

# ***Sustainability Advisory Board***

## ***Agenda***

**July 17, 2024**  
**Second Floor Board Room Louisville Library**  
**951 Spruce. St**  
**6:30 PM**

*Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.*

- *You can call in to +1 408 638 0968 or 833 548 0282 (Toll Free)  
Meeting ID #829 8194 5389  
Meeting Password # 741017*
- *You can log in via your computer. Please visit the City's website here to link to the meeting: [www.louisvilleco.gov/sustainabilityboard](http://www.louisvilleco.gov/sustainabilityboard).*

*The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at [HMiller@LouisvilleCO.gov](mailto:HMiller@LouisvilleCO.gov).*

- I. Call to Order
  - a. Kevin is July secretary
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Public Comments on Items Not on the Agenda
  - a. 3 minutes per comment
- VI. Administrative Tasks
  - a. Sept. Sustainability Spotlight is covered by the Division.
- VII. Staff Updates – 10 minutes
- VIII. Discussion Item: Economic Vitality 101- 30 minutes
  - a. Vanessa Zarate, Economic Vitality Manager presentation
  - b. Public Comment (3 minutes per comment)
  - c. LSAB Discussion/Questions

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Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or [MeredythM@LouisvilleCO.gov](mailto:MeredythM@LouisvilleCO.gov). A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

- IX. LSAB Mission Wording on Website- 10 minutes
  - a. Engagement Activity/Voting for Top Choice of Mission Statement
  - b. Public Comment (3 minutes per comment)
  - c. LSAB Discussion/Direction/Decision
- X. Discussion Item: Continued: LSAB Legislative Agenda to Inform City Council Workplan- 40 minutes
  - a. Staff Direction: Hannah Miller, Sustainability Manager
  - b. Public Comment (3 minutes)
  - c. LSAB Discussion and Direction
- XI. Discussion Items for Next Meeting
  - a. LSAB Legislative Agenda Memo to Council
  - b. Welcome our new Sustainability Specialist!
  - c. Strategy for Youth Engagement: LSAB Member, Tiffany Boyd  
Presentation
- XII. Adjourn

**Sustainability Advisory Board  
Meeting Minutes**

**June 12, 2024  
White House Conference Room  
717 Main St.  
6:30 PM**

**Call to Order** – Todd Budin, LSAB Chair called the meeting to order at 6:32pm

**Roll Call** was taken and the following members were present:

Board Members Present: Todd Budin, Josh Cooperman, John Cowley, Allison Kay, Kevin Lombardo, and Tiffany Boyd (virtual).

Staff Members Present: Hannah Miller and Samma Fox.

**Approval of Agenda –**

Allison moved to approve the agenda; Josh seconded the motion.

**Approval of Meeting Minutes –**

Allison moved to approve the meeting minutes; Kevin seconded the motion.

**Public Comments –**

There were no public comments.

**Sub-Committee and Board Member Updates-**

Kevin said he rode his bike on Via Appia Way to the meeting and felt it was very safe.

Megan Ottesen stepped down as an LSAB member. Her position will remain vacant for the next few months. There will be an opportunity to apply for the vacant board member position in December. Current LSAB members should encourage people they think will be a good fit to apply for this position.

**Administrative Tasks-**

John to write the next Sustainability Spotlight on Solar Farms, due June 15. The Sustainability Division will write the August Sustainability Spotlight.

**Staff Update –**

Josh asked about the Residential Building Materials Waste Diversion Program and how it works. Hannah responded that people can scan a QR code to fill out a form and submit an item for pick-up approval. Then, on Tuesdays, Resource Central will pick up the item. This program is expected to launch in mid-July. John asked if there is a flyer about the program that he can send to his HOA. Hannah said she will check on this.

Hannah stated the next 1-2-3 Electrify workshop will take place on July 13th. She will be working at the event and would like LSAB members to table the event. Members interested in tabling should email Hannah.

Kevin and John said the 1-2-3 Electrify workshop on June 10th was very successful and applauded Todd's speaking at the event. Todd mentioned that the audience at the 1-2-3 Electrify workshop series, both the first and second event, have appeared to be an older demographic and he was wondering if there is a way to reach a younger audience moving forward. Hannah said she will check with communications to see if they have a strategy to engage more community members. John mentioned that the Ecotoberfest last year was successful in bringing in younger populations.

Hannah reminded everyone that Bike to Work Day is June 26th and that the White House xeriscape garden has been planted. She also mentioned the Boulder Reporting Lab has recently published an article referencing gas powered lawn equipment and the City of Boulder and reminded everyone that the Energy code amendments are on Council's agenda for June 18 (1st reading) and July 19 (2nd reading).

Hannah will be out of office with no reception from June 19- June 24.

Samma congratulated Hannah on being promoted to Sustainability Program Manager. Hannah shared a little about herself, including that she holds a Master's degree in the Environment (MENV) from CU-Boulder, with a focus on Urban Resilience and Sustainability, and looks forward to using her skills to measure the success of sustainability programs.

John asked when Xcel Energy is releasing their next community report. Hannah said that Xcel told her it could be released anytime from mid-June to early August.

#### **Discussion Items: LSAB Mission Wording on Website-**

John noticed the current LSAB mission statement on the LSAB website did not include anything about reducing city-wide greenhouse gas emissions. He thought it should be revised to reflect LSAB's work on reducing city-wide greenhouse gas emissions.

#### *Public Comment*

Jenn Dingman mentioned that she receives a lot of sustainability information in the newsletter that is included in her utility bill. She also said HOAs can help get information to local communities.

Deborah Fahey said that an effective way to get out information is to table at various events, like the farmers' market. She suggested tabling at the upcoming park openings.

#### *Board Discussion*

Josh asked if the LSAB bylaws specify the mission or vision. He thought the bylaws provide more specific information about LSAB's work than the mission and vision. Todd responded

saying he did not think the bylaws mention the mission or vision. Todd mentioned he was unsure how closely people pay attention to the mission statement on the website.

Todd suggested adding a line to the current LSAB mission statement about reducing city-wide greenhouse gas emissions. Tiffany agreed. Hannah said any changes to the mission statement would have to go to council for approval.

Allison proposed changing the statement to reflect a more updated version of LSAB's work. She said she often reads mission statements on websites and feels many people at her work also read mission statements. She said that mission statements tend to be vague so alternatively, LSAB could add additional information under the mission statement that included a more detailed work plan. Josh suggested putting the LSAB work plan on the website to show more detailed information about LSAB's work.

Todd suggested two LSAB members work on a new mission statement before the next board meeting. Josh and Allison said they will work together on a revised mission statement to bring to the next board meeting.

#### **Discussion Item: Commercial Decarbonization Strategy: CU-Anschutz Research and Partners for a Clean Environment (PACE) Rebates-**

Jenn Dingman, PACE Sustainability Business Advisor, presented on the Louisville Commercial Decarbonization Strategy. She started by giving some background on PACE and her current work with Hannah and Louisville. The goal of the Commercial Decarbonization Strategy is to help Louisville businesses electrify and upgrade HVAC systems to be more energy efficient and environmentally friendly. PACE also works with businesses to provide on-site energy efficiency assessments and personalized recommendations. The PACE program is administered by Boulder County and funded by Boulder County and City of Boulder.

In regards to the CU-Anschutz research, Jenn said that Hannah and Kayla worked with CU-Anschutz graduate students to research Louisville business districts and create a map to prioritize building electrification efforts, focusing on businesses that most likely need heating, ventilation and cooling (HVAC) system upgrades. Due to permit record limitations, the students could not find information on the age of HVAC systems. The students ultimately ranked businesses on their age and square footage with the oldest and largest buildings having the highest score. Of the buildings they evaluated, 84 commercial buildings were ranked "high" with a priority score of either 6 or 7; 532 commercial buildings were ranked "moderate" with a score between 3 and 5; and 54 commercial buildings were ranked "low" with a priority score between 0 and 2.

Jenn said that there are rebates available for this year to give to Louisville businesses to help them electrify and upgrade their outdated HVAC systems to more energy efficient and environmentally friendly options. She would like LSAB's input on the outreach strategy for targeting Louisville businesses who could participate in this program. She would like to know if LSAB recommends PACE focus on high priority buildings identified by the CU-Anschutz students or if PACE should target buildings and businesses that are already engaged with

sustainability programs like those in Green Biz, the bag tax programs, and current PACE programs.

#### *Public Comment*

There were no public comments for this item.

#### *Board Discussion*

Hannah mentioned that in addition to the PACE rebates, the City of Louisville also has \$50,000 to help businesses electrify or replace HVAC systems with more energy efficient options. Ideally, the City of Louisville would like to give about \$5,000 to 10 businesses.

Kevin suggested that some of the high priority buildings might be extremely expensive to upgrade and that could be a barrier for those businesses to participate in this program.

John mentioned that some of the building owners are not the same as the building tenants so there might be a conflict between what the building tenant and building owner want to do. Jenn mentioned this has been an issue in the past, but PACE makes sure to include the building manager in these projects. She said the biggest issue they have is that some rental agreements have a clause saying an HVAC system has to be replaced with a similar or exact match, meaning they are limited to less environmentally friendly options.

John mentioned the benchmarking requirement for the state of Colorado might be a way to identify businesses that would be interested in this program since they are required to create a pathway for a more sustainable future.

Josh suggested that PACE compare the high priority buildings identified by the CU-Anschutz students and the businesses that are already engaged with sustainability like those in Green Biz and current PACE programs and see if there is any overlap. He said those businesses should be targeted and PACE should also advertise the program broadly.

John said that businesses that participate can share their story with surrounding businesses. Allison suggested that businesses that participate in the program this year also be asked to serve as mentors for other businesses looking to electrify or upgrade HVAC systems.

Hannah said they can put out a call on social media to all businesses about the program and also target specific businesses. She said she can consult with economic vitality to see if they also have a list of contacts for local businesses.

Josh asked if this program has been announced publicly yet and Hannah said no.

#### **Discussion Item: LSAB Legislative Agenda to Inform City Council-**

Josh Cooperman, LSAB member, suggested that moving forward LSAB should keep a record of ordinances and policies that can be constantly updated. He also suggested the list be prioritized and LSAB evaluate the list on a regular basis.

### *Public Comment*

Jenn said she thought it was a great idea to keep a list like this.

### *Board Discussion*

Todd said he likes the idea of having a standing list. Kevin agreed and said he would like to be able to reference it throughout the year to make sure he is not suggesting something that was already been done.

John thought it was a good idea to prioritize the list so LSAB can recommend items based on a few factors like how politically feasible it is.

Todd said he thought it might be a good idea to evaluate it at the beginning of each calendar year and share LSAB's top ten priorities for the year with City Council. Josh agreed and said he thought this could be a good way to ensure LSAB's priorities are formally shared with City Council each year.

Allison suggested that LSAB create some scoring system to evaluate the priority level of each item on the list. She suggested they look at the cost of the program and greenhouse gas reduction as two criteria for evaluating the priority level.

Hannah asked LSAB board members to email her with ideas to add to the list and criteria to evaluate the items.

Samma mentioned the Louisville residence survey will go to city council next month and may provide some insight on the Louisville community's priorities.

### **Discussion Items for Next Meeting-**

- LSAB Legislative Agenda to Inform City Council
  - LSAB members should send their ideas and evaluation criteria to Hannah before the next meeting. Hannah will also send LSAB members an email about this.
- Economic Vitality- City's Property Improvement Programs and Economic Vitality 101

### **Adjourn –**

Allison made a motion to Adjourn the meeting; Josh seconded. The meeting was adjourned at 8:01pm.

## Memorandum

**To:** Louisville Sustainability Advisory Board  
**From:** Hannah Miller, Sustainability Manager  
**Date:** July 17, 2024  
**Re:** Staff Updates

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### Projects and Programs

#### Waste:

- The Building Materials Pick-Up program launches on 7/16.

#### Nature-Based Solutions:

- The county has commissioned the Denver-based landscape architecture firm [Superbloom](#) to develop a 'nature-based solutions' toolkit. This toolkit aims to tackle urban challenges such as hotter temperatures, drought, extreme precipitation, air pollution, and increased fire risk. It will enhance public health and climate resilience by creating strategies that use nature to help the county's 10 cities and towns adapt to climate changes and inform local government decision-making.
- The toolkit will evaluate the following nature-based strategies:
  - Replacing lawns with native plants and grasses.
  - Planting rain and snow gardens to absorb runoff.
  - Constructing 'bioswales,' trenches planted with vegetation to absorb and channel stormwater.
  - Converting impermeable, paved areas into forests, grasslands, public parks, and wetlands.
  - Linking existing parks, forests, and wildlands by creating green corridors that connect habitats and enhance water and wildlife movement.
  - Increasing tree canopy cover.
  - Integrating plants and trees into building structures through green roofs and green walls.
- Cities around the world, including Paris, Singapore, and Sydney, have successfully integrated these nature-based strategies into their urban planning and design, achieving benefits such as cleaner air, increased biodiversity, cooler temperatures, and reduced flooding. For example,



Medellin, Colombia, has planted more than 880,000 trees to create green corridors, cooling the city by more than 8 degrees Fahrenheit in some areas.

- The toolkit that Superbloom is developing will serve as a comprehensive guide to action. It will feature in-depth research on urban landscape strategies in Boulder County's municipalities, along with landscape metrics and policy recommendations. The primary goal is to enable local communities to adapt and thrive by utilizing natural resources in urban areas, such as vertical planting, bioswales, transportation corridors, and enhancing riparian zones. While designed primarily for government leaders, municipal staff, and policymakers, the toolkit may also benefit other community members.
- Incorporating racial equity and focusing on low-income and vulnerable populations is a top priority in this toolkit. Superbloom, in collaboration with Boulder County, aims to promote equitable climate action by addressing current and historical inequities and identifying ways for municipalities to support local communities in overcoming these challenges. The toolkit is scheduled for publication in autumn 2024.

#### **Decarbonization:**

- The 1-2-3 Electrify workshop series held its second event (Step 2: Purchase) on July 13, at the Electrification Expo at Superior Community Center from 2:00-5:00 p.m. Thank you to those who volunteered!
- Internal Decarbonization Plan: Staff are working with Public Works, Finance, and CMO to budget for the IDP in 2025/2026. Public Works will be hiring a Project Manager to oversee the implementation of the IDP among other duties. PW anticipates hiring to start in August.
- Community Decarbonization Plan: Staff have been working with Partner's in Energy (PIE) to continue CDP implementation. The PACE advisor and commercial rebates fall under CDP implementation, as well as the 1-2-3 Electrify workshops. Additionally, staff are working with PIE to plan an engagement session with Parco Dello Zingaro.

#### **Transportation:**

- Bike to Work Day saw approximately 100 cyclists stop by.

#### **Water Conservation:**

- Resource Central programs are going well!
  - Garden in a Box: 125 discounts claimed.
  - Waterwise Seminar: 169 registrants, 79 attendees.
  - Slow the Flow and Smart Controllers programs are ongoing.

#### **Council-Related Items:**

- Budget processes are still underway.

**Grants:**

- Staff are reporting on several grants in July.

**LSAB (June meeting follow-up):**

- N/A

**Other:**

- The Sustainability Specialist position has been filled!



# Sustainability Advisory Board

June 2024

Hannah Miller, Sustainability Manager

# Administrative Items

- Call to Order
- Roll Call
- Approval of Agenda
- Approval of Minutes
- Public Comments for Items Not on the Agenda
  - 3 minutes per comment
- Administrative Tasks
- Staff Updates- 10 minutes

# Discussion Item: Economic Vitality

## 101- 30 minutes

- Staff Presentation: Vanessa Zarate, Economic Vitality Manager
- Public Comment (3 minutes per comment)
- LSAB Discussion and Questions





# Economic Vitality Introduction

July 2024

# Team

**Vanessa Zarate, CEcD**  
**Economic Vitality Manager**



**Austin Brown**  
**Economic Vitality Specialist**



# Did you know?

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Over 1,500 businesses

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Over 21,000 employees

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McCaslin/Centennial Valley, Colorado Tech Center, Downtown, South Boulder Road



# What is Economic Vitality?

- ✦ Sales Tax Generation
- ✦ Job Creation & Workforce Development
- ✦ Quality of Life Enhancement
- ✦ Relationship Building
- ✦ Marketing, Promotion, Support



# Economic Vitality and Sustainability

- Design and construction
- Building
- Landscaping
- Tenant Finish
- Operations
- Energy and Building Codes



# Vanessa Zarate, CEcD

Economic Vitality Manager

[Vzarate@Louisvilleco.gov](mailto:Vzarate@Louisvilleco.gov)

303-335-4531

# **Discussion Item: LSAB Mission Wording on Website- 10 minutes**

- Engagement Activity/Voting for Top Choice of Mission Statement
- Public Comment (3 minutes per comment)
- LSAB Discussion/ Direction/ Decision

# Discussion Item: LSAB Legislative Agenda to Inform City Council- 40 minutes

- Staff Direction: Hannah Miller, Sustainability Manager
- Public Comment (3 minutes per comment)
- LSAB Discussion and Direction



# Discussion Item: LSAB Legislative Agenda to Inform City Council 2025 Work Plan

- Idea
  - Create, maintain, and update a list of ordinances and policies that LSAB recommends for adoption by City Council and City staff

Example Ordinances (in no order)	Example Policies (in no order)
Dark night sky lighting	Reduced mowing of park lands, expanded wildlife habitat on park lands
'Green' City charter	Bicycle parking at all City facilities including parks, sports fields, etc.
Las Vegas-style water usage regulations	Mosquito control
Universal recycling and composting requirements	Waste audits
Carrots and sticks in building codes and reviews for electrifying existing buildings	Removal of unnecessary hardscapes, replacement with natural softscapes
Commercial landscape design standards and retrofits	No idling of City vehicles
Admissible regulations on pesticide application	Bicycle and e-bicycle police patrols
Phase out of gasoline-powered landscaping equipment	



# LSAB July 2024 Meeting

## Discussion Items for Next Meeting

- LSAB Legislative Agenda Memo to Council
- Welcome our New Sustainability Specialist!
- Strategy for Youth Engagement Presentation: LSAB Co-Chair, Tiffany Boyd

Adjourn

Mission Statement	Votes
<p>V1. <b>LSAB</b> is dedicated to guiding and assisting the <b>city of Louisville's residents, businesses, and government in becoming a community</b> that meets the needs of the present without compromising the resources available for future generations. Building on this core mission, we will promote the reduction of greenhouse gas emission while also advancing environmental stewardship, social equity, and economic vitality.</p>	
<p>V2. <b>LSAB</b> is dedicated to guiding and assisting the <b>Louisville community</b> in meeting the needs of the present without compromising the resources available for future generations. Building on this core mission, we will promote the reduction of greenhouse gas emission while also advancing environmental stewardship, social equity, and economic vitality.</p>	
<p>V3. <b>LSAB</b> is dedicated to guiding and assisting the Louisville community in meeting the needs of the present without compromising the resources available for future generations. Building on this core mission, we will work to reduce greenhouse gas emission <b>and strengthen climate resilience</b> while also advancing environmental stewardship, social equity, and economic vitality.</p>	
<p>V4. <b>LSAB</b> is dedicated to guiding and assisting the Louisville community in meeting the needs of the present without compromising the resources available for future generations. <b>Through this core mission</b>, we will work to reduce greenhouse gas emission and <b>build</b> climate resilience while also advancing environmental stewardship, social equity, and economic vitality.</p>	
<p>V5. <b>LSAB</b> is dedicated to guiding and assisting the Louisville community in meeting the needs of the present without compromising the resources available for future generations. <b>To realize this core mission</b>, we will work to reduce greenhouse gas emission and build climate resilience while also advancing environmental stewardship, social equity, and economic vitality.</p>	

# Free Donation Pickups

TUESDAYS IN LOUISVILLE

Join the City of Louisville and Resource Central every Tuesday for FREE donation pickups of building materials, such as cabinet sets, working appliances, lumber, tools, and more! Make space in your garage while giving your unneeded items and materials a second life—plus, your donation is tax deductible.

## ACCEPTED ITEMS

- Kitchen Cabinet Sets
- Appliances & Lighting
- Metal Goods
- Lumber & Sheet Goods
- Windows & Doors
- Tools & Hardware
- Roofing Materials



*scan for a  
full list of  
accepted  
items!*

## HOW IT WORKS

Resource Central's Zero Waste team will be in Louisville every Tuesday to pick up donated materials from residents. To schedule your free pickup, scan the code to the right. Your donations reduce landfill waste and support a circular economy. Thanks for helping put conservation into action!

