



APPROVED 10/21/2015 (tac)

SUMMARIZED MEETING MINUTES
City of Scottsdale
Environmental Quality Advisory Board
Regular Meeting
5:30 p.m., Wednesday, September 16, 2015
Scottsdale Community Design Studio
7506 E Indian School Rd., Scottsdale, AZ 85251

PRESENT: Alisa McMahon, Chair
Larry Person, Vice-Chair
Floyd Marsh, Board Member
Candice Gimbel, Board Member
Bruce Travers, Board Member

ABSENT: Michel Hulst, Board Member
Stephan Hermann, Board Member

STAFF PRESENT: Tim Conner, Office of Environmental Initiatives
Sam Brown, Office of Environmental Initiatives

Call to Order:

Chair McMahon called the regular meeting of the Environmental Quality Advisory Board (EQAB) to order at 5:42 p.m.

Roll Call:

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

Public Comment:

No public comment, no citizens present.

1. **Approval of Summarized Meeting Minutes -- Regular Meeting: August 19, 2015. Possible action** Chair McMahon

MOTION AND VOTE – ITEM # 1

Board Member Marsh provided a motion to approve the August 19, 2015 Summarized Meeting Minutes, Board Member Gimbel provided a second to the motion; **MOTION APPROVED 5-0**

2. Administrative Report - Discussion

Tim Conner &
Board Members

- **Resignation of Board Member Hermann & Update of Council Board Candidate Appointment Process**
- **Recognition of Board Member Marsh's service**
- **Final GP Comments Letter- Conner**
- **Updates and opportunities - Conner**
- **Water Softener Rebate program update - Marsh**
- **Update for white paper for alternative water softener technology – Marsh**

Board Member Marsh offered to work on the completion of the white paper and plans to bring his finished work back to the board in the near future. He noted that the content of Board Member's Hermann's past work was not very complete, so it will take a bit more effort than he had anticipated wrapping the paper up. He stated he plans to tie the title into the Scottsdale Unsalted program and will attempt to finish his work by the October 2015 meeting.

Chair McMahon asked if the Water Department is aware of the work on the white paper.

Board Member Marsh said yes, and during his last conversation with Water Resources Executive Director Brian Biesemeyer, Mr. Biesemeyer said that he thought it would be a valuable resource document. Board Member Marsh went on to suggest that EQAB continue to receive updates from the Water Quality Association to assure EQAB's recommendations were up to date and relevant.

Vice-Chair Person asked if the report should be presented to the Mayor and Council, or if it should just be delivered to the Water Resources Department.

Board Member Marsh suggested that the report would be EQAB's and the Board could decide if the paper should be delivered to the Mayor and Council.

Vice-Chair Person suggested that the Board should tie the report to a current and relevant related issue. Possibly it should be brought forward when Water Resources updates the Council on the Unsalted program. He thanked Board Member Marsh for his professional contributions to the Board and his work on this paper.

- **Status update *Environmental Achievement Recognition Program* – Marsh**

Board Member Marsh stated he would follow up with Rachel Smetana, the Mayor’s Chief of Staff, and would arrange for a future 3-minute public comment introduction of the program to the Mayor and Council.

Board Member Marsh stated that he had made contact with Jennifer, the Hyatt’s Facilities Engineer. He said he was willing to assist with continued contact with the hotel. He continued by adding that future introductions of the hotel in the achievement program and presentations to the Mayor and Council will be up to the Board to complete, as he is terming off of the board in mid-October. He suggested that possible future presentations would be best presented by the Chair.

3. **Discussion of Chair’s proposal to explore modification to City Code Sec 2-303, EQAB’s “Purpose; Powers, and Duties” to expand the Board’s scope to “assist,” “work with,” “support,” and/or “provide assistance to” City departments and staff**
Discussion and possible action

Chair McMahan

No action taken –

Chair McMahan introduced her suggestions of possibly revising the Board’s Purposes, Powers, and Duties as described in the current City Code. The intent was to suggest that the Board might expand its duties to assist City departments with environmental issues. Additionally, that the Board plays a supporting role in public outreach and education related to sustainability issues. She explained that most of the support would more than likely be extended to the Office of Environmental Initiatives.

Mr. Conner recalled that in a recent meeting with Planning and Development Director Randy Grant, he believed that the Board already had the ability to do these things.

Vice-Chair Person stated that the Mayor and Council seemed to have created two categories of Boards and Commissions. Some are advisory and some tend to be more working groups. He felt that as in the name EQAB is an advisory type, so any recommended adjustments should be tailored to providing advice to Council. He also

questioned whether the board might be taking a chance by asking the Audit Committee this issue during the upcoming review, that their reaction might be to tell EQAB that possibly they have served their purpose and are no longer relevant as an active Board.

Chair McMahon explained that she had reached out to the Audit Committee members and the City Auditor. She was able to speak with Councilwoman Littlefield and City Auditor Walker. The Auditor indicated that other Boards and Commissions had utilized the Sunset Review process to explore the possibility of making adjustments to their Purpose, Powers, and Duties, and the Sunset Review process was an appropriate time to seek feedback from the Audit Committee members about any ideas EQAB might be exploring.

Board Member Gimbel suggested that possibly more specific reasoning for why the board was making the recommendations might be useful.

Vice-Chair Person noted the language in the Chair's July 23rd, 2015 correspondence related to the City of Tempe that stated "...approved policies and programs..." might be useful in approaching this subject and suggested that pointing to Tempe's language might help in the Chair's suggestion.

Board Member Marsh suggested that the Board may want to study the suggestion from a historical perspective. He expressed concern that the Board not appear to over reach their purposes as assigned by the Council. He continued to express that the Board should proceed with caution, and that the Council may not really want to expand the scope of the Board. He also expressed concerns of expanding the Board's scope might also become an over commitment for the Board.

Board Member Gimbel stated that possibly the Board may not want to draw attention to activities that the board is already doing.

Vice-Chair Person suggested that maybe the Audit Committee is the right audience for acknowledging the Board's activities.

Chair McMahon asked if there is any harm in asking the Audit Committee about the possibility of making these changes.

Board Member Marsh said he thought EQAB should be cautious. He feared that there could possibly be push back.

Chair McMahon closed the discussion with a desire to move on with the rest of the meeting.

4. **Update of progress on the environmental topical contact list as developed by the board in 2014 for inclusion in the EQAB Boards and Commission Sunset Audit Committee information – Discussion and possible action** Vice-Chair Person

No action taken-
Vice-Chair Person offered to send a final version to OEI staff for inclusion in the Sunset Review packet and for attachment to the 2015 annual report.
5. **EQAB’s response to November 16, 2015 City Council Audit Committee Board and Commission Sunset Review schedule and process announcement. The Board has discussed the submittal of completed work items during the 2015 calendar year for inclusion in the City Auditor’s report to the Council Sub-Committee Submittals due November 4, 2015– Discussion and possible action** Chair McMahon & Tim Conner

No action taken-
Chair McMahon suggested that staff submit a packet for 2015 including a brief cover memo, Code Amendment Recommendations to the Building Advisory Board of Appeals, the Environmental Contact List, The General Plan Comment Letter to the Planning Commission and City Council, and the Environmental Achievement Recognition program description with cover memo to City Council.
6. **Possible communication to Water Resources’ Executive Director regarding additional comments for future revisions of the City’s *Drought Management Plan* – Discussion and possible action** Vice-Chair Person & Chair McMahon

No discussion or action taken. Item moved to next meeting agenda.
7. **Updated overview of progress for the idle reduction during student pickup and drop off at Scottsdale Unified School** Board Member Gimbel, Chair

District. Discuss next steps for EQAB. – Discussion and possible action

McMahon & Tim Conner

No action taken-

Board Member Gimbel has received suggested edits from the Chair and finds them acceptable. She stated that she will continue to work with the Chair to finalize the packet. She stated that she will be selecting more localized examples for the case study document.

The Chair expressed the need for a cover letter for the packet. It may be desirable to create a second cover letter to allow the packet to be an independent resource for more than one district's use and for the City to provide when the issue arises in the future.

Board Member Marsh said he had spoken with Rachel Smetana, the Mayor's Chief of Staff, and described EQAB's approach of providing a resource packet for the idling and safety issues. She was appreciative and planned to share the final packet with the Mayor.

Board Member Marsh also suggested that a specific example be added to the packet suggesting that a student science project might be a good way to involve the students in the solutions.

Chair McMahon suggested that once the packet was complete a follow up meeting with the Scottsdale School District would be desirable.

8. Discussion regarding possible City participation in the United Nations Climate Summit Compact of Mayors – Discussion

Board Member Gimbel

Item moved to next meeting agenda

9. Board discussion and possible action regarding the development of the 2015 EQAB work program topics list – Discussion and possible action

Chair McMahon & Board Members

No action taken –

Item to be discussed at a future meeting

10. Board Members' reports, updates and suggestions for future agenda items – Discussion

Chair McMahon & Board

Board Member Marsh suggested that the Board should discuss the need for new ownership of the Salinity Alternative Technology project, and the Environmental Achievement Recognition program.

Members

11. Updates and reminders –

- **Next EQAB Regular Meeting Wednesday, October 21, 2015 at the Community Design Studio 5:30 p.m.**
- **Next Green Building Lecture – Series resumes in November 2015**
- **Additional announcements by Board Members & Staff**

Chair McMahon
& Board
Members

Adjournment: With no further business to discuss, the Environmental Quality Advisory Board adjourned at 7:34 p.m.

Chair McMahon
& Board
Members