

Louisville Sustainability Advisory Board

Agenda

**October 21, 2020
Virtual Meeting
6:30 - 8:00pm**

This meeting will be held electronically. Residents interested in listening to the meeting or making public comments can join in one of two ways:

- 1) You can call in to (Toll Free) +1 888 788 0099 Webinar ID # 833 7099 7754.***
- 2) You can log in via your computer. Please visit the City's website here to link to the meeting: <https://www.louisvilleco.gov/government/boards-commissions/sustainability-advisory-board>***

The Board will accommodate public comments during the meeting. Anyone may also email comments to the board prior to the meeting to KBaum@louisvilleco.gov.

1. 6:30PM Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
Includes missing August meeting notes from Sept packet
5. 6:35PM Public Comments on Items Not on the Agenda (10 Minutes, more as needed)
6. 6:45PM LSAB Member Updates and Reports (5 minutes, more as needed)

7. 6:50 PM City Staff Update (10 Minutes)
8. Discussion Item: Energy Future Collaboration 2021 Work Plan
9. Discussion Item: Sustainability Action Plan Outreach and fall
Public Engagement Update
10. Administration Tasks
 - A. Work Plan Review
 - B. Log Volunteer Hours
11. Adjourn

Louisville Sustainability Advisory Board

**Meeting Minutes: September 16, 2020
Virtual Meeting
6:30 - 8:00pm**

Chair: Laura Levesque-Catalano

Secretary: Melanie Dubin

1. 6:30PM Call to Order

Meeting was called to order at 6:40pm

2. Roll Call

Present: All Board Members.

3. Approval of Agenda

Agenda was unanimously approved.

4. Approval of Minutes

Mark will wrap up changes to the August meeting minutes and Katie will send to LSAB members for approval.

5. 6:35PM Public Comments on Items Not on the Agenda (10

Minutes, more as needed)

RJ Harrington raised the question of where Redtail Ridge is in the planning process. It's been sent back to Redtail Ridge for a Plan B, and will go back to Planning Commission.

6. 6:45PM LSAB Member Updates and Reports (5

minutes, more as needed)

Tiffany- applications for vacant LSAB seat will open in November, and Katie will let us know when it does, in case we know someone who might be a good fit. Youth Advisory will write letters to the editor to support bag tax. Melanie suggested anyone compelled to write letters look into the Op-Ed Project.

Laura mentioned that ten cents of the bag tax will go back to the business community. Rosie from the Youth Advisory board will come up with talking points for the bag tax.

Dan met with his council liaison to touch base and discuss LSAB and Council priorities.

7. 6:50 PM City Staff Update (10 Minutes)

Katie walked through each Update Item. A couple highlights include: The next reading of LSAB and adoption will be October 6. Public Works gave approval for the City to plan another E-Waste collection event Spring 2021. Plastic bag collection at the library is successful and additional capacity will be added. SAP: Katie will add “Set and adopt SMART goals” for each section’s strategy items.

8. Discussion Item: Sustainability Film Series

LSAB has engaged with Avon’s Walking Mountain Science Center to provide sustainability-themed films. A few more films were added to the list and LSAB suggested November through March as the months for the series. Cultural Council offered to contribute some funding before end of year for any films that charge licensing fees.

9. Discussion Item: Prairie Dog Management

Katie walked attendees through the updated Lafayette Prairie Dog Management Plan, in case we decide to take this up as an action item. Katie will set up a discussion with Planning, City of Lafayette, Open Space, and LSAB members to attend if they like, to address prairie dog management in a holistic way. That internal discussion will inform next steps.

10. Discussion Item: Sustainability Action Plan

LSAB discussed the Strategic Priority Matrix that Katie prepared, and honed in on goal-setting and benchmarking for each section of the Plan, as well as Planning and Building Codes, as key focus areas for the coming year. Katie also addressed the need for support for events, engagement. Suggestion to reach out to our Council member liaisons – something along the lines of “We know council is putting together the 2021 work plan. We’d like you to focus on building ordinances and incentives.” Let them know we want to discuss these items in 2021.

11. Administration Tasks

A. Work Plan Review

No items.

B. Log Volunteer Hours

Laura: 10

Dan: 6

Mark: 8

Tiffany: 7

Seth: 4

Melanie: 4

12. Adjourn

Meeting adjourned at 8:45pm

Louisville Sustainability Advisory Board

Meeting Minutes: August 19, 2020

6:30 - 8:00pm -- Virtual Meeting

Chair: Laura Levesque-Catalano

Secretary: Mark Persichetti

- 1. Call to Order:** Made at 6:35pm.
- 2. Roll Call:** (*Attendees Present in bold text*) **Seth Adams, Tiffany Boyd, Melanie Dubin, Laura Levesque-Catalano, Dan Mellish, Mark Persichetti**; Staff Liaison **Katie Baum**; Council Member **Deb Fahey**.
- 3. Approval of Agenda:** Motion to approve the agenda made by Dan M, seconded by Seth A; unanimous assent.
- 4. Approval of Minutes:** Katie B suggested the July meeting-minutes be modified to reflect the listed date for LSAB's meeting with City Council was changed from Aug-18th to Aug-25th. Motion to approve the July meeting-minutes with the requested change made by Dan M, seconded by Tiffany B; unanimous assent.
- 5. Public Comments on Items Not on the Agenda:** Council Member Deb Fahey noted that, at the recent Council session to discuss the Redtail Hawk rezoning proposal, no 'sustainability' topics were brought up. She suggested we should try to get sustainability topics included as part of the regular review process. She commented that we should work to bring sustainability topics to the top of the list for all issues presented to Council; we should try to get at least one member to be present to speak to Council about items of interest to us. Katie B and Laura L will pursue options. Katie said she can help with changes to local codes language, and noted she can work with Melanie D, who has similar interest. Deb F also noted new and more voices speaking to any particular topic have more impact on Council members, than just a single person.
Tiffany B reported she had made an initial contact with Economic Vitality Director Megan Pierce, and in her role as a liaison from LSAB, she and Megan P will keep each other in the loop of what items overlap in our board and her

office. And both she and Katie B noted that Katie and Megan talk frequently.

- 6. LSAB Member Updates and Reports:** Laura L reported she and Megan Pierce went to a recent BRaD meeting. During that meeting, Megan Pierce discussed introducing the Green Business program during the Business Retention meetings. Also, Laura stated the Cultural Council has agreed to collaborate with LSAB to initiate a 2020-2021 Sustainable-topics film series; both they and us are now working on programming for it. She also noted when she met with Mayor Stolzmann, Ashley S suggested that LSAB members work in teams of two to work on separate sustainability topics to present to Planning Commission and Council, to avoid the need to hold extra-session public meetings. She also commented on Renewable Energy Credits, and progress on topic of dealing with Prairie Dogs.
- 7. City Staff Update:** Katie B reviewed in some more detail, the items listed in her Aug-19th Staff Updates memo, included in our meeting packet. Upcoming recent highlights: SAP's first reading to City Council will be on Aug-25th; second reading is scheduled for Oct-6th. 2020 Green-Business solicitations to start in Sept. Our E-Waste &HHW collection event is scheduled for Sat, Aug-22nd. Laura, Melanie, and Mark are planning to assist Katie. A plastic-bags drop-off will be done at the Library during September. *Bike-to-Work Day*, originally planned for Sept-22nd, is cancelled, and is now being called *Bike-to-Wherever*. Commuting Solutions will assist with tie-ins for social media and outreach. Details of other topics are in Katie's memo.
- 8. Discussion Item: Sustainability Action Plan Update:** As noted above, proposed revisions to our SAP are due to be presented for first reading before City Council on Aug-25th. Laura L will present LSAB comments as part of the Staff briefing; all other LSAB members are encouraged to attend, to show our support and to help answer any questions Council members may have. Some SAP-related comments touched on the proposed single-use bags tax: if it passes, it won't be implemented until Jan-2022; the 25c/bag fee will be split - 10c/bag to the local business, and 15c/bag to the City; City's share to be used solely for this program's administration or other sustainability efforts/programs, \$15-K to \$20-K expected to be collected. A City-prepared information flyer about this ballot question has already been prepared and is available at various local sites and at www.louisvilleco.gov/election . Some additional discussion concerned LSAB making efforts to ensure the City continues funding for our Sustainability-Specialist position, for budget discussions in Sept: prior county-grant-only funding won't likely continue; pursue a full-time vs half-time position; is 50% City/50% County funding an option? is incremental funding from each City dept possible, since 'sustainability' projects can be part of most depts' activities?

- 9. Discussion Item: Prairie Dog Management:** Laura and Seth may be a 2-person team to pursue this topic. Laura will try to contact some Lafayette staff/board members, to work with LSAB and OSAB for our process here, perhaps with a joint study session.
- 10. Discussion Item: Solar and EV-Ready Building Provisions:** Katie B is working with Tony Raeker (Lafayette’s Sustainability Coordinator) to monitor their progress. This topic will be reviewed by Lafayette’s City Council in Sept. Katie will look at suitable building-code updates for Louisville; Tiffany B can work with Katie.
- 11. Administration Tasks:**
- A. Work Plan Review:**
 1. SAP Review after Council session
 2. Tasks list for 2-person teams
 3. Update of Solar and EV Ready Building Provisions
 - B. Log Volunteer Hours for Aug-2020**

Board Member	Activities	Hours
Seth Adams	Meeting prep	7
Tiffany Boyd	Meeting prep, attendance, other meetings	7
Melanie Dubin	Meeting prep, other	2
Laura Levesque-Catalano	Meeting prep, attendance, other meetings	16
Dan Mellish	Meeting prep, attendance, other meetings	6
Mark Persichetti	Meeting prep, attendance, Bo-Co RCAB, Green-Business sessions	3
	Total Hours	41

- 12. Adjourn:** A motion to adjourn was made by Dan M and seconded by Mark P at 8:23pm.

Memorandum

To: Louisville Sustainability Advisory Board
From: Katie Baum, Sustainability Specialist
Date: October 21, 2020
Re: Staff Updates

General

- **Sustainability Action Plan Updating**
 - Adopted on October 6th
- **Green Business**
 - Sending out an Xcel email in October to encourage (re)application for businesses. Additional communications will go out this fall.
 - Discussing compostable/recyclable to-go ware pilot for Louisville businesses for January 1 launch
 - City business digital newsletter anticipated to begin this fall
- **Sustainability Events/Programming**
 - **Laura – thank you for your work on the Sustainability Film Series!**
 - August
 - August 22nd – Hazardous and E-Waste Event at Ascent Church parking lot (safety protocol developed)
 - 200 appointments fulfilled
 - Collected 6,682 lbs of e-waste
 - September
 - In coordination with Miss Earth Colorado, a plastic bag drop off ran from Sept 1 – Oct 2nd.
 - 4,200 plastic bags were repurposed
 - September 23rd – [Bike Maintenance 101 webinar w/ Commuting Solutions and eBike of Colorado](#)
 - 35 attendees



City of Louisville

City Manager's Office

- October
 - October 14th – [Introduction to eBikes webinar w/ Commuting Solutions and eBike of Colorado](#)
 - 150 + registrants!
- November
 - November 12th – Sustainability Film Series: Story of Plastic
 - November 15th – America Recycles Day
- December
 - December 2nd: Sustainability Film Series: Wasted!
- January
 - January 14th: Sustainability Film Series: Age of Consequences
- **Municipal Operations**
 - Awarded RAQC Grant for golf course EV charging
 - Sustainability included in New Employee Orientation
- **Energy Future Collaboration (EFC)**
 - Xcel has announced a new economic development rate for businesses
 - Working with Xcel on green business communications
 - Q4 meeting will take place this fall and will cover 2021 Work Plan development
- **Bicycle Friendly Communities**
 - Bike lane inventory to be completed for next Bicycle Friendly Communities application in February
- **Grants**
 - Current:
 - Boulder County Sustainability Matching Grant
 - Boulder County Zero Waste Grant
 - RAQC Charge Ahead Grant
 - Upcoming:
 - 2021 Boulder County Sustainability Matching Grant
 - 2021 Boulder County Zero Waste Grant

Next Steps

None

Memorandum

To: Louisville Sustainability Advisory Board

From: Katie Baum, Sustainability Specialist

Date: October 21, 2020

Re: Discussion Item 8: Energy Future Collaboration 2021 Work Plan

Summary

On September 7, 2018, the City of Louisville and Xcel Energy entered into an Energy Future Collaboration. For Louisville and Xcel Energy, the MOU provides a strategy and framework for cooperation and achievement of a shared vision through broad collaboration, focusing on innovation, clean energy, economic development opportunities, customer choice programs and technology – known as the Energy Future Collaboration Partnership.

Unlike the previous Partners in Energy program, Energy Future prioritizes both renewable energy integration as well as energy efficiency and usage reduction and maintains the three core areas (commercial/industrial, residential and municipal) as focus. Made up of City staff, Xcel staff and City Council representatives, the EFC meets quarterly to continue discussions as well as programs and projects to help us achieve our mutual goals.

Next Steps

In November, the Q4 EFC meeting will be discussing the 2021 Work Plan. Staff asks for discussion on the 2020 work plan and if there are specific items for the 2021 Work Plan that should be included.

ENERGY FUTURE COLLABORATION

2020 Work Plan Timeline

Project #1: Sharing Knowledge and Baseline Setting

Project #2: Increase City Energy Efficiency via Louisville Leveraging Existing Xcel Energy Programs

Project #3: Achieving Alternative Energy and Carbon Emission Reduction Goals

Project #4: Transportation

Project #5: Economic Development

Q1 2020 (January – March)

2020 Kick Off

City 2021/2022 budget planning begins

Project 1

- City/Xcel continue to work on benchmarking and auditing
- Xcel to provide updates on DSM and Renewables programs and pilots
- Xcel to provide 2019 municipal and community-wide total electric and natural gas usage and renewables participation for reporting needs

Project 2

- City to host Green Business Celebration w/ Xcel Energy support
- City/Xcel to develop 2019/2020 infographic for public outreach
- City provide update on streetlight LED conversion for decorative and downtown lights
- Plan for electric vehicle test drive event and potential driverless car in Q2 or Q3

Project 3

- Communications on community climate action goals
- Ongoing discussions on community-wide renewable energy opportunities and meet with Xcel's product development team
- City begins WindSource to cover 100 percent of City facilities

Q2 2020 (April – June)

Due to COVID 19, many action items have been cancelled or postponed.

Project 2

- City to host Green Business Breakfast w/ Xcel Energy support [cancelled]
- City to pursue potential partnership with Boulder County Housing Authority on Home Energy Squad participation and multi-family outreach [postponed]
- City/Xcel to choose and finalize two late spring/summer events for Home Energy Squad showcasing/participation [cancelled]
- City/Xcel to discuss and plan multi-family outreach planning for Q3 implementation [postponed]
- City to continue municipal operations efforts (i.e. Portfolio Manager onboarding and building auditing) [postponed]

Project 3

- Ongoing discussion regarding community-wide renewable energy opportunity
- City/Xcel to develop Renewable*Connect and WindSource communications (traditional and digital) for commercial audiences [postponed]
- City to utilize Xcel communication platforms to share climate action goals and potential action steps [postponed]
- Ongoing discussions on community-wide renewable energy opportunities
 - Ballot initiative development

Project 4

- Update on Xcel's EV opportunities/ongoing efforts for mutual alignment

Q3 2020 (July – September)

2019 Community Energy Report is available

Project 2

- City/Xcel to review Community Energy Report and trend summary
- City/Xcel to develop residential webinar
- City/Xcel to begin municipal operations efforts (i.e. Portfolio Manager onboarding and building auditing)

Project 3

- Ongoing discussions on community-wide renewable energy opportunities

Q4 2020 (October - December)

2021 Work Plan development

EOY Meeting for program evaluation

Project 2

- City/Xcel to disperse commercial digital communications regarding Small Business Lighting program
- City to continue municipal operations efforts (i.e. Portfolio Manager onboarding and building auditing)

Project 3

- City/Xcel to discuss Renewable*Connect communications and develop for residential audiences and further outreach prior to Phase 3
-
- Ongoing discussions on community-wide renewable energy opportunities

Project 4

- Update on Xcel's EV opportunities/ongoing efforts for mutual alignment