



CITY OF HENDERSONVILLE
ENVIRONMENTAL SUSTAINABILITY BOARD
City Hall Chambers | 160 6th Ave E. | Hendersonville NC 28792
Thursday, August 17, 2023 – 3:30 PM



AGENDA

1. CALL TO ORDER

- A. Call To Order- Kelly Phale, Chairperson

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- A. Meeting Minutes; Environmental Sustainability Board; July 20, 2023

4. STAFF LIAISON UPDATE

- A. Caitlyn Gendusa, staff liaison
- Update on Sustainability Strategic Plan
 - Reminder of board appreciation dinner
 - Comprehensive Plan

5. NEW BUSINESS

- A. FountainWorks retreat recap; Kelly Pahle, Chairwoman
- B. Composting discussion; Kelly Pahle and Jill Carter, Chairwomen
- C. Hendo Earth Fest Sub-committee; Caitlyn Gendusa, staff liaison

6. CITY COUNCIL UPDATE

- A. Mayor Pro-tem, Lyndsey Simpson

7. ADJOURNMENT

The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.



CITY OF HENDERSONVILLE
ENVIRONMENTAL SUSTAINABILITY BOARD
 City Hall - Chambers (2nd Floor) | 160 6th Ave E. | Hendersonville NC 28792
 Thursday, July 20, 2023 – 3:00 PM



AGENDA

1. CALL TO ORDER

- A. Call To Order- Kelly Phale, Chairperson
Meeting called to order at 3:03pm

2. APPROVAL OF AGENDA

- A. Approval of Agenda
Virginia amended agenda to add Mountain True Waste Reduction meeting update.
- Mary Ellen motioned first followed by Grady second.

3. NEW BUSINESS

- A. Welcome New Members! - *Kelly Pahle, Chairperson*
- B. FY 2024 Chair and Vice Chair Vote - *Kelly Pahle, Chair*
Virginia nominated Kelly as chair; Board gave unanimous approval
Kelly nominated Ann as vice chair; Board gave unanimous approval
- C. Caregivers of Mother Earth and Brooklyn Community Garden Update, *Elle Travis and Jane Grossman*
Virginia wanted to ensure compost will be available at the garden.

The City may want a compost drop-off station located at the garden. Jane confirmed this would be a communal garden with the possibility of a few beds that can be rented by community members.

Caitlyn asked how the Board can support the garden. Elle clarified that financial support as well as raising awareness would be much appreciated.

4. APPROVAL OF MINUTES

- A. Meeting Minutes; Environmental Sustainability Board; June 15, 2023
Grady motioned to approve minutes first; Virginia motioned second

5. PUBLIC COMMENT

- A. Public Comment 10 minutes
No members for public comment

6. STAFF LIAISON UPDATE

Item A.

- A. Sustainability Strategic Plan Public Input Meeting Update
Caitlyn reviewed summary sheet in packet. Survey will be available in October for final public comment.
- B. Approval of Amended Annual Schedule of Regular Meetings and new sub-committee dates/times
Board updated all meetings moving forward to be held at 3:30pm
Board approved meetings with updating December meeting to be held on the 14th
Mary Ellen motioned first to approve; unanimous approval by Board
- C. E.S.B.'s role with Bee City
Board confirmed that they can be responsible for the outreach/education requirement of Bee City with the committee requirement to fall under Tree Board as long as the Tree Board is able to accommodate. At the next meeting, Board members can look at what additional events/programs they would like to do for this fiscal year.

1. OLD BUSINESS

- A. Mayor's Monarch Pledge, Marcia Shaffer, *Board member*
A lot of the requirements are already being met. The Board discussed if the Tree Board should be the main drivers of the land management policy work since the Tree Board has the City's Property Maintenance Superintendent as their staff lead who could better assist.

Ann has interest in policy work for requirements of native plants and reduction in pesticide/herbicide use.
- B. Subpod - *Virginia Tegel, Member*
Virginia provided an update. The subpod would be located at the bike rack at City Operations Center. Other Board members would like to take some time at the next Board meeting to discuss other compost options and to confirm if the Board is wanting to focus on municipal or residents/businesses with encouraging to compost.

Jill is going to bring up at the following meeting what Asheville does with municipal compost requirements.
- C. Tree Ordinance Update - *Virginia Tegel, Member*
Moved to August meeting
- D. Parks and Greenways Master Plan Update - *Virginia Tegel, Member*
Moved to August meeting
- E. Fountain Works Retreat Summary - *Kelly Pahle, Chair*
Moved to August meeting

8. CITY COUNCIL UPDATE**A. City Council Update - Lyndsey Simpson, CouncilWoman**

No updates. CouncilWoman Simpson worked with Caitlyn on the recent public input meetings.

9. SUBCOMMITTEE UPDATES

Moved to August meeting

10. OTHER BUSINESS**11. ADJOURNMENT**

Ann motioned first to adjourn; Mary Ellen motioned second

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**THANK YOU
FOR SERVING!!!**

**YOU'RE
INVITED**



**RSVP BY
APRIL 24!**

LOCAL GOVERNMENT HERO BOARD APPRECIATION DINNER

**MON. MAY 15, 2023 - 5-7 PM
CITY OPERATIONS CENTER**



**BOARD OF ADJUSTMENT
BUSINESS ADVISORY COMMITTEE
HISTORIC PRESERVATION COMMISSION
PLANNING BOARD
WATER & SEWER ADVISORY COUNCIL**

**THURS. AUG. 31, 2023 - 5-7 PM
CITY OPERATIONS CENTER**



**ANIMAL SERVICES ADVISORY COMMITTEE
DIVERSITY & INCLUSION COMMITTEE
DOWNTOWN ADVISORY BOARD
ENVIRONMENTAL SUSTAINABILITY BOARD
TREE BOARD**



City of Hendersonville Environmental Sustainability Board Vision Themes

Overview:

- The purpose of this document is to take the visioning done by the City of Hendersonville’s Environmental Sustainability Board (ESB) and continue to collaboratively build out what an ideal future for the ESB looks like
- The initial vision themes generated at the ESB session have been sorted into two categories: “Our Ideal Future State” and “Our Constructive Impacts”

Working ESB Vision Themes:

Our Ideal Future State	Our Constructive Impacts
<i>We work to provide residents with a sustainable quality of life</i>	<i>We empower the City to be a champion for sustainability</i>
<i>We make sustainability relevant and relatable for those in our community</i>	<i>We lead the region and state in environmental sustainability</i>
<i>We foster innovation and creativity across our work to make a greater impact</i>	<i>We create and foster collaborative community partnerships</i>
<i>We champion use of clean energy and sustainable practices in the City</i>	<i>Hendersonville and its residents are a solution towards sustainability</i>



City of Hendersonville Environmental Sustainability Board Next Steps

Kelly, Lyndsey, and Caitlyn,

Thank you for the opportunity to work with the ESB. We are excited by the work the ESB is doing in and for your community and are sure the region and state will feel the impacts of your work.

This memo includes a brief summary of the June 14th follow-up session, including an updated list of commitments and detail on the prioritization exercise the ESB completed. Additionally, we have outlined some potential next steps for ESB to consider.

June 14th Summary

Enclosed is an updated Vision Themes document for the ESB to consider. Though these may not be finalized, we hope that these capture the future you aspire to create for Hendersonville and the impacts you hope to have.

Below is an updated list of the Outreach and Events commitments, which the ESB had started during the May 18th session.

- Engage and develop volunteers
- Earth Fest
- Sustainability Hero Award
- Farmers Market – Pollinator Month
- Increase pollinator habitat on private land through Bee City program
- ESB Promo Materials
- Update ESB website
- Support Mountain True initiatives

Based on group feedback, the ESB seemed to have the capacity to take on these projects, and further prioritization was needed for the other topic areas. The results of this prioritization can be found below.

Energy

Energy Resolution	2 votes
Review energy usage and progress	2 votes
Explore role in City Building Standards	2 votes
Bringing about expanded clean energy policy in the city	2 votes

Waste Management

Review sustainability plan survey responses on recycling
Promote city and county compost partnership

Land Management

Advising the city on parks, greenways, and greenspaces 3 votes
 I-26 entrance to Hendersonville
 Give weight to tree canopy initiative
 Edible food forest
 Food production on city lands (encourage community gardens)

Water

Give a high five to water!
 Monitor, influence, and broadcast quality of water

Transportation

Transportation resolution 3 votes
 Pedestrian plan

Next Steps

As you consider next steps for the ESB, we recommend confirming with the group which commitments you will collectively work towards, and then begin forming action plans for those commitments.

Though it may sound complicated, action plans are just a way to say who is responsible for what, by when. The ESB should discuss what specific factors should be included in its action plan. At a minimum, we suggest including individuals responsible, action steps, and an overall timeline. For reference, Fountainworks frequently uses “game plans” which lay out additional key factors to consider such as:

- What are our overall goals?
- Who is involved?
- What resources are needed?
- What are our near- mid- and long-term steps?
- Are there any challenges we should anticipate?

The ESB may also consider establishing/formalizing some of its meeting norms. Though the group is largely cohesive, setting clear expectations for communication among the group can help make meetings as efficient and effective as possible.

Thank you all again for partnering with us in this work. If we can answer any questions or provide additional support, please do not hesitate to reach out.

Best,
 The Fountainworks Team

Subpod Proposal

Submitted by: Virginia Tegel - ESB member

Date: 8/14/2023

Project: Install Subpod composting unit in raised bed at City Operations Center near existing bike rack

Goal: to raise awareness of composting methods and encourage sustainable practices by city employees and the public

Project Benefits

- Community and staff education on composting practices
- More sustainable waste management in city building
- Beautification of city building with garden bed
- Use of compost material in garden

Cost: Maximum \$500.

Why Subpod? In addition to its low cost and high usability, the Subpod unit is an attractive alternative to an open structure or other compost bin, further encouraging the community to utilize it. Additionally, the Subpod requires less maintenance than many other compost methods, meaning it can be more easily undertaken by the staff.

Product Link:

https://subpod.com/?gclid=CjwKCAjwwb6lBhBJEiwAbuVUSux4XS7PWAnLQdHLUJeoB1DeBsJD7n1_Q8GkmLW64LQR0muA_2pjmxoCvvAQAvD_

Subpod Features

- Smell-free and pest-proof
- Composts up to 34 lbs of food waste a week
- Suitable for households of 1-6 people
- Dual compost chambers
- Low maintenance (about 5 minutes a week)
- Food-grade stainless steel aerator included
- 2 worm blankets included

The holes around the Subpod's base allow for compost worms to travel into the surrounding garden soil, spreading nutrients and promoting plant growth.



The included aerator allows the user to keep the system perfectly maintained by adding air to the soil. Air is needed in soil and compost to keep good bacteria alive.

Dimensions: Length 29.5in x Width 17.7in x Height 16.9in

Cost: The produce is 20 percent off until August 21st - \$212. (reg \$265.)

Location

Proposal to keep the Subpod unit in a raised garden bed outside of the City Operations Center. The compost material can then be used in the garden bed, further educating the community and staff about the benefits of composting.

Raised bed options:

Best Seller

Best Choice Products

6 ft. x 3 ft. x 2 ft. Gray Outdoor Steel Raised Garden Bed Planter Box for Vegetables, Flowers, Herbs

★★★★★ (209) Questions & Answers (32)

\$129⁹⁹

Pay \$104.99 after \$25 OFF your total qualifying purchase upon opening a new card. [Apply for a Home Depot Consumer Card](#)

- Made from steel with powder coating that lasts long
- Perfect space to prepare compost or make a flower bed
- Wingnuts and bolts with rubber edges included

[View More Details](#)

Color/Finish: **Gray**

Gray Silver Wood Grain

Container Height x Length x Width (in.): 24x72x36

3x37x26 **24x72x36**

Pickup at Hendersonville Delivering to 28792

[Live Chat](#)



Link:

<https://www.homedepot.com/p/Best-Choice-Products-6-ft-x-3-ft-x-2-ft-Gray-Outdoor-Steel-Raised-Garden-Bed-Planter-Box-for-Vegetables-Flowers-Herbs-SKY6142/320688915>

Outdoor Essentials

Haven 2 ft. x 8 ft. Natural Cedar Raised Garden Bed (11 in. H)

★★★★★ (76) Questions & Answers (48)

\$124⁰³

Pay \$99.03 after \$25 OFF your total qualifying purchase upon opening a new card. [Apply for a Home Depot Consumer Card](#)

- Natural cedar is resistant to insects, rot and decay
- Tool-free assembly in 10 minutes
- Raised bed allows for easy gardening, saving your back and knees
- [View More Details](#)

Container Height x Length x Width (in.): **11x89.375x23**

Pickup at Hendersonville Delivering to 28792

Ship to Store	Delivery
Aug 21 - Aug 22 191 available FREE	Friday, Aug 18 191 available FREE

Link:

https://www.homedepot.com/p/Outdoor-Essentials-Haven-2-ft-x-8-ft-Natural-Cedar-Raised-Garden-Bed-11-in-H-472550/320203351?g_store=&source=shoppingads&locale=en-US&pla&mtc=S_HOPPING-BF-ARM-GGL-Multi-Multi-NA-NA-NA-PLALIA-NA-RKT-NA-NA-NBR-NA-NA-NA-ALL_IN_TEST_STYSHOP&cm_mmc=SHOPPING-BF-ARM-GGL-Multi-Multi-NA-NA-NA-PLALIA-NA-RKT-NA-NA-NBR-NA-NA-NA-ALL_IN_TEST_STYSHOP-71700000110012101-58700008378060385-92700076247463271&gclid=CjwKCAjw29ymBhAKEiwAHJbJ8vMzzbnFYRNdLTkksdzn6Y2e2L4ed3oIJFuKe2zuPTgLNh_SoC3jQRoCWdEQAvD_BwE&gclsrc=aw.ds

Additional Material Needed

Garden Soil - ten 2 cubic feet bags - \$100.

Total Proposal Costs (before taxes)

Subpod	\$212.
Raised Bed	\$130.
Soil	\$100.
Total	\$442.

Overview: Buncombe County Employee Composting Program

Process for Implementation (Piloted first in one building):

- Identified a hauler to service the compost cart on a weekly basis to be processed
 - Hauler processes compost material and sells it
 - County is currently assessing feasibility for in-house processing and permitting
- County worked with janitorial staff (with some contract amendments) to incorporate compost bin servicing within the building into their daily duties
- Educated the county staff
 - Lunch & Learns
 - Signage
 - Handouts
 - Emails
- Compost bins available at every desk, break room, and bathroom in place of trashcans

Educational Content

Email Language

“The deskside composting program has now been implemented in the 200 College building. By today, all deskside trash cans in individual offices and workspaces will have been converted to compost collection cans, denoting the contents with a “COMPOST” sticker. Please dispose of all organics (acceptable items can be found [here](#)) in these deskside bins and dispose of any trash in the communal trash cans which have not been changed or moved. As a reminder, if there is trash in your deskside compost bin, it will not be emptied by janitorial staff moving forward. If you have any questions, please contact recycling@buncombecounty.org. Thanks again for your participation in this program and for working together to reduce our greenhouse gas impact in the Buncombe community.”

Lunch & Learn

Educational Materials

Posters & Handouts

<https://www.buncombecounty.org/common/solidwaste/composting-sign.pdf>

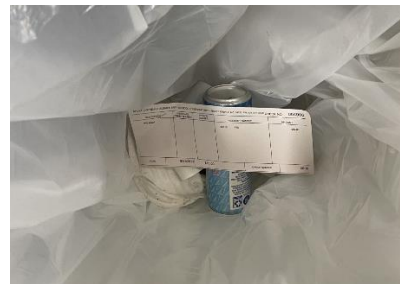
1 kitchen breakroom with multiple restrooms and individual trash and recycling bins.



Kitchen breakroom (banana peel, to-go container, kcups, beverage containers, and napkins)



Restroom trash bin – usually chockfull of paper towels.
This could easily be addressed by adding hand dryers in
all the restrooms in City Ops. and City Hall



Trashbin in City Ops. PW suite – beverage container,
facemask, and paper

Other comments from staff:

- ESB can work with promoting composting to businesses such as a hospital or even school. The City wouldn't necessarily benefit if the business isn't paying for the City's trash pick up service
- A few staff members said they don't produce a lot of food waste. Mostly a banana peel, pomegranate seeds but would likely take a while before there was enough food waste to contribute to a composter.
- During City events there can be a lot of food but that is always catered/prepared ahead of time. Afterwards, extra food goes in the breakroom for people to take home.
- If we do an employee compost program, City Hall would likely make more sense since there are more employees in that building but you would likely have the same thing where people aren't producing a lot of food waste.

Neighboring programs to consider:

- Buncombe County employee compost program
- Asheville food waste drop off program
- Likely a survey component should be considered before implementation

ESB Projects and Admin Calendar FY 2024											
July 2023	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024
Budget											
Review budget allocation and confirm projects for the year						Confirm budget request for next year				Budget spending stops	
	Hendo Earth Fest										
	Sub-committee starts meeting and gathering members	Contact vendors	Confirm vendors				Start promotions?		Hendo Earth Fest / Earth Day		
						Sustainability Hero Award					
						Planning	Call for nominations	Review applications	2024 hero awarded		
						Mayor's Monarch Pledge					
					Confirm coming year's pledges chosen out of the three requirement categories.	Submit pledge			Mayor's Proclamation		