



## Minutes City of Tempe Sustainability Commission February 11, 2019

Minutes of the Tempe Sustainability Commission meeting held on Monday, February 11, 2019, 4:30 p.m., at the Public Works Conference Room, City Hall, 31 E. 5<sup>th</sup> Street, Tempe, Arizona.

**(MEMBERS) Present:**

Kendon Jung (Chair)	Reyna Olvey (phone)
Ryan Mores (Vice Chair)	Serita Sulzman
John F. Kane	Barbie Burke
Arnim Wiek	Steven Russell
Stephanie Milam-Edwards	Sukki Jahnke
Gretchen Reinhardt (phone)	

**(MEMBERS) Absent:**

None

**City Staff Present:**

Braden Kay, Sustainability Director  
Marilyn DeRosa, Deputy Public Works Director - Engineering  
Grace DelMonte Kelly, Energy Management Coordinator  
Kevin Devery, Fleet Manager  
Ambika Adhikari

**Guests Present:**

Lauren Kuby

Chair Jung called the meeting to order at 4:31 p.m.

**Agenda Item 1 – Public Appearance**

There were none.

**Agenda Item 2 – Approval of Meeting Minutes**

Chair Jung introduced the minutes of the January 14th meeting. Commissioner Burke made a motion to approve the minutes. Commissioner Kane Seconded.

**Motion:** Commissioner Burke

**Second:** Commissioner Kane

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**Decision:** Approved 11-0, all present approved

Voted to Approve:

Kendon Jung (Chair)  
Ryan Mores (Vice Chair)  
John F. Kane  
Reyna Olvey  
Annim Wiek  
Sukki Jahnke  
Stephanie Milam-Edwards  
Gretchen Reinhardt  
Steve Russell  
Barbie Burke  
Serita Sulzman

**Agenda Item 3 – Presentation by the City Clerk**

City Clerk Brigitta Kupier presented about boards and commissions and open meeting laws.

Brigitta said every state in US has a sunshine meeting law or open meeting law. The basic premise of open meeting law is that individuals are allowed to attend your meetings and public bodies have to post a meeting notice 24 hours in advance.

Why we have open meeting laws:

- To protect the public
- Protect public officials
- Maintain integrity of government
- Better informed citizenry
- Building trust between gov and citizens

Who must comply? Legislature, boards and commissions and political subdivisions must comply.

What constitutes a meeting? You can meet in conferences, most likely it's in person and a few people on the phone. For the sustainability commission, a quorum is 6 members. Anytime 6 members get together and talk about an issue, you're having a meeting. If 6 members talk, others may think you are doing city business. You also have sub-committees. If you have one with 3 people, a quorum is 2. They can't get together without posting a notice, having an agenda and taking minutes.

If a subcommittee has 5 members and 3 members are talking that is a quorum of the subcommittee. Staff will help you with agendas and minutes.

Commissioners asked:

- I was under the impression three was a quorum. Brigitta said 3 people does not constitute a quorum with this body but does at a subcommittee level.
- Can we have an ad hoc work session, not a subcommittee, but a group to discuss a topic? You would need a subcommittee. A subcommittee has certain tasks. You have to fill out a form for a subcommittee; they are for a specific purpose, for a certain amount of time.

- If 3 commissioners want to get together to discuss something with the commission, can they do this? Yes.
- Brigitta said email and telephone are included in meeting requirements.
- If we get the meeting reminder, and someone responds to the group and responds yes to pizza it doesn't count. One person can say I want an agenda item for x without going into detail.
- What about providing information to the public that we can post somewhere? I don't see any thing prohibiting that.
- Brigitta said notice is required. The second part is that the agenda should contain enough info that if the public is interested they can come and listen. Postings are 24 hours prior to the meeting on website and on the board out at city hall.
- Agenda Logistics: Agenda and minutes must contain certain elements. We are required to microfilm the minutes. There are attendance requirements.
- If you want to address an item that is on the agenda, staff can attach into to the agenda. The public doesn't know what those info items are and it's not on the agenda, so you could violate open meeting law. Individual penalties can go to board members and to staff, so if you have any questions, ask your staff liaison, and they can ask us.
- Sounds like we could have resources that may be of interest at one meeting and an item for action, we could request to put items up for conversation; there is a way to do it, if we choose to do that.
- The basic idea is we will implement a new system, where all information for each agendized item with be attached to an appendix and anything provided by the commission.
- The chances we would have prepared materials for a current meeting would be unlikely. The materials would be for a previous meeting.
- The idea would be we would agendize the item again at a future meeting. We can't have a previous meeting and then document out there about a previous meeting.
- There could be some documents that are appropriate for the Sustainability Office website. That's where we have to be careful about whether it's being used for the commission or through the office of sustainability or through nonprofits that are presented at this table and some that are not present at this table.

We're explaining the system so we make sure we're following the open meeting law. We need to understand the limitations of the commission. If it's for commission business, it should be agendized.

Braden thanked Brigitta for coming and presenting to the commission.

#### **Agenda Item 4 – Update on Electric Vehicles**

Fleet Manager Kevin Devery said this presentation was adapted from a previous council presentation. There are some advantages to traditional fuels, but cost varies and there are environmental issues.

- Alternative fuels - we use CNG but we are looking to increasing electric vehicles
- Environmental: zero emissions and 40% reduction for alternative fuels

- Social – leadership, customer service

There are a lot of regulations with CNG and a huge expense with that. Cross section of our fleet :

- We have 27 plug ins and hybrids. We are trying to reduce maintenance and fuel costs
- We reached out to water, reached out to solid waste, we have 28 charging stations, 15 are plug in, 3 are hybrid.
- With SRP and APS they are working with ACC to get approval to provide grant funding, challenge is infrastructure, training, and with help from council we can reach our goals.
- 2020 goal – 65% alt fuel or electric
- 2025 – 85% of fleet alternative fuel or electric

Opportunities:

- Council adoption of fleet diversification goal
- Planning study
- Funding for levels of implementation
- 5 stages thru 2025
- Potential future power utility partnerships
- We're making investments to follow our road map

Commissioners asked:

- We still need to plug cars in and use electricity, so isn't it still using fossil fuels. Kevin said there is a huge coal reduction in utilities. Lauren Kuby led the working group for city ops to by 100% RE by 2035.
- You need to green your energy while you are switching to electric vehicles. You have to work on energy efficiency, greening, and EVs to coordinate the efforts.
- Are you creating the metrics? One slide said 60% savings over life tie of vehicle. How are you showing that to the public? Kevin said that is an industry wide accepted number. With lower labor requirements, we start the see the demand drop. It's a multiple domino effect.
- I'm wondering if you could tell us about the partnerships with APS and SRP?
- Braden said the ACC allowed APS to start a pilot project, APS will pay for 100 charging stations in the state. We're not sure we'll participate in that pilot. The thing important to understand is you have to get your fleet electric vehicles to set an example and then you can work on community, public charging stations. We worked on a CIP item to do a study for electrical upgrades to put more EV charging stations in. APS said do your study and then we can collaborate on installing more EV infrastructure.
- What are we doing to reduce the fleet, to have less vehicles? Kevin said in our fleet we do not own the vehicles, we have to work with the other departments to give them resources and information. A pickup truck may drive around Kiwanis Park 6 times a day, but we see 4 miles a day and it seems it's not being used much. Parks says it's being used 6 hours a day. Tony in solid waste has done a fantastic job to re-route and get rid of 6 trucks.
- Braden said that he and Kevin can do a lot on culture change. The more we can get our fire chief, police chief to know this is something we need.
- You could have a revolving fund. Kevin said we don't have a replacement fund. Each year, we make recommendations, we give 5 year budget projections, we've done all the right things, but with the program we have now, if vehicle wrecked, there is no fund for replacement.

Braden said the CIP budget request for EV infrastructure is very important. In the future, you could let council know we think you should be paying attention to this. In my mind, this is one of the top 3 investments we should be making in sustainability. Kevin has gotten a lot done without a lot of resources. This is a no brainer investment.

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### **Agenda Item 5 – Update on Urban Core Masterplan**

Braden said he wanted the new commissioners to hear about the urban core masterplan. Some of the things you have heard about transportation in 20-minute city are related to Urban Core Masterplan.

Braden introduced Ambika Adhikari. Ambika represents Community Development and is working on Urban Core MasterPlan. Ambika said we are close to getting a draft done. I'll give you timeline and update. The master plan includes the TOD. Because we received funds for street car, we have an affordable housing strategy along with historic preservation and sustainability.

In the hierarchy, we have the General Plan 2040, then infrastructure plans, water and transportation, then high level plans e.g. character area plans, urban forestry plan and climate action plan. Then we have implementation plans with development guidelines, then there are regulations, codes and ordinances, and engineering design criteria.

#### Boundaries

- The plan will be a mechanism to distribute potential and expected growth. We are working with consultants and they are estimating there will be 14,300 new dwelling units. That would be 16,000 new jobs, 3.5 million square feet of new office and 1.3 million square feet of new retail, 2,200 new hotel rooms.
- Looking at how to make it more effective and more efficient is the main driving force of the plan. We've done extensive consultation, we've done surveys, ideas are driven by the consultant teams.
- Based on consultation and availability of sites and historic preservation, the consultants have identified areas that will be targeted for growth. Downtown and Apache and some along Terrace area, and some growth along Smith.

Goals for the plan is to distribute projected growth in suitable locations. Ambika showed proposed TOD boundary and subzones, station area activity and corridor. There are 7 or 8 types of TOD. Different heights of buildings depending on location, more density in designated areas.

- Braden said this is how to make a city sustainable. This is complicated but what you're looking at is our attempt of change city ordinances to allow for more height new transit. One thing is to get community to accept more height, anything with a color will follow a set guideline of rules, what the store front looks like.
- Ambika said every building over 5000 square feet has to have an alternative transportation plan, reducing parking, trip reduction.
- What staff has identified is that this code has an opportunity to put this into a plan to reduce single occupancy vehicle. We're trying to create more efficiencies, we can't have density without investment in transportation.

Braden said this is important because if council doesn't want to put alternative transportation into the code, you need to know this conversation, to make sure we're preserving our neighborhood, developing sustainably, have those guidelines/requirements in those codes.

Ambika said the draft will incorporate TDS and density bonus, like Phoenix has; an affordable housing bonus and sustainability bonus. All of those things are incorporated into a lot of detail including parking, you need to build a parking garage with a flat surface.

Braden said another thing you'll be hearing about is green building code voluntary adoption. Those sustainability elements give us an opportunity to more proactive.

Ambika said there is a lot of overlap, the final draft will be posted to the public in May and June. They will take input from public and stakeholders and go to Council in August. If adopted, heights and densities will be allowed by right.

In order for the growth to be managed, we need to have height guidelines, so for the Urban Core Masterplan, we looked at GP2040 which envisions land use and residential density. They have already been accepted by the community. Council also had approved in 2001 and 2006 a height study, up to 350 feet in urban center, those heights were accepted in 2006. Based on those, the Urban Core Masterplan height is slightly different than TOD heights. That does not alone accommodate all of that growth. These are the guidelines in the plan. There will be affordable housing bonuses. Unless we provide incentives, we will be giving heights away for free. It is also in keeping with infrastructure we have.

Commissioners asked:

- You're asking people if they do 125 % parking they can convert it to livable spaces? Ambika said yes.
- What is the Smith innovation hub? Ambika said council gave guidance to Economic Development. There are areas within Smith Industrial areas that are ripe for land use changes. We are integrating that in masterplan.
- How do Affordable housing bonuses those compare with other cities incentives? Braden said developers are looking for areas they believe are good investment opportunities and they want consistency. The way things get built in Tempe, council rezones their plot, then they can develop. We rezone on a per project basis. A high functioning city should create a predictable process with predictable rules. The idea is to set this up, then if you want height bonuses, do the things we want to get height. We are trying to create a predictable investment system.
- You mentioned the height bonus for historic preservation, what if the height bonus is not what they're looking for? Is there another bonus that's not height? Ambika said yes, you could get density bonus.
- The design guidelines, do they include sustainability? Ambika said yes there is a threshold.
- The height was by what neighbors would bear, I'm trying to make sense of it, it's also as high as the market would bear I'm guessing. In 101 and McClintock, neighbors would bear more than neighbors between McClintock and rural. Ambika said they went through neighborhood workshop, 125 people, all of this is considered.
- The height proposed is a maximum. There would be more height possibility; that becomes minimized, it is a balance of what people want and what is needed. This is not a rezoning of the property.

Ambika said he would come back again. They will hold public outreach. Affordable housing strategies will go for adopting quicker, all of these are connected, affordable housing impact statement.

### **Agenda Item 6 – Climate Action Plan Prioritization:**

The Climate Action Plan is an opportunity for city to set more aggressive goals than in the past. In the beginning we had a municipal goal to get to 20% renewable energy by 2025. With this group and Council working group, we set a 100% renewable energy goal by 2035 with carbon neutrality by 2050.

We are part of the Mayor's climate compact. We're in a place where half of emissions are from energy and half from transportation.

We don't want to do death by laundry list. Eventually, we'll have a bigger office and we'll have a longer list, but we're proposing is emission reduction in:

- Energy
- Transportation
- Extreme heat

We will look at one to two policy actions to move each thing forward. This is a Climate Action Plan using 2015 emissions data. In 2021 we will start a 2<sup>nd</sup> climate action plan using 2020 data. We need to make sure our city understands what emissions are, with champions that can move this forward. For now, what we're trying to do is to dive into these areas, and what policy change we are looking for in each of these areas.

In transportation, we may need 3 policy actions. Electric vehicles are part of the 3 items, I believe the utilities will step up, taking that 0-2% progress and setting a goal. We're going to get that articulated in CAP 1, highlighting critical investments we need to make right away. CAP 2.0 will be more in depth.

We will have a public event where we will be getting feedback for energy investments and extreme heat.

How do we start making investments that are low carbon? We build more infrastructure for automobile future. We continue to invest in the past instead of the future. We need to say we're building a different future than we have today. We need to invest in our city in different way.

### **Agenda Item 7 – Autonomous Vehicles:**

In the Fall of 2017, I was working with a class and we spent time thinking about how to work on autonomous vehicles. There was a fatality and we learned we don't know where this trend is going, this could help us support zero carbon emissions and 20-minute city. The way we welcome autonomous vehicles can be a plus instead of a minus.

We found that it's not a forsaken conclusion that AVs are going to solve our problems. So with ASU we produced a white paper on AVs that AVs could hurt or help. We followed guidelines from NLC, there are some core challenges. How do you build AVs as part of a multi modal system as part of a 20 minute city, we have to take ownership to guide technology, otherwise we're threatened to be taken over by cars.

Recommendations:

- Smart mobility playbook
- Equity and access
- Public safety
- Infrastructure, zoning and land use
- Data governance and sharing
- Learning
- MAG would like us to help develop a playbook for the region

Pilot projects: We're applying for grant money for using AVS to solve congestion problems. This is an exciting area. That is where we're headed for AVs. We'll be working with MAG on funding this play book. Between EVs and 20-minute city, there is not a ton of guidance needed here. WAYMO and certain companies are dedicated to that. It will be broad. We will be working with ASU and have them looking at European partners. We're one of the first cities working on AV policy and we have AVs in the city.

### **Agenda Item 8 – State of the Neighborhoods Sustainability Awards**

Braden said at the next meeting, we will need to decide on this. The first year, we spent a lot of time on this. Last year, we came to you with some ideas, and you nominated them, and they received awards. This year, we have some nominations, we will ask our water department for residents that should be nominated for an award. At the

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next meeting, we'd like to make nominations on the residents and business side. If commissioners want to take the awards on and manage a process, we can do that next year.

**Agenda Item 9 – Housekeeping items**

The commission discussed retreat dates. Decision to have it on March 25<sup>th</sup>. Braden said we will discuss policies to get the first CAP through. There will be content, and a lot of things will be process. We need to make sure there is energy and support for each action in the plan. Our intent is what is the strategy to actively advancing the contents.

**Agenda Item 10 – Future Agenda Items**

None.

A motion was made to adjourn.

**Motion:** Commissioner Russell

**Second:** Commissioner Milam-Edwards

**Decision:** Approved

The meeting was adjourned at 6:35 pm.

Prepared by: Grace DelMonte Kelly

Reviewed by: Braden Kay