

Louisville Sustainability Advisory Board

Agenda

November 20, 2019
City Hall, 749 Main Street, Spruce Room
6:30 - 8:00pm

1. 6:30PM Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
5. 6:35PM City Staff Updates (10 minutes)
6. 6:45PM City Council Liaison Updates (10 minutes)
7. 6:55PM Public Comments on Items Not on the Agenda (5 minutes, more as needed)
8. 7:00PM LSAB Member Updates and Reports 5 minutes, more as needed)
9. Discussion Item: Sustainability Action Plan: Transportation
10. Discussion Item: Sustainability Action Plan: Ecological Health
11. Discussion Item: Goals and Objectives – LSAB Lead
12. Administration Tasks
 - A. Log Volunteer Hours
 - B. Work Plan Review for Next Meeting
13. Adjourn

Louisville Sustainability Advisory Board

Meeting Minutes: Wednesday, Oct 16, 2019

City Hall, 749 Main Street, Spruce Room

Chair: Allison Johanson

Secretary: Seth Adams

- 1. Call to Order:** The meeting was called to order at 6:36 pm by Allison Johanson. Minutes taken by Seth Adams.
- 2. Roll Call:** (Members present in bold): **Seth Adams, Allison Johanson**, Laura Levesque-Catalano, Marianne Martin, **Mark Persichetti, Melanie Dubin**; City-Council Liaison **Jay Keany**; City Sustainability Coordinator **Katie Baum**; Local residents : **Debbie Fahey; Tiffany Boyd**
- 3. Approval of Agenda:** The Meeting Agenda was approved as-is.
- 4. Approval of Minutes:** The Meeting Minutes for Sep 15th were approved as-is.
- 5. City-Staff Updates, Katie Baum:** Katie reported on green-business workshops held from April through July as well as the upcoming workshops planned from late August through October. On November 7th PACE will be hosting a networking event for any employees or business owners in Louisville at crystal springs. Solicitations of green-business applicants for 2019 by PACE is starting now, with support from Katie, Chamber-of-Commerce, and Xcel Communications. Currently, 20 businesses have applied. Applications will be accepted through mid-December.

The City has submitted its application for Boulder County's annual sustainability matching grant; this year's application will be to continue funding for Katie's sustainability coordinator staff position. Applications for Boulder County's annual community outreach programs' matching grants started Sept 3rd.

The City applied for a 'Charge-Ahead' grant in February, for a Level-2 EV charger to be installed at the Rec Center. Installation bids have been received, so once a contractor is selected, installation will begin.

City "Bench marking". Katie will be leading the process. Energy Star. See notes.

TMP was passed unanimously by council.

Green living resource fare held last Saturday.

Katie is working on scheduling an electronic recycling event for 2020.

More details on these items, and info on other staff activities can be found in Katie's Oct 16st Memo attached as part of our Oct-2019 Meeting Packet.

6. City-Council Liaison Update, Jay Keany: No new updates for LSAB. City is offering an employment package to Metronic for relocating all Colorado employees to old Conoco location. 2,500 employees, maybe as much as 3,500. Offer including reduced tax rates. Building permit fee is also going to be split in half. Sate is offering an employment package. Development plan is on the website.

7. Public Comments on Items Not on the Agenda:

Resident Debbie Fahey article from the urban land institute plan in San Francisco. Maybe the new Conoco site could use some of these practices.

Tiffany Boyd Was very pleased with Monday's meet your candidate mayoral forum and responses related to energy/climate/sustainability. "Peak Plastic" author, maybe a goog candidate for guest speaker for next year?

8. LSAB Member Updates and Reports:

Allison – please let us know of any conflicts for the 20th of Nov and 18th of Dec.
Applications – Please share that several positions for the LSAB are open. Please spread the word for anybody who may be interested.

Mark – Longmont Sustainability Newsletter. Very strong plan to move to renewable energy. Climate emergency action plan (<http://webapp.ci.longmont.co.us/cache/2/gf313jhzuindqva31kbqg4e1/333980511062019125602118.PDF>). Sustainability tool, the staff will have to fill out for all budget requests. County plan for compost and drop off materials site. The current sites in consideration all have some conflicts. County plans on using sustainability fund to purchase a site.

9. Discussion Item: Sustainability Action Plan: Waste:

Kate has updated the proposals. One of the asks is to change some of language around "Work towards" zero waste. Training and better language on bins at parks and facilities. A lot of work to be done on this. Increase commercial and construction guidelines. Start with permits and applications. Work on the where the materials are going to help make diverting easier. What can be done to help diversion with construction? Work on lowering the barriers for better construction practices. Maybe help PACE with a grant or more monies for assistance on working on the commercial side. Reach out and network with local builders or architects for help (DAJ Design and Westmark Construction are potential candidates for initial converstations). We should reach out to the builder of the

new Conoco Phillips site. See what their practices are in terms of diversions and sustainability.

Mark – Waste in pretty good shape and we have come a long way. Looking forward to seeing the data from retrack.

Maybe add a waste awareness section.

10. Discussion Item: Sustainability Action Plan: Local Food & Agriculture:

Katie adopted Boulder County’s goal. Potential to add herbicides and pesticides section. This is a very important issue with many Louisville residents, and there could afford to be more communication around this topic. Pursue different City messaging methods to help educate the public.

11. 2020 LSAB Work Plan:

Katie will give an update on what is the works for 2020, and LSAB will add additional feedback. Several items suggested were: collaboration and networking events, educational forums, sitting in on other local community sustainability boards. Katie volunteered to host the next Sustainability Municipalities Meeting in January 22nd 2020 at the library.

Katie will create a new list for consideration, by consolidating all the older points from 2016 with suggestions from tonight’s session, and follow-up comments we send her (individually) a week before next month’s meeting.

12. Administration Tasks:

A. Log Volunteer Hours for the month of August 2019

Board Member	Activities	Hours
Seth Adams	Meeting prep	3
Melanie Dubin	Meeting prep, attendance, other meetings	4
Allison Johanson	Meeting prep, attendance, other meetings	5
Laura Levesque-Catalano	Meeting prep, CC4CA meeting prep & attendance	-
Marianne Martin	Meeting prep, attendance	-
Mark Persichetti	Meeting prep, attendance, Bo-Co RCAB, Green-Business sessions	4
	Total Hours	16

B. Work Plan Review for Next Meeting: November meeting. Transportation and Ecologic Health.

Allison and Katie will update topics for our LSAB 2020 calendar for December meeting.

13. Adjourn: The meeting adjourned at 8:13 pm.

2019 LSAB Meetings Schedule, Deadlines, Meeting Assignments

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

Secretary minutes to Board Chair NLT 3 weeks after the most recent meeting.	Meeting Date	Chair *	Secretary *
January 6	January 16	Allison	Dan
February 11	February 20	Allison	Marianne
March 11	March 20	Allison	Seth
April 7	April 17	Allison	Laura
May 5	May 15	Allison	Mark
June 3	June 11	Allison	Melanie
July 7	July 17 (TBD)	Allison	Marianne TBD
August 11	August 21	Allison	Seth Mark
September 8	September 18	Allison	Laura
October 6	October 16	Allison	Mark Seth
November 10	November 20	Allison	Melanie
December 8	December 18	Allison	Marianne

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

Memorandum

To: Louisville Sustainability Advisory Board
From: Katie Baum, Sustainability Specialist
Date: November 20, 2019
Re: Staff Updates

General

- Green Business workshops update:
 - April 16th – Marketing your Green Business: **15 attendees**
 - May 9th - Electric Vehicle Charging Station Workshop & EV Test Drive: **20-25 attendees**
 - June 18th – Commercial Water Conservation: **11 attendees**
 - July 25, 3:00pm, My Green Workplace/Office Sustainability Workshop @ Baille Barbour State Farm in Erie, hosted by PACE and Xcel's Partners in Energy: **10 attendees**
 - August 29, Boulder County Recycling Center (BCRC) tour: **20 RSVP's, 25 capacity**
 - October 30th, Sustainable Purchasing Practices Workshop @ BBP on Main St in Longmont, hosted by Matt LeBeau: **13 attendees**
 - November 7th, Green Business November Networking @ 4:30 pm at Crystal Springs Brewing: **6 attendees**
- Green Business' deadline for application is December 15th. Thus far, multiple communications have gone out between the City, PACE and the Chamber of Commerce. Xcel Energy will be sending out correspondence to businesses as an application reminder. Currently on track to achieve new business goal but not business retention goal.
- Staff is awaiting grant correspondence on both the Boulder County Sustainability Matching Grant and the Boulder County Zero Waste Matching Grant.



City of Louisville

City Manager's Office

- Staff has completed the installation of an electric vehicle charging station at the Rec Center.
- On August 6th, Council approved emissions reduction and carbon-free energy integration goals. Communications regarding the goals are being built out by staff for display at City facilities.
- Staff has finalized signage and vendor for the new recycling and composting receptacles for Parks and Open Spaces. Bins have been ordered. Set for shipment in December and will be implemented in 2020.
- The Transportation Master Plan was adopted unanimously in early October. A final version is being completed and will be sent to LSAB via Sustainability Specialist.
- The City's website redesign is expected to launch January 2020. Monthly Community Updates have now been delivered for three months, and sustainability stories are continuing to be developed for communications. Feedback is ongoing.
- Holiday recycling tips will go out in the winter Community Update.
- Louisville featured in the State of Colorado 2019 report with 53% approximate diversion. The State of Colorado reported our rate as purely residential, which is inaccurate, and so we won't be pushing the second-place ranking in residential recycling in communications as it is misleading.
- City facilities benchmarking has begun with Sustainability Specialist as project lead.
- City is evaluating electronics recycling event for 2020. Sustainability Specialist leading.
- 2020 Sustainability Series planning is underway. It is staff's goal to have the entire year planned by January 2020.
- Next steps – None.



Memorandum

To: Louisville Sustainability Advisory Board

From: Katie Baum, Sustainability Specialist

Date: November 20, 2019

Re: Discussion Item 9: Sustainability Action Plan: Transportation

Summary

In 2012, the Louisville Sustainability Advisory Board tasked themselves with the creation of a document to outline recommendations for the City. The Sustainability Action Plan is intended to articulate Louisville's vision to create a more sustainable community as well as provide a roadmap for achieving our collective goals.

Adopted by City Council in 2016, the plan includes guidelines for internal City operations as well as communitywide approaches for residents and businesses. In general, the current plan has a focus on environmental impacts and their potential economic benefits.

Due to the nature of the Louisville Sustainability Action Plan (LSAP) as a guiding and living document, staff and LSAB has recognized needed updates to the LSAP and tasked themselves in 2019 with updating and amending the framework. Over the course of 2019, discussions and dialogue between staff and LSAB will be ongoing regarding necessary updates and will be discussed by topic area.

Next Steps

Staff seeks input and feedback on Transportation goals and objectives. See comparison chart.

Sustainability Action Plan Updating: Transportation

	Boulder County	Louisville: Current	Louisville: Proposed	LSAB Feedback
Goal	Provide environmentally sustainable transportation choices and support healthy, active lifestyles for all Boulder County residents.	Encourage environmentally sustainable transportation choices and infrastructure, and support healthy lifestyles	Provide and maintain environmentally sustainable and safe transportation choices for all Louisville residents.	
Objectives	<p>Reduce the GHG emissions from the county fleet</p> <p>Encourage employee adoption of EVs and support employees who want to commute using zero emission vehicles</p> <p>Ensure all Boulder County employees have access to multimodal means of commute travel, to reduce single-occupancy vehicle (SOV) commute trips, and explore creative ways to incentivize employees to reduce the carbon footprint of their commutes</p> <p>Develop a complete understanding of the environmental and economic impacts of Boulder County employee commuting behaviors</p>	<p>Develop balanced system that serves the entire City for users of all ages and ability levels</p> <p>Reduce SOV and GHG emissions and cost impact for City Staff</p> <p>Support residents and business telecommunicating efforts</p> <p>Reduce SOV and GHG emissions</p>	<p>Reduce the GHG emissions from the city fleet</p> <p>Ensure all Louisville employees have access to multimodal means of commute travel, to reduce single-occupancy vehicle (SOV) commute trips, and explore creative ways to incentivize employees to reduce the carbon footprint of their commutes</p> <p>Develop a complete understanding of the environmental and economic impacts of Boulder County employee commuting behaviors</p> <p>Incorporate smart growth principles into land-use decisions, such as transit-oriented development, convenient access to transportation options, and walkable communities</p> <p>Increase modal choice and decrease the SOV share of local and regional trips</p> <p>Support the public adoption of EVs and assist in the installation of public charging stations</p> <p>Collaborate with regional agencies to develop solutions to provide sustainable transportation management services.</p>	

	<p>Reduce barriers to using the transportation system and expand transportation programs and services that serve the needs of all members of our community, including low-income individuals and families, youth, seniors, and people with disabilities</p>
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Memorandum

To: Louisville Sustainability Advisory Board

From: Katie Baum, Sustainability Specialist

Date: November 20, 2019

Re: Discussion Item 10: Sustainability Action Plan: Ecological Health

Summary

In 2012, the Louisville Sustainability Advisory Board tasked themselves with the creation of a document to outline recommendations for the City. The Sustainability Action Plan is intended to articulate Louisville's vision to create a more sustainable community as well as provide a roadmap for achieving our collective goals.

Adopted by City Council in 2016, the plan includes guidelines for internal City operations as well as communitywide approaches for residents and businesses. In general, the current plan has a focus on environmental impacts and their potential economic benefits.

Due to the nature of the Louisville Sustainability Action Plan (LSAP) as a guiding and living document, staff and LSAB has recognized needed updates to the LSAP and tasked themselves in 2019 with updating and amending the framework. Over the course of 2019, discussions and dialogue between staff and LSAB will be ongoing regarding necessary updates and will be discussed by topic area.

Next Steps

Staff seeks input and feedback on Ecological Health goals and objectives. See comparison chart.

Sustainability Action Plan Updating: Ecological Health

	Boulder County	Louisville: Current	Louisville: Proposed	LSAB Feedback
Goal	Ensure healthy and vibrant ecosystems that sustain all naturally occurring species, along with our human population.	NONE	Mitigate the negative effects of the built environment and human behavior on Louisville’s natural systems to ensure healthy and vibrant ecosystems.	
Objectives	<p>Preserve open space and restore grasslands, wetlands, and forests</p> <p>Restore riparian habitat on Boulder County properties</p> <p>Identify opportunities to enhance policies related to ecological health in the Boulder County Comprehensive Plan (BCCP), and continue to develop implementation measures for policies already in place</p>		<p>Manage municipal natural areas, parks, right of ways, and other properties to maximize ecological health and biological diversity</p> <p>Identify opportunities to enhance policies related to ecological health and continue to develop implementation measures for policies already in place</p>	
	<p>Increase the number of acres of healthy forests in Boulder County</p> <p>Increase the percentage of mountain residents who have performed effective fire mitigation</p> <p>Ensure urban development is concentrated within, or adjacent to, existing urban areas to preserve environmental resources and the rural character of the county</p> <p>Maintain existing trails and add additional miles of trails</p>		<p>Facilitate communitywide stewardship and increase awareness of the value of ecosystem health.</p> <p>Minimize the volume of pollutants entering Louisville’s terrestrial and aquatic ecosystems.</p> <p>Maintain existing trails and add additional miles of trails</p>	

SUSTAINABILITY ADVISORY BOARD

2019 WORKPLAN*

MONTH	TOPIC AREA / PROJECT UPDATE / PRESENTATION
JANUARY 16, 2019	N/A
FEBRUARY 20, 2019	GREEN BUSINESS PROGRAM – 2018 PRESENTATION (PACE) LSAB PROCESSES + PROCEDURES (CMO) - update CC4CA (CMO) - update
MARCH 20, 2019	GREEN BUSINESS PROGRAM – 2018 OVERVIEW + 2019 KICK OFF <ul style="list-style-type: none"> • Outreach and support for 2019 from LSAB • Green business breakfast in April – input/support TWO YEAR SUSTAINABILITY ACTION PLAN UPDATE (SUSTAINABILITY SPECIALIST)
APRIL 17, 2019	WASTE <ul style="list-style-type: none"> • Waste Hauler RFP and changes - update • Waste discussion surrounding Sustainability Action Plan • Recycling and composting at Parks and Open Space - update • Recycling and composting outreach at Parks and Open Space – input/support SUSTAINABILITY ACTION PLAN UPDATING CHECK IN SUMMER SUSTAINABILITY EVENTS/PROGRAMS/COMMUNICATIONS – input/support
MAY 15, 2019	TRANSPORTATION <ul style="list-style-type: none"> • Planning for Bike to Work Day in June SINGLE USE PLASTICS ROUNDTABLE (RECYCLE COLORADO) - update
JUNE 19, 2019	ENERGY <ul style="list-style-type: none"> • Energy Future Collaboration (SUSTAINABILITY SPECIALIST) - update • Goal setting process and progress - input • Multifamily outreach – input/support • 2018 Louisville Community Energy Report (XCEL) - update
JULY 15, 2019 (DATE CHANGED)	SUSTAINABILITY ACTION PLAN UPDATING: FORMATTING AND TIMELINE DEVELOPMENT - input
AUGUST 21, 2019	TRANSPORTATION MASTER PLAN (PLANNING) – update FALL SUSTAINABILITY EVENTS/PROGRAMS/COMMUNICATIONS – input/support SUSTAINABILITY ACTION PLAN UPDATING: WATER CONSERVATION - input
SEPTEMBER 18, 2019	ENERGY <ul style="list-style-type: none"> • EFC 2020 Work Plan Development – Input from 2019 Work Plan SUSTAINABILITY ACTION PLAN UPDATING: ENERGY - input
OCTOBER 16, 2019	SUSTAINABILITY ACTION PLAN UPDATING: WASTE + LOCAL FOOD/AGRICULTURE – input 2020 WORK PLAN – INITIAL DISCUSSION
NOVEMBER 20, 2019	SUSTAINABILITY ACTION PLAN UPDATING: TRANSPORTATION + ECOLOGICAL HEALTH GOALS + OBJECTIVES DISCUSSION (LSAB)
DECEMBER 18, 2019	2019 WRAP UP 2020 WORK PLAN FINALIZATION

* This is a tentative work plan for 2019. Work plan is subject to change depending on internal or external demand or necessity and is to be evaluated for changes during LSAB monthly meetings.