



CITY OF HENDERSONVILLE
ENVIRONMENTAL SUSTAINABILITY BOARD
Operations Center - Assembly Room | 305 Williams St. | Hendersonville NC 28792
Thursday, March 18, 2021 – 4:00 PM

AGENDA

1. CALL TO ORDER

A. Roll Call - *Beth Stang, Chairwoman*

2. CONSIDERATION OF AGENDA

3. AGENDA ITEMS

A. Adoption of ESB Minutes – *Michael Huffman, Staff Liason*

B. ESB Budget Request – *Michael Huffman, Staff Liason*

C. Plastic Reduction Decal – *Michael Huffman, Staff Liason*

4. DISCUSSION ITEMS

A. Discussion of Charter and Procedural Rules for City Boards: *City Clerk & City Attorney*

B. Discuss Litter Sweep April 10-24 and overall general litter problem - *Michael Huffman, Staff Liason*

C. Review ESB logo designs

5. SUB-COMMITTEE UPDATES

A. Bee City Update - *Kim Bailey, Board Member*

B. Plastic Reduction and Recycling Updates - *Geri Conley and Gray Jernigan*

C. Sustainability Plan Update - *Lyndsey Simpson & Neil Brown*

6. NEW BUSINESS

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 AGENDA ITEM SUMMARY

SUBMITTER: Michael Huffman **MEETING DATE:** 03/18/2021

AGENDA SECTION: AGENDA ITEMS **DEPARTMENT:** N/A

TITLE OF ITEM: Adoption of ESB Minutes – *Michael Huffman, Staff Liason*

SUGGESTED MOTION(S): I move that ESB adopt the minutes of February 18, 2021 regular ESB meeting as presented [or as amended]

SUMMARY: The ESB Staff liaison has prepared minutes of the following meeting(s) for ESB consideration:

- i. February 18, 2021 Regular meeting

BUDGET IMPACT: N/A

Is this expenditure approved in the current fiscal year budget? N/A

If no, describe how it will be funded. N/A

ATTACHMENTS:

N/A



CITY OF HENDERSONVILLE
ENVIRONMENTAL SUSTAINABILITY BOARD
City Hall - Council Chambers | 160 6th Ave. W | Hendersonville NC 28792
Thursday, February 18, 2021 – 4:00 PM

MINUTES

1. CALL TO ORDER

The virtual meeting was called to order at 4:00 p.m. in Zoom electronic software by Chair Beth Stang. Members present were Beth Stang, Chair; Neil Brown; Kim Bailey; Roger Bass; Geri Conley; and Councilwoman Lyndsey Simpson

2. APPROVAL OF MINUTES

The meeting minutes of the January 17th, 2021 ESB Meeting were adopted with the following amendments: Lyndsey Simpson and Caroline Gunther were not present, as listed in January Minutes. Motion to approve by Neil Brown

3. Discussion of New City Meeting Software

Board will begin approving previous meeting minutes. The portal will allow the public to view all City meeting activity that is recorded via minutes and agendas. We anticipate training from city staff re: improving formal committee meeting protocol and clarification re: roles of members.

4. Sustainability Plan

Lyndsey and Gray met with Boone representative re: a *city sustainability plan*. Board discussed the formation of a Committee to tackle working on sustainability plan organization. Neil Brown and Lyndsey Simpson (and we mentioned Gray Jernigan would likely be interested, but he was not present to confirm) will be on the committee and recruiting other committee members will begin. We anticipate making a proposal that will include budget requests in time for the 2022/2023 fiscal year to the City.

5. Plastics Reduction

Board will vote at March meeting on ESB paying \$200.00 toward decal purchase. Decals will recognize retail and restaurant businesses (2 different decals). Christine Wittmeier presented on this: no more survey results have come in, but survey was resent by City staff via social media. There will be a single level and the decals will read, “Working to be Plastic Free” which will cover businesses that already are plastic free and want to continue working to stay that way and also businesses taking steps to reduce plastic use. Mountain True will develop the logo further with their in-house marketing staff.

6. Discussion on Earth Day

Lyndsey Simpson - Earth Day is in April. Last year, this Board organized some social media posts for the City to celebrate Earth Day and the City made a proclamation of Earth Week. We want to this again but also host/sponsor/publicize other events. This will be on agenda for March meeting. We will also schedule our Park Clean up at MLK Park during this week

7. Bee City Updates

Kim Bailey reported that Committee recruitment is in taking place. New Bee Mural sponsor (new local tearoom in Hendersonville).

8. Discussion on members and quorum requirements

Roger Bass will attend one more meeting and then will resign. That will be a full two-year term for him personally. Individual terms need to be clarified by City Clerk to ensure that membership terms comply with our Bylaws. Also, bylaws currently read that quorum is one third of voting members so we discussed the fact that with only five current members, two would be a quorum and how that could be problematic for committee formation. We also have 3 vacancies, in addition to Roger's upcoming spot.

9. ESB Budget

Board will vote on a budget request at the March meeting.

10. Adjourn

There being no further business the meeting was adjourned at 5:00 p.m.

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CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Michael Huffman **MEETING DATE:** 03/18/2021

AGENDA SECTION: AGENDA ITEMS **DEPARTMENT:** N/A

TITLE OF ITEM: ESB Budget Request – *Michael Huffman, Staff Liason*

SUGGESTED MOTION(S): I move that ESB request \$2500.00 for Fiscal year 21-22 board budget.

SUMMARY: The City Environmental Sustainability Board is requesting \$2500.00 for the fiscal year 2021-2022 board budget. \$2000.00 will be allocated to support Bee City initiatives including Pollinator Month activities, advertising/marketing for Bee City Events, Good of the Hive Mural Project, and Bee City educational material. A comprehensive list of Bee City accomplishments can be found in the Annual Bee City report. The remaining \$500 will be allocated toward the creation of logo for the ESB and supporting other ESB initiatives including single-use plastic reduction and recycling.

BUDGET IMPACT: \$2500

Is this expenditure approved in the current fiscal year budget? Yes

If no, describe how it will be funded. N/A

ATTACHMENTS:

N/A



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Michael Huffman **MEETING DATE:** 03/18/2021

AGENDA SECTION: AGENDA ITEMS **DEPARTMENT:** N/A

TITLE OF ITEM: Plastic Reduction Decal – *Michael Huffman, Staff Liason*

SUGGESTED MOTION(S): I move that ESB use \$200.00 of the Fiscal year 20-21 budget to support the production of a single-use plastic reduction decal.

SUMMARY: The City Environmental Sustainability Board is partnering with the Mountain True recycling team and the Henderson County Environmental Advisory Committee to develop a single-use plastic reduction program for businesses in the City and County. Part of program will be recognizing businesses that have made a pledge to reduce single-use plastic consumption with a window decal. The \$200 from ESB will be used to help pay to produce those decals.

BUDGET IMPACT: \$200

Is this expenditure approved in the current fiscal year budget? Yes

If no, describe how it will be funded. N/A

ATTACHMENTS:

N/A