

# **Louisville Sustainability Advisory Board**

## **Agenda**

**Wednesday, July 20th, 2016**  
**City Hall, 749 Main Street, Spruce Room**  
**6:30- 8:00pm**

**Chair:** Allison Johanson

**Secretary:** Marianne Martin

**6:30-6:45pm:**

- I. Call to Order
  - a. Roll Call
  - b. Approval of Current Meeting's Agenda
  - c. Approval of June 15<sup>th</sup>, 2016 Meeting Minutes
  - d. Public Comments on Items Not on the Agenda
  - e. Jay's Minute
  - f. Dave's Minute

**6:45-7:55pm:**

- II. Green-Business Recognition Program Overview (Lea Yancy and Matt Hannon, PACE)
- III. Sustainability Plan Review (all)

**7:55 - 8:00 pm:**

- IV. Log volunteer hours
- V. Items for discussion at our next meeting
- VI. Adjourn

# Louisville Sustainability Advisory Board

Meeting Minutes : Wednesday, June 15th, 2016  
City Hall, 749 Main Street, Spruce Room

**Chair:** Mary Ann Heaney

**Secretary:** Allison Johanson

**6:30-6:45pm:**

- I. **Call to Order:** The meeting was called to order at 6:33PM by Mary Ann Heaney. Minutes were taken by Allison Johanson.
  
- a. **Roll Call:** (Members present in bold): **Mary Ann Heaney, Mark Persichetti; Justine Vigil-Tapia; Jamie Bartlett; Marianne Martin, Allison Johanson, Dan Delahunty, City-Staff Liaison Dave Szabados; City-Council Liaison Jay Keany.** Public: **Chris Kastelic** (architect for Rec Center remodel)
  
- b. **Approval of Current Meeting's Agenda:** Approved.
  
- c. **Approval of May 18, 2016 Meeting Minutes:** Approved.
  
- d. **Public Comments on Items Not on the Agenda:**
  
- e. **Jay's Minute:** Not present.
  
- f. **Dave's Minute:** A partners in energy team is being formed with the intent of making an 'energy action plan'. This plan will likely integrate with the SAP. The team should be formed by the end of June 2016. A regional air quality grant was approved and the City received one electric vehicle for use. The City has a new budget/accounting system that will be officially implemented in 2017. In this new system a 'sustainability' account was added, but specific uses are being developed.
  
- g. **Public Comments:** Lea Yancy (Boulder County) requested SAB member assistance in advertising Louisville Green Business Awards Program by dropping off flyers to local businesses. SAB members should note the businesses they talked to and provide that feedback to Lea Yancy at next month's meeting. In addition to SAB member efforts, PACE personnel will also be working with contacting businesses to enter local business in the program.

Mark Persichetti noted that the Street Faire starts Friday. SAB members available to volunteer to assist with the zero waste management are welcomed by event organizers. Based on feedback from previous year's events, minor signage

changes were made to encourage event participants to deposit waste in proper locations.

**6:45-7:55pm:**

- II. Rec Center Expansion Presentation:** Chris Kastelic (Sink Combs Dethlefs Architecture Design Firm) presented on the current plans for the Louisville Rec Center expansion project and answered questions from the SAB members. (Presentation attached to meeting minutes).

Overview of SAB member questions/architect answers:

- What renewable energy sources are being incorporated into the facility? Potentially adding photovoltaic systems to facility property/buying solar from vendor, solar thermal for pool water, and geothermal heat.
- What types of materials are being used for the project? Products with the least amount of environmental impact (based on longevity, chemicals used in manufacturing process, etc.)
- Are mechanical systems in the Rec Center/Memory Square facilities being replaced? No.
- What amount of the budget has been allocated to sustainability/energy conservation for the project? No amount is specified.

Based on the presentation, SAB members were concerned that there was no portion of the project budget devoted to sustainability/energy conservation, which would have long term implications related to costs for the city and environmental outcomes. Specific concern related to leaving the majority of the mechanical systems in place at the Rec Center and the Memory Square Pool, was also noted. These concerns were based on detailed feedback from Dave Szabados related to the current poor conditions of several of the systems (these conditions were either high maintenance demands, need to replace in the foreseeable future, or generic use of obsolete technology).

- III. Sustainability Plan:** The summary matrix inputs were reviewed by members and clarifications on sections were made. Members will review their individual sections and have material ready for review at the July 2016 meeting.
- IV. Coordination with other boards and commissions for sustainability issues (Dan):** Dan will draft matrix of all City board/commission meeting times and SAB members will coordinate and assign attendance on an as needed basis.

**7:55 - 8:00 pm:**

- V. Log volunteer hours:** See below.
- VI. Items for discussion at our next meeting (July 2016)**  
1. Review of Sustainability Plan
- VII. Adjourned** at 8:09PM

**LSAB 2016 Schedule, Deadlines, Meeting Assignments**

If you are unable to fulfill your assignment, you are responsible for finding a replacement!



Secretary to email agenda, AND previous month's minutes to Kerry Holle <a href="mailto:kerryh@louisvilleco.gov">kerryh@louisvilleco.gov</a>	Meeting Date	Chair	Secretary
January 13	<b>January 20</b>	Mary Ann	Mark
February 10	<b>February 17</b>	Mark	Justine
March 9	<b>March 16</b>	Justine	Jamie
April 13	<b>April 20</b>	Jamie	<del>Dan</del> Mary Ann
May 11	<b>May 18</b>	Dan	Mary Ann
June 8	<b>June 15</b>	Mary Ann	Allison
July 13	<b>July 20</b>	Allison	Marianne
August 10	<b>August 17</b>	Marianne	Mark
September 14	<b>September 21</b>	Mark	Justine
October 12	<b>October 19</b>	Justine	Jamie
November 9	<b>November 16</b>	Jamie	Dan
December 14	<b>December 21</b>	Dan	<del>Mary Ann</del> Dan

\*A crossed out name followed by a second name denotes a substitute.

**Hours tally:**

For the month of May, 2016

Board Member	Activities	Hours
Allison Johanson	Meeting attendance, SAP review, website	4
Dan Delahunty	Meeting attendance	3
Jamie Bartlett	Meeting attendance	2
Justine Vigil-Tapia	Meeting attendance	3.5
Marianne Martin	Meeting attendance, Open Government	3
Mark Persichetti	Meeting attendance, Green Building Award	9
Mary Ann Heaney	Meeting attendance, Community Garden	7
	<b>Total Hours</b>	<b>31.5</b>

# GUIDELINES

BASELINE INFO OR AVAILABLE METRICS	VISIBILITY, PUBLIC ENGAGEMENT	IMPACT	COST	FEASIBILITY	SCOPE	IMPLEMENTATION RANGE
What information exists or is needed?	Is this high profile? Will a significant percent of citizens notice or be actively engaged?	Will this have a significant positive environmental, economic and or social impact? How?	Will this be a significant cost to implement for City budget? Are there ongoing costs? What is the payback/ ROI?	How easy or hard will this be to implement? What are the known barriers? Is funding available?	Will this impact municipal, commercial, residential?	Is this a short-term or long-term strategy?
	No score. Indicate high, medium, low	Score: 1= Low, 5= High (high benefit in all 3 aspects)	Score: 1= high cost, low payback, 5= low cost, high payback	Score: 1= difficult, 5= easy	No score. Indicate M,C,R	no score. Indicate Short term =<5years; Long term =>5years
		<i>Consider:</i> Environmental: GHG, waste, water, pollution, air quality, ecology Social: serves residents, promotes arts and culture, health&wellness, diversity Economic: brings \$ in, keeps \$ in, creates jobs, generates sales tax				

## ENERGY BUILDINGS

	BASELINE INFO OR AVAILABLE METRICS	VISIBILITY AND PUBLIC ENGAGEMENT: COMMENTS	VISIBILITY RANK	IMPACT: COMMENTS (environmental/economic/social)	IMPACT RANK	COST: COMMENTS	COST RANK	FEASIBILITY: COMMENTS	FEASIBILITY RANK	SCOPE	IMPLEMENTATION RANGE
TARGET: NET ZERO ENERGY USE IN CITY BUILDINGS	1- what is the city building sf and current energy use? 2- baseline GHG inventory										
Require all eligible existing City buildings achieve ENERGY STAR	<a href="https://www.energystar.gov/buildings/about-us/how-can-we-help-you/build-energy-program/business-case">https://www.energystar.gov/buildings/about-us/how-can-we-help-you/build-energy-program/business-case</a>		3		4		5		5	internal	Long Term
Expand solar and renewable energy purchases for City buildings	<a href="http://www.ucsusa.org/clean_energy/our-energy-choices/renewable-energy/public-benefits-of-renewable.html#.V1sge1dOJSU">http://www.ucsusa.org/clean_energy/our-energy-choices/renewable-energy/public-benefits-of-renewable.html#.V1sge1dOJSU</a>		3		4	consider 3rd party financing/ rebate incentives?	4		5	internal	Short Term
Develop building codes and policies that promote energy efficiency in new and existing buildings			3		5		5		5	internal	Long Term
Require all new City buildings achieve all LEED energy points			3		5		4		5	internal	Long Term
Perform energy audits of City facilities			3		3		5		5	internal	Short Term
Install LED traffic signals			5		3		4		5	internal	Short Term
TARGET: REDUCE MUNICIPAL BELOW 2012 LEVELS BY 2025	how many city vehicles are there, what types, which are highest use/most miles?										
Purchase lowest fuel use vehicles practical for city fleet			3	need baseline info to understand potential impact	3	rebates or incentives for fleet conversion?	3		4	internal	Short Term
Develop conversion plans for City fleet			3	need baseline info to understand potential impact	3		4		3	internal	Short Term
Implement controls and policies to limit idling	<a href="http://www.afdc.energy.gov/conservation/idle_reduction_basics.html">http://www.afdc.energy.gov/conservation/idle_reduction_basics.html</a> , <a href="http://www.afdc.energy.gov/conservation/idle_reduction_basics.html">http://www.afdc.energy.gov/conservation/idle_reduction_basics.html</a>		2	need baseline info to understand potential impact	3		3		5	internal	Long Term
Promote locally sourced biofuels	What does local mean?		2	need baseline info to understand potential impact	3		2		3	internal	Short Term
TARGET: INCREASE ENERGY EFFICIENCY AND RENEWABLE ENERGY ADOPTION IN COMMERCIAL AND RESIDENTIAL											
promote and use county EnergySmart services	<a href="http://www.energysmartcolorado.com">http://www.energysmartcolorado.com</a>	Only visible to residents/businesses that are actively searching out programs, active engagement will likely take support/advertisement from the city	2	Environmental: High - Economic: High - Social: High: Cases studies on impact available at : <a href="http://www.energysmartcolorado.com/case-studies/">http://www.energysmartcolorado.com/case-studies/</a>	5			Few limitations in implementation because framework for program currently exists	5	external	Short Term
Promote and use PACE services for businesses	Boulder County program with significant success, low or NO COST for the city	Currently relatively low profile, but over time could become 'high' profile because citizens will become familiar with business recognized for PACE related initiatives	3		5	Low cost for City, no required investments upfront, PACE provides service directly to businesses, ROI N/A	5	Few limitations in implementation because framework for program currently exists;	5	internal-comme	Short Term
Provide and develop info on conservation and rebate programs	US Department of Energy has financial incentives/programs for energy efficiency	Only visible to residents/businesses that are actively searching out programs, active engagement will likely take support/advertisement from the city	2	Environmental: High - Economic: Moderate (depending on the level of rebates provided) - Social: ?????	4		2	Limitations in implementation without full-time City personnel devoted to program (i.e. sustainability coordinator)	3	external	Short Term
develop building codes and policies that promote EE	US Department of Energy recommends using EE building technology and has devoted an entity for research and development on this topic;	If codes and policies were adopted all businesses residents would be actively engaged either in their daily use of buildings or when working with city planning/building officials on facility upgrades	5	High impact in all aspects; Environmental: improved public health, less energy use, less pollution... Economic: Grants and financing initiatives are available at different levels (local, state, national); Social: promotes social responsibility in the community	5			Significant limitations because of lack of historic support from Council, funding?	1	external	Long Term
Support utility DSM programs and renewable incentives		Potential significant visibility because of both residential and commercial implications	4	High impact in all aspects (lowest in social); Environmental: less footprint and ultimately less detrimental impact on the environment - Economic: potential for job creation and energy prices are more stable ( <a href="http://www.ucsusa.org/clean_energy/our-energy-choices/renewable-energy/public-benefits-of-renewable.html#.V1sge1dOJSU">http://www.ucsusa.org/clean_energy/our-energy-choices/renewable-energy/public-benefits-of-renewable.html#.V1sge1dOJSU</a> )	5	Low cost for city; local/state/programs already available; no need for significant financing or staffing	5	Limitations in implementation without full-time City personnel devoted to program (i.e. sustainability coordinator)	2	external	Short Term
Promote low interest financing for EE upgrades and RE installs		Potential significant visibility because of both residential and commercial implications	4	High impact in all aspects	5	Low cost for city; depending on financing sources this could be a higher cost for the city; ROI initially unknown	3	Limitations in implementation without full-time City personnel devoted to program (i.e. sustainability coordinator)	2	external	Long Term





## WASTE

BASELINE INFO OR AVAILABLE METRICS	VISIBILITY AND PUBLIC ENGAGEMENT: COMMENTS	VISIBILITY RANK	IMPACT: COMMENTS	IMPACT RANK	COST: COMMENTS	COST RANK	FEASIBILITY: COMMENTS	FEASIBILITY RANK	SCOPE	IMPLEMENTATION RANGE
<b>TARGET: REDUCE PRODUCTION AND INCREASE LANDFILL DIVERSION OF WASTE PRODUCTS</b>										
Expand recycling programs to include hard to recycle materials (E.G. electronics and pharmaceuticals)	Could be used by almost all residents. Use a Bo-Co partnership?	3, 3	Can reduce contaminating items going to landfill.	4	moderate cost for annual or semi-annual community collection events; potential no additional costs beyond standard janitorial services.	2	Should be easy to set-up recurring city-wide collection events. Some Bo-Co grant	5	primarily Residential, some Commercial	short- & long-term
Require triple-bin waste collection at City facilities (recyclables, compostable, trash)	Currently a goal, seems to be fully implemented.	2, 3	Already in place.	3		3	already done	5	City Internal	done
Establish City Comptroller purchasing guidelines that consider impact from product life-cycles.	Already in place?	2, 2	need to verify if in place						City Internal	
<b>TARGET: DEVELOP EDUCATIONAL PROGRAMS TO REDUCE BUSINESS AND RESIDENTIAL WASTE</b>										
Partner with local retailers to reduce the use of non-recyclable, non-compostable, and non-reusable containers	PACE partnership option? Bo-Co partnership option?	4, 4	ENV - high, reduced waste stream. EC - low, cost to replace containers, would Can reduce contaminating items going to landfill. No cost to provide info on	3	No City-incurred costs anticipated.	3	Work with PACE, Bo-Co Sustainability Office, for grant funds.	4	Commercial, with some City Internal support	long-term
Increase awareness through City's online sources regarding options for hard to recycle materials.	Already in place? How to improve?	2, 4	Can reduce contaminating items going to landfill. No cost to provide info on	3	No City-incurred costs anticipated.	3	Already begun, w LSAB's page.	5	primarily Residential, some Commercial	short- & long-term
Encourage the use of County Hazardous Materials Management Facility (HMMF)	Publicize the City's current subsidy for residents. How to improve?	2, 4	EC - no significant cost to City, no costs to businesses unless they choose to	3	No City-incurred costs anticipated.	3	Expand scope & frequency of online & newsletter promotion.	5	primarily Residential, some Commercial, with some City Internal support	short- & long-term
Promote and use Partners for a Clean Environment (PACE) sustainability services for businesses, and collaborate on a green business recognition program.	Started in 2016	3, 3		4	City's 2016 costs-in-kind to be at least \$500; may go up to \$1000 in future years.	5	Majority of workload assumed by PACE; continue PACE partnership, increase CoC /	4	primarily Commercial, with some City Internal support	short- & long-term
<b>TARGET: ADOPT FINANCIAL INCENTIVES FOR WASTE REDUCTION BY RESIDENTS AND BUSINESSES</b>										
Institute a fee for single use plastic bags	Monitor Boulder's current program, use as a model.	3, 3	EC - cost to replace unrecyclable bags; would need to be replaced anyway when depleted.	3	Only City-incurred costs may be for fee-monitoring.	2	Review Boulder's data for its program; LSAB create a draft proposal.	3	Commercial, with some City Internal support	long-term
Promote markets for city-wide generated recyclables and compost	Tax incentives for new/ relocating businesses?	2, 2	EC - potential loss of City revenue for tax incentives.	2	City staff time to seek & entice businesses to locate here. Potential loss of City revenue for tax incentives.	2	Main effort needs to be market-driven. City incentives to be used as a 'hook' to bring such businesses here.	2	primarily External Commercial, with some City Internal support	long-term
Encourage use of County Hazardous Materials Management Facility through a no co-pay program	In place now? Combine with #10, above.	2, 4	EC - city-assumed cost for each resident who uses the HMMF has been in place	3	City assumes cost for each resident who uses the HMMF; has been in place for several	3	See notes for #10, above.	5	primarily Residential, some Commercial, with some City Internal support	short- & long-term
<b>TARGET: DIVERT COMMERCIAL WASTE DISPOSAL</b>										
Support commercial food composting	Use PACE incentives, Green-Business Program. Other incentives?	2, 2	EC - no costs to businesses unless they choose to participate. ENV - reduced waste stream, GHG	3	No City-incurred costs anticipated.	4	May need to be accomplished through PACE promotions to get started.	4	primarily Commercial, with some PACE Internal support	short- & long-term
Provide free waste audits for businesses and support zero waste implementation by promoting services of Partners for a Clean Environment (PACE) program	Started in 2016, with Green-Business program.	2, 3	EC - no significant cost to City, no costs to businesses unless they choose to	4	No City-incurred costs anticipated.	4	Already being done by PACE.	5	primarily Commercial, with some PACE Internal support	short- & long-term

## LOCAL FOOD

	BASELINE INFO OR AVAILABLE METRICS	VISIBILITY AND PUBLIC ENGAGEMENT: COMMENTS	VISIBILITY RANK	IMPACT: COMMENTS	IMPACT RANK	COST: COMMENTS	COST RANK	FEASIBILITY: COMMENTS	FEASIBILITY RANK	SCOPE	IMPLEMENTATION RANGE
TARGET: DEVELOP SYSTEM OF CITY SUPPORTED COMMUNITY GARDENS											
pilot Community Garden near City center	Gardens for Growing Healthy Communities (research and findings) <a href="https://dug.org/research/">https://dug.org/research/</a>	Comments documented in public record. Future garden locations will generate comments and should include a public process.	4	Provides direct savings, health & wellness benefits, supports social equity (resource benefit for low-income residents, builds community)	5	Start-up costs require city support. Cost is then supported by garden participant fees. Value add community resource	3	Requires council and city support to expand gardens into additional locations	3	M, R	Long term
Conduct workshops for community gardening	Community Gardner Training Program <a href="https://dug.org/mcg/">https://dug.org/mcg/</a>	Opportunity for new and experienced gardeners to learn more (include home and community gardens)	3	Provides residents with opportunity to learn about agricultural production, improve production yield, have a cost effective and healthy local food source.	5	Low or no cost	1	Very easy to obtain resource or organization to present workshop	5	C, R	Short term
TARGET: DEVELOP CITIZEN-BASED FOOD SALES PROGRAM											
Allow citizens to sell locally produced items such as eggs, honey and produce.	<a href="https://www.colorado.gov/pacific/sites/default/files/Reg_D_EHS_CottageFoodsAct_Brochure.pdf">https://www.colorado.gov/pacific/sites/default/files/Reg_D_EHS_CottageFoodsAct_Brochure.pdf</a>	Conduct informational sessions and gather comments	4	Expected benefits are expanded access to affordable foods, and community-building through increased neighbor-to-neighbor interactions. Helps city and county sustainability goals by reducing the distance that food travels from farm to table, and will help to create supplemental income opportunities for families seeking greater economic self-sufficiency.	3	Staff time required and public process to update code	3	Implement SB12-048 CO Cottage Food Act. Update zoning code and establish sellers permit. Leverage implementation process used by other CO cities/counties.	4	M, R	Short term
Provide resource information about local food economy	Boulder County Sustainability Impact Overview <a href="http://www.bouldercounty.org/env/sustainability/pages/default.aspx">http://www.bouldercounty.org/env/sustainability/pages/default.aspx</a>	Build website presence	3	Over 90% of all crops grown on Boulder County agricultural land ends up in the food system.	3	Leverage information available from county, for and non-profit organizations	5	Very easy to obtain information; need support in making information available to community.	3	R, C	Short term
Track Community Supported Agriculture participation	Dashboard	Build website presence; track trends	3	Allows community to see participation; friendly competition; see where cottage food is available	3	Staff time required	3	Online self reported entry; staff time needed to update website	5	M, C, R	Short term