

Green Team Meeting Minutes

October 18, 2023

Attendees: Patti Hamilton, Linda Frame, Jennifer Pauley, Quenton King, Andrew Earley, Robin Sylvester, Rowan Zoeller, Director Brent Webster, Councilmembers Beth Kerns and Joe Solomon.

Patti called the meeting to order and quorum was established. Quenton moved to approve the minutes from September 2023. Robin seconded. Unanimous.

New Business

Patti introduced Perry Bryant for a presentation on a community bike plan. He introduced Ryan Hough, certified traffic engineer. The new connector trail was discussed. Different types of bike lanes were discussed, each providing different options such as preserving parking and providing safety. Some parking spaces would be impacted along the different routes and proposals. Priority is to protect residential on-street parking. Federal funds can be pursued by the City. First bucket could be used to design and engage with the public. Second bucket would be for construction. Request made to meet with City Manager and hear administration's concerns and to consider funding a study on funding and design. Local stakeholder committee with residents, businesses, council members, and Green Team to provide input. Cycling community is a diverse group. Study cost would cost approximately \$50,000 and \$150,000. Safety and walkability benefits of bike infrastructure were discussed. Andrew asked if there is any preliminary data on how safety is improved with protected bike lanes. Quenton mentioned the equity issues with scooters and lack of infrastructure for this new program. Patti mentioned that an assessment is likely the first step and that the Green Team's issues include walkability and biking. Will add issue to next Green Team agenda. Quenton asked how many councilmembers have been contacted. A meeting with the Traffic Committee meeting has happened.

New logo: Logo number 2 was nominated by Quenton. Adopted unanimously. Patti will send it electronically to members. Patti also shared the flyer designed by Robin with QR code. Suggested fliers be placed around town, make post card size.

Unfinished Business

Facilitator for Green Team Strategic Plan: Quenton gave a report from the interview committee. (Patti, Quenton, and Linda:

Following last month's meeting, we learned from the City Manager that we could have an interview committee, not constituting a quorum, to present recommendations to the full Green Team.

Patti, Quenton, and Linda make up this committee. Since the September 2023 Green Team meeting, we interviewed candidates from two organizations that submitted proposals to assist us in developing our strategic plan. Both proposals were excellent. Our recommendation, however, is Downstream Strategies. While the more expensive proposal, it was reduced to \$13,000. Downstream Strategies has expertise on the Green Team's issues and priorities. It is the type of consulting they do routinely.

We also recommend that we provide the Mayor our alternative recommendation, Terri Reed Cutright & Associates. Her proposal is \$5,000 and she has an extensive background in strategic planning. She has obtained \$41 million in grants for various clients, although they are not necessarily related to our issues.

Both candidates recognize the limitations on a volunteer committee and this is important in order to develop a realistic plan.

The recommendation and motion of the interview committee is to approve Downstream Strategies as our recommendation to the Mayor and to inform her of our alternative recommendation, Terri Reed Cutright & Associates.

The Mayor has final approval of use of the Green Initiative Fund.

Respectfully submitted,

Patti

Quenton

Linda

Quenton moved to accept the interview committee recommendation. Jennifer seconded. We are about a month behind on the timeline. Patti will deliver the recommendation to the Mayor. Unanimous.

Committee Reports:

No report from Director Webster.

What to do With Stuff Committee: Ready to compile info into a flyer. Robin said this could be included in the QR code and on our website. Councilmember Kerns mentioned the need for a more durable cup to use in new PODA. She made a recommendation to the Ordinance Committee that plastic cups are not used. She also talked about stickers on recycle barrels on what can be recycled. Rowan, Councilmember Solomon, and Director Webster met to discuss improving recycling. Rowan has created a recycling display.

EECBG Development of Plan Committee: Andrew requested to join the committee along with Quenton, Dennis, and Jennifer. A strategy needs to be submitted – if city doesn't have a plan, it can use the money to hire a consultant. City has an energy reduction goal. Others would need to be developed. Quenton recommended that we use the funding to create a plan to improve our chances of success. Should also talk with Huntington. Also required to reach out to the state (likely WV DEP). Robin asked if Downstream Strategies could help. Contracted to only help with our 2-4 year plan. Deadline is January 31. Potentially use \$77,000 for Charleston's 10-year energy plan to reduce energy needs. Jennifer recommended that the City Manager be looped in to decide which buildings would be best for installing solar. Quenton is inviting a speaker to come next month. Jen mentioned getting free proposals in the meantime to gather information. The committee will reach out to the City Manager.

Designations Committee – no report.

Updates

Tree City was in the Charleston Gazette today. Hoping to be designated within the year.

Sustainability Fair took place on October 14. Good presence by the Green Team and Patti made remarks.

Green Team has been invited by Morgan King to attend Pot Luck and Resource Fair on November 14 from 5:30 – 7:30 PM at George Washington High School. Robin can attend and asked Rowan to bring her display.

Communications: Linda thanked Robin for her work on the flyer. Robin joined the Communications Committee. She and Linda will connect on QR Code and integrating our materials.

Quenton moved to adjourn. The next meeting is November 15, 2023 from noon – 1:30 PM, City Hall, 3rd Floor. Meeting adjourned at 1:25 PM.