



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Meeting Minutes

### Sustainability Advisory Board

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Wednesday, April 3, 2024

6:30 PM

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#### **1. CALL MEETING TO ORDER**

#### **2. ROLL CALL**

Kaycee Headrick, Justin Benore, Rose Murphy, Karen, McKensie, Art Henderlong, Alex Arnold

Also present: Eryka Thorley, Dan Hoback

SAB members introduced themselves.

Kaycee on board for 2 years. Current chair.

Rose on board for 4 years. Secretary

Art on board for 2 years.

Dan, 2<sup>nd</sup> year on town council, liaison to this board

McKenzie, 2<sup>nd</sup> board meeting.

Alex, 1<sup>st</sup> board meeting.

Justin, 2 board meetings.

Karen, 1<sup>st</sup> board meeting.

Eryka, sustainability manager for the town

#### **3. APPROVAL OF AGENDA**

Motion to amend the agenda by removing "D". Member roles will be discussed in June. The new members will be more familiar with the board. Motion by Art, 2<sup>nd</sup> by Justin. Amended agenda approved.

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#### **4. APPROVAL OF PREVIOUS MINUTES**

February minutes approved.

March minutes approved as corrected.

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#### **5. GENERAL BUSINESS**

##### **Public comment**

No public comment

##### **Trustee Hoback**

Most council members will be at the Earth Day/Arbor Day on April 27<sup>th</sup>.

##### **Staff Report**

Eryka noted that someone had posted a flier with the town logo on it, but the flier had not been approved by the town. This is not allowed. Contact David Frank for most up to date Oil and Gas informatoin related to the town. Staff reports: 24000 sf of turf is still planned to be replaced with low water use plants at LAWSC. The number of new turf replacement applications has decreased slightly.

The town continues to look at replacing gas powered vehicles with electric vehicles. Currently, Erie has 3 EV's. The town is continuing to look for more places for EV charging stations. Locations that are planned are town hall, the police department and Scholfield Farm.

The Front Range Waste Diversion issues will be before the town council on May 21<sup>st</sup>. Single hauler concepts will be discussed. There is no “one-size-fits-all solution. In answer to Keren’s questions, there are now 5 haulers in Erie. 85% of households recycle. 5% of households compost. Surrounding municipalities have decided on different solutions. 5% of the Front Range Landfill’s GHG emissions are from Erie residents. All other GHG emissions are from outside of Erie. There are now 10 people signed up to be Zero Waste Champions. These people can be utilized at special events.

Data is being collected for the 2023 Boulder County Greenhouse Gas Inventory. This data will be compared with the 2021 data. This inventory includes all GHG emission for the town of Erie.

The town will soon be implementing a Sustainable Purchasing Best Management Practices Guideline for sustainable purchasing for town government.

### **SAB board member Appointment**

There are currently 2 vacant board positions to meet the 7-member goal. There are 3 applicants. Another person applied but missed the deadline. Recommend recommending 2 applicants to the Council. They appoint members. Kaycee recommends re-appointing Art and Rose. Michael, the other applicant, will be encouraged to stay involved and apply again. Kaycee motioned to approve Art and Rose to the board, 2<sup>nd</sup> by Justin. Motion approved.

### **Arbor/Earth Day**

The event will be held on April 27<sup>th</sup> from 10:00 to 1:00 at 450 Powers Street, across from the library. Volunteers will need to be there at 8:00 to set up. The shifts are 8:00 to 11:00 and 11:00 to 2:00. A list of job descriptions, map, organization of tables, chairs and canopies are all needed. The organizational meeting on the site will be Tuesday, April 9<sup>th</sup>. Tree board will also be in attendance. There will be a raffle. Art is donating Denver Botanic Garden Tickets. Three food trucks will be present. Some EV dealerships will have cars there. SAB will have a booth. Expect 800 people.

### **Clean-up Day**

Clean-up day for recycling hard-to-recycle items will be May 4<sup>th</sup> from 8:00 to 2:00. SAB booth will be at the end. A map is needed to locate each of the recycling areas especially since the event is too crowded to allow for backtracking. Xcel will not be there but will provide LED kits for the SAB to distribute. There will be envelopes available for people to mail prescription drug takebacks. They will not be collected at the event. Karen and McKenzie will be there for the morning shift from 8:00 to 11:00, Art and Rose will come from 11:00 to 2:00. Tires are free but limited to one box truck. The first 20 mattresses will be free but after that there will be a charge. The company collecting the tires will collect the tires at the end of the event and invoice the town afterwards. Tires are priced by size. The mattress vendor will collect money. The town will pay for metal recycling. There will be no HHW this year. To encourage more participation in recycling and less use of the landfill Art motioned to approve \$500.00 to be used to offset the cost of the tire and mattress recycling. 2<sup>nd</sup> by Kaycee. Motion approved.

The free landfill days are April 29 – May 4. The landfill closes at 2:00 on Saturdays. It is corporately owned, not owned by Erie.

### **SAB Masterplan**

The SAB started in 2012 before the town had any staff specifically charged with sustainability related duties. The board developed the Sustainability Master Plan in 2019. The Town had part time staff working on sustainability issues but beginning in 2020 the town began to hire full time staff to address sustainability issues. The ordinances developed relating to the structure of the SAB were adopted in 2018. These are now outdated especially since the Town now has hired staff specifically for sustainability issues. The SAB bylaws need to be updated to reflect the current realities.

We can look at the bylaws covering the other boards for ideas. Emma is investigating the practices of other municipalities. Eryka noted that the staff and Council still need the feedback of the SAB. Justin noted that the SMP is due to be updated in 2024. We need a Climate Action Plan to apply for new grants. It was noted that water was originally not part of the scope of responsibilities of the SAB. Kaycee and Karen volunteered to work on drafting bylaws for the board.

### **Board Member Updates**

Karen noted that the water wise yard webinars are available. Residents can sign up for garden-in-a-box and sprinkler audits. The sprinkler audits are free. Some ideas for giveaways for the Earth Day are compostable dishcloths. If there is not time to order them before Earth Day, we could get them for the Town Fair held on May 18<sup>th</sup>.

It was recommended that we do not have a booth at the Town Fair since people are there for a different reason. We could be present in other ways such as monitoring the trash/recycle bins and offering people explanations for the items that go in each bin. It would also be a good time to talk about composting to anyone with questions.

Justin talked about the regional SAB meeting in Westminster that he and Rose attended. Several of the attendees from other municipalities were intrigued with the idea of a Tree Board. His table discussed lots of ideas relating to electric utilities and solar farms. Other attendees were also impressed with the size of our Sustainability Staff in relation to our population. It was proposed to have this group meet bimonthly to exchange ideas. Broomfield volunteered to have the next meeting.

It was noted that we cannot have more than 2 SAB or staff or Council members attending unless a public notice goes out at least 2 days prior to the event. Town Clerk must be notified as they issue the notice.

**6. ADJOURNMENT**

Meeting adjourned at 8:25

***Next regular meeting –May 1, 2024, at 6:30***