

ASHLAND CONSERVATION COMMISSION

A G E N D A

6:00-8:00pm – June 26, 2013

Community Development Building, Siskiyou Room
51 Winburn Way

I. CALL TO ORDER

II. APPROVAL OF MINUTES

April, 2013 Regular meeting

May, 2013 Regular meeting

Sub-committee Meetings

Fourth of July sub-committee – May 7, 2013, June 4, 2013

III. ANNOUNCEMENTS

Next Regular Meeting: July 24, 2013

Upcoming Sub-committee meetings for July/August

Sustainability sub-committee

Other announcements from Commissioners

IV. PUBLIC FORUM

V. UNFINISHED BUSINESS

A. Nomination and election of new Chair and Vice Chair

VI. COUNCIL LIAISON REPORT

VII. QUARTERLY LIAISON REPORTS

A. SOU, Commissioner Beigel-Coryell

VIII. NEW BUSINESS

A. Fourth of July Planning – Commissioner Buck

B. Sustainability Sub-committee report – Commissioner McGinnis

C. Car Wash Kit Purchase – Commissioner Beam

D. Storm Drain Pilot Project Memo to PW – Commissioner Beam

E. Review of Goals and Assignments

F. Future Agenda Item Requests

XI. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development office at 541-488-5305 (TTY phone number is 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title1).

CITY OF
ASHLAND



CONSERVATION COMMISSION MINUTES

6:00pm-8:00pm –April 24, 2013

Community Development Building

51 Winburn Way, Ashland, OR 97520

--- *To be approved at the June 26, 2013 Commission Meeting*

CALL TO ORDER

Chairperson Beam called the meeting to order at 6:00pm.

Attendees:

Thomas Beam, Risa Buck, Stuart Corns, Marni Koopman, Jim McGinnis, Shel Silverberg and Mark Weir,
Not present: Roxane Beigel-Coryell (Stuart Corns representing SOU). Jim Hartman, Cat Gould

City Council Liaison: Rich Rosenthal

Staff Representative: Adam Hanks

APPROVAL OF MINUTES

Chairperson Beam asked for approval of the minutes for March 20, 2013.

Commissioner Weir moved to approve the amended minutes for March 20, seconded by Commissioner Buck.

Voice Vote: All Ayes. The motion passed with a unanimous vote.

ANNOUNCEMENTS

Commissioner Beam welcomed new Commissioner Shel Silverberg, who was appointed to fill the seat of David Runkle who completed his term and did not apply for re-appointment. Commissioner Silverberg gave the Commission a brief personal and career background. Commissioner Beam also welcomed the Commission's new Council Liaison, Rich Rosenthal. Councilor Rosenthal gave a brief background and stated his excitement for the topic and for future participation with the Commission

The next Conservation Commission meeting would be held May 22, 2013, Wednesday beginning at 6pm.

PUBLIC FORUM

Malena Marvin informed the Commission of her work with greywater systems and offered her assistance to be involved in the promotion and outreach of greywater systems for both water and energy conservation.

Shawn Franks, representing SOU Students, described several SOU programs he felt the Commission might be interested in, including the plans for the Sustainability House and the project of installing a large scale sustainable garden/agriculture center on SOU lands on Walker Avenue near the Scienceworks campus. Franks also mentioned the water restoration project that would restore 80 million gallons of water per year to the Klamath Basin and offset much of the water consumption of the University.

UNFINISHED BUSINESS

A. Energy Summit

Commissioner Koopman discussed that she wasn't sure how best the Commission could be involved but felt that the event fits with the Commission goals and would like to pursue involvement as the event details become more clear and defined. Commissioner McGinnis agreed and the Commission as a whole was in favor of Commissioner Koopman reporting back to the Commission as more details became available.

B. 2013 Goals Prioritization

Commission Chair Beam described that he felt that each of the goal categories are priorities and that he wanted to be sure that each Commissioner felt that their issues were adequately represented and that there was a "champion" for each category and that strict prioritization wasn't necessary.

NEW BUSINESS

A. Earth Day Recap

Commissioners discussed the Earth Day event and the success of their booth and the Conservationist of the Year awards ceremony and were generally pleased with the overall event. Former Commissioner Runkle was congratulated for his multi-year efforts in establishing and promoting the Conservationist of the Year program as well as for his time and efforts on the Commission over his term.

B. Compost Class Assignment

June 8 – Tom Beam

July 13 – Mark Weir, Shel Silverberg

August 17 – Adam Hanks

September 14 – Jim McGinnis, Marni Koopman

The Commission also discussed somehow including the AAUW Garden group in the compost events. Commissioner Buck agreed to follow up.

C. Fourth of July Planning

Commissioner Buck noted that the sub-committee is comprised of Commissioners Beam, Gould and Buck and welcomed Commissioner Silverberg to the group. Buck announced the next Fourth of July sub-committee meeting would be May 7 at Recology at 4:30.

D. Solid Waste Working Group Update

Commissioner Beam gave a brief update on the status of the work on developing a new solid waste franchise agreement and noted that a draft ordinance and resolution was being developed by staff for distribution to the group this week and that the working group and Recology would both be reviewing that draft then meeting together to work out final details.

STAFF REPORTS/UPDATES

Hanks suggested that the Commission goals be prioritized or matched up to leverage existing and proposed programs of the Conservation Division to further both the Commission and the Division's objectives and find the right role for each group in each of the Commission's goal categories. The Commission agreed and requested that Staff provide them with presentations/updates on the City's existing programs and plans for future changes/new program ideas so they can assist with promotion and outreach as well as work on some of their goals directly.

Hanks updated the Commission on the Operational Sustainability Plan progress and noted that an SOU class was assisting with preparing an employee survey to get feedback on existing perceptions and implementation of sustainability practices as well as attitudes regarding sustainability and potential barriers to increased sustainable practices. The group would like to present their findings to the Sustainability sub-committee as part of the final for the class and would like to present on June 10 at 1:30 in the Siskiyou Room.

The SOU class is also working on recycling benchmarking and green fleet evaluation and recommendation that will also be a part of the report and presentation.

QUARTERLY LIAISON REPORTS

Deferred to June Meeting

COUNCIL LIAISON REPORTS

Deferred

OTHER BUSINESS FROM COMMISSIONERS NOT ON AGENDA

Commissioner Weir asked that Staff provide a report on the Conservation Division budget for the FY13-15 biennium that was in the process of approval.

ADJOURNMENT

The meeting was adjourned at 8:00.

*Respectfully submitted by:
Adam Hanks, Administration*

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**CITY OF
ASHLAND**



CONSERVATION COMMISSION MINUTES

6:00pm-8:00pm –May 22, 2013

Community Development Building

51 Winburn Way, Ashland, OR 97520

--- *To be approved at the June 26, 2013 Commission Meeting*

CALL TO ORDER

Chairperson Beam called the meeting to order at 6:00pm.

Attendees:

Thomas Beam, Risa Buck, Stuart Corns, Jim McGinnis, Jim Hartman, Cat Gould, Shel Silverberg and Mark Weir,
Not present: Marni Koopman, Roxane Beigel-Coryell (Stuart Corns representing SOU).

City Council Liaison: Not present
Staff Representative: Adam Hanks

APPROVAL OF MINUTES

Chairperson Beam announced that the April 24, 2013 minutes will be presented for approval at the June meeting as well as the Fourth of July sub-committee minutes for May 7, 2013.

ANNOUNCEMENTS

Commissioner McGinnis stated that he would send out an email to the Sustainability sub-committee to set a new regular time and schedule for the sub-committee meetings and report back with the results.

The next Conservation Commission meeting would be held June 26, 2013, Wednesday beginning at 6pm.

Commissioner Buck announced that the Fourth of July sub-committee meeting will be held on June 11 at 4:00 at Recology.

Hanks announced that the Commission will need to nominate and elect new officers for 2013. The Commission discussed possible nominations and agreed to have the item placed on the next meeting agenda.

PUBLIC FORUM

UNFINISHED BUSINESS

2013 Goals Prioritization

Commission Chair Beam described that he felt that each of the goal categories are priorities and that he wanted to be sure that each Commissioner felt that their issues were adequately represented and that there was a "champion" for each category and that strict prioritization wasn't necessary.

The Commission also discussed the future of the Water sub-committee with Commissioner Weir informing the group that he would be unable to give it the time and attention he felt it needed due to his non-Commission related time commitments and hoped that another Commissioner would be able to step in to fill his leadership role. The Commission agreed to discuss this further at a future date.

The Commission discussed their interest in additional water sub-committee related work, specifically the car wash storm drain issue that had already been in the works. The Commission discussed various options for improving the water quality aspect of public fundraising type car washes, including coupons, regulatory requirements (banning/enforcement).

Commissioner Weir then made a motion to approve the use of up to \$850 to purchase a car wash storm drain kit similar to the one currently being borrowed from Rogue Valley Council of Governments that the Public Works Department provides to people doing car washes in Ashland as well as a sign that the group can use at the car wash describing the car wash as "green" or something similar to recognize the efforts being made. The motion was seconded by Gould and approved unanimously.

NEW BUSINESS

A. Fourth of July Planning

Commissioner Buck described the plans for the event beginning with the tractor/trailer containing recycle bins as a float that then turns into a collection station on the plaza. Buck mentioned that the Chamber is providing banners for the trailer float and Commissioners will have similar t-shirts as last year.

Buck made a motion for approval to spend up to \$100 from the Commission budget for t-shirt related expenses. Motion seconded by Gould, and approved unanimously.

Buck announced the next Fourth of July sub-committee meeting would be May 7 at Recology at 4:30.

B. Grey water follow-up discussion

The Commission is interested in pursuing the establishment of an incentive from the City for the installation of greywater systems and discussed the potential for offering an incentive equivalent to the \$95 permit fee. Hanks noted that greywater is listed in the 2012 Water Master Plan, but incentive payments were not suggested. Hanks explained some of the decision making and evaluation of the City's water conservation incentive programs including balancing incentives across the various program areas within budget constraints, which incentives provide the best "bang for the buck" in water savings, etc. Hanks suggested that Staff present an overview of the Water Conservation programs prior to the Commission making a formal recommendation and tentatively scheduled that presentation for the July meeting.

C. Car Wash Kit Purchase

The Commission discussed the future of the Water sub-committee with Commissioner Weir informing the group that he would be unable to give it the time and attention he felt it needed due to his non-Commission related time commitments and hoped that another Commissioner would be able to step in to fill his leadership role. The Commission agreed to discuss this further at a future date.

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D. Normal Master Plan Update

Hanks mentioned that this was a request of Commissioner Koopman who wasn't able to attend this meeting so it may be worth discussing at a future meeting. Hanks mentioned that the Commission does not have a direct role in the land use development process of the City, but that policy level involvement and recommendation, such as with the Unified Land Use Code Update, project can be effective in setting the standards and requirements for future development.

STAFF REPORT/UPDATE

Hanks presented a powerpoint overview of the Conservation Division budget for the FY13-15 biennium. Hanks described the general funding sources for each area, energy and solar programs funding comes from the Electric Fund and water conservation funding is from the Water Fund, managed by Public Works and noting that the Division has moved into the Administration Department. Hanks provided some statistics regarding water conservation over the past year and program plans for the upcoming year, including assistance to large irrigation customer to replace domestic water irrigation with TID.

The presentation will be continued to the June meeting, due to adjournment.

QUARTERLY LIAISON REPORTS

Deferred to June Meeting

COUNCIL LIAISON REPORTS

Deferred

OTHER BUSINESS FROM COMMISSIONERS NOT ON AGENDA

ADJOURNMENT

The meeting was adjourned at 8:00.

*Respectfully submitted by:
Adam Hanks, Administration*

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Conservation Commission 4th of July subcommittee meeting May 7, 2013

170 Upper Oak 4:30pm—Shel, Cat, Roxane, Tom and Risa were in attendance

The group confirmed its participation in the 2013 4th of July parade float before the Samba band. We will collect “recyclables” and have not determined whether we would also collect trash. We are not promoting trash collection.

We see ourselves with an important and impossible task. As long as the parade stays pretty much the same---- most materials generated on the 4th —disposable drinking & eating utensils other single use “to go items”, handouts during parade—papers, books, candy, popsicles and much more will ALL become trash except for the papers, plastic water bottles and aluminum cans.

Part of the problem stems from a lack of motivation by organizers because the costs for disposing of the trash generated that day has fallen on the local trash company. It has become a tradition for the last 37 plus years that Ashland Sanitary and now Recology pays the trash bill for this day. C.C. 4th of July sub committee members expressed interest in exploring this with the Chamber and strategize how to shift the “garbage aspect” of the event. Risa said she would discuss this with Chamber 4th of July planning committee.

This year’s event will be similar to last year with the tractor borrowed from Standing Stone, recycle carts pulled on low boy collecting “recyclables” with Conservation Commissioners walking and riding. Risa will ask Julie S. to borrow bullhorns. Cat G. will collect 10 xtra large t-shirts from freebox and we will re-printed “Ashland Where Green Becomes Mainstream” on them. Tom said we have enough smaller shirts from last year.

We discussed buying or making a costume mascot to jazz up our float—Oscar the Grouch or ? We decided to keep it simple. We hope to add at least 4 more people to participate on our float. Will ask for participation from other Conservation Commission, Conservation Division and ?????

We see our main goal as EDUCATING the parade goers about **waste prevention**. The most powerful message would come in what we DON’T trash that day which is out of our hands. Handouts, To Go Cups, Food Vendor disposables

We will set up next subcommittee planning mtg at the Conservation Commission mtg May 22nd. Respectfully submitted by R.Buck 5/8/13

Conservation Commission Fourth of July Subcommittee Planning Mtg

170 Upper Oak Street 4pm June 4, 2013

Shel, Roxane, and Tom were in attendance

This year's float/collection station will be similar to last year including :

- Tractor (Standing Stone) and Low Boy (Ian Wessler) secured
- The Conservation Commission float will be the 2nd to last spot in parade. Conservation Commissioners, family and friends will be on float and pushing commingle carts to collect recyclables
- Participants will wear the "Ashland : Where Green Becomes Mainstream" t-shirts
- The Chamber of Commerce will fabricate (2) banners to hang on either side of the low boy. They will be 10 feet long by 2-3 feet wide. (1) will say: " Don't Toss It – Re-Think It" I will see if there is room for a graphic after don't toss it (disposable cup) --- Re-Think It (durable mug)
Banner (2) will say: "Use it up, wear it out, pass it on or do without"
- We will borrow 2 bull horns from Julie Smitherman to shout positive participation to parade watchers
- We need to confirm the staging of the float on Lincoln St. with 4th of July committee
- Afternoon volunteers will be Master Recyclers and additional volunteers from 4th of July committee as needed (probably 4)
- SOU collects the nickel deposits again this year (thanks Roxane)
- There will be (2) WOW'S and water buffalo (Kelsey H. and T. Beam)
- Participants will be on float or pushing carts – Marni, Roxane, Tom, Jim M., Shel, Cat are confirmed. Risa will invite Olivia Beam. Shel will invite his wife. Roxane is waiting to hear from ECOS students. Jim M. will dress up as "plastic bag man" and hang a sign that encourages recycling of plastic bags but NOT in commingle. Jim will be with another float and join us a.s.a.p.
- Need confirmation from Mark, Julie S., Jim H., Rich R., Carol V. who may join us

Respectfully submitted by Risa Buck

Conservation Commission FY 2012-13 Working Calendar

		Topic Lead
1/14	Water Sub-Committee	
1/23	Regular Commisson Meeting	
	Commissioner Attendance Review	Staff
	Introduction/Discussion w/Dave Kanner - City Administrator	
	Earth Day Planning	
	Conservation Awards Planning	
	Commission FY 13-14 Budget Request Discussion	
	SOU Quarterly Report	Beigel-Coryell
	Water Related Education/Outreach Community Event Planning	
2/11	Water Sub-Committee	
2/27	Regular Commisson Meeting	
	Recology Quarterly Report	Buck
3/11	Water Sub-Committee	
3/27	Regular Commisson Meeting	
	Conservation Awards Announcements	
	Ashland School District Quarterly Report	Hartman
	Compost Class Planning	Buck
4/15	Water Sub-Committee	
4/20	Special Meeting/Event - Earth Day	
	Earth Day 2013	
	Conservation Awards Presentation	
4/24	Regular Commisson Meeting	
	Eart Day Recap	All
	SOU Quarterly Report	Beigel-Coryell
5/13	Water Sub-Committee	
	Special Meeting/Event - Water	
5/18	Water Related Education/Outreach Community Event (Actual Date TBD)	Weir
5/22	Regular Commisson Meeting	
	Ashland School District Quarterly Report	Hartman
	Conservation Division Energy Programs Update	Staff
	Commission & Division Budget Update	Staff
6/10	Water Sub-Committee	
6/26	Regular Commisson Meeting	
	Operational Sustainability Plan Update	Staff
	SOU Quarterly Report	Buck
7/24	Regular Commisson Meeting	
	Plastic Round up - Prep/Planning	
	Fourth of July Recap	
	Solid Waste Franchise Agreement Update	Beam
	Green Business Challenge	Staff
	Commission & Division Budget Update	Staff
	Conservation Division - Water Conservation Programs	Staff
	Commission Budget Requests - Annual/Reoccurring	Staff
8/28	Regular Commisson Meeting	
	Community Outreach - Energy Conservation	Silverberg
	School District Quarterly Report	Hartman
	Ashland Green & Solar Tour Update	Staff
	Unified Land Use Code Project Update	Staff
9/25	Regular Commisson Meeting	
	Compost Class Recap	
10/23	Regular Commisson Meeting	
11/20	Regular Commisson Meeting	
12/18	Regular Commisson Meeting	

CONSERVATION COMMISSION BUDGET

FY 2012-13

7/1/12			Beginning Balance	\$3,850.00
Date	Vendor	Purpose	Amount	Balance
8/1/12	SOU	Greywater Event	\$40.00	\$3,810.00
5/12/12	Superior Stamp	Commissioner Nameplate	\$16.50	\$3,793.50
9/14/12	Grange Co-op	Compost Class Instructor gift card	\$150.00	\$3,643.50
9/30/12	Mail Tribune	Meeting notices	\$94.99	\$3,548.51
12/7/12	Superior Stamp	Name Plate-Hanks	\$16.50	\$3,532.01
11/29/13	Quill	Supplies	\$44.36	\$3,487.65
12/12/12	Recology	Leaf Bag Program Contribution	\$278.00	\$3,209.65
12/15/12	SilverLight International	December Commissioner Retreat	\$300.00	\$2,909.65
2/27/13	Earth Day	<i>Sponsor Earth Day Event</i>	\$1,000.00	\$1,909.65
4/18/13	Superior Stamp	Name Plate- Corns	\$16.50	\$1,893.15
4/21/13	Graham Lewis Photography	Conservation Awards Photos	\$100.00	\$1,809.65
4/24/13	Eric Dittmer	Conservation Award	\$100.00	\$1,793.15
4/24/13	Camila Thorndike	Conservation Award	\$50.00	\$1,743.15
4/24/13	Hannah Sohl	Conservation Award	\$50.00	\$1,693.15
4/24/13	Ashland Co-op	Conservation Award	\$100.00	\$1,593.15
4/25/13	Superior Stamp	Name Plate	\$44.50	\$1,548.65
6/19/13	Bowhead Environmental	Sud Safe car wash kit	\$450.00	
Total Expenditures			\$2,851.35	
Budget Balance				\$998.65
Commission Recommended - Pending				
			Car Wash signage	\$50.00
			Fourth of July T-Shirts	\$100.00
Total Commitments (Encumbrances)			\$150.00	
UnAllocated Budget Balance				\$848.65

Memo

DATE: June 26, 2013
TO: Mike Faught, Public Works Director
FROM: Conservation Commission
Tom Beam, Chair

RE: Pilot Storm Drain Filter Project

As you are aware, the Conservation Commission has been involved in the storm drain inlet marking program and continue to be interested in assisting the City and the community in storm drain water quality programs and projects.

The Commission's water sub-committee, with the support of the full Commission, would like to propose a pilot project to further promote and bring awareness to the importance of keeping storm water run-off and storm drains safe from all foreign material.

The initial concept is to select three to six storm drain inlets/boxes that would be "adopted", preferably by a nearby downtown business, to be outfitted with a filter kit and monitored at regular intervals. Monitoring would include data collection, photographing and possibly collecting of materials for future educational display that is captured by the filter and prevented from travelling further into the storm drain system.

At the completion of the prescribed monitoring period, the businesses and the Commission would work with City staff to display the information and a sampling of materials gathered at Earth Day and possibly other community locations to educate the community on the impact the storm drain system can have on the community's natural waterways and how we can all collectively work to mitigate the negative impacts.

The Commission is interested in partnering with the appropriate staff from the Public Works Department to develop the pilot program details, costs and timeline and would also be willing to take on the task of identifying potential businesses to adopt the drains.

Please advise the Commission of the best way to proceed in creating what is intended to be a great way to educate the community in a very hands on way.