findings of the Food Systems Report (see presentation attached).

There was discussion on creating a report like the Food Systems Report for sustainability measures that would focus on areas of transportation, energy, and solid waste in Lawrence. These focus areas were also covered in the Climate Protection Task Force (CPTF) recommendations report. SAB members agreed to review the CPTF final report prior to their next board meeting for further discussion and action.

**Action:** Staff will email SAB a link to the CPTF final report.

### **Discussion of SAB Table/Presence at Earth Day Celebration**

Matt Lehrman informed board members that SAB was not registered to be an exhibitor of the Lawrence Earth Day Celebration due to lack of volunteers for the table. He encouraged board members to attend the event on Saturday.

### **Waste Reduction & Recycling Division Report**

The Lawrence Earth Day Parade and Celebration is Saturday, April 16<sup>th</sup>. A poster and schedule of events was emailed to SAB (see attached). Thanks to the SAB members who have signed up to volunteer. Staff is still looking for a few more volunteers. This year Earth Day Celebration exhibitors will be asked to break down their table and drop it off at a designated spot when the event ends. This was a suggestion offered by Megan Poindexter after last year's event.

### **Sustainability Coordinator Report**

Eileen Horn informed SAB of the following:

- Information has been entered into EnergyCAP, an energy management software the City of Lawrence purchased (see attached handout).
- Take Charge Challenge update: Manhattan is currently beating Lawrence. There has been a lot of media coverage (i.e. The Lawrence Journal World).
- Sustainability Trailblazers Awards Ceremony will be held at 1:00 pm at the Earth Day Celebration on Saturday, April 16<sup>th</sup>.
- Douglas County staff completed a sustainability plan for their operations (see attached handout).

### **Miscellaneous Announcements and/or Public Comments**

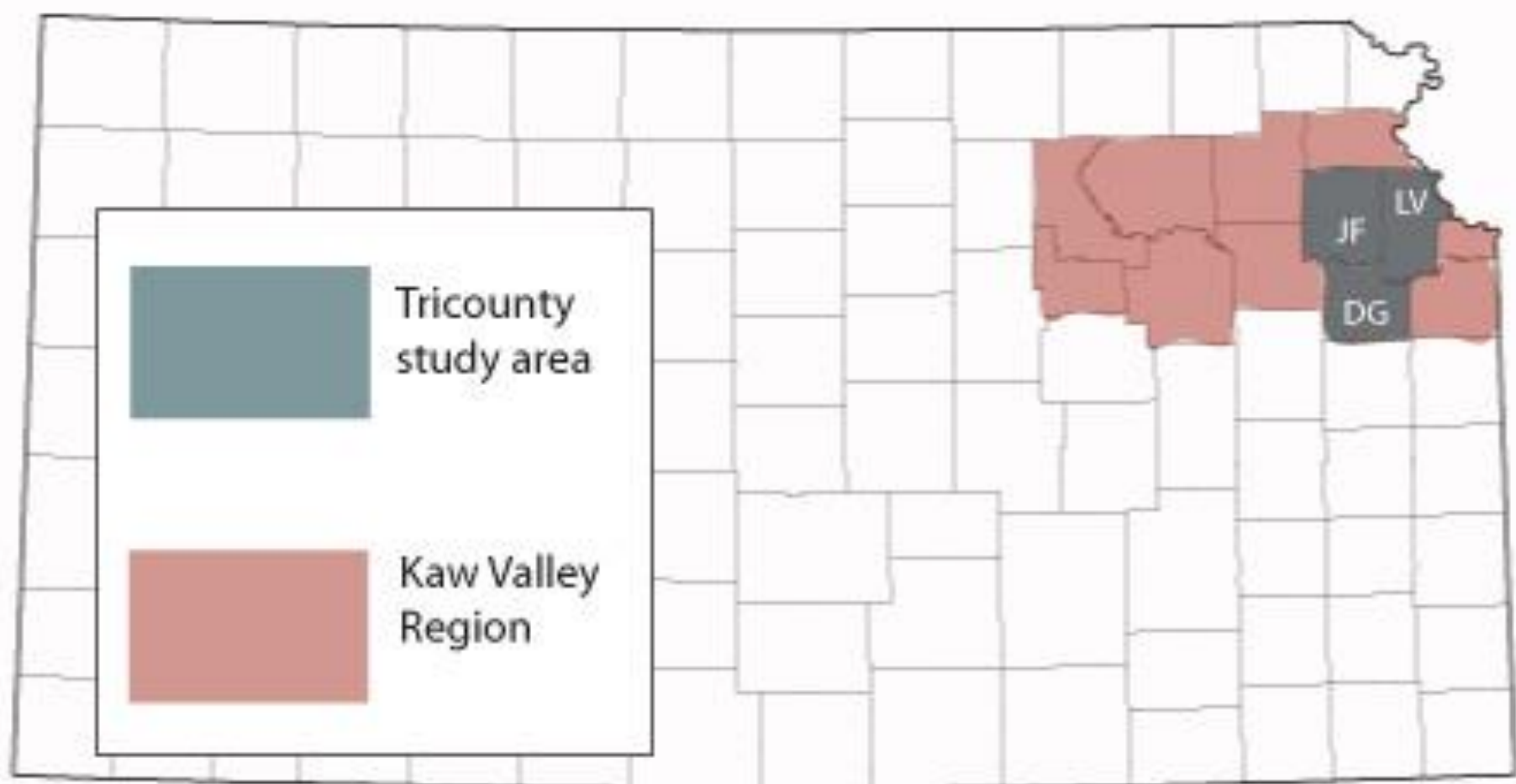
Sarah Hill-Nelson reported that Bowersock is moving forward with construction of their expansion project. Portions of the levee trail will be closed during construction for safety reasons. She also stated that Bowersock is very appreciative of the community support for this project.

Meeting adjourned 7:40 p.m.

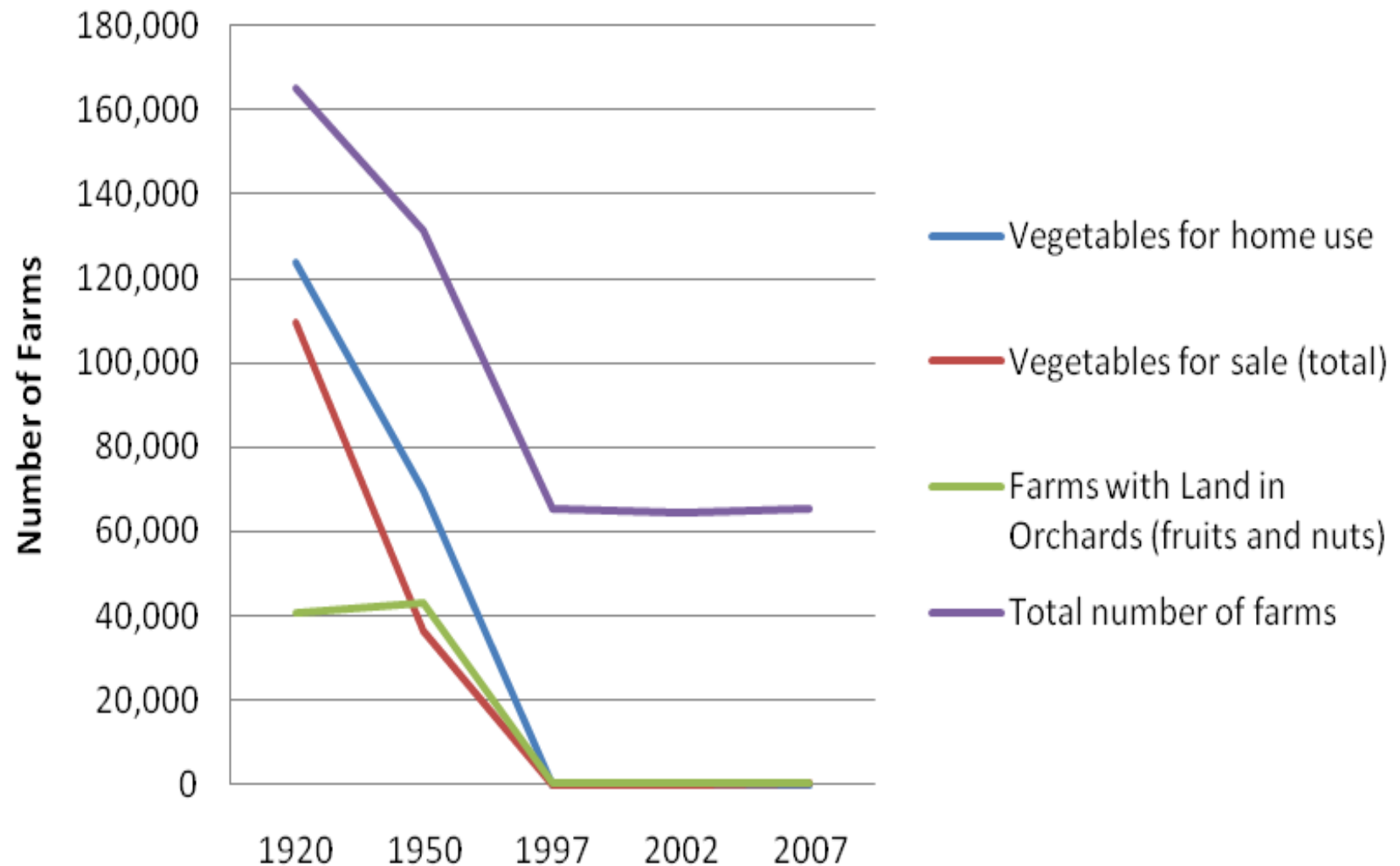
Next meeting: May 11<sup>th</sup>, 2011 at 5:30 pm. Location: City Hall ground floor.

### **Attachments:**

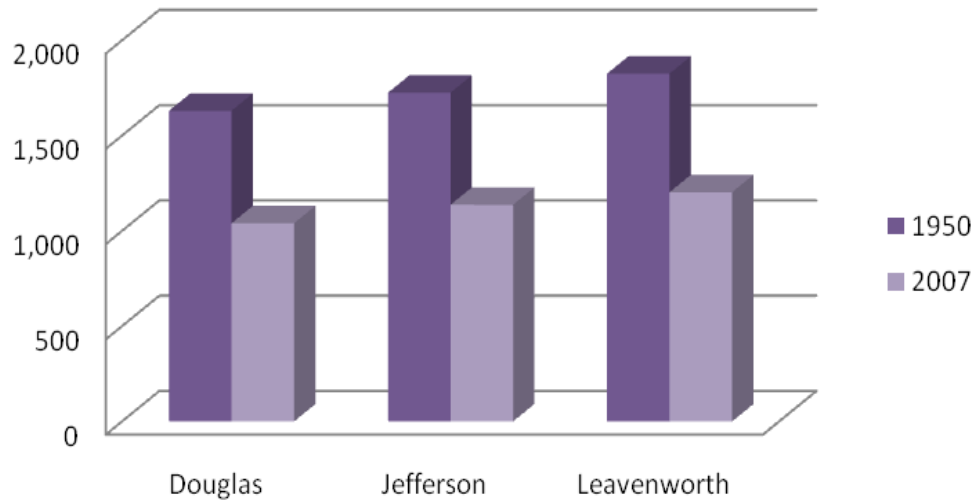
- Food Systems Report Highlights
- Waste Reduction and Recycling Report (Earth Day)
- EnergyCAP Overview
- County Sustainability Plan



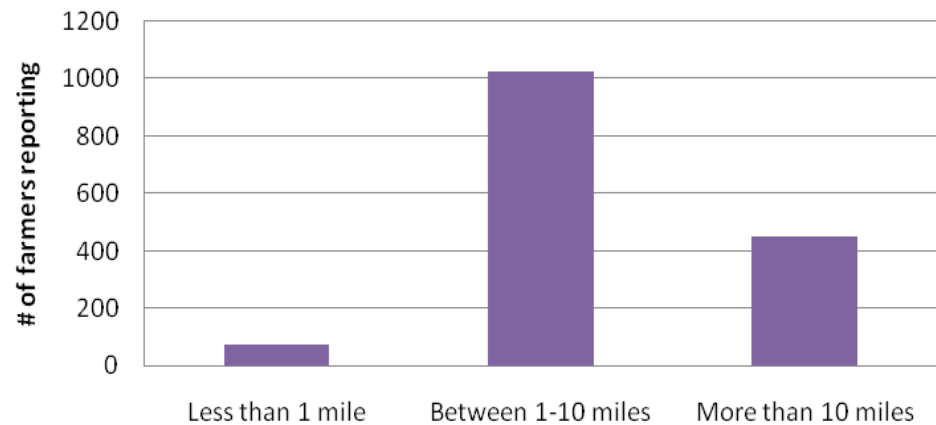
# Trends in Kansas Farms, 1920 - 2007



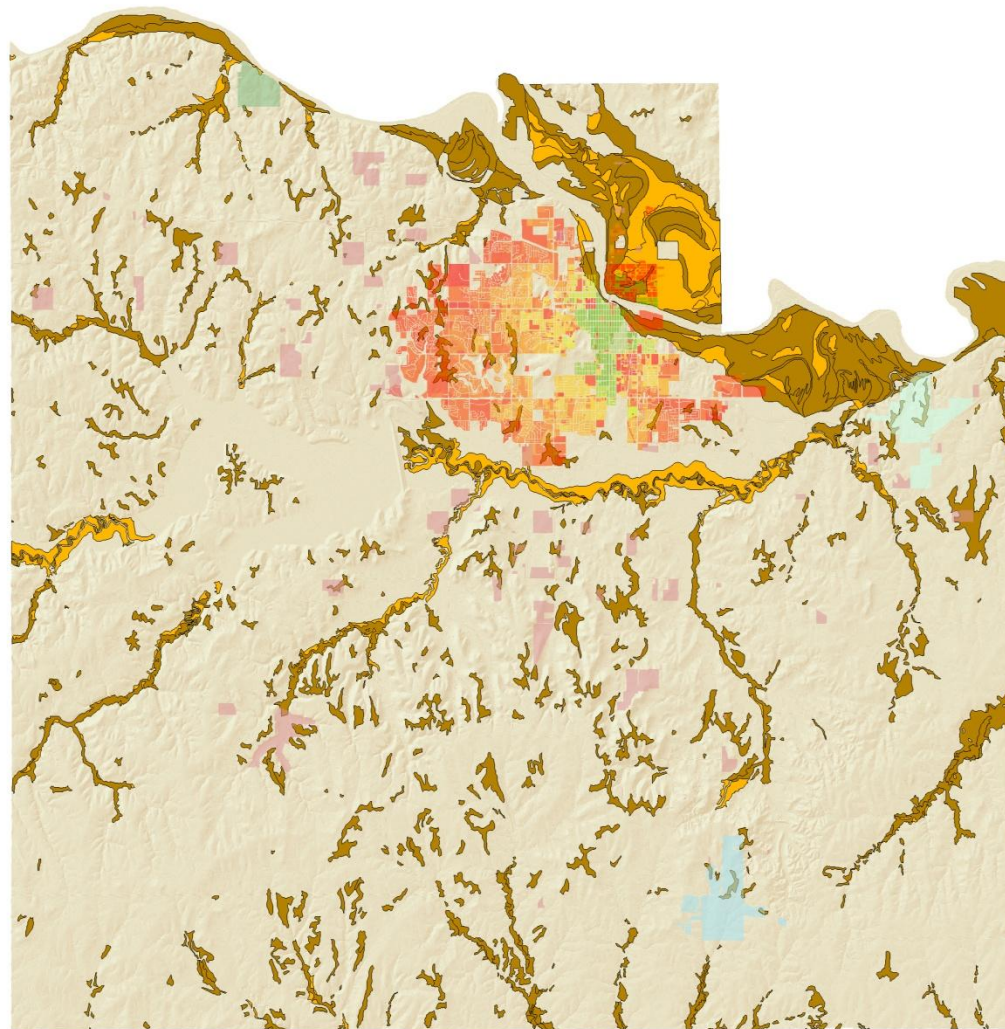
## Tricounty Number of Farms



## 1950 Census: distance to "trading center visited most recently"



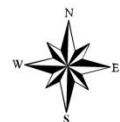
# MAP 4: DOUGLAS COUNTY DEVELOPMENT HISTORY ON CLASS I AND II SOILS



## LEGEND

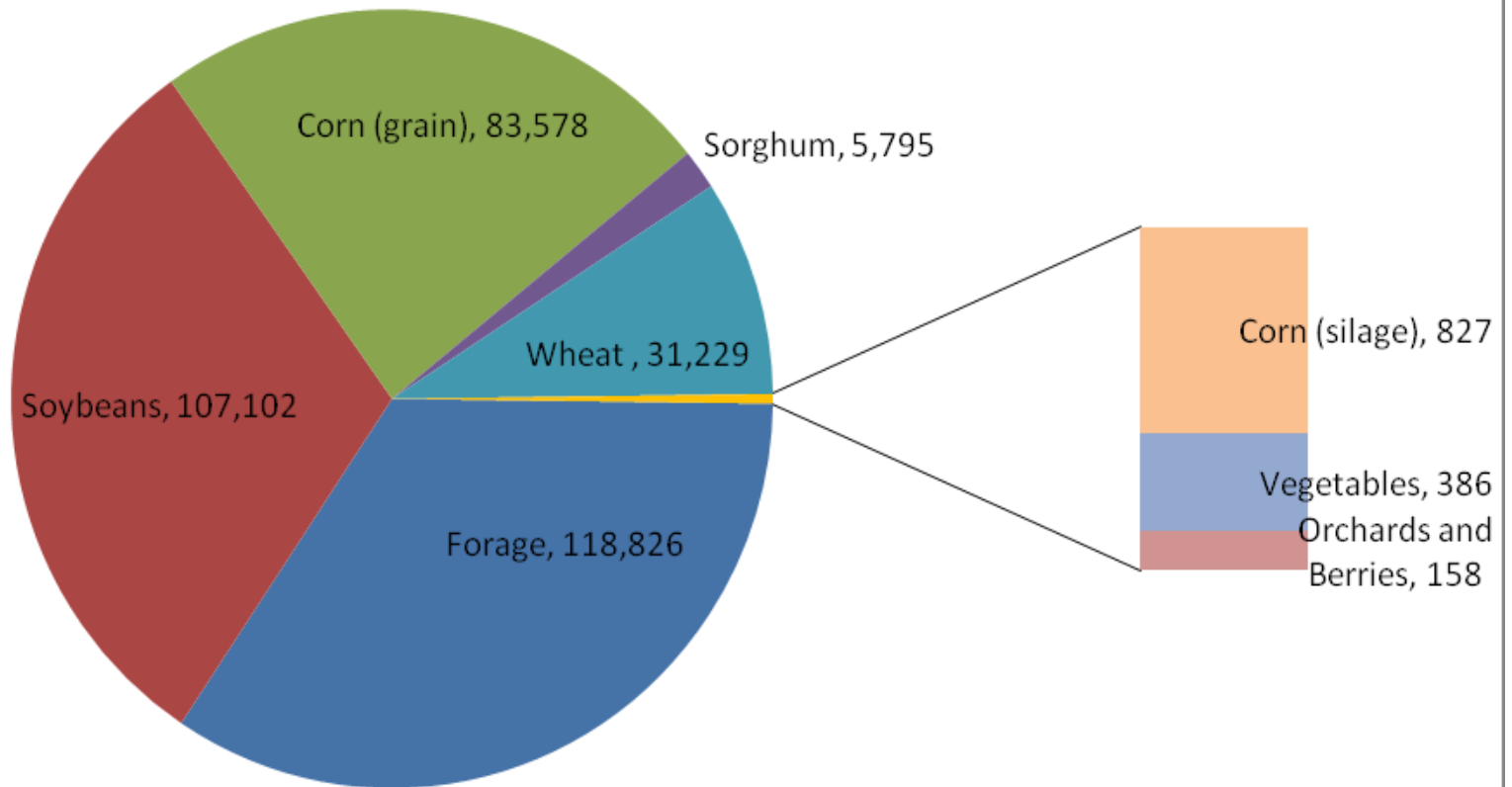
- Class 1 Soil
- Class 2 Soil
- Lawrence 1865-1869
- Lawrence 1870-1879
- Lawrence 1880-1889
- Lawrence 1890-1899
- Lawrence 1900-1909
- Lawrence 1910-1919
- Lawrence 1920-1929
- Lawrence 1930-1939
- Lawrence 1940-1949
- Lawrence 1950-1959
- Lawrence 1960-1969
- Lawrence 1970-1979
- Lawrence 1980-1989
- Lawrence 1990-1999
- Lawrence 2000-2010
- Unknown
- Rural Development
- Lecompton Development
- Eudora Development
- Baldwin Development

0 2 4 Miles

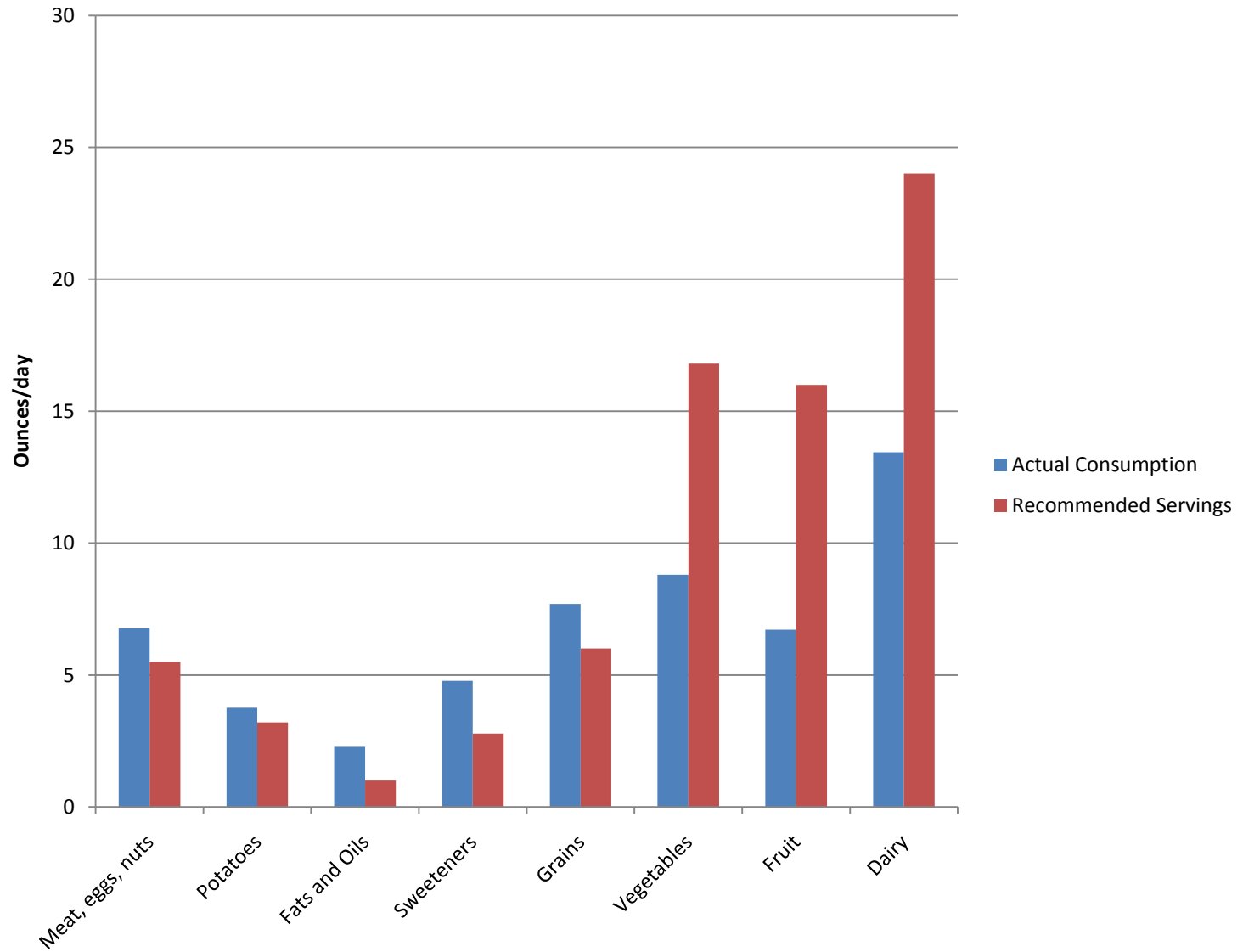


# Top Crop Items in Tricounty Area

(by acres planted in 2007)



## Actual Consumption v. Recommended Servings (2008)





# Total dollars spent in each food category for the entire tricounty area:

\$71 million spent on meats

\$55 million spent on fruits and vegetables

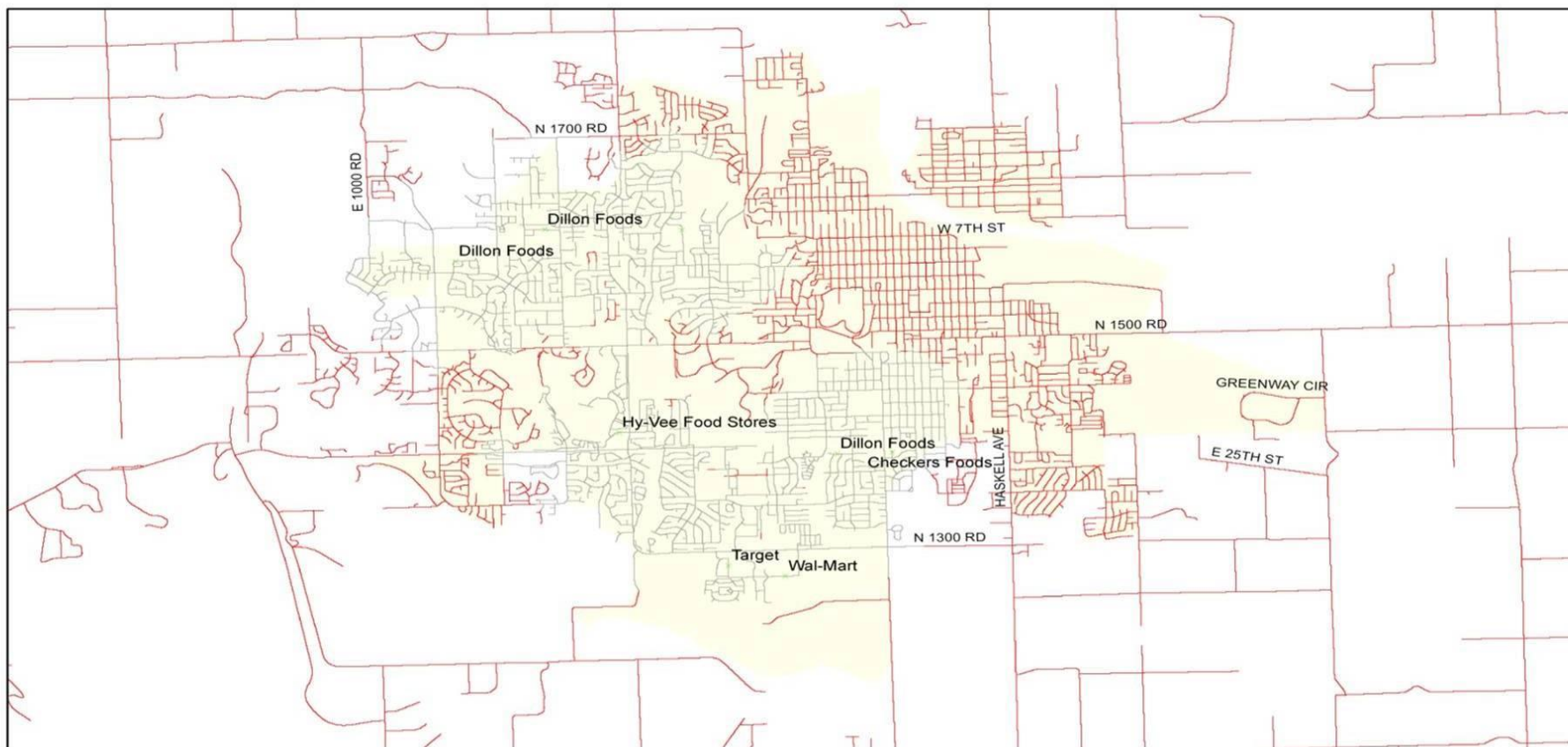
\$42 million spent on cereals

\$36 million spent on dairy products

**Consumption in the state and tricounty area as compared to agricultural direct sales (1)**

	<b>Annual fruit and vegetable expenditure</b>	<b>2007 farm sales fruit and vegetables</b>	<b>Annual meat expenditure</b>	<b>2007 farm sales all livestock (2)</b>	<b>Annual cereals expenditure</b>	<b>2007 farm sales wheat (3)</b>	<b>Annual dairy expenditure</b>	<b>2007 farm sales dairy</b>
<b>Kansas</b>	\$767,204,324	\$32,060,000	\$985,331,043	\$9,525,971,000	\$594,207,271	\$1,403,043,000	\$503,947,938	\$376,511,000
<b>Farm sales as % of food expenditure</b>		4.18%		966.78%		236.12%		74.71%
<b>Douglas</b>	\$30,591,737	\$1,462,000	\$39,289,388	\$13,289,000	\$23,693,600	\$1,338,000	\$20,094,572	\$2,165,000
<b>Jefferson</b>	\$4,785,783	\$705,000	\$6,146,447	\$27,915,000	\$3,706,636	\$1,926,000	\$3,143,602	\$2,321,000
<b>Leavenworth</b>	\$19,773,718	\$315,000	\$25,395,657	\$12,236,000	\$15,314,938	\$833,000	\$12,988,619	\$3,705,000
<b>3 county total</b>	\$55,151,238	\$2,482,000	\$70,831,492	\$53,440,000	\$42,715,174	\$4,097,000	\$36,226,793	\$8,191,000
<b>Farm sales as % of food expenditure</b>		4.50%		75.45%		9.59%		22.61%

(1) From Chapter 3 Table 4. Estimates of Food Expenditure by food category by County Using Labor Statistics for Average Annual Household Expenditures  
 (2) note: this column includes milk, eggs, etc.  
 (3) used wheat as a proxy or estimate for edible cereals



Underserved neighborhoods  
for consumers travelling on foot

0 0.5 1 2 Miles

Streets in red are those for which the one-way travel cost to a full-service grocery is greater than \$2.25. Consumers living in these areas must spend, on average, more than ten percent of their expenditures on food simply to travel to and from the grocery.

Based on:  
3 mile per hour walking speed  
\$5.35 opportunity cost for walking  
\$5793 average annual expenditure on food (from BLS Consumer Expenditure Survey)  
Two shopping trips per week

L. Hallett and D. McDermott

## Kathy Richardson

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**From:** Kathy Richardson  
**Sent:** Wednesday, April 13, 2011 3:51 PM  
**To:** rrcab  
**Subject:** Lawrence Earth Day Parade and Celebration Saturday, April 16th  
**Attachments:** Earth Day Poster 2011.pdf; Schedule for Earth Day Activities.pdf

**Please pass along this information to your family and friends!**

The City of Lawrence celebrates Earth Day 2011 with a day of activities. The 11th annual Earth Day Celebration, hosted by the city's Waste Reduction and Recycling Division, will be held from 11:30 a.m. to 4:00 p.m. Saturday, April 16, in South Park. The day starts with a parade, hosted by KU Environs, at 11 a.m. on Massachusetts Street from Seventh Street to South Park.

The celebration in the park features live music, children's activities, and food vendors. Attendees are invited to learn from exhibits about waste reduction, recycling, composting, alternative fuel vehicles, energy conservation, land preservation, wildlife and habitat preservation, and more. Also on display in the park will be the city's Club Car Carryall-VI electric low speed vehicle. All activities are free and open to the public.

For a complete list of exhibitors and activities, visit [www.LawrenceRecycles.org](http://www.LawrenceRecycles.org).

### *Schedule for Earth Day Activities*

6 a.m. to 8 p.m. Free ridership on the Lawrence Transit System, providing the experience and benefits of public transportation on all fixed routes. To get help planning a route or for more information, call (785) 864-4644 or visit [www.lawrencetransit.org](http://www.lawrencetransit.org).

11 a.m. Earth Day Parade begins, traveling south on Massachusetts Street from Seventh Street to South Park, hosted by KU Environs.

11:30 a.m. to 4 p.m. Earth Day Celebration in South Park hosted by the city's Waste Reduction and Recycling Division.

11:30 a.m. to 4 p.m. Douglas County Water Festival in South Park hosted by the city's Stormwater Division offering interactive, educational activities emphasizing the importance of clean water to families, the community, and environment.

11:30 a.m. Tree identification tour in South Park led by Lawrence Parks and Recreation Department forestry staff.

11:30 a.m. to 12:30 p.m. City's fair housing and public accommodation law presentations at the South Park Recreation Center, 1141 Massachusetts Street. For more information, contact (785) 832-3467.

12:30 p.m. South Park and downtown garden stroll of the Butterfly, Rose, and Japanese Friendship gardens led by Lawrence Parks and Recreation Department horticulture staff.

1 p.m. Sustainability Trailblazers Awards Ceremony highlighting businesses, organizations, and schools in our community who are leading the way towards a more sustainable future for Lawrence. These leaders will be recognized by the Mayor for their efforts to save energy, reduce waste, buy local, and build a thriving, sustainable Lawrence.

1:30 p.m. to 4:30 p.m. "Do It Yourself Home Energy Audit" class at the South Park Recreation Center, 1141 Massachusetts Street, presented by Westar Energy and hosted by the city's Human Relations Division. The class costs \$20 and each participant will receive a free \$20 energy savings package and lunch for their registration fee. For more information, contact (785) 832-3467.

2 p.m. Tree identification tour in South Park led by Lawrence Parks and Recreation Department forestry staff.

3 p.m. South Park and downtown garden stroll of the Butterfly, Rose, and Japanese Friendship gardens led by Lawrence Parks and Recreation Department horticulture staff.

Other Earth Day activities happening in the Lawrence community can be found at [www.LawrenceRecycles.org](http://www.LawrenceRecycles.org) or visit us on Facebook at [www.facebook.com/LawrenceRecycles](https://www.facebook.com/LawrenceRecycles).

**Kathy Richardson**, *Waste Reduction & Recycling Operations Supervisor* | [krichardson@lawrenceks.org](mailto:krichardson@lawrenceks.org)  
Public Works Department | [City of Lawrence, KS](#)  
PO Box 708, Lawrence, KS 66044  
office: (785) 832-3046 | fax: (785) 832-3056  
[www.LawrenceRecycles.org](http://www.LawrenceRecycles.org)





# 11TH ANNUAL **EARTH** **DAY**

## **PARADE & CELEBRATION**

**Saturday | April 16, 2011**

**FREE ADMISSION!**

**11:00am  
Parade**

**Down Mass. St.**

From 7th St. to 11th St.

Hosted by the KU Environs

**11:30am-4:00pm**

**Celebration**

**in South Park | Gazebo area**



**Live Music  
Informational Booths  
Children's Activities  
Food Vendors  
South Park Tree ID Tour  
Water Festival For Douglas County  
And Much, Much More!**



*Event Hosted By*


**City of Lawrence**

PUBLIC WORKS

WASTE REDUCTION & RECYCLING

More Earth Day activities listed at [www.LawrenceRecycles.org](http://www.LawrenceRecycles.org)

 Visit us at [www.facebook.com/LawrenceRecycles](http://www.facebook.com/LawrenceRecycles)

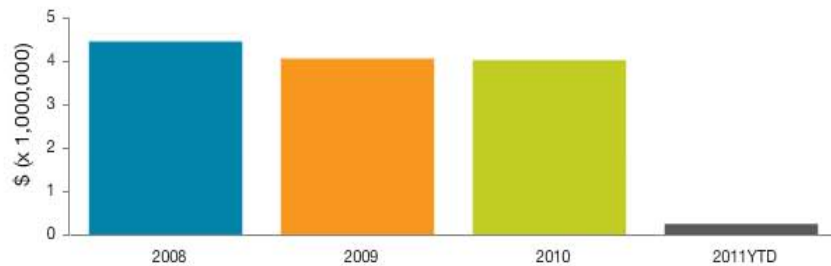
Printed on 100% Post-Consumer Recycled Cardstock 

PowerViews

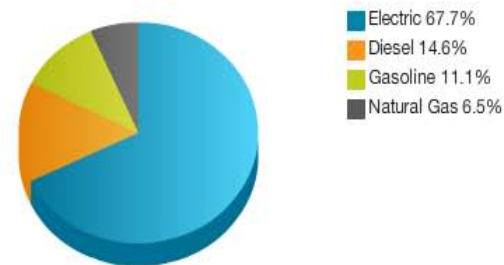
General | **Summary** | Commodity | Monthly | Greenhouse Gas

Fiscal Year Summary (FY ends in Dec of year shown) Last updated: 04/13/2011 15:13

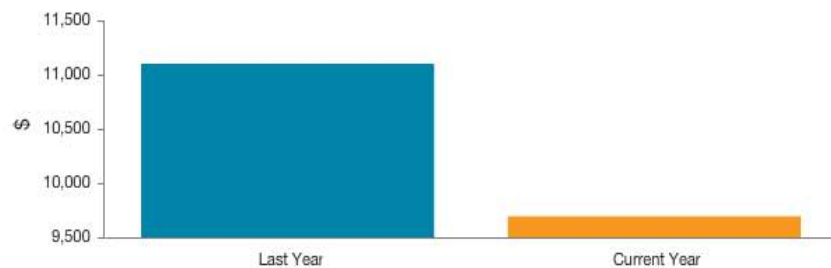
Total Cost Summary



Energy Cost Percentage



Daily Average



Up or Down vs. Last Year?





# EnergyCAP.

## Buildings & Meters

### Buildings

#### City of Lawrence

#### Problem Water Meters

#### Unknown

### PowerViews

General Summary **Commodity** Monthly Greenhouse Gas

Fiscal Year Summary (FY ends in Dec of year shown) Last updated: 04/13/2011 15:13

Electric

Diesel

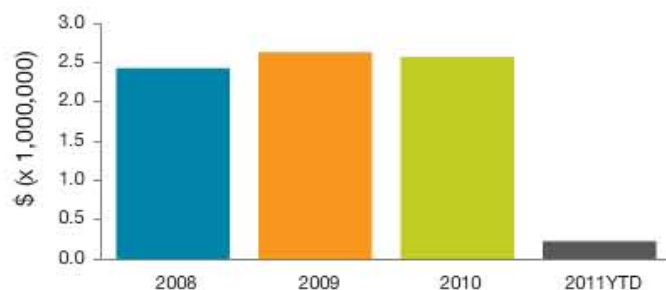
Gasoline

Natural Gas

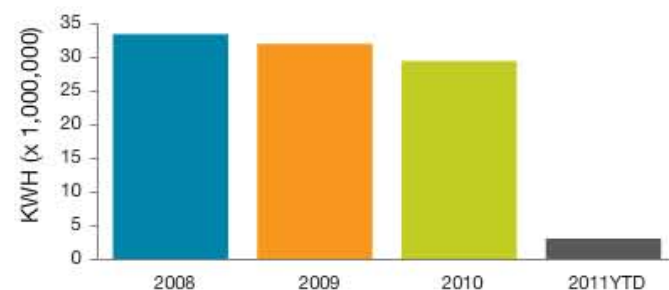
E85 Ethanol

Water

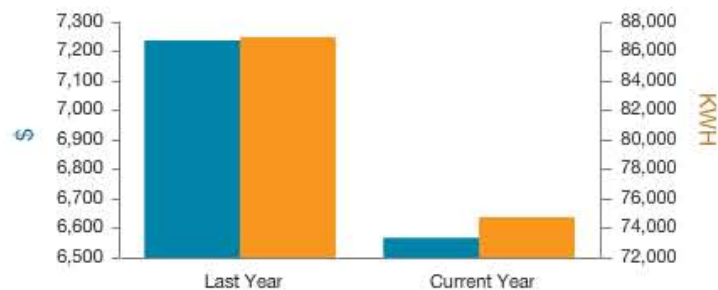
### Total Cost Summary



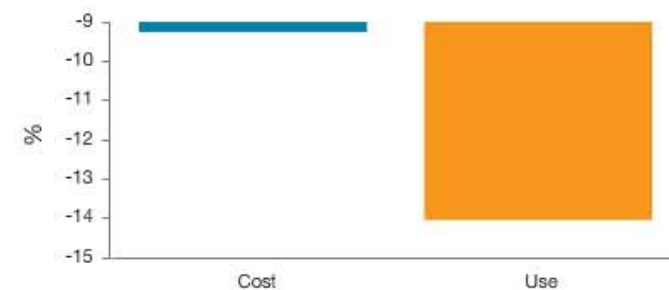
### Total Use Summary



### Daily Average



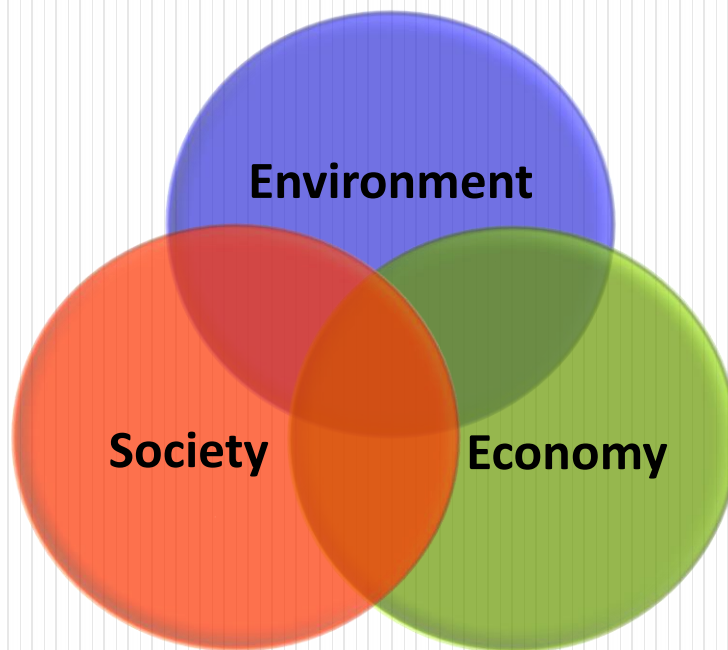
### Up/Down vs Last Year?





# Sustainability in Douglas County:

*Providing leadership, making decisions and taking actions to serve Douglas County by integrating a healthy environment, vibrant economy, and livable society to benefit current and future generations.*



# Why does Douglas County need a Sustainability Plan?

- Douglas County departments have been individually researching and pursuing sustainability initiatives in recent years. From our LED lighting retrofits around the County Courthouse to the solar thermal panels on the County Jail, we have been pursuing innovative and cost-effective projects. However, to truly embark on a sustainable path as an organization, we needed a County-wide focus for our efforts.
- **In February of 2011**, we embarked on the creation of a formal Sustainability Plan.
- This Plan expresses our commitment to integrating the values of sustainability throughout our activities and services, as we strive to balance the needs of current and future generations of Douglas County residents.
- **Improving the sustainability of our operations for the future can have immediate benefits for County residents today.** Many measures that help us achieve sustainability can also reduce costs, improve the health of our residents, create jobs, and protect the Douglas County landscapes we call home.

## What are we already doing? Sustainability Success Stories:

Department:	Project(s):
<b>Maintenance</b>	<ul style="list-style-type: none"> <li>▪ Courthouse energy upgrades (boiler replacement, window sealing)</li> <li>▪ JLE energy upgrades (LED exterior lights, improved controls, fans, re-used VAV boxes)</li> <li>▪ All digital controls – allows for tracking and online management</li> </ul>
<b>Youth Services</b>	<ul style="list-style-type: none"> <li>▪ Solar Thermal Panels for hot water supply</li> <li>▪ Expanded recycling – offers to staff</li> <li>▪ Hybrid administrative vehicle</li> <li>▪ Retrofitted all lighting to T8s</li> <li>▪ Eliminated personal printers, streamlined PCs</li> <li>▪ Considering: flushometers on cells</li> <li>▪ Gardens for 4-H projects, small fruit production projects, shares excess produce with jail</li> </ul>
<b>All County-owned buildings</b>	<ul style="list-style-type: none"> <li>▪ Expanded recycling program</li> <li>▪ (Waste audit in 2010 revealed 19% waste diversion rate – expanded from 4 buildings to 8 in 2011)</li> </ul>
<b>Jail</b>	<ul style="list-style-type: none"> <li>▪ BuyLocal program with food service contract</li> <li>▪ Garden for inmates</li> <li>▪ Solar thermal panels</li> <li>▪ Recycling of kitchen cardboard and cans for past five years, now expanded significantly</li> <li>▪ Flushometers for water conservation in high security areas</li> </ul>
<b>Citizen advisory board</b>	<ul style="list-style-type: none"> <li>▪ Douglas County Food Policy Council-</li> <li>▪ Citizen stakeholder group recommending policy to County Commission</li> </ul>
<b>Planning/ Zoning</b>	<ul style="list-style-type: none"> <li>▪ Environmental set-asides for residential properties (only 60% can be developed).</li> <li>▪ NE Sector Plan – first planning doc in history of DG County – where sector plan is looking at maintenance/preservation of agricultural use (rather than default for urbanization).</li> <li>▪ New focus on carrying capacity of the land – Ch 16</li> <li>▪ Collaborating with MPO on agritourism promotion efforts</li> </ul>
<b>Information Tech</b>	<ul style="list-style-type: none"> <li>▪ Virtualizing servers – reduced from 40 to 9 (reduced energy demand by 75%)</li> <li>▪ Exploring virtual PCs to further cut energy use</li> </ul>
<b>Human Resources</b>	<ul style="list-style-type: none"> <li>▪ Online job applications – saved 2,688 pieces of paper</li> <li>▪ Employee Wellness (Newsletter, bone density, cholesterol checks, discounted gym rates, health assessments)</li> <li>▪ WellTRAC pharmacy tracking system</li> <li>▪ Supports community: blood drives, book drives, canned food drives</li> </ul>
<b>Treasurer</b>	<ul style="list-style-type: none"> <li>▪ Switched to online tax records – avoids 38,000 mailings (x2) per year</li> </ul>
<b>Zoning/Codes</b>	<ul style="list-style-type: none"> <li>▪ Adopting 2009 IECC Energy codes</li> <li>▪ Adopting Green Building Codes</li> </ul>
<b>Public Works</b>	<ul style="list-style-type: none"> <li>▪ Maintenance of County Parks and Open Spaces:</li> <li>▪ Used on-site wood for mulch at Wells Overlook</li> <li>▪ Reduced chemical applications</li> <li>▪ Created community trails, activity spaces</li> <li>▪ Replaced culverts with open-bottom pre-formed concrete structures that don't impede streambed, and protect wildlife habitat</li> <li>▪ Reduced sand in road treatment mix to reduce sediment run-off</li> </ul>
<b>Emergency Management</b>	<ul style="list-style-type: none"> <li>▪ Changed training materials – now online, CDs instead of printed materials, etc.</li> </ul>
<b>Purchasing</b>	<ul style="list-style-type: none"> <li>▪ Recently begun incorporating sustainable options for purchase (i.e. hybrid vehicles, local food contracts, etc.)</li> <li>▪ Collaborating with City and STAPLES on coordinating green purchases of office supplies, cleaning supplies, etc.</li> </ul>

# Sustainability Planning Process (February 2011)



- ## GREEN PURCHASING
- Look for opportunities to reduce packaging
  - all packaging materials need to be recycled
  - refillable pens
  - all paper should be recyclable ●●●●●
  - less toxic ink products for all printers/copiers
  - when available, purchase energy-star equipment
  - adopt bid process that requires sustainable part of the evaluation criteria ●
  - departmental purchasing goals should require sustainable policies ●●●
  - develop office supplies "green purchases list" products as default ●●●●●●●●●●
  - establish policy to use environmentally friendly cleaners for uniform cleaning
  - eliminate bottled water contracts with water supply in offices friendly/safe

# Douglas County impacts sustainability through:



**Operations:** The day-to-day operations of serving Douglas County: The fuel we use in our vehicles, the products we purchase, and the waste we generate all have an impact on our region. We first need to get our own house in order, and find ways to be more sustainable as we offer services to residents.



**Buildings:** The energy used by our buildings has a significant impact on our environment. One of the keys to reducing this impact is reducing our energy use, and making our buildings more “green.”



**Employees:** The practices of our employees: Our employees are commuting to work, making purchasing decisions, using energy, and generating waste too. With 700 + employees, we can have a real impact by sharing our sustainability goals with our employees.



**Policy:** The policies our Commissioners adopt can set us up for long term sustainability and viability. Commissioners’ direction and commitment is vital to our sustainability efforts.



**Community:** The community we serve looks to Douglas County for leadership. We can share our sustainability goals, and help our citizens consider the impacts of their decisions too.



# Douglas County Sustainability Goals

## Douglas County will:



- incorporate sustainable landscaping practices.
- continue to implement an organization-wide document management system to reduce paper waste.
- reduce waste (priority order: reduce consumption, reuse existing equipment, recycle or buy recycled products)
- incorporate sustainable practices into road operations.
- be more efficient with fuel consumption.



- reduce energy consumption by 30% by 2015. (2009 baseline)
- strive to meet LEED standards for certification in new County buildings.



- create and deliver a sustainability employee education and action campaign.
- encourage sustainability as a routine and normal practice for Douglas County employees.



- adopt policy to articulate that sustainability is a valued position.



- provide services to citizens in their homes when appropriate (i.e. online services).
- facilitate community understanding of sustainability practices.

# **\*Sample\* initiatives to achieve sustainability goals:**



- Incorporate native plants and recycled products in landscaping (i.e. mulch).
- Purchase at least 30% post-consumer recycled content paper.
- Evaluate snow and ice road treatments to determine environmentally-preferable, efficient methods.
- Study and improve vehicle routing with GIS to reduce fuel waste.



- Install occupancy sensors on light switches in offices, conference rooms, etc.
- Purchase EnergySTAR office equipment.



- Form a county staff “Green Team” with representation from all departments, all staff levels. Meet monthly to plan staff outreach projects.



- Adopt county sustainability goals . Consider future, specific policies to advance goals (i.e. LEED building policy, environmental purchasing policy, etc.)



- Promote online county services.

# Sustainability Plan by Rank

February 2011

Total points	Topic/project/idea	Responsible Parties
41	Employee Education and Communications	County Sustainability Team, Kari Wempe
25	Natural landscaping	Mike Perkins, Bill Bell, Jail, YS
22	Douglas County policy to guide sustainability efforts	Eileen Horn, Sarah Plinsky
22	Fully implement document management system	Jim Lawson, Jamie Shew, Sarah Plinsky
21	LEED certified for new public facilities construction	Jackie Waggoner, Keith Browning, Craig Weinaug
20	Deliver county services on-line and with self-service operations	Jim Lawson, Paula Gilchrist, Linda KV, Jamie Shew
18	Reduce paper use	Sustainability Team, Jackie Waggoner
17	Install OCC sensors	Bill Bell
17	Telecommuting and 4-day workweek	Kari Wempe, Sarah Plinsky, Jim Lawson
14	Use "green" office supplies	Jackie Waggoner, Sustainability Team
13	Purchase hybrid vehicles	Jackie Waggoner, Keith Browning, Eileen Horn
13	Incorporate sustainability practices into road operations	Keith Browning, Mike Perkins
13	Facilitate community acceptance of sustainability practices	Sustainability Team, Craig Weinaug
11	Use energy efficient office equipment	Jackie Waggoner, Jim Lawson
10	Purchase only recycled paper	Jackie Waggoner, Sustainability Team