

Meeting Highlights:

- **SAB is supportive of the City Commission's efforts to look at energy efficiency opportunities in City buildings and facilities.**
 - **SAB met with Helen Schnoes, County Food Systems Coordinator, to learn about the Food Policy Council and to appoint a liaison from SAB to FPC.**
 - **SAB discussed ways to stay better connected to City Commission priorities.**
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Sustainability Advisory Board (SAB) MINUTES January 13, 2016

MEMBERS PRESENT: Dale Nimz, Michael Morley, Sharon Ashworth, Jackie Carroll, Michael Steinle, Scott White, Adam Ritchie

MEMBERS ABSENT: Ian Spomer, Daniel Poull, Karen Lewis

STAFF PRESENT: Kathy Richardson, Eileen Horn

PUBLIC PRESENT: Hal Chaikin, Helen Schnoes, Pennie Von Achen, Julie Schwarting

- I. The meeting was called to order at 5:33 PM.
- II. Motion and second to approve the December meeting minutes. (Morley/Ashworth).
Motion approved unanimously.
- III. Discussion of 2 SAB vacancies, and possible candidates to recommend to the Mayor.

SAB members reviewed applications submitted by community members interested in serving on the Sustainability Advisory Board. Two participants listed SAB as their first choice, and seemed to offer skills that would complement the Board's work. **A motion was made to recommend two applicants to the Mayor. (Ashworth/Carol). Motion passed unanimously.**

Next, Eileen will follow up with them and draft a memo to the Mayor.

- IV. Discussion with Helen Schnoes, Douglas County Food Systems Coordinator, on the workplan of the Food Policy Council, and the role of the SAB liaison to the FPC. The FPC bylaws state that one member on the Council must be: "City-appointed: One representative of the City of Lawrence Sustainability Advisory Board;"
- V. Vote: SAB representative to serve on the FPC.

Helen Schnoes, Douglas County Food Systems Coordinator, introduced herself and provided an overview of her work and those areas of Food Policy Council work that overlap with SAB. Daniel Poull has been the liaison to the Food Policy Council for the past 5 years, but his

position is currently vacant. Dale raised the question about whether there were plans to have a more regional approach to food systems, which Helen said is being considered now with a focus on 16 counties in NE KS.

Discussion on SAB liaison to Food Policy Council. It's been determined that it does not have to be an SAB member, only a representative. Michael Morley is willing to consider an appointment, but he is planning to step down from SAB. Michael Steinle is also willing to be considered for the position. Both Michaels offered that they could attend the next FPC meeting to learn more. Therefore, it was decided to defer a decision on making an appointment until February.

- VI. Discussion of March 9th joint meeting with the Planning Commission. What mutually beneficial information sharing can occur?

Dale led the discussion and talked about Horizon 2020 and editing the comprehensive plan as a place to begin the discussion. SAB has many interests in the Horizon 2020 plan. He'd like to make some of the language stronger. Dale will continue to work on his plan and circulate it for discussion in February.

Pennie Von Achen shared that she wonders if some of the policies in Chapter 16 of Horizon 2020 are being adhered to. She'd like to see a checklist of things that would have to be considered. She cited as an example that in the Environment chapter, it states that while the city shall consider sustainability in new development it is not. This is where specifics on a checklist would provide important tools. Dale will come back to the SAB with recommendations and thinks now we should focus on Chapter 16 – not the details so much, but the enforcement of it. This item will be on the February agenda for SAB discussion.

- VII. City energy efficiency projects updates.

Eileen presented an update to the city's energy efficiency projects. The city commission approved joining the Kansas Energy Office's FCIP program (performance contract model) to look at all city buildings. Interviews of ESCOs over the next couple months will take place to pick a firm to work with. Eileen thinks if SAB stood in support of this project at the appropriate time it would be helpful.

- VIII. Discussion: How can SAB best stay connected to issues before the City Commission?

Jackie circulated a handout and lead discussion on how to stay better connected to issues that come before the City Commission. The big question is it best to be reactionary or proactive? Since we meet monthly, SAB cannot always react timely to issues that are coming before the City Commission. It was pointed out that at the bottom of all City Commission packets there is a place for "future items" most of which do not have a date. Being on top of these could allow us to be prepared to react. Pennie Von Achen noted that all planning issues that come before the CC, must first go before PC and often have been studied. On relevant issues, this info could be reviewed to allow for SAB to "advise" CC. Eileen noted that several commissioners over the years have stated they would like to see new ideas come out of advisory boards. Dale reiterated this that most commissioners have enough to do and thinking long-term is often not feasible and that commissioners often welcome some forethought.

- IX. Report-out from SAB committees on progress towards annual work plan:

- a) Energy Conservation committee – Jackie noted that committee would like SAB to bring its support before the CC on the energy efficiency retrofit. Eileen thinks SAB could pre-approve statement of support. Jackie noted some language she’s worked up that these upgrades would support one of our goals, that SAB has polled the public and this was an area of interest, and that energy efficiency saves energy and money. **It was moved that we accept the language Jackie worked up (Steinle/Ritchie). Motion carries.**
 - b) Plastic reduction committee – Ian not in attendance. He met with other interested citizens on the issue earlier this week.
 - c) Water conservation committee – Sharon noted that she has not heard anything from the Utilities on rate changes, but is taking her IDEATE presentation to Master Gardeners.
 - d) Land use planning committee – Dale noted that he’s working toward joint meeting with PC in March.
- X. Staff Report: City/County Sustainability Coordinator, Eileen Horn (see below)
 - XI. Action Items. What are the key takeaways to share with the Commission? What are key topics for next month’s agenda?
 - XII. Future Agenda Item: Review of the Bike-Ped Task Force Report and presentation by Task Force Chair Marilyn Hull (February).
 - XIII. Member Updates.
 - XIV. Public Comment.
 - XV. Adjourn

Next regular SAB meeting: February 10, 2016 at 5:30 p.m. Venue: City Hall Public Works Conference Room (ground floor)

Sustainability Coordinator Report to the SAB: January 13, 2016

✓ **City/County Food Policy Council Projects:**

- Urban Agriculture: The Planning Commission reviewed this at their December 14, 2015 meeting. They provided direction to Planning Staff, who will revise and bring back to the February PC meeting.
- Common Ground: Applications for the 2016 growing season will be available soon. Please help spread the word!
- Food Assessment/Food Plan: The FPC will be conducting a food system assessment in early 2016 to inform a Food Plan for the City and County. This will be provided and incorporated by reference into Horizon 2020.

✓ **Energy Efficiency:**

- Staff have requested that the City join the KCC's Facilities Conservation Improvement Program (FCIP). This longstanding State program uses an innovative approach known as Energy Savings Performance Contracting (ESPC) to improve public facilities. ESPC offers a budget-neutral way to make energy-efficiency and deferred maintenance improvements—and then repay all project costs with the money saved on energy and O&M costs.

Benefits:

- The KCC Energy Division has established partnerships with 13 private-sector Energy Service Companies (ESCOs). Rates for audits and services have already been pre-negotiated. We can choose from any of the pre-selected ESCOs, eliminating the need for an RFQ process. Staff have reviewed this list, and are confident that the selected vendors will meet our needs. We will interview several ESCOs and come back to the Commission with our recommendation.
- KCC FCIP staff will assist City staff throughout the process by evaluating the proposals from the ESCOs, designing the project scope, and reviewing any contract with the ESCO to ensure that the energy savings are being met.
- The FCIP project allows us the flexibility throughout the process to re-evaluate and ensure that the program is meeting our needs. We do not have to commit at the outset to an entire ESPC, and will have

multiple opportunities to update the Commission at various decision points.

✓ **STAR:**

- ✓ Data collection is underway! We are partnering with KU Urban Planning grad class for mapping and data collection support, and Global Green, our technical assistance team came Dec. 9-11 for a charette with staff and key partners.
- ✓ Key themes that emerged: Interest in economic development, affordable housing, climate adaptation.
- ✓ **Opportunity:** Integrating STAR actions/outcomes as recommendation in Horizon 2020 to help achieve the goals of the Issue Action Report.