

Sustainability Commission Minutes

Monday, January 3, 2018 at 6:30 p.m.

Mission City Hall

In attendance: John Arnett, Terri Baugh, Stuti Dalal, David Greenlee, Andy Hyland, Josh Thede, Manny Trillo, Ingrid Worth

Staff present: Emily Randel

Guests present: Ken Davis

I. Welcome and Introductions

Chair John Arnett welcomed everyone to the meeting.

II. Approval of the December 4, 2017 minutes

Terri Baugh moved to approve the minutes. Josh Thede seconded the motion. The commission approved the minutes.

III. Sustainability Scorecard, refresh and update

Josh Thede presented a first draft of a new version of the Sustainability Scorecard. The scorecard is organized to be consistent with the categories in the International Green Construction Code (IgCC). Danielle Sitzman purchased the code book for City use, though the City has not formally adopted the green code standards. Josh will review it to make sure all the appropriate themes are included. The members suggested additional information about how project leads could use the scorecard, as well as a supplemental sheet with explanations of the terms and concepts included in the scorecard. Josh Thede volunteered to incorporate these suggestions and will present a revised version at the February Sustainability Commission meeting. There was discussion about the preferred format of the scorecard, and the consensus supported a webform to incorporate check boxes and comment sections. Once the form is finalized, Emily Randel can translate into a version that can be completed electronically.

The purpose of the scorecard is to encourage builders, property owners, commercial tenants to include more sustainable elements during design, construction, operations/maintenance, and renovations in their buildings. These improvements should promote economic savings throughout the life cycle of the building, reduce environmental impact, and improve the well-being of the building occupants. The scorecard should always be used as positive encouragement, not punitive. The group discussed the fact that the narrative format of the scorecard allows for subjective scoring by design. Though including some targets in the supplemental document could be helpful.

The group stated that the intended user of the scorecard could be an architect or developer, a property owner or a business owner or tenant. A renovation project that improved elements of an interior working space or additions of things like bicycle parking, improved lighting, etc. could earn points.

IV. Old Business

Preparation for report to Community Development Committee, February 7

John Arnett, Andy Hyland and Emily Randel will meet before the February Sustainability Commission meeting to plan for the presentation.

V. New Business

Meeting date in September

The commission agreed to move the September meeting from the regular first Monday of the month to Tuesday, September 4 to avoid the Labor Day holiday.

VI. Battery Recycling Update

Emily Randel shared the battery recycling tracking sheet. Since February 2016, the program has turned in 914 pounds of batteries for recycling and spent \$1,557 on 27 battery boxes and one drop off at a local recycling business.

VII. Budget Review

Purchase	Cost	Month Reported
Big Green Boxes (5)	\$261	April - Reported mistakenly as \$252
Battery sorting disposable gloves (40)	\$5.76	April
D'Bronx Pizza for May 8 retreat	\$68.50	May
HyVee snacks for cycling class #1	\$29.94	June
HyVee snacks for cycling class #2 and #3	\$27.34	July
Big Green Boxes (5)	\$290	August
Recycling bins (3)	\$2,453.73	September
Battery sorting disposable gloves (50)	\$5.95	October
Recycling edu. tent candy	\$16.48	October
Big Green Boxes (5)	\$290	December
Recycling edu. table candy	\$11.98	December
New member name badges	\$30	December
Big Green Boxes (10)	\$580	January

TOTAL SPENT: \$4,070.68 TOTAL REMAINING: \$929.32
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Emily Randel reported that she did purchase 10 more battery recycling boxes in December for \$580 with 2017 funds. The ending balance for the year was \$929.32.

VIII. Report from Capital Improvement Program Committee

John Arnett reported from the Capital Improvement Program Committee meeting January 8. At the meeting, staff laid out the calendar for the year, and covered background of the City's Comprehensive Plan and Parks and Recreation Master Plan. The next CIP meeting will be February 12.

Terri Baugh mentioned again the state of disrepair of the front area outside of City Hall. The condition creates a significant tripping hazard. Emily Randel noted that there is a standing item on the CIP agenda for citizen comments, and she will add the comment about City Hall to that list, and mention it again to the City's staff leadership team.

IX. Miscellaneous

John Arnett shared that he applied to fill the Ward IV Councilmember vacancy. If he is selected, he will step down from the Sustainability Commission. Manny Trillo stated that nothing official precludes someone from serving in both roles. Emily Randel suggested that it was likely just precedent that determined the practice, but that it could be seen as a benefit to fill the seat with a new person, to have more people with diverse ideas serving in the available roles. Also, there could be an opportunity for councilmember liaisons to be assigned to the commissions.

John Arnett mentioned that the by-laws state that the Sustainability Commission will select a chair and vice-chair at their February meeting.

Josh Thede invited the group members to an event on January 16. A panel on LEED development hosted by the US Green Building Council Emerging Professionals Central Plains Chapter. He will email additional information to the group.

Emily Randel mentioned that the Atomic Fireball inventory was running low. The group thanked Andy Hyland for his original purchase, and David Greenlee volunteered to purchase a new supply for the group.

X. Adjourn

David Greenlee moved to adjourn the meeting. Terri Baugh seconded the motion and the motion passed. The meeting adjourned at 7:58 p.m.

The next regular meeting of the Sustainability Commission will be on Monday, February 5, 2018 at 6:30 p.m. at City Hall.