

## **Sustainability Commission Minutes**

Monday, October 1, 2018 at 6:30 p.m.

Mission City Hall

In attendance: John Arnett, Terri Baugh, David Greenlee, Andy Hyland, Hannah McFarland, Sean Partain, Alexis Penny, Zora Stewart-Jones, Josh Thede

Staff present: Emily Randel

Guest: Lynn Bain, resident

### **Welcome and Introductions**

Chair Andy Hyland welcomed everyone to the meeting including Mission resident Lynn Bain.

#### **I. Approval of the September 4, 2018 minutes**

Terri Baugh moved to approve the minutes. Sean Partain seconded the motion. The commission approved the minutes, with the addition of the hyphen in Zora Stewart-Jones' last name.

#### **II. Old Business**

##### **a. Update on Sustainability Scorecard**

The group discussed the current process of the Scorecard. Alexis Penny shared that she feels the process is understood, but needs to be documented. Josh Thede summarized that the process is nearly 90% of the where the group hopes it to be. The addition of a cover letter describing the process and the response letter template will finalize the process appropriately. The cover letter will help the process be consistent over time. The cover letter will share that the final score can be adjusted once the project is complete, to reflect the elements ultimately included in each project.

Emily Randel stated that she shared the Scorecard information with the applicants of both proposed brewery projects that had special use permits approved in September. She will share the scorecard with the developers of 5438 Johnson Drive (Pride Cleaners) who have proposed a new building at that location. She mentioned that Asst. City Administrator Brian Scott included the Sustainability Scorecard process in the staff report for that project's Preliminary Site Development Plan. The staff report reads:

Staff Notes - Sustainability: The proposed plans will need to be reviewed by the Sustainability Commission and a final scoring completed prior to the Planning Commission's consideration of the final site development plan.

Josh reminded the group that he included in his email to the group a few small adjustments to the scoring reports to share with the participants.

The group discussed again the likelihood of using the scorecard for remodeling projects and building updates. Emily Randel shared that she feels for existing businesses, the Johnson County Green Business Program is more relevant than the Scorecard process.

Action items: Andy Hyland will circulate a draft of a cover letter for the Sustainability Scorecard. Alexis Penny will circulate her draft of a form response letter to participants by the end of the week.

b. City of Lawrence/Overland Park sustainability group collaboration

Andy Hyland and Josh Thede shared that they did not attend the City of Lawrence Sustainability Advisory Board meeting on September 12. They will attend the next meeting on October 10. Josh Thede attended the Overland Park Fall Festival and met representatives from the Overland Park Environmental Advisory Committee. A joint meeting of Sustainability groups in Johnson County is still a possibility.

c. Pedestrian counts in September

Sean Partain shared that the national pedestrian counts are tied to specific dates in September, and those dates have passed. There is another counting target in the spring.

Action item: Sean Partain and Emily Randel will share the dates of the pedestrian counts in the spring.

**III. New Business**

Retreat scheduling - The Sustainability Commission wishes to hold another retreat in order to realign goals for upcoming months and activities. The group decided on Thursday, November 8 at 6 p.m. at the Sylvester Powell, Jr. Community Center. Pizza will be provided.

Action item: Emily Randel will reserve a room and share the meeting date and time with Manny Trillo and Stuti Dalal since they were absent at the October meeting.

**IV. Standing items**

A. Battery Recycling

Emily Randel shared that the group is still filling an average of about one box per month. John Arnett brought another full box from the Community Center to the meeting. Since February 2017, the program has diverted 1,362 pounds of batteries from the landfill.

B. Budget Review

Purchase	Cost	Month Reported
HyVee - Earth Hour Snacks	\$32.63	April
Facebook ad - Earth Hour	\$20.00	April

BikeWalkKC Parts Reimbursement 4/5/18	\$100.00	April
Bike Fix-It station and concrete pad	\$2,180.63	June
Name badge for Alexis Penny	\$10.00	June
Gloves for battery sorting	\$4.76	July
Litter grabbers for Adopt-a-Street (2)	\$43.72	August
Name badges for Hannah McFarland and Zora Stewart-Jones	\$20.00	September
Litter grabbers for Adopt-a-Street (2 additional)	\$31.98	October
TOTAL SPENT: \$2,443.72 TOTAL REMAINING: \$2,556.28		

Andy Hyland asked the group for budget ideas. These will also be discussed at the retreat. Some of the ideas shared:

- Battery boxes for 2019
- Water bottle filling fountain(s) at the Community Center.
- Community composting station\*
- Greenhouse gas inventory
- Energy audit at the community center
- Additional recycling bins for Johnson Drive

From the 2009 Climate Action Plan:

- Occupancy light sensors for city facilities
- Efficient lighting for streetlights and buildings
- Biodegradable cleaning products
- Solar panels to offset electricity consumption
- Purchase of carbon offsets

\*There was discussion about the composting station in regards to City ordinances allowing a public station to be out in the open, possible locations, and ongoing maintenance.

Action item: Emily Randel will ask the Neighborhood Services Officers about issues related to a composting station.

\*\* David Greenlee left the meeting at 7:30 p.m. \*\*

### C. Adopt-A-Street Program

The next litter pick-up date will be October 20 at 9 a.m. The group will meet at Roeland Drive and move a few cars to Squibb Road to shuttle back after the clean-up.

#### **V. Reminders and Announcements**

Andy Hyland shared that he submitted a letter of support for the Non-Discrimination Ordinance that will be considered at the Finance and Administration meeting on October 3. He will be speaking in favor of the ordinance representing himself, and not on behalf of the Sustainability Commission.

John Arnett shared that he recently attended an information session on the new Kansas City airport design. There was significant content on sustainability in the design ideas presented.

Josh Thede shared that the three events he shared about at the September meeting were all successful and well-attended. He also shared that he attended a Better Block event in Kansas City, Kansas. Temporary elements were added to the streetscape in a particular area to show a more pedestrian friendly environment. There is a Better Block event going on throughout the month of October on Oak Street between 17th and 18th Streets.

John Arnett and Emily Randel provided an update on the Capital Improvement Program (CIP) Committee. The group met on September 10 and reviewed the approved five-year CIP that was approved along with the 2019 budget, and reviewed the revised Broadmoor project design. The group will meet again in February, to prepare for the 2020 budget process, or as needed before then.

#### **VI. Adjourn**

Josh Thede moved to adjourn the meeting. Sean Partain seconded the motion and the motion passed. The meeting adjourned at 7:54 p.m.

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