

ENVIRONMENTAL CONTROL ADVISORY BOARD

MINUTES OF April 18, 2018

Item No. 1 being:

ROLL CALL

The Environmental Control Advisory Board of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session at the City of Norman, in the Study Session Room, Norman Municipal Building, 201 West Gray Street on April 18, 2018 at 5:30 p.m. Notice and Agenda of the meeting were posted at the Norman Municipal Building at 201 West Gray, 24 hours prior to the beginning of the meeting.

MEMBERS PRESENT Amanda Nairn (Chair; left at 6:25)
 Matthew Rom (Vice-Chair)
 Larissa Balzer
 Eli Bridge
 Patricia Edge
 James Harp (arrived at 5:32; left at 6:59)
 Dane Heins
 Aaron Pilat
 Andrew Sartain

MEMBERS ABSENT None

STAFF MEMBERS PRESENT Debra Smith, Environmental Services Coordinator
 Charlie Thomas, Capitol Projects Engineer
 Carrie Evenson, Stormwater Manager
 Michelle Loudenback, Stormwater Program Specialist
 Kellie Seeds, Water Reclamation Admin. Tech. III

Item No. 2 being

INTRODUCE GUESTS

Adrienne Gautier, Ready for 100
Karen Blasier, Sierra Club
Karen Chapman, Blue Thumb

Item No. 3 being:

APPROVAL OF THE MINUTES OF March 14, 2018 MEETING

Pilat made a motion to approve or amend the March 14, 2018 minutes. Edge seconded. There being no further discussion, a vote was taken with the following result:

YEAS Amanda Nairn
 Matthew Rom
 Larissa Balzer

Eli Bridge
Patricia Edge
James Harp
Dane Heins
Aaron Pilat
Andrew Sartain

NAYS None

The motion passed by a vote of 9 to 0.

Nairn will need to leave by 6:30pm for a water reuse panel at the National Weather Center. The US Mayors' Climate Protection Agreement will be saved for the end of the meeting. The document will need to be approved tonight in order to be ready for presentation at the City Council study session on May 8th at 5:30pm.

Item No. 4 being:

DISCUSS US MAYORS' CLIMATE PROTECTION AGREEMENT

Nairn passed out the most recent updated copy of the document as well as a copy of the resolution. Rom gave a shout-out to Heins for his work on the cover page and briefly described the contents of the "Executive Summary." An importance was emphasized to acknowledge the people on the Board who have been involved in the creation of this document. Rom explained that any yellow highlights signified a need for changes. Nairn requested that Kellie Seeds be added to the staff help list.

Action Item 1:

The Board discussed the wording "create an action plan" and whether or not it should be included in the title or as an additional recommendation item. Rom noted that future ECAB Boards could look at patterns and create an action plan. Nairn agreed and the Board decided to remove "reduction target, and create an action plan." Nairn suggested removing "and the community," to which Rom asked Smith for clarification. Smith explained that it was only for city governments. Nairn stated that the community is not addressed in the action item, but that the Board technically already voted on this action item. Thomas clarified that the Board had the authority to make these kinds of edits without voting. Rom changed the wording to "action items" to be more consistent with City language.

Action Item 2:

This action item was not discussed at the previous meeting. Harp, Thomas, and the Planning Department came up with the recommendations. The first accomplishment was reworded to only say "manage" and "restrict development" was removed. The Board decided to remove the last accomplishment due to redundancy. Nairn prompted a discussion over the similarities of accomplishments two and three and whether or not they were also redundant. By Bridge's suggestion, the Board decided to combine the two accomplishments. Pilat prompted a discussion on the area addressed when speaking of the Form Based Code (FBC). It was decided to add "apply these same principles throughout the community" to not restrict the recommendation to Core Norman. Nairn suggested moving the last recommendation up to the accomplishments section. Smith agreed that it was not a recent accomplishment. Harp stated

that it was a continued recommendation. Nairn suggested writing "continue to involve." There was clarification on the spelling of "PlanNorman." The Board will wait to vote on this action item until the final document is compiled. Rom explained that he thought Harp's footnote was deleted by mistake and that he would fix it. The Board briefly discussed whether or not to add the article in Harp's footnote to the Appendix.

Action Item 3:

Rom combined the two sentences of the first bullet point into one. Nairn suggested rearranging the third bullet point to below the first bullet point since both involve CART. Rom noted that he altered the first bullet point to condense to one page and made the edits suggested by Nairn. Thomas noted a need to cross reference this action item when the Board reaches Action Item 12. Smith clarified that Action Item 12 was now Action Item 10.

Action Item 4:

This action item was formerly Action Items 4, 5, and 6. Rom explained that a negative statement was listed in the accomplishments section. It was suggested to either remove it or add it to the recommendations. Pilat disagreed and prompted a discussion on how to handle the information. Rom stated that they could place it in the intro. Sartain agreed that this would be a good idea if the first sub-bullet point is important. Nairn also agreed. It was decided to move the sub-bullet points to their own lines. Smith suggested removing "2013," and Pilat suggested either removing the remainder of the sentence following "commonly available" or the entire sentence altogether. The Board decided to move "Greenovation Committee" from the accomplishments section to a recommendation item. Thomas commented on the importance of defining "behavioral waste," which prompted a discussion on possibly changing the wordage. By Evenson's suggestion, Off Grid Enterprises, LLC was added to local renewable energy businesses. The Board briefly discussed the changes of the dates mentioned in the item. It was decided to add "continue to encourage light colored roofing materials" to the item.

Action Item 5:

There was a discussion over the wording "by way of comparison, Legacy Park and the surrounding development fall short of LEED principles." Pilat noted that this action item is involved beyond Legacy Park. Rom removed "Legacy Park."

Action Item 6:

Rom explained that Thomas suggested an edit to the title since an employee education outreach program is already in place. He also removed "reduce number of vehicles." Pilat approved these changes. Rom noted a negative bullet point under accomplishments regarding a lack of a public education outreach program. Pilat stated that it was already a recommendation. Thomas suggested moving it to Action Item 12. Rom mentioned cross-referencing. Pilat pointed out missing punctuation on the final two recommendations.

Action Item 7:

Rom noted a formatting issue with bullet points and a few minor consistency changes in the benefits and introduction. He did not make any changes to the recommendations.

Action Item 8:

Rom asked the Board if they should keep "Greenovations" listed in the accomplishments section. By Smith's suggestion, it was decided to leave "Greenovations" as an accomplishment regardless of its current status. Harp noted a need to capitalize "city." Thomas voiced a concern with the fifth bullet, saying that they were 2 years away and already at 93%; would they really improve by 21% in less than 2 years? Sartain concurred that the percentage did not agree with recycling rates. The Board decided to remove the "e.g." from the bullet point.

Action Item 9:

This action item was formerly Action Item 11. Rom suggested combining the planting guide with the list of tree species mentioned in the third bullet point from the bottom. Smith inquired on anything regarding a Sustainability Coordinator. Balzer explained that the item was specifically focused on the Forester position. Rom said a Sustainability Coordinator could be included in the next action item. Smith acknowledged that it could be moved to the summary.

Action Item 10:

This action item was formerly Action Item 12. Rom asked for organizations other than ECAB that have contributed to Norman's accomplishments. Thomas and Loudenback recognized the Stormwater Division. Smith recommended changing the title since the item was not relevant to a "global warming pollution education." Thomas suggested either using "climate protection" or ending the title after "industry." Pilat asked if this item was considered a closing in relation to the previous action items. Balzer suggested removing the word "help" and stating "educate the public." Rom noted that the title required an "about." Balzer suggested "climate protection." Rom explained that with a focus on water he was not sure if they could. Balzer and Smith expressed their interest in "environmental disciplines." Sartain and Balzer suggested "environmental sustainability." It was decided to change the wording to "environmental disciplines." Various grammatical corrections were made. Loudenback and Evenson will type up a list of work from Stormwater to add to the accomplishments section. There was a discussion on the inclusion of Blue Thumb and Water Survey. Larissa suggested including Blue Thumb with Stormwater. Rom noted that he would remove some of the accomplishments from ECAB. Smith commented on the drastic changes in social media and suggested adding Claudia Deakins' work to the accomplishments. The Board discussed the verbiage of "overburdened employees" and whether or not it should be specified. It was decided to change it to "City employees." The wording was changed from "engage or employ" to avoid using "slash words." Smith suggested adding the Sustainability Coordinator to the recommendations. Rom and Thomas agreed that recommendations one and two were similar. Blazer recommended rolling the website, public education, and public relations into its own point. Smith said to be careful when mentioning social media since that is Claudia Deakins' position. The Board decided to remove "communication with citizens' new ideas." Pilat suggested replacing "other communities" with "Oklahoma cities." It was decided to add "in public education." Hiring a Sustainability Coordinator was added as a recommendation. By Balzer's suggestion, "the" was removed from "in the public education." Thomas suggested adding Stormwater to the last three bullet points under accomplishments. Smith suggested adding the work from Environmental Services under accomplishments. Rom noted the importance to include any City departments involved in these efforts. Rom explained that he would try to get each action item down to one page, excluding Action Item 4.

A discussion was initiated by Adrienne Gautier with Ready for 100 (RF100) on when they could move forward with helping the bigger vision and pursuing their own objectives. Karen Blasier

with the Sierra Club continued the discussion by inquiring about the years mentioned in the action item. Thomas clarified that ECAB was making recommendations to City Council. Rom elaborated that the Board worded it as more than 5 years out because 100% renewable energy is going to take years. Sartain added that this action item was the "what" not the "how." Thomas explained that the resolution would be in the appendix and that City Council would craft it to what they wanted it to say. There was a brief discussion over cross references and the appendices. Rom summarized what each appendix covered. Gautier prompted another discussion on the resolution and how RF100 fits into it. RF100 also wants 100% renewable energy by 2050, but is wondering where to go from here. The discussion continued with explanations of resolution and ECAB's understanding of RF100's position and progress. Rom concluded that the resolution would be the final appendix item.

Item No. 5 being:

FINALIZE US MAYORS' CLIMATE PROTECTION AGREEMENT

Rom requested a motion to approve the document as edited. Balzer made a motion. Pilat seconded. There being no further discussion, a vote was taken with the following result:

YEAS	Matthew Rom Larissa Balzer Eli Bridge Patricia Edge Dane Heins Aaron Pilat Andrew Sartain
------	---

NAYS	None
------	------

The motion passed by a vote of 7 to 0.

Item No. 6 being:

SELECT SOCIAL MEDIA PUBLIC EDUCATION TOPICS

Smith and Balzer noted that Art Walk already went out. Balzer stated that the landscape award needed to be sent out. Thomas mentioned the Earth Day Festival and Earth Month, to which Nairn and Smith said had already been sent out. Pilat suggested posting about conscientious behavior when using sprinklers and fertilizer during high wind weather. Balzer said that she could include that with the Landscape Award. Nairn passed around the Board's contact information to confirm each board and staff member's information was correct. Nairn suggested a follow-up for the Water's Worth It Poster Contest at Art Walk. Smith also suggested a follow-up for Big Event.

Item No. 7 being:

DISCUSS BIG EVENT

Nairn thanked everyone who helped with Big Event and a discussion over complications during the event followed. Smith explained that the group leaders didn't share information with students such as where to park and what to do with trash. There was an emphasis on issues with communication. Nairn noted that Big Event was new for ECAB, so they could work out any kinks. Total weight of the trash collected at Big Event was about 706 pounds.

Thomas noted that Ken Komiske drove by the compost facility was notably impressed. Nairn mentioned having volunteers at every park next time. Pilat stated that everything was flawed once it left their (ECAB's) group. Smith noted that the weather was not ideal and that a lot was going on at the University of Oklahoma. Thomas mentioned that some groups came back for more work. Bridge and Nairn suggested focusing on larger areas, such as George Sutton Wilderness. Smith noted that the Transfer Station was a good area. The Board briefly discussed how one of the park's signs had notes on it requesting to not be cleaned by volunteers.

Item No. 8 being:

DISCUSS ART WALK

Nairn thanked everyone for their help with Art Walk. The event was busy the entire time with over 300 posters on display. Stormwater, Blue Thumb, and Water Survey each had a table. Rebecca Bean (owner of STASH) wants everyone to return next year. The Board shared stories about a Kindergartener who promoted her poster for votes for the People's Choice Award and won. Nairn noted that this student's teacher had presented a lesson to her class on water prior to the contest. Thomas explained that winning posters and remaining posters were organized by group, but had no labels. Nairn expressed a want for something to explain the People's Choice Award. Thomas also suggested something for all of the volunteers to wear to be easily identified by visitors. More tables were also suggested. There was a brief discussion over the smoke that came in from the fires in Western Oklahoma.

Item No. 9 being:

DISCUSS EARTH DAY FESTIVAL

Smith asked what the Board wanted to do for the Earth Day Festival. Nairn told Smith to assign members where she needed them. Smith stated that members could help Water Treatment, Wastewater, and Stormwater with their tables. Thomas asked if all of these groups were co-located, to which Smith responded yes. Nairn explained that awards for the Water's Worth It Poster Contest would be given out at 1:30pm instead of 3:00pm. Smith explained that they needed time to sell t-shirts following awards. The Earth Day Festival will begin at noon, and volunteers should arrive around 11:30am.

Item No. 10 being:

DISCUSS LANDSCAPE AWARD

Sartain explained that he had a nomination, but forgot to take a picture. Harp suggested waiting another month before presenting the Landscape Award. Nairn agreed.

Item No. 11 being:

WATER'S WORTH IT PROCLAMATION

There was a discussion over why the Proclamation was included in the agenda. Smith explained that it was because there was no meeting in June and passed out last year's Proclamation. There was a brief discussion over attendance in June and if the meeting date needed to be cancelled or rescheduled.

Nairn explained that the Board only needed to a motion to do the Proclamation again or not this year. Harp suggested doing something different from what they did last year. Thomas asked the Board to make comments and suggestions and send them to Smith. Nairn stated they would wait until May to vote.

Item No. 12 being:

MISCELLANEOUS DISCUSSION

None.

Item No. 13 being:

QUESTIONS FROM THE PUBLIC

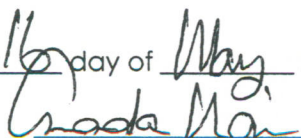
None.

Item No. 14 being:

ADJOURNMENT

There being no further business, the meeting adjourned at 7:20 p.m.

Passed and approved this 16 day of May 2018.



Chair, Amanda Nairn