



Meeting Minutes

Sustainability Advisory Board

Wednesday, Feb 5th, 2025

6:30 PM

1. Call Meeting to Order

- Karen calls the meeting to order at 6:31pm

2. Roll Call and Verification of Quorum

- Present: *Mackenzie McClaskey, Art Henderlong, Karen Winkler, Rick Kattar, Anne Walsh, Renaldo Grami*
- Absent: *Justin Benore*
- Others in attendance: *Eryka Thorley, Dan Hoback*

3. Approval of the Agenda

- Art moves to approve, Mackenzie seconds, approved.

4. Approval of Previous Meeting Minutes

- Art moves to approve, Rick seconds, approved.

5. General Business

A. Council member updates

- a. No updates

B. Staff member updates

- a. Climate and Sustainability Action plan brought to council and was anonymously approved. Eryka showed graphs indicating climate change and the purpose of the action plan. Water is intentionally kept out of the Sustainability Plan because have a higher-level water level plans for the town, as well as the legal landscape of water.
- b. Shared community waste hauler data. 22% not in an HOA. Residents pay from \$10-\$40 for the same service.
- c. Zero waste champions up to 15 members.
- d. Launching Community Resiliency Plan on Friday.
- e. Discussion around Eryka sending staff reports via email before the meetings. Eryka will make a bullet point list for the next meeting and see how it goes.
- f. Federal funding is on pause and has affected Erie and the Sustainability Staff work. Water Smart Grant was paused and likely not going to be funded (it was turf replacement funding).
- g. Confirmed with Ben Hemphill – going to do an energy and nuclear webinar for town staff but will be opened to board members and will be on March 10th from 12-1. Bill at the state right now to make nuclear energy a clean energy source per the state. This would mean we could use nuclear to help us reach our climate and energy goals for the state. Goal of the webinar is just to talk about it and share information.

C. EPR Presentation by Rick Kattar

- a. Extended Producer Responsibility (EPR) – an act passed a couple years ago, to be executed in 2026 that will provide free funding for all residential recycling in Colorado.

The state has required that everyone that produces a product (producers) that comes into Colorado in a package must track it coming in and pay for the end-of-life waste cost.

- b. It will be paid for by the private sector so the federal government changes cannot impact it.
 - c. The state has approved a company called CAA (Circular Action Alliance) to be designated as the “pro” who will be responsible for funding and structuring all recycling structures throughout the state. They just did a “needs assessment” and determined our needs. Pro might be driven by cost.
 - d. Eco-cycle is a non-profit and not always the most cost-effective so the pro might decide not to move forward with them as a MRF (Materials Recovery Facility).
 - e. Just got plan from CAA, 250-page document. Liquids packaging managing associations plan. Alternate to the CAA plan because they were excluded given that they are hazardous and would have been cost prohibitive.
 - f. Reviewing these two plans and Rick hopes it will open multifamily home recycling and rural recycling.
 - g. Karen comments that Rick, Art, Mackenzie and Karen went to a tour at Eco-cycle’s Recycling and Hazardous Waste Facilities. Rick follows that Shelly Fuller at the Household Hazardous Waste (HHW) will then start to get funding from that liquid petroleum plan mentioned early.
 - h. Eryka asks if the HHW collection will be closely following the recycling in 2026. Rick thinks they will align with CAA and believes they will be able to roll out HHW at the same time. The Pro will tell us as a community where are the facilities that you can go to for recycling for free and the collector will be compensated.
- D. Sustainability Advisory Board Goals - Idea Backlog Volunteers
- a. Mackenzie – Pollinator Support: Amy will be joining us at the next meeting to answer questions about Pollinator District Certification.
 - b. Mackenzie – Transport to Recycling Center: Mackenzie proposes starting with two forms to collect info about those needing assistance and those willing to volunteer. We’d need to get them created through IT and can then evaluate if this is even a big enough need to build an entire app around it. Eryka mentions that Shelly with HHW does have a mobility pickup option that we could explore funding for.
 - i. **[ACTION]**: Eryka will invite Shelly to chat with us about that mobility pickup.
 - ii. Would be good to include if people need help raking leaves or even a drop-off of compost.
 - iii. **[ACTION]**: Mackenzie will draft forms that will ask various aspects of sustainability and what blockers our neighbors might have.
- E. SAB Corner – newsletter contribution for March 2025
- a. **[ACTION]**: Mackenzie will send a bee fact for the newsletter; no other SAB updates will go in there.
- F. Sustainability Advisory Board Ordinance update - Town of Erie and Town Attorney status
- a. Will go to Council for review on March 11th.
- G. Climate and Sustainability Action Plan Request for Proposal and Town Council approval status update
- a. Already covered this topic above. Meeting with Lotus on the 21st to start the document review process. Karen suggests we all go back to watch the presentation to the council on the 28th. [Video Link](#).
 - b. Eryka mentions that the study session with Town Council will be this summer and

encourages us to attend if possible.

H. SAB meeting time management and expected duration

- a. Karen explains that there is no documentation on when the meeting should end and town clerk also says there is no end time, it is determined by the agenda. We should talk about what is reasonable.
- b. Historically, SAB, TAB and Open space boards are similar in scope and they average an hour and a half, but upwards of 2 hours.
- c. Hope is to accomplish our goals but still respecting people's time once a month.
- d. Rick mentions getting information about the meeting ahead of time you will have the details you need to move through it quickly. Making it out at 1 hour and a half feels good for him.
- e. Art says in his background they have had extended meetings and special meetings when needing to meet for one specific topic or other event that is coming up.
- f. Rick says guidance on how much time per topic on the agenda could be good to get some expectations set out.
- g. Consensus is to keep the meeting to an hour and a half and if things won't fit the agenda to either move it to the next meeting or schedule another special meeting if it's time sensitive.
- h. Going forward, expectation is to keep meetings to an hour and a half and if topics cannot be pushed to the next scheduled meeting but need more time, we can either have a subcommittee or schedule a special meeting.
- i. **[ACTION]**: Karen will ask if occasional virtual attendance for the in-person meetings would be allowed in future.
- j. Eryka mentions the alternate board member model with having an 8th position to help with quorum

I. Arbor Day / Earth Day Event Update

- a. We will need to start looking at volunteers to assist with events.
- b. **[ACTION]**: Karen will send out email with all the positions that are needed, people can respond individually on what they can help with.
- c. Food trucks have been secured, and things are starting to shape up and advertising will happen soon.

J. Board member updates

- a. Mackenzie volunteers to do the presentation due March 25th to Town Council.
- b. Rick asks about how we can assist as a board to further sustainability plans. Eryka says the Workplan that council plans is good for this board to review and there is the sustainability plan that they are working on.
- c. **[ACTION]**: Eryka will send the board members the things that haven't been completed regarding the sustainability plan for us to provide input and assistance.
- d. Council nor staff don't direct the advisory boards since they are self-directed.
- e. Eryka says we got the list of residents with Garden in a Box from Resource and we could send them an email asking if we could include them in our garden tour.
- f. **[ACTION]**: Karen will draft an email to send to them and will connect with Eryka
- g. Large portion of landfill items are construction debris. Erie is toying with an ordinance like what Boulder has. Resource central will come do an audit on your project and outline everything that can be diverted and can schedule pickups for those items that can be reused.

6. Adjournment

- Adjourned at 8:11pm. Next regular meeting: Wednesday, March 5, 2025 @ 6:30 p.m. - Virtual

