

**City of Lawrence  
Sustainability Advisory Board (SAB)  
February 12, 2014 minutes**

MEMBERS PRESENT: Boog Highberger, Dale Nimz, Adam Ritchie, Scott White, Steve Vukelich, Michael Morley, Sandy Beverly, Daniel Poull

MEMBERS ABSENT: Kathleen Nuckolls, Ian Spomer

STAFF PRESENT: Eileen Horn, Kathy Richardson

PUBLIC PRESENT: Thad Holcombe, Kim Bellemere, Jaclyn Wells

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

Meeting was called to order at 5:32 PM.

**Approval of Meeting Minutes**

**Motion and second** to approve the January 8, 2014 meeting minutes (Dale Nimz/Adam Ritchie). Vote: Motion was passed unanimously.

**Welcome to new SAB member and Introductions.**

**New item: Discussion with Terry Riordan, City Commissioner.**

SAB invited Commissioner Riordan to share his thoughts on sustainability and discuss ideas with SAB members. Commissioner Riordan shared his recent experiences at the Seattle conference that highlighted sustainability examples such as Rochester, NY's work to revitalize existing corridors. Commissioner Riordan shared his enthusiasm for efforts like the Cultural Arts District and the KDOT grant application for bike trails – both as examples of projects that contribute to a more walkable, bikeable, healthy community.

Commissioner Riordan encouraged SAB members to communicate with the Commission and provide them with feedback – via email or in person at meetings. Dale Nimz asked Commissioner Riordan his thoughts on the proposed SAB neighborhoods grant, and he indicated that he thought it was an exciting idea and would look forward to seeing the request from the Board.

**Follow-up item: Review and finalize draft SAB NEIGHBORHOODS GRANT Guidelines and Application.**

SAB members reviewed the draft application and provided feedback to Eileen on three major areas for editing:

1. Discussion of the cost share: Did SAB members want to see applicants provide a 50:50 share, a 25:75, and would higher cost share be scored higher in the ranking of proposals?

**Motion and second** to change the language in the grant to reflect the following language (Michael Morley/Adam Ritchie). Vote: Motion approved unanimously.

Awards will equal no more than 75% of the total project or activity cost. Applicants are required to provide at least a 25% match to the grant. ~~Cost share above 25% is encouraged, and applications that provide more will be scored higher.~~ Cost-share may be cash and/or in-kind (staff time, labor, materials) *The application packet must include current letters of commitment confirming their in-kind or cash contributions to the project from each collaborator and/or third-party contributor named in the proposal.*

2. Discussion of the statement of eligibility criteria.

**Motion and second** to change the language in the grant to reflect the following changes (Michael Morley/Boog Highberger). Vote: Motion passed 7-1 with Dale Nimz voting no.

**To be Eligible for a SAB Neighborhood Sustainability Grant**, organizations must ~~must have a Lawrence, Kansas address,~~ propose projects that advance sustainability initiatives in the City of Lawrence. ~~Preference is given to applicants who are a 501(c)3 nonprofit or partnered with one.~~

3. Discussion of the selection criteria. The SAB discussed the selection criteria and the process for evaluating the proposals. It was decided that SAB would table this item until an upcoming meeting with the Douglas County Community Foundation to get some coaching on best practices for grant evaluation and administration processes.

**Next steps: Motion and second** to authorize Eileen to summarize the SAB neighborhoods grant program budget request in a memo and send to the Chair and Vice Chair for review (Daniel Poull/Scott White). This will then be sent to the City Manager's Office. Vote: motion passed unanimously.

**Follow-up item: Discussion of Horizon 2020 update process and SAB role. Consider appointment of SAB members to a subcommittee to review H2020 and offer edits/comments.**

SAB discussed the process for the update of Horizon 2020 and their intent to establish a committee of SAB members to review and offer suggested amendments/edits to strengthen the sustainability focus of the document. Boog Highberger, Daniel Poull, and Sandy Beverly all volunteered to serve on a H2020 review committee. This committee will work with Eileen to ID opportunities. This committee will meet prior to the March meeting and report back.

**Motion and second** to establish a committee of the SAB to review H2020 and recommend edits for the full SAB consideration (Dale Nimz/Adam Ritchie). Vote: Motion was passed unanimously.

**Follow-up item: Update from Scott on native prairie potential for city parks.**

Scott White reported that he met with Matt Bond, City Stormwater Engineer to discuss converting the river side of the levee trail to native grasses. Scott indicated that Matt was supportive of the idea.

Recently, Scott led a site visit to the river side of the levee trail with Jayhawk Audubon, Monarch Watch, and Grassland Heritage Foundation. They discussed the feasibility of converting to native grasses.

Next steps: Scott will set up appropriate meetings with Public Works and Parks and Recreation to learn more.

Kim Bellemere of the Grassland Heritage Foundation shared her perspectives on the importance of establishing and maintaining native prairie for pollinators, wildlife habitat, erosion control, etc.

**Follow-up item: Lawrence On Board ordinance change update.**

Eileen shared that City staff and Jenny O'Brien of Lawrence On Board are still working to revise the standard traffic ordinance. At this point, the City Attorney's office is recommending leaving the ordinance as-is, but allowing for permitted rideshare organizations that submit a security and safety plan. Jenny is working with the city to submit her security plan for LOB by the end of February.

**New item: Discussion of feasibility of measures to reduce plastic bag use in the City of Lawrence.**

Item tabled until the March SAB meeting.

**New item: Discussion of supporting City adoption of the 2012 International Building Code (IRC) and the 2012 International Energy Conservation Code (IECC).**

Item removed from the agenda. Michael indicated that after further research, he discovered that the City has already adopted the 2012 codes. They did so in April of 2013.

**Staff Report: County / City Sustainability. Eileen Horn.**

Eileen reviewed the report, and highlighted the February 26<sup>th</sup> wind energy study session that will take place at 4:00 at the county courthouse. Commissioners will receive information relevant to considering wind energy regulations in Douglas County.

Kathy will email her staff report to SAB later this week.

**Item for next month's agenda: Officer elections.**

**Member Updates.**

None

**Public Comment.**

None

**Meeting Adjourned at 7:15 PM**

**Next regular SAB meeting:** March 12, 2014 at 5:30 p.m.