

**Community Sustainability Council
Greensboro, North Carolina
March 8, 2010**

A meeting of the Community Sustainability Council was held on Monday, March 8, 2010 in the Plaza Level Conference Room of the Melvin Municipal Office Building, beginning at 2:35 p.m. Members present were: Co-Chair Joel Landau, Co-Chair Bob Powell, Art Davis, Eric Hoekstra, Bob Kollar, Tom Duckwall, Marlene Sanford, Valerie Vickers, Tom Clary, Terri Hancock, and Carolyn Allen. Staff present were: Dan Curry and Susan Schwartz, HCD; Steve Randall, Engineering and Inspections; and Jeryl Covington, Director of Environmental Services. Also present was ad hoc advisor Davis Montgomery, Duke Energy Company.

Approval of Minutes from the February 8, 2010 Regular Meeting:

Mr. Hoekstra moved to approve the minutes from the February 8, 2010 meeting as revised, seconded by Ms. Allen. The Council voted unanimously 8-0 in favor of the motion.

Mr. Kollar joined the meeting at 2:40 p.m.

Mr. Duckwall and Mr. Davis, with Duke Energy, joined the meeting at 2:41 p.m.

Mr. Clary joined the meeting at 2:45 p.m.

Review Structure of the Action Plan:

Mr. Curry and Mr. Waldon asked for feedback and ideas from the Council on the best way to format the document in terms of actions, strategies, policies, tasks, and schedules. Two sections, *Transportation/Land Use* and *Green Jobs/Buildings*, were provided as examples of formatting styles that could be used in the document. Mr. Waldon pointed out the use of policy statements and side-bars to highlight important ideas in these sections.

Mr. Curry referred to the annotated outline of the Action Plan and the Greenhouse Gas Inventory Table as a starting point for discussion. The consultant team reviewed strategy activities and how much of a greenhouse gas reduction might be generated. If all the activities were implemented, 10% of getting to the ultimate goal of no growth in greenhouse gas by 2020 would be represented.

Co-Chair Landau commented that the first round of strategy recommendations to City Council needed to be cost effective and have the ability to be implemented. He also discussed the creation of a Cash Flow Sustainability Account. The account would capture savings generated from the first round of recommendations and help to fund the next group of measures that would have more expense up front.

The Council reviewed the Greenhouse Gas Inventory Table and discussed the strategy activities. Mr. Curry commented on the impact gained from significant amounts of green building partnerships. In response to a question from Co-Chair Powell, Mr. Davis, Duke Energy Company, stated that Duke Energy will not make any major changes in greenhouse gas reduction for 5 to 10 more years. He commented on short-term conservation efforts and indicated that the first appreciable reduction measure will occur in ten years when a nuclear unit will be constructed in South Carolina.

Mr. Waldon observed that even though the metrics associated with setting the goal are still being calibrated, they give an idea about what can be accomplished by the identified activities. He suggested that the goal should have a longer focus as the metrics show the goal is unlikely to be met by 2020.

Ms. Sanford asked if the numbers take into account the impact of energy efficiency measures used by other groups such as auto companies, Duke Energy, and building code regulations. Mr. Curry replied that other measures were not taken into account. The team looked at how this set of activities would impact the trend line as it currently exists. Other assumptions, such as code changes, can be built into the scenario to work toward the target. Ms. Sanford felt that the impact from these assumptions was necessary for the City to reach a flat line goal.

Members gave their feedback regarding the format of the document. Mr. Davis was pleased with the structure, particularly the policy and action sequence. Members felt it would be useful to have a summary at the beginning of each section. They felt the general format used in the two sample documents was working well; however, there were suggestions for more concise language, deeper explanation of terms, and the inclusion of a glossary. The document content will be discussed at a later CSC meeting.

Discuss the Level of Quantification and Goal Setting in the Plan:

Mr. Curry reviewed the chart on annual greenhouse gas (GHG) reduction. He walked members through the categories of adopted strategies, description, annual estimated GHG reduction in 2020, and assumptions. Mr. Curry clarified that the team was working off of a 2007 baseline when calculating annual GHG reductions in 2020. He also reviewed sections in the chart on Transportation and Land Use and Green Jobs and Buildings. He commented that the consultant team is midway through the actual quantification process of all the elements.

Co-Chair Landau asked the Group to give their feedback on the level of quantification. Members felt that an appendix should be added explaining the methodology and assumptions. They also requested that the team provide a cost of the measures listed on the chart. Comments were made regarding the set-up of the chart along with the importance of looking at the realistic targets of specific activities along with the range of potential savings. Mr. Randall felt that since the baseline for calculations was 2007, the numbers reflecting the impact of the Coliseum performance contract of 2008 and other 2009 City performance contracts should be included to boost the overall numbers. Mr. Davis observed that the emission reduction chart shows the cost to implement the strategies; however, it does not show the amount of savings. Mr. Curry stated that he would take these ideas back to the team for further work.

The Council discussed goal setting and maintaining the overall emission level for the City at the current level. Ms. Sanford commented that she was in favor of using the flat line goal for illustrative purposes only. Ms. Hancock felt that results would be more measurable if a graph was used that illustrated the point difference between the outcomes of doing nothing, maintaining a flat line, and implementing the strategies in the Action Plan. Ms. Vickers provided an example from the Chattanooga Action Plan illustrating a three-line graph displaying targets.

The Council went into recess at 3:50 p.m. Co-Chair Landau called the meeting back to order at 3:55 p.m.

Assessment of Next Steps and Target Dates:

The consultant team will have an Action Plan draft for members at the next meeting scheduled for March 29, 2010. Ms. Vickers commented that a summary of the plan is needed that includes the gap analysis graph and the best practices identified in this process. The information can be used in the Earth Day presentations to the public.

Mr. Kollar suggested that the public handout summary should be one page in length with references back to the main report. It should be easily readable, contain bullets that are clear, and the graphics

should be in color. Ms. Vickers added that the process should be reflected in the summary. Members asked the team to provide a draft handout for review at the next meeting.

The Council discussed the possibility of getting on City Council's briefing schedule. Mr. Curry urged members to identify high priority items with budget implications and forward the information to the Co-Chairs by the end of the week.

Co-Chair Landau identified the Cash Flow Sustainability Account as an important item with budget implications. Staff will draft a memo to the City Manager's office identifying this request.

Discuss Public Engagement and Strategies for Promoting the Action Plan:

Council members discussed the sequence of activities to advertise the Action Plan. The draft plan will be taken to the public and City Council at the same time, and a summary brochure will be available at the Earth Day celebrations. Mr. Waldon indicated plans for a community event, such as a Public Hearing. The Council will be able to review comments made by the public and make adjustments to the Action Plan if necessary before it is sent to City Council for approval.

Mr. Waldon recommended that CSC members return to their constituency to promote the Action Plan. Members named organizations they are involved with that they plan to contact to build support for the Plan. The team will bring back the following items at the next meeting to assist members in their presentations to constituency groups: (1) a draft of the summary handout for public consumption, (2) a set of talking points and a PowerPoint disc, and (3) a form to record public comments.

Co-Chair Landau summarized that the draft Action Plan will be available for review at the special meeting on March 29, 2010; the final Action Plan should be ready at the April 12, 2010 meeting, and the earliest date for the public presentation will be sometime in late April, 2010.

Ms. Covington urged members to have their budget requests available soon as City Council's budget process is well under way.

Engaging City Staff in Action Plan Process:

Mr. Curry commented on the internal review that will occur at the next scheduled meeting of department heads on March 24, 2010. He will share available material with the appropriate department heads at that time.

Expiring Terms and Reappointment:

Co-Chair Landau informed members that five seats will expire on May 31, 2010. Members can serve two consecutive full terms; therefore, all five members are eligible to request reappointment to another term. Mr. Kollar indicated he will not request reappointment for personal reasons. Ms. Sanford and Co-Chair Landau stated that they plan to request reappointment.

E-Mails Sent to the CSC Website:

There was a brief discussion regarding an e-mail received from Emilio Ancaya on the benefits of green roofs.

Items from Co-Chairs:

Co-Chair Landau informed members that an e-mail was received from Billy Jeffries, Enterprise Rental, containing information on a ride-sharing program the company is implementing. The information will be forwarded to the Transportation Department and the Fleet Manager.

Items from Group Members:

Ms. Vickers stated that an Environmental Symposium will be held at UNC-Greensboro in Sullivan Auditorium on March 26, 2010 from 1:00 p.m. until 5:00 p.m. Co-Chair Landau will forward the information to all members. She also urged everyone to observe Earth Hour 2009 on March 27 at 8:30 p.m. by turning off all lights for one hour. Co-Chair Powell offered to contact the newspaper to promote Earth Hour 2009 to the public.

Ms. Vickers inquired about the availability of a display for use at the Earth Day events. Pat Boswell, Public Affairs, indicated earlier that she would help with a display. Ms. Hancock volunteered to help Ms. Vickers with preparations for Earth Day. Members discussed the most effective way to display information at the event.

Mr. Hoekstra stated that Holy Trinity Church will host a program on financing alternative energy systems at non-profit religious buildings on Sunday, March 14, 2010.

Items from Staff:

- **EECS Update**

Mr. Curry stated that the Department is still waiting on strategy approval from the Department of Energy.

- **EEC Competitive Grant Update**

Mr. Curry indicated that a decision will not be made on the competitive grant until late March, 2010.

Acknowledgement of Absences:

Mr. Davis moved to acknowledge the absences of Mr. Skenes; Mr. Giles; Ms. Leiner; and ad hoc advisor, Mr. Morgan; seconded by Ms. Sanford. The Council voted unanimously 11-0 in favor of the motion.

Adjournment:

There being no further business before the Group, the meeting adjourned at 5:21 p.m.

Respectfully submitted,

Joel Landau
Co-Chairman

JL:sm