

Environmental Affairs Commission
Regular meeting
Pedro Castro Public Works Administrative Building
September 28, 2016

CALL TO ORDER

The meeting was called to order at 3:30 PM by Commission Chair Kennedy.

ROLL CALL

Members Present: Dennis Ehrenberger
Ron Faulkner
Tom Kennedy
Tait Wilcox
Norm Patten
George Monken (by telephone)

Associate Members Present: Joanne Roberts
Amy Carter
Gene Fenstermacher

Council Liaison Present: Hank Huisking

Staff Liaison Present: Sharon Flissar, Director of Public Works (arrived 3:50 PM)

Other City Staff Present: Jing Luo, SV City Engineer (arrived at 4:00 PM)

Public Present: Bernie Stalman
William Hargis

ACCEPTANCE OF THE AGENDA

Commission Chair Kennedy moved to accept the agenda for today's meeting.
Commissioner Ehrenberger seconded the motion.

Motion carried unopposed.

ACCEPTANCE OF THE August 24, 2016 MEETING MINUTES

Commission Chair Kennedy moved to accept the minutes as written. Commissioner Ehrenberger seconded the motion.

Commission Wilcox abstained from voting.

Motion carried unopposed.

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COUNCIL LIAISON'S COMMENTS

Councilperson Huisking reviewed the task given to the Citizens Advisory Commission (CAC) to evaluate the effectiveness of the city's volunteer boards and commissions. After the CAC's first meeting, several members of the council-appointed group expressed concern with the idea of volunteer citizens evaluating other volunteer citizens. It would be discussed further at a Council work session scheduled for October 11.

Councilperson Huisking briefly mentioned the tutorial on the City's new website in follow up to a question raised during the 24 August meeting.

She further stated the three elected City Council members will have their first meeting in January. Commissioner Ehrenberg inquired about the voter registration for the City Council primary election and why a voter registered as an Independent did not have the opportunity to vote. After a brief discussion, Councilperson Huisking noted this was not an agenda item and discussion ceased.

Councilperson Huisking stated Jim Shockey resigned as Dean of Cochise College (Economic Development) to work with Simone McFarland, Economic Development Manager at City of Sierra Vista on developing a cyber degree with a National Security Agency acceptance of credibility. She suggested that this Commission might want to invite Ms. McFarland to an upcoming meeting for a complete briefing.

Lastly, Councilperson Huisking brought to the attention of the Commission a State of the City report presented to the mayor of Roseville, California that included information on solar projects. She will provide Ms. Flissar with the web link to the report which would then be provided to the Commission members for review (ACTION ITEM).

STAFF LIAISON COMMENTS

Ms. Flissar apologized for entering the meeting late but she was engaged in a meeting with the City Manager.

Ms. Flissar stated that Mr. Ryan Kooi, former EAC staff liaison, submitted his resignation. For the time being, she will serve as the staff liaison.

She reported the turnout at the recent clean-up event was less than expected. The main participants were from the Rotary and ROTC. She stated that approximately 30-40 people attended, short of the 100 expected. They cleaned up a homeless campsite and landscaping at the City Library between 7 AM and 11 AM.

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EAC CHAIR COMMENTS

Clarification of Arizona open meeting law

Chairman Kennedy stated there was a need for clarification regarding EAC members meeting outside of scheduled meetings. He informed the Commission he spoke with Jill (Adams) and she agreed that it is OK for two EAC members who met casually to discuss EAC matters as long as no decisions are made and as long as they are not trying to circumvent the open meeting law actively.

OLD BUSINESS

Property Clean Up- Norm Patten

Commissioner Patten led a discussion on whether property clean-up is better placed with community planning and zoning versus with this Commission. Commission Chair Kennedy noted two (or more) businesses in prime locations are closing (K-Mart and American Best Value Hotel). He suggested that the subcommittee focus should change from property clean-up to property remediation (e.g. commercial rejuvenation).

Councilwomen Huisking suggested a representative from this Commission (i.e. Commissioner Patten) attend a P&Z meeting along with Sharon (Flissar), Simone (McFarland), and Matt (McLachlan) and work with them on defining Commission roles. Commissioner Wilcox discussed dividing neighborhoods into quadrants for reenergizing which is different than commercial and businesses. A discussion followed about the \$100K grants for core inner city and what the grants covered.

PV Solar-Tom Kennedy

Commissioner Kennedy had no update but is very interested in the Roseville, California link to the report discussed earlier in this meeting.

EAC Public Awareness- Tait Wilcox

Commissioner Wilcox provided a status of volunteers for the upcoming Art in the Park Event (Oct. 1 and 2). He stated as of this meeting, all time slots are filled for the two-day event. Chair Kennedy asked Commissioner Wilcox to read the times and people assigned to those times.

Commissioner Tate also stated that Commissioner Kennedy and he are scheduled for the Disability Day at the mall on Oct. 22.

When asked if there were new projects, Commissioner Wilcox stated nothing new on the horizon. Associate Member Roberts indicated that it would be good for the Public Awareness program to develop a Commission specific pamphlet that speaks to the history, projects, and support provided by this Commission to the City Council. The pamphlet would be a stand-alone from the other City brochures that are regularly distributed by the EAC (and others) at these events.

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Chair Kennedy reminded the members that when the Commission agrees to attend these events or suggest attending more, then each member needs to step up and volunteer his/her time.

Councilperson Huisking was very appreciative of the 4 Commissioners that attended the Breakfast in the Garden event. She received good feedback from the participants.

Environmental Merit Award Proposal Discussion- Dennis Ehrenberger

Commissioner Ehrenberger received the background information on the award from Associate Member Roberts (through Ms. Flissar). After reviewing the information, he believes that he and Ms. Roberts will be able to refine the draft and submit to the Commission. Ms. Roberts and Commissioner Ehrenberger will schedule a meeting for the first week in October.

Battery Recycling Update- George Monken

Commissioner Monken had no update.

NEW BUSINESS (See below for each item)

Gene Fenstermacher – vote on application for EAC membership

Chair Kennedy moved to accept Mr. Fenstermacher's application to fill the open Commissioner seat. Commissioner Ehrenberger seconded the motion.

Call for discussion: Commissioner Patten stated that Mr. Fenstermacher has a special niche in water conservation and would like him to stay on in the capacity of Associate Member.

Call to vote by voice: Yeah- Commissioners Ehrenberger and Faulkner

Nay – Commissioners Kennedy, Patten, Wilcox, and Monken

Motion does not carry.

William Hargis – vote on application for EAC membership

Chair Kennedy moved to accept Mr. Hargis's application to fill the open Commissioner seat. Commissioner Wilcox seconded the motion.

Call for discussion: Commissioner Patten asked for a postponement so that he had more time to review the candidate's application. He further stated he has questions about qualifications. He acknowledged the applicant's background with water conservation but other than that was unsure of what specific skills he brings to the EAC.

Councilwomen Huisking noted that his background in solar energy speaks to the energy issues the EAC deals with and has been involved in city codes which is an on-going issue.

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Call to vote by voice: Yeah- Commissioners Ehrenberger, Faulkner, Kennedy, Patten, Wilcox and Monken.

Nay – none.

Motion carried.

Associate members – vote on revised policy

Chair Kennedy expressed his hope that everyone reviewed the policy before them prior to this meeting. He then motioned to accept the policy as written (refer to attachment). Commissioner Ehrenberger seconded the motion.

Call for discussion: Associate Member Carter stated her concern that the policy is far reaching and how important it is for public participation and the bringing together of multiple disciplines. She further stated that the EAC can move beyond historical boundaries and asked what prompted the EAC to take this action since other City Commissions have associate members.

Commissioner Ehrenberger stated that having a policy does not restrict public participation. There is a “call to the public” at each meeting and that public input adds value.

Chair Kennedy and Ms. Carter had communication prior to this meeting. Chair Kennedy, displayed the communication on the screen for transparency and discussion.

Commissioner Wilcox stated that full members (i.e. Commissioners) are focused and lead on specific topics.

Commissioner Patten indicated that Associate Members are called upon to contribute to these topics. He further stated that this policy should be routed through the City Human Resource Department (HR).

Ms. Flissar stated that the City Clerk reviews these items for the Commission not the HR Department. She also noted that the City Clerk stated there is no other policy addressing this issue codified and she (Jill Adams) does not see an issue with adopting such a policy.

Commissioner Faulkner asked who (i.e. what other Commissions) have associates and how far back does “historically” go? He also inquired whether they needed to make a decision today since nothing imminent is determined by the decision.

Further discussion ensued regarding the role of Associate Members and the City’s HR Department as well as other Commissions. Commissioner Faulkner inquired whether the Citizens Advisory Commission (CAC) could be tasked to review the policy to which Councilperson Huisling stated she believed the parameters of discussion are wide enough that this could be included (ACTION ITEM). Continued discussion on the value

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Associate Members through their focused expertise. Councilperson Huisking believes this (expertise) is missing from the policy as stated and believes it (the policy) is too restrictive. Chair Kennedy noted that even the full members have to reapply which led to discussions on a city-wide approach versus each Commission making its own policy.

Chair Kennedy withdrew the motion and stated he did not want action on this issue to cease. Councilperson Huisking stated the EAC should take into account what the Council and the CAC's view before taking any action.

Associate Member Fenstermacher stated that all Commissions are not the same and it should be left up to the individual Commission to make the decision for a diversified membership that can contribute to a wide range of environmental issues.

Associate Member Carter stated that this Commission represents the voice of the community. Which led to discussion on who the Commission serves. Ms. Carter stated that the public is not truly involved through the "call to the public" process. It is limiting in that it does not allow for discussion.

Chair Kennedy motions a second time to accept the Associate Member policy as written. Commissioner Monken seconds the motion.

Call for discussion: Associate Member Fenstermacher asked what is wrong with how it works now. It is not broken do not fix it. Chair Kennedy stated there is no structure as it is now and that the reason for participation of Associated Members should be at the need of the EAC and not a personal desire.

Commissioner Ehrenberger asked for a work session to address this issue and preferably with the City HR department.

Chair Kennedy withdrew his motion.

Recommended EAC projects for next fiscal year – discussion item

Chair Kennedy presented the numerous project areas and stated he believed all should remain a focus of the Commission. He inquired as to when recommendations needed to be forwarded to the City Council. Councilperson Huisking stated that 3 topics should be presented to the Council before the Strategic Planning begins in March. She further stated, the sooner the better. Discussion continued on topics/project areas (see attachment that enumerates the project topics). Potential or "other" projects were not discussed due to time constraints and will be discussed in the regular meeting in October (AGENDA ITEM).

Member assignments – review assignments for each project

Each Commissioner and Associate Member is given a project area (see attachment) to focus his or her contribution to the Commission and to advance the project area.

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Net Zero Water- vote on candidates for submittal to council - Ron Faulkner

The work session for this issue was well attended by the Commission members. The subcommittee suggests to meet with Jeff Pregler (ACTION ITEM).

Joint meeting with the Planning and Zoning Commission – discuss date and time

The Commission discussed overlapping issues between the P&Z and EAC Commissions. It was suggested that EAC attend or have a joint meeting with the P&Z Commission. The EAC needs to be educated on issues before a joint meeting takes place. Ms. Flissar and Commissioner Faulkner are to organize an approach (ACTION ITEM).

FIELD TRIPS OR OTHER FUTURE ACTION ITEMS:

Bisbee solar water works in the fall
West End bus tour

No discussion.

CALL TO THE PUBLIC – None.

ADJOURNMENT – Chair Kennedy adjourned the meeting at 5:03 PM.

Next meeting: October 26, 2016 3:30 PM

For special needs and accommodations, please contact Jenifer Thornton, Management Analyst, Department of Community Development, 72 hours prior to the meeting or activity. Ms. Thornton can be reached at 520-458-3315, at Jenifer.thornton@sierravistaaz.gov, or through the Arizona Relay Service at 1-800-367-8939, or by dialing 7-1-1

Environmental Affairs Commission (EAC)
Pre-Meeting Agenda for September 28, 2016

Associate Member Policy
Background

Historically, the EAC and all other city council committees have had no associate members. Associate members were brought on for a specific task and then terminated upon task completion. In recent years however, the EAC associate staff has grown to three people with indefinite termination dates. The EAC staff believes that the commission should be more in line with other city council commissions and additionally that EAC commission policies should be documented. That said, the following associate member policy is submitted for member review and approval.

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Associate Member Policy
Effective September 28, 2016

1. The practice of retaining associate members for indefinite periods of time will be discontinued.
2. Associate members will be appointed for specific tasks, and for specific periods of time, based on the needs of the EAC.
3. Associate members will be reviewed every September for retention
4. Associate members must have skills commensurate with the needs of the EAC
5. Number of associates will vary with the needs of the EAC.
6. Associate members must reside in the Sierra Vista area, but not necessarily in Sierra Vista.

Recommended Future EAC Projects
To Mayor and City Council

This is our chance to add projects we think are important. I have listed existing projects for reference. Add as you see fit.

1. Property Clean Up
2. PV Solar
3. EAC Public Awareness
4. Environmental Merit Award
5. Battery Recycling
6. Convert the EOP to a More Efficient Sewage Processing System
7. Glass Recycling/Crushing
8. other
9. other

Updated EAC Project Assignments

1. Property Cleanup - Commissioner Patten
2. PV Solar - Commissioner Kennedy
3. Public Awareness - Commissioner Wilcox
4. Battery Recycling - Commissioner Monken
5. Environmental Award - Commissioner Ehrenberger
6. Net Zero Water - Commissioner Faulkner

Updated Associate Assignments

1. Joanne Roberts – environmental award
2. Gene Fenstermacher – net zero water
3. Amy Carter – public awareness

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Net Zero Water

The following is a list of potential water conservation topics for the EAC. As a group, we should edit and make a final list for submittal to the council.

1. What are other cities doing in regards to water conservation?
2. What is Sierra Vista doing in regards to water conservation?
3. What is Fort Huachuca doing in regards to water conservation?
4. Develop a checklist for P&Z to use for new developments.
5. What can the City of Sierra Vista do to encourage compliance with voluntary or mandatory water conservation requirements?
6. Promote providing more education opportunities.
7. Investigate and repair water leaks in the various water companies.
8. Develop tracking system for net zero water compliance(Gene)
9. Investigate what water companies are doing for water conservation.
10. Investigate ways to eliminate high water usage plants in the community.
11. Rain water harvesting
12. Gabions in stream beds



Tom Kennedy
Chairman