



**ENVIRONMENTAL QUALITY ADVISORY BOARD
CITY OF SCOTTSDALE
GRANITE REEF SENIOR CENTER
1700 N. GRANITE REEF ROAD, ROOM 8
SCOTTSDALE, ARIZONA
WEDNESDAY, DECEMBER 17, 2008
SUMMARIZED REGULAR MEETING MINUTES**

- PRESENT:** Brian Munson, Chair (arrived at 5:58 p.m.)
Jimmy Leung, Vice Chair
Nancy Basinger, Board Member
Ron Hand, Board Member
James Mulloy, Board Member
- ABSENT:** Bill Gill, Board Member (absence excused)
James McCay, Board Member (absence excused)
- STAFF:** Larry Person, Environmental Coordinator
Joey Miller, OEI
Andrew Kocsisky, OEI
Dennis Enriquez, Environmental Coordinator
Steve Venker, Planning and Development
Vic Valliere
David Reichert, Planning and Development, General Manager
Connie Padian, Planning and Development
Chuck Skidmore, Energy Management Engineer
Anthony Floyd, Green Building Manager
- GUESTS:** Tom Dwyer, appointed to EQAB
DeeJaye Lockwood, GBAC
Alisa McMahan, GBAC
Beverly Westgaard, GBAC
Joan Baron, GBAC

Call to Order and Roll Call

Vice Chair Leung called the meeting to order at 5:48 p.m. A formal roll call confirmed members present as stated above, noting the presence of a quorum.

Public Comment

None

1). **Approval of Minutes**

a) November 19, 2008 Regular Meeting

BOARD MEMBER MULLOY MOVED TO APPROVE THE MINUTES OF THE NOVEMBER 19, 2008 REGULAR MEETING. VICE CHAIR LEUNG SECONDED. THE MOTION CARRIED UNANIMOUSLY BY A VOTE OF FOUR (4) TO ZERO (0). CHAIR MUNSON WAS NOT PRESENT.

1b). **Administrative Report**

Mr. Person introduced David Reichert, Scottsdale's new General Manager of the Planning and Development Services Department. He noted that Mr. Reichert has 36 years of experience working for the City of Phoenix.

Mr. Reichert said what EQAB is doing is very important because the environment is constantly going to be pushed as the region continues to grow. Policies that are not meaningful and cannot be implemented will not meet with the approval of Scottsdale's citizens. The earlier that EQAB can make proposals the better, as it would give everyone a chance to work on them. It is important that citizens be able to understand what is going on every step of the way, especially when it comes to complex issues like the environment. Staff is prepared to work with EQAB throughout the process. In response to an inquiry from Board Member Basinger, Mr. Reichert said he would always make himself available to hear about EQAB's ideas. Good communication is the key to success.

Vice Chair Leung asked him what he thinks Scottsdale's biggest challenges and opportunities are. Mr. Reichert responded that whenever a city gets a new mayor and Council it offers both challenges and opportunities. Scottsdale has to consider what it can do to maintain and even improve upon what it does well, without making it too expensive a place to live. Mr. Reichert, in response to an inquiry from Board Member Mulloy, gave a brief overview of the primary differences between Scottsdale's structure of government, and that of the City of Phoenix.

2). **Discussion, possible action on the final outline for review, analysis and recommendations to Council regarding possible expansion of the Green Building Program (GBP)**

Mr. Venker said the research effort is progressing more slowly than expected, and he would have more information to provide at the next meeting. Staff intends to provide enough information to the Board to enable it to make a recommendation to Council on whether or not it would be feasible or appropriate to expand the GBP, and how that might be carried forward.

Board Member Basinger read a portion of a memo from David Ellison to Council, which she felt indicates that the process is further along than expected. Mr. Venker responded

that Mr. Ellison was referring to building code updates. Mr. Floyd clarified that Michael Clack has postponed updating the building codes until 2010.

Board Member Basinger said the strategic goals document was prepared almost a year ago, and she feels it would be insufficient to present it directly to Council. It needs an executive summary that highlights key concepts, and the GBAC should spend time trying to refine it.

Vice Chair Leung said he is often frustrated with the level of detail in the process. EQAB received both a directive from Council, and a recommendation from GBAC, to expand the GBP. To get them to come together, EQAB is going to have to understand the key points each is making. It is EQAB's role to clarify the GBAC's Strategic Goals document, but he said it remains unclear what Council and staff consider are the key aspects of the program. Mr. Venker said he understood that Council wants EQAB to assess Scottsdale's GBP as it exists today, and determine whether any portions of programs from other leading municipalities could be incorporated into Scottsdale's program. Vice Chair Leung said the GBAC document essentially does what Council is asking. Mr. Venker said the problem is the document identifies no priorities. Staff plans to suggest some priorities for EQAB to review and discuss.

Board Member Mulloy said businesses develop strategies before they do structure, yet EQAB is focusing on the details before clarifying the big picture. The Board should confirm what Council's expectations are first. Board Member Basinger said it does not make sense to go back to Council to ask them what they meant. She got the impression from Council's discussion that they were not certain what to ask, so requesting clarification would be an exercise in futility. She would prefer that the GBAC use their expertise to determine what Scottsdale's most important priority should be. EQAB should request that they develop a plan that is clear and simple. Mr. Venker said staff was aiming to get a white paper back to Council by the end of the first quarter of 2009.

Vice Chair Leung agreed, saying it would not be a failure to present a clear proposal, even if Council sends it back requesting changes. The initial document seemed to be trying to present a vision, yet it was reining itself in out of concern that the ideas would be infeasible. He felt EQAB should be clear about its vision, and rely on staff to determine the feasibility.

Board Member Hand noted that the Council discussion started on an aesthetic issue. EQAB needs to know exactly what it is trying establishing a vision for. Green building is more a performance measure than an aesthetic.

Chair Munson noted that in the discussions that pre-dated the document, EQAB was unsure about how to handle it. Much of Council's discussion was very close to what was suggested in the strategy. He felt the strategy and the Council's actions are related. There was always a sense that the goals needed more development and prioritization, but the mechanism for achieving that was always in question.

Board Member Mulloy said that in the private sector, whenever a customer is unsure about what they want, time is spent clarifying their goals. Before asking volunteers to spend their time working on a proposal, they should know what the target is.

Ms. Padian agreed that the Council's discussion was unclear, and staff has struggled to understand what they were looking for. She said Councilman Nelssen has tried for years to put forward design criteria that go well beyond green building in concept. She said Council is expected to go into a retreat, probably in February. They could be asked to clarify their position on this issue at that time. Councilman Nelssen wants to find a way to elevate design in Scottsdale to a level that is appropriate to the region. Green building concepts can play into that. Council is looking to EQAB for advice on how to make that happen.

Board Member Hand suggested moving forward with the strategic goals without intermingling them with the design issues. The situation is getting too convoluted. The strategic goals are clear; they just need to be prioritized. Board Member Mulloy agreed, adding that the problem with the document has always been the uncertainty of knowing what direction to head with it.

Board Member Basinger said Council makes the decisions, but there is no reason why EQAB could not use its expertise to advise them. Council may not always know enough about an issue to give specific direction to EQAB. She sees nothing wrong with EQAB letting Council know what it thinks should be happening. Council may not ultimately accept anything, but it is part of EQAB's role to initiate it.

Ms. Westgaard explained that the GBAC document was created to communicate a vision of some of the projects that could help create a sustainable Scottsdale. Some of them are already being done. It was meant to be informative. Mr. Dwyer said Council has offered the Board a great opportunity. EQAB should present them with a clear and definable goal for the future of green building in Scottsdale. EQAB is working on the small pieces right now, without a clear target.

Ms. Padian said the Council has not met as a group to formulate their goals. That is the intent of this upcoming retreat. She suggested focusing on the third GBAC goal, which concerns mandatory measures, and is the controversial one. Council should consider whether they want to establish mandatory requirements or not. That does not preclude EQAB from coming forward to present other ideas and forcing issues. Board Member Basinger suggested EQAB could draft a preliminary vision statement on environmental issues for the City of Scottsdale.

Ms. Lockwood said Council could not be expected to make a decision if they do not have enough information. More cities are establishing mandatory requirements, and Scottsdale is already falling behind. Council needs to be made aware of that.

3). **Discussion, possible action on the Green Building Advisory Committee (GBAC) Strategic Goals document dated February 12, 2008 for review, analysis and possible recommendation regarding possible expansion of the GBP**

Chair Munson asked the Board whether it wanted to take action. Board Member Basinger reiterated her suggestion to craft a vision statement, while also asking GBAC to develop more of a case for selling the Council on specifics and priorities.

Chair Munson said EQAB should think about how to prepare for the retreat. It is an opportunity to educate Council on the issues, and instill in them a greater sense of urgency. Ms. Padian clarified that staff would make the presentation to Council at the retreat. Staff would prepare the white paper as a reflection of the Board's vision.

Vice Chair Leung said EQAB agrees that the eventual goal is to make every building in Scottsdale green. That should be the starting point. Board Member Basinger requested an agenda item in January to develop a vision to suggest to Council at the retreat.

BOARD MEMBER BASINGER MOVED TO REQUEST THAT THE GBAC CONSIDER DRAFTING A VISION STATEMENT RELATIVE TO GREEN BUILDING AND SUSTAINABILITY IN THE CITY OF SCOTTSDALE, WHICH WOULD BE REVIEWED BY EQAB IN PREPARATION FOR PRESENTATION TO CITY COUNCIL AT THEIR RETREAT. VICE CHAIR LEUNG SECONDED.

Board Member Hand expressed concern that GBAC would not have enough time to work on it.

THE MOTION CARRIED UNANIMOUSLY BY A VOTE FO FIVE (5) TO ZERO (0).

4). **Report and discussion from the Special Meeting of the GBAC and the Energy Advisory Committees' (EAC) joint meeting on Dec. 16.**

- a. Possibly combining the GBAC and EAC

Board Member Mulloy reported on the joint meeting between the GBAC and the EAC. The discussion focused mainly on process, goals and interaction between the two committees. The topic of combining the two groups was not addressed, as it became apparent early on that it made sense to leave things the way they are. The EAC did not meet in November, since it had no specific assignments to work on. In some respects the Committee is waiting to see what the Office of Environmental Initiatives (OEI) does with the energy plan, once the new Director is hired. The Board should consider whether it really needs three standing committees.

Board Member Basinger said she was impressed with how committed the GBAC members are. There is not enough communication between EQAB and the GBAC, and they often feel they are doing things on their own to some extent. The Committee will be losing some of its members, due to new requirements that all members live in Scottsdale. It will be important for the new Chair to work on improving that communication. Board Member Mulloy agreed that the frustration from the GBAC was evident. EQAB has not acted on much of what the GBAC has offered. The back and forth communication needs to be much better.

Ms. McMahon said that as a GBAC member, she is happy to work on assignments from Council or EQAB, but feels that that is not all the group should be doing. It cannot meet its potential if it simply works on the things it is told to. The GBAC should be taking the lead when it comes to advising Council. Chair Munson said the GBAC is unique, and the Board expects it to push the envelope and offer challenges. The Board often struggles with not knowing what to do with the proposals, even if it realizes their value. People with passion and ideas are necessary to feed the process.

Vice Chair Leung said the joint meeting was a good idea, and suggested that they be made somewhat regular. Ms. Westgaard suggested joint meetings be held semi-annually, perhaps quarterly. Unless there is a reason to interact at that level, a progress report would be sufficient. Board Member Basinger said EQAB would know far enough in advance whether there is a need for a joint meeting.

Ms. Lockwood said many GBAC members would have left long ago were it not for the efforts of Anthony Floyd, who exerts an effort well beyond what the position calls for. There is a great synergy on the committee. It possesses knowledge, history and background that can be drawn upon. The volunteers have made personal sacrifices because they are passionate about the issue. Now some members have to leave the Committee, just as the program is becoming a success. Chair Munson agreed that her concerns are justified, but noted that little could be done about it. Mr. Person explained that Dan Basinger created an application form for committee members under EQAB, specifically so that non-Scottsdale residents could be included. At one time that had the approval of the Attorney's Office, but that is no longer the case. Today, all committee members must use the same form that board and commission members use, and that form requires that they live in Scottsdale.

In response to inquiries from Board Member Basinger, Mr. Person said Council typically appoints board and commission members to three-year terms that can be renewed for an additional three years. EQAB has an agenda item for next month to discuss making committee terms consistent with that policy.

Vice Chair Leung said it is in Scottsdale's best interest to have a GBAC that is allowed to thrive. He asked what the Board could do under the circumstances to ensure that it does. Chair Munson noted that while the committee consists of officially recognized members, the meetings are public and open to anyone regardless of where they live. Ms. Lockwood said the formal structure requires that public comments be limited in length and come at a certain point in the meeting. This inhibits a free exchange of dialogue. Many cities beg people to become involved. Scottsdale does not have that problem, but if the opportunities are limited, that will change. The process should be more inclusive, not less. Chair Munson said these are worthwhile questions to raise, and suggested the topic be agendaized for the next meeting.

- b. Review/prioritization of proposed GBAC Strategic Goals (Feb. '08)

This topic was touched upon in item 2.

5). **Presentation by Scottsdale business General Dynamics, discussion of LEED EBOM Case Study**

The scheduled speaker was unable to attend.

6). **Board Member Suggestions for Future Agenda Items**

Vice Chair Leung suggested an agenda item to discuss whether EQAB should request regular joint meetings between the EAC and the GBAC. He also requested an item to

submit nominations for the Daniel Basinger Environmental Award. In response to an inquiry from Board Member Basinger, Mr. Person explained that one of EQAB's roles is to recommend to Council that they give an environmental award. The Board sent a recommendation to Council that that award be named the Daniel Basinger Environmental Leadership Award, but Council has not responded to that recommendation yet. He surmised that if the Board made a nomination, it would cause Council to make a decision.

Mr. Person noted that at the next meeting, EQAB would elect officers, review the bylaws, and make appointments to committees. He noted that Board Member Hand's term expires in May. Council's new process is to consider several months' worth of appointments all at the same time. Applications for the May opening are due to Council on January 5. Chair Munson said an agenda item is needed for the Board to make recommendations to Council. Board Member Basinger requested a discussion on conducting a broader outreach for applicants, and another on extending invitations to the new Council Members to attend an EQAB meeting.

Mr. Person clarified for the Board that Scottsdale's Revised Code never envisioned the widespread use of standing committees, so there is a dearth of direction in that regard. The Code simply states that if a board or commission appoints committee members that are non-members of the board or commission itself, then Council needs to approve them. EQAB has been submitting a recommended list of candidates, and Council has been approving them for a year.

7). **Updates and Reminders**

The next meeting is scheduled for January 21, 2009.

Adjournment

With no further business to discuss, the meeting adjourned at 7:52 p.m.

Respectfully submitted,

A/V-Tronics, Inc.