

City of Lawrence  
Sustainability Advisory Board (SAB)  
May 8, 2013 minutes

MEMBERS PRESENT: Boog Highberger, Michael Morley, Kathleen Nuckolls, Daniel Poull, Adam Ritchie, Scott White, Steve Vukelich

MEMBERS ABSENT: Matt Lehrman, Dale Nimz, Ian Spomer

STAFF PRESENT: Tammy Bennett, Eileen Horn, Kathy Richardson

PUBLIC PRESENT: None

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**Call Meeting to Order (Scott White, Chair person)**

Take roll call to determine quorum of members.

**Approval of Meeting Minutes**

**Motion** and second to approve the [April 10, 2013 meeting minutes](#) (Morley/Poull).

Vote: Motion was passed unanimously.

**Discussion of April Meeting Takeaways – Kansas City and Topeka presentations**

SAB members discussed the key ideas shared at the April meeting. Guest speakers in April included Dennis Murphey, Chief Environmental Officer of Kansas City, MO and the Topeka Sustainability Advisory Board.

Topics to move forward:

- Continue to explore the idea of interconnections/bike trails between our three communities (Scott White will reach out to Bicycle Advisory Committee to invite them to an upcoming SAB meeting).
- Explore the Kansas City, MO model of integrating sustainability principals into municipal decision-making, (i.e. "How does \_\_\_\_\_ contribute to a more sustainable Kansas City?" item on city resolutions, ordinances, memos). Scott White will get copy from Dennis Murphey.
- Regional collaboration with neighboring cities and their sustainability efforts.

**Transition of Staff Liaison from Public Works to Sustainability Coordinator**

The staff liaison to the Sustainability Advisory Board will now be Eileen Horn, City/County Sustainability Coordinator. SAB members discussed the rationale for the transition, including: increased need for Waste Reduction & Recycling Division to focus on the 2014 citywide curbside recycling program, and close alignment between SAB and the Sustainability Coordinator's workplan.

Kathy Richardson and Tammy Bennett will continue to provide staff support including meeting attendance, and periodic progress reports on citywide curbside program.

One challenge SAB will need to work on: Eileen would like to request support for taking and editing the meeting minutes. Therefore, Eileen will explore potential intern/staff support for minutes and/or SAB will consider assigning note-taking duties to the current Secretary. Advisory Boards in the City take both approaches – using staff support for minutes and taking notes internally.

### **Review 2012-2013 SAB Goals**

Scott White introduced the goals review session by inviting SAB member to discuss whether the goals established in May 2012 were still current and relevant initiatives for the SAB to pursue.

#### Key discussion points included:

- Under the “Efforts SAB Should Support” heading, it was agreed that item #1 “Solid Waste Task Force Recommendations” could be removed, given that the SWTF recommendations have been realized through the citywide curbside recycling ordinance and program development.
- Under the “Efforts SAB Should Advocate For” heading, it was agreed that items #1-#5 are still relevant and important initiatives for SAB to pursue. It was recommended that SAB develop more specific initiatives for these general goals.
- Under the “Advocate For” heading, it was also recommended to add a #6 related to energy efficiency and green buildings, as many SAB members noted the need for SAB to be engaged in major city building projects.

**Motion** and second to add the following language to the SAB Goals document:  
(Nuckolls/Ritchie)

6. Improve building efficiency standards:
  - Green building policies.
  - Municipal building construction and renovation.
  - Investigate building standards (EnergySTAR, LEED, Architecture 2030, ASHRAE, etc.).

To change the title to “SAB Goals” (and add: “amended May 2013”).

To delete #1 Solid Waste Task Force.

SAB members concluded that the SAB goals should be a “living document” that is revisited and revised as city needs change, and as SAB interests evolve.

Vote: Motion was passed unanimously.

## **Review City Website Resources for Sustainability Initiatives**

Eileen Horn provided a review of resources available on the city's sustainability website:  
[www.lawrenceks.org/sustainability](http://www.lawrenceks.org/sustainability)

## **Staff Reports**

Eileen Horn addressed all items on the Sustainability Coordinator report.

Kathy Richardson discussed program updates included in the Solid Waste Division report.

## **Member Updates**

Michael Morley raised the possibility of connecting with the Lawrence Community Workshop initiative. Michael will bring updates to future meetings.

Eileen Horn offered that Jenny O'Brien of Lawrence OnBoard would like to come present her ride share initiative to SAB for feedback. Scott White will reach out to schedule her for a future meeting.

Scott White will invite Mayor Dever to the June meeting. SAB members will rotate key items to discuss with the Mayor.

## **Public Comment**

None.

## **Meeting adjourned at 7:10 p.m.**

Next meeting: June 12, 2013 at 5:30 p.m.

## **Attachments:**

Sustainability Coordinator Report  
Solid Waste Division Report