



APPROVED 2/12/2014 (TAC)

SUMMARIZED MEETING MINUTES
City of Scottsdale
Environmental Quality Advisory Board
Regular Meeting
Agenda
5:30 p.m., Wednesday, January 15, 2014
Scottsdale Community Design Studio
7506 E Indian School Rd., Scottsdale, AZ 85251

PRESENT: Floyd Marsh, Chair
Bill Sheaffer, Vice-Chair
Kevin Edwards, Board Member
Larry Person, Board Member
Alisa McMahon, Board Member (arrived at 6:35 p.m.)
Candice Gimbel, Board Member
Stephan Herman, Board Member

STAFF PRESENT: Tim Conner, Office of Environmental Initiatives
Anthony Floyd, Office of Environmental Initiatives

Call to Order:

Chair Floyd Marsh called the regular meeting of the Environmental Quality Advisory Board (EQAB) to order at 5:40 p.m.

Roll Call:

A formal roll call took place confirming the members present as stated above

Public Comment:

None – No public present

1. Election of Officers – Action

2013 Chair Floyd Marsh turned the meeting over to staff liaison Tim Conner to proceed with election of EQAB officers for 2014.

2013 Chair &
Tim Conner

Board Member Edwards nominated Floyd Marsh for the 2014 EQAB Chair. No other nominations were made. Tim Conner called the question and the Board APPROVED Floyd Marsh as the 2014 EQAB Chair with a vote of 6-0.

Board Member Edwards nominated Bill Sheaffer for the 2014 EQAB Vice- Chair. No other nominations were made. Tim Conner called

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the question and the Board APPROVED Bill Sheaffer as the 2014 EQAB Vice-Chair with a vote of 6-0.

2. Approval of Minutes -- Regular Meeting: December 18, 2013.
Possible action

Chair

After a proposed revision to the draft minutes was agreed to by the board, Board Member Person moved to approve the *December 18, 2013 Summarize Meeting Minutes* as amended, Vice-Chair Sheaffer provided a second to the motion; The board APPROVED the amended draft *Summarized Meeting Minutes for December 18, 2013 EQAB Regular Meeting* with a vote of 6-0.

3. Administrative Report -Discussion

Tim Conner,
Chair & Board

- EPA letter proposing to accept and approve Maricopa County's 5% PM-10 plan.
- Arizona Republic Saturday January 11, 2014 Valley and State article titled *Scottsdale lays out agenda for 2014 Legislature*-highlight of component of Water Softeners – an effort to reduce sodium (salinity) in the wastewater treatment process by incentivizing usage of low sodium producing soft water treatment technologies.

4. Chair's Report

Chair Marsh reported that he had attended the Technical Advisory Committee of the Joint State Legislative Committee for Water Quality. The report on Salinity was received by State Representative Fann. There were some concerns expressed regarding large box store inventories on hand of current water softer technology, but it was determined that on hand stock was not a large problem as most stores are regional (or even national) rather than local, and actual inventories on hand locally are limited. Generally the AZ Water Quality Association supports the report and the committee agreed that the resulting proposals were headed in the right direction. Representative Fann plans to bring the report to the larger State Committee on January 22, 2014, followed by possible future legislation.

Chair Marsh also announced that he had been invited to meet with the Mayor on Friday, January 17, 2014. He will update the board on the content of that meeting at the next board meeting.

5. Review and possible approval of annual report – Discussion and possible action

Tim Conner,
Chair & Board

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After making multiple revisions to the draft report, a final draft was composed by Mr. Conner during the meeting. Vice-Chair Sheaffer moved to APPROVE the amended report, a second was provided by Board Member Edwards, and the Motion was APPROVED with a vote of 7-0.

6. Review of City Code related to EQAB and EQAB Bylaws- Discussion and possible action

Tim Conner &
Board

Mr. Conner handed out copies of the City Code Language that enabled the board's activity, a copy of Ordinance # 3963 that amended general operating and membership language of the Code from September 2011, and a copy of the board's Bylaws. Mr. Conner pointed out that the Board's Bylaws were not completely in sync with the amended language adopted in Ordinance # 3963 and requested that the Board consider adding to the annual work program for 2014 amending the Bylaws to match the intent of the language in the ordinance #3963.

There were also questions of the City Code language of Section 2-203. Purpose; Powers and Duties. The question was to the meaning of the last sentence in this paragraph that states "The board may also provide assistance to staff in development contacts that may result in coordinated efforts between the public and private sectors to address environmental concerns."

Mr. Conner stated that he believe that Randy Grant was the staff liaison to EQAB when the board was formed and the City Code language was developed. Tim will return to the next meeting with an understanding of intent from Randy as to the meaning of this sentence.

7. Review and possible approval of 2014 EQAB meeting schedule – Discussion and possible action

Tim Conner &
Chair

The board amended the *Draft 2014 Environmental Quality Advisory Board (EQAB) Meeting Listing* document to change the meeting time for the February 12, 2014 meet (only) to 6:00 p.m. All other meetings will fall on the third Wednesday of the month and will be held at 5:30 p.m. at the Scottsdale Community Design Studio located at 7506 E Indian School Rd. Scottsdale, AZ 85251.

Vice-Chair Sheaffer moved to APPROVE the *2014 Environmental Quality Advisory Board (EQAB) Meeting Listing* as amended above, a second was provided by Board Member Edwards, and the Board

voted to APPROVE the motion 6-0.

8. **Follow up discussion regarding the Board's proposed input topics and proposed communication strategy(s) regarding the 2014 General Plan process and Elements. Review of Board Member comments. Also discussion and possible action regarding a second February EQAB meeting to allow for time to provide the General Plan Task Force with EQAB input– Discussion & Possible Action**

Chair and Board Members

Board Member Person suggested that the board use a format of brief global comments. These comments should address:

- 1) Include a vision statement for each chapter and possibly for each element.
- 2) The plan should take on a community based perspective rather than a City operations perspective.
- 3) The vision statement(s), goals, and policies should be forward looking. They should create a visionary 10- year projection of the future.

Vice-Chair Sheaffer suggested that the response be more of a narrative list.

Board Member Person shared a draft of a possible cover memo with the board.

Chair Marsh agreed that some type of cover letter was a good idea and should be drafted by the board.

In response to Vice-Chair Sheaffer's statement regarding the use of a narrative response, Board Member McMahon clarified that she had only utilized the matrix in her review process because at the last meeting it was requested that all members comment in that format. Currently the comments are in a working format and the format could be different for the final submission.

Chair Marsh handed out an updated matrix of comments that he and Vice-Chair Sheaffer had worked on outside of the regular meeting. He also handed out a narrative version noting that both versions do not include the recent comments from Board Members Gimbel and McMahon.

Board Member McMahon suggested that the board utilize an editing

format so that comments could easily be recognized. She suggested the use of all CAPS for added language and strike through for deleted language.

Due to the late hour, Chair Marsh suggested that the Board agree on format for this night's meeting and work on content before and at the next meeting(s) in February. He also suggested that he felt that a second meeting in February would be necessary to complete the necessary work.

Board Member Gimbel suggested that the content be distilled down to strong and limited concept level. She suggested that the Board submit strong concepts rather than working on wordsmithing text.

Board Member Person suggested that a summary of concepts could be followed by detailed edits.

There seemed to be an agreement amongst the Members of using a preface for each element (a summary of the Boards Suggestions) followed by an attachment of more specific comments.

Board Member Person handed out examples of preface comments that might be used.

Vice-Chair Sheaffer cautioned providing comments in the form of a lengthy and extensive list. He suggested using larger points to make sure the concept is included and understood.

Board Member McMahon suggested that language be proposed for all new policies or goals because the Task Force is already behind schedule and may not be able to spend a lot of time crafting new language for new concepts.

Board Member Person agreed generally with Board Member McMahon's suggestion, but cautioned the Board to be careful so as not to waste time on simple wordsmithing for the sake of editing the Task Force and Staff's work.

9. Board members' reports, updates and suggestions for future monthly agenda items. Possible discussion

Chair, and
Board Members

- **Update on Green Building Lecture Series. Discussion**
 - **Update of Solid Waste Department Recognition**
- Board Member Person suggested that a congratulatory thank

you letter be drafted to the Council for their efforts and actions that helped the PM-10 5% plan become an approved plan with the EPA.

The board also suggested that a contact list of environmental specialists should be developed regardless of how the last sentence of the City Code EQAB Powers, Purposes, and Duties chapter is interpreted.

10. Updates and reminders –

Chair and Board
Members

- **Next EQAB Regular Meeting Wednesday, and/or February 12 and/or February 19, 2014 at the Community Design Studio 5:30 p.m.**

The Chair suggested that a second meeting held on February 19, 2014 would be needed in addition to the February 12, 2014 meeting to provide for enough time to come to resolution and agreement of the content of the 2014 Draft General Plan Elements that fall within the board's purview.

- **Next Green Building Lecture Thursday, February 6, 2014**

Adjournment: With no further business to discuss, the Environmental Quality Advisory Board adjourned at 7:48 p.m.