

## CITY COUNCIL CONFERENCE MINUTES

May 8, 2018

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a conference at 5:05 p.m. in the Municipal Building Conference Room on the 8th day of May, 2018, and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT:

Councilmembers Allison\*, Bierman, Castleberry, Clark, Hickman, Holman, Karjala, Wilson, and Mayor Miller

ABSENT:

None

\* Councilmember Allison arrived at 5:25 p.m.

Item 1, being:

### REVIEW AND UPDATE FROM THE ENVIRONMENTAL CONTROL ADVISORY BOARD OF THE MAYORS' CLIMATE PROTECTION AGREEMENT RECOMMENDATIONS.

Ms. Amanda Nairn, Chair of Environmental Control Advisory Board (ECAB), provided background on ECAB's role in the community and said ECAB is tasked with investigating, preparing plans for, and recommending programs related to the preservation and enhancement of the environmental quality of the city. ECAB includes nine citizen members nominated by the Mayor and confirmed by Council. ECAB meets the third Wednesday of each month at 5:30 p.m.

Ms. Nairn said some of ECAB's accomplishments include conducting an annual elementary school poster contest focused on water quality and conservation themes; sponsoring a monthly landscape award in the city to draw attention to both water conservation and nutrient reduction in landscaping; participating in community events such as The Big Event at OU, Earth Day, and the annual household hazardous waste collection event; and leadership participates in public panel discussions over water quality in addition to presenting several rain-barrel workshops while also giving away over 1,000 rain barrels.

Ms. Nairn said ECAB has been working over the past 15 months on updating the Mayors' Climate Protection Agreement goals and she was impressed with how much has been accomplished towards those goals without a dedicated Staff person overseeing the program. She introduced Mr. Matthew Rom, ECAB Board Member, and he made the presentation. He said the original Mayors' Climate Protection Agreement was signed by former Mayor Haralson in 2005 and ECAB's original plan of action formally adopted by Council under former Mayor Rosenthal in 2009 contained 12 recommended actions.

#### **2009 - 12 Recommended Actions**

1. Inventory global warming emissions in City/community, set reduction target, and create an action plan;
2. Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities;
3. Promote transportation options such as bicycle trails, commute trip reduction programs, incentives for car-pooling, and public transit;
4. Increase the use of clean alternate energy;

Item 1, continued:

**2009 - 12 Recommended Actions, continued**

5. Make energy efficiency a priority through building code improvements, retrofitting City facilities with energy efficient lighting and urging employees to conserve energy and save money;
6. Purchase only Energy Star equipment and appliances for City use;
7. Practice and promote sustainable building practices using the U.S. Green Building Council's LEED program or a similar system;
8. Increase the average fuel efficiency of municipal fleet vehicles, reduce the number of vehicles, launch an employee education program including anti-idling messages, and convert diesel vehicles to bio-diesel;
9. Evaluate opportunities to increase pump efficiency in water and wastewater systems - recover wastewater treatment methane for energy production;
10. Increase recycling rates in City operations and in the community;
11. Maintain healthy urban forests - promote tree planting to increase shading and absorb CO<sub>2</sub>;
12. Help educate the public, schools, other jurisdictions, professional associations, businesses and industry about reducing global warming pollution.

Mr. Rom said ECAB began its review of the 2009 recommendation in February 2017. He said during the review process it became evident the City of Norman has accomplished many of the recommendations outlined in the original document. He said the accomplishments since the last action plan include:

- Establishment of greenhouse gas emissions baseline for the year 2000;
- Restricted development acreage east of 48<sup>th</sup> Avenue East;
- Approved Center City Formed Base Code to encourage non-vehicular traffic in core Norman;
- Extended bicycle and multi-modal trails throughout much of the City's core area;
- Commitments to alternative transportation infrastructure (CART);
- Adoption of the 2006 International Energy Conservation Code;
- Conversion of all traffic signals to LED displays;
- Installation of Energy Star rated appliances and equipment where possible;
- Expansion of local renewable energy businesses, i.e., Bergey Wind Power, Delta Solar Energy and Design, and Off Grid Enterprises, LLC;
- Fifteen completed LEED-certified projects in Norman with seven more in progress;
- Required energy compliance reports for commercial projects;
- Growth from three to 120 CNG vehicles in the municipal fleet;
- Established the City CNG Facility;
- Variable frequency drives were added to blower motors reducing energy consumption;
- Reuse of wastewater for cleaning weirs which reduces the need for potable water;
- 90% of residential customers utilized the mandatory curbside recycling program in 2016;
- 23% of the waste stream, by tonnage, was diverted in 2016;
- Established a tree planning program that planted 450 trees and inventoried 1,654 trees;
- Recognized as a Tree City USA for 13 years;
- ECAB, Environmental Services Division and Stormwater Division facilitated numerous public education sessions throughout the community; and
- City annually proclaims July as Water's Worth It month.

Item 1, continued:

Mr. Rom said although considerable progress had occurred, ECAB believes additional improvements are possible. ECAB reviewed and updated the initial goals/action items and the action items were consolidated where appropriate when a common theme was present. A summary of the updated action items are as follows with more detailed information included in the full report:

**2018 Updated Action Plan Recommendations**

1. Inventory global warming emissions of City operations;
  - (a) *Inventory greenhouse gas emissions to determine any changes compared to the 2000 baseline (City facilities only)*
  - (b) *Reevaluate every five years*
2. Adopt and enforce land-use policies that reduce sprawl, preserve open space, and create compact, walkable urban communities;
  - (a) *Final and adopt Plan Norman*
  - (b) *Expand and refine development rules to encourage Low Impact Development*
3. Promote alternative transportation;
  - (a) *Continued support for CART with goal of expansion of service to southeast Norman*
  - (b) *Continue efforts to expand bicycle routes and connection of preexisting routes*
4. Increase the access and use of renewable energy while making energy efficiency a priority throughout purchasing and construction processes;
  - (a) *Conduct an energy audit analysis of municipal energy use*
  - (b) *Request expedited LED street light replacement of the approximately 6,565 OG&E street lights throughout the city*
  - (c) *Pursue opportunities to increase renewable energy throughout the city through collaboration with industry and community partners with the goal of reaching 100% renewable consumption by the year 2050*
  - (d) *Explore the creation of a renewable energy employment initiative to help bring jobs to Norman within the renewable energy sector*
  - (e) *Reactivation of the "Greenovation" Committee with the Chamber of Commerce*
5. Practice and promote sustainable building practices using the U.S. Green Building Council's LEED program or a similar system;
  - (a) *Adopt the latest version of the International Energy Conservation Code*
  - (b) *Recommend and encourage higher quality building envelopes, HVAC systems, efficient lighting, and water-efficient fixtures for all projects*
6. Increase the average fuel efficiency of municipal fleet vehicles and increase the use of renewable friendly vehicles;
  - (a) *Invest in infrastructure to support renewable-friendly vehicles including installing electric charging stations at municipal buildings*
  - (b) *Implement a public Education Outreach Program to reduce fuel usage*
7. Evaluate opportunities to increase pump efficiency in water and wastewater systems, recover wastewater treatment methane for energy production;
  - (a) *Install a cogeneration system to use methane gas for energy generation*
  - (b) *Perform engineering studies to evaluate plant efficiencies with the goal of replacing inefficient systems*

Item 1, continued:

**2018 Updated Action Plan Recommendations, continued**

8. Increase recycling rates in City operations and the community;
  - (a) *Explore and implement opportunities for apartment and business recycling*
  - (b) *Partner with local environmental groups and the Chamber of Commerce to promote recycling at special events*
  - (c) *Install recycling bins at City Hall and public parks and venues*
9. Maintain healthy urban forests, promote tree planning to increase shading and absorb CO<sub>2</sub>;
  - (a) *Update the Forestry Master Plan and Community Forest Management Plan*
  - (b) *Develop guidelines for maintenance of existing trees and tree trimming practices*
  - (c) *Develop chemical spraying guidelines and restrictions*
10. Educating the public, schools, professional associations, businesses and industry, and other jurisdictions about environmental disciplines.
  - (a) *Hire a full-time sustainability coordinator*
  - (b) *Challenge and engage local businesses, organizations, and other communities to become partners in environmental public education*

Councilmember Hickman asked the City Manager to prepare an item for the FYE 2019 Budget discussion to fund a sustainability coordinator.

Councilmember Clark thanked ECAB for their work and asked about collaboration with the Ready for 100 group. Mayor Miller said the two groups have been working together and that is why the phrase was added “while working with community partners to move our community to 100% renewable energy.” She said there has been discussion to possibly add a sub-committee of ECAB that would look at goals for the whole process.

Mr. Rom said the next steps, with Council concurrence, would be to place the recommendations on a future Council agenda for formal adoption. He said ECAB also recommends the recommendations be reviewed and updated every five years.

It was the consensus of Council to move forward with formal adoption of the recommendations.

Items submitted for the record

1. PowerPoint presentation dated May 8, 2018, entitled, “2018: Review and Update of Mayors’ Climate Agreement Recommendations” presented by ECAB
2. 2018: Review and Update of Mayors’ Climate Agreement Recommendations prepared by the City of Norman Environmental Control Advisory Board

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Item 2, being:

**DISCUSSION REGARDING THE IMPLEMENTATION OF A FEE ADJUSTMENT PILOT PROGRAM FOR HOMES PURSUING HOME ENERGY RATING SYSTEM (HERS)/ENERGY RATING INDEX (ERI) CREDITS.**

Mr. Terry Floyd, Development Coordinator, said the Community Planning and Transportation Committee met in November 2017 and again in January and March 2018, to discuss Low Impact Development (LID) and green building incentives. He said from that discussion the Committee directed Staff to meet with local builders and stakeholders and begin development of an incentive program for residential home construction using Home Energy Rating System (HERS) and/or Energy Rating Index (ERI) for energy efficiency.

Mr. Floyd highlighted the suggested pilot program and said the parameter of the program is centered around a building permit fee adjustment process. He said the program provides an incentive for new single-family residential home construction based on the final HERS/ERI index rating/score of the home. He said in the program, 50% of the building permit fee may be adjusted for a home achieving a HERS/ERI index rating of 65, with an additional 5% fee reduction for each point below 65. He said building permit fees are based on a fee of \$0.14 per square foot of the home size; therefore, the amount of the adjustment would vary based on the size of the home.

Mr. Floyd said the potential program would require the home builder or owner to complete an annual participation form. He said the permit fee adjustments for ratings would be noted on the building permit application of the builder's or homeowner's intent to pursue a rating for the home. All other fees would still apply as the adjustment would only apply to the building permit fee portion of the overall permit. The final building permit fee will be determined once construction is completed, prior to the issuance of a Certificate of Occupancy. He said the amount of the adjustment is based on submittal of the final index score report and verification by Staff. He said appeals would be made to the Director of Planning and Community Development.

Mr. Floyd said the pilot program could be approved by Council resolution and begin as quickly as July. He said the revenue generated by the building permit fees is deposited into the General Fund. He said due to the unknown impact to the General Fund, Council may want to consider pursuing a pilot program for a six month period to establish a baseline for future revenue impacts.

Councilmember Hickman thanked Mr. Floyd for his hard work and appreciated the collaborations with the environmental community, building community, and Staff. He encouraged Staff to come back to Council after the pilot program is completed and provide information on the success of the program or how it can be more productive. He encouraged Staff to work on a public awareness campaign and was excited to say Norman will be the first community in Oklahoma to explore this type of program.

The consensus of Council was to move forward with the pilot program by placing a resolution on a future Council agenda for adoption.

Item 2, continued:

Items submitted for the record

1. PowerPoint presentation dated May 8, 2018, entitled, “Fee Adjustment Pilot Program for Homes Pursuing Home Energy Rating System (HERS)/Energy Rating Index (ERI)”
2. Memorandum dated May 3, 2018, from Terry Floyd, Development Coordinator, through Steve Lewis, City Manager, to Mayor and City Council with Attachment A, Home Energy Rating System (HERS)/Energy Rating Index (ERI) Building Permit Fee Waiver Incentive Program requirements; Attachment B, 2018 Home Energy Rating System (HERS)/Energy Rating Index (ERI) Building Permit Fee Waiver Incentive Program application; and Attachment C, Draft Resolution

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The meeting was adjourned at 6:23 p.m.

ATTEST:

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City Clerk

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Mayor