

CONSERVATION ADVISORY COUNCIL

Minutes of Meeting

January 9, 2014

Present: Richard Harper, C.K. Boyle, Gail Fulton, Mary McTamane
Phil Prinzivalli, Chuck Thomas, Chad Wade
Guests: Natalie McKinstrie, Peter Smith, John Gebhards

1. **Roll Call.** The meeting came to order at 6:20pm. All Board Members confirmed that their Oaths of Office were taken.
2. **Selection of Chairperson.** After a brief discussion of availability and time limitations for candidates, the Board voted as follows:
M. McTamane: Motion to nominate Richard Harper as Chair of the CAC
K. Boyle: Motion Seconded.
Discussion: No further discussion
VOTE: Unanimously approved.
Action: send letter/email to Corporation Counsel stating that the Board unanimously recommends Richard Harper as Chair of the CAC so that it can be on the next Work Session for City Council approval.
3. **Standing Committees.** Because of the breadth of topics relevant to CAC's mission, Chuck Thomas recommended 'standing committees' be appointed to keep the Board informed. The following standing committees were approved and will be on the regular Agenda for reports:
Air Quality: Phil Prinzivalli
LWRP: Chuck Thomas & Peter Smith
Open Space &
Natural Resource Inventory: Chad Wade, Peter Smith
Parks: Gail Fulton & Mary McTamane
Urban Forestry: Phil Prinzivalli & Kippy Boyle
Watershed: Peter Smith, Chuck Thomas
4. **LWRP/Future Land Use Plan:** There was a lengthy discussion about the status of closing out the LWRP State grant and its connection to the Future Land Use Plan. What is the latest, most current version of the Plan? Is it in 'editing' format? How close is it to completion and State approval? Natalie suggested that another 50 hours of final revisions is needed. CAC unanimously agreed that support actions (including paying a portion of secretarial time) to complete the paperwork to submit to the State ASAP. What would the timeframe be? February? The confusion should be resolved quickly in order for the CAC's work to progress.

Peter Smith reported on the Work Session presentation by AKRF on the Rezoning. Public information sessions are scheduled for February 8th and 12th at the Library. Peter suggested asking AKRF questions about coordinating LWRP and Zoning.
5. **Old Business.**
 - a. Office Space & Support: Chuck Thomas emailed the Acting City Manager on 12/23 regarding office space and support (technical and other).
 - b. Secretarial Services: Natalie will let us know if she's available. Board needs to continue reaching out – inside/outside City Hall.

6. New Business

- a. Mapping. Richard Harper brought a 'working map' from GIS department. The Board discussed additional changes (expanding to show Washington Lake, Side legends, better indicators, etc.). Action: Chad and Peter will review this draft for further edits..
- b. Rt. 300 Development/Washington Lake Drinking Water. Public Hearing on January 14th with the County IDA regarding Crystal Run development next to WL. Public Hearing Jan. 16th with Town of Newburgh Planning Board re approval of site plans. Chad Wade and Peter Smith updated the CAC on the problems with the current plans. The Board unanimously agreed that CAC needs to take a position on this.
Action: Chad and Peter to draft a letter to each agency; Kippy will read letters into the Minutes at the public hearings.
- c. Pace Law. Peter Smith received an email from Jessica Batcher. Pace will attend our February 6th meeting to assist our set-up. Discussion of Streamlining .
- d. Incentivizing Green through Codes: Since the PACE meetings, have any of the Code Permit Applications been updated? For instance: Sidewalk Permits need to reference trees; Broadway improvements Kippy suggested that the Site Plan Stamp be updated to include CAC sign-off. This will help Zoning, Planning & Codes to consider environmental issues. Action: Mary will ask Codes.
- e. Meet with Acting City Manager & others: Schedule a meeting, have agenda topics, what other city staff should attend?

7. How will CAC stay informed as to future development and current projects?

The board discussed the importance of knowing actions going on, even when the CAC might not be directly involved. Richard noted that the Planning Department should be the primary contact (for instance, on brownfields), but historically gatekeepers haven't been diligent about informing citizens. **CAC will need to be proactive with every department.** Mary: being informed of Buildings Department permitting would eliminate 'disconnect' between volunteer committees. Chad suggests emphasizing the Board's qualifications and Chuck noted that we are a governmental agency. Action: Mary will draft a letter for each board informing them that CAC is now active and what our responsibilities are as a result of the Streamlining Study of Pace. Additionally, every City Department must be notified. [Refer to Page 3 of the legislation. Refer to Page 7 also as to our duties].

8. General Information:

1. Kelly Dobbins – County contact working with Watershed Management Plan.
2. Clearwater hired e-Design (Theo Barbagianis?) to study stormwater management in the City.
3. Shade tree will seek collaboration with Broadway Improvement Program to complete its "Greening Broadway" grant.

9. **NEXT MEETING – FEBRUARY 6 – 6:30 pm 2014 Meeting Schedule to be posted online.**