



**New Albany Sustainability Advisory Board
February 8, 2023 Minutes**

The Sustainability Advisory Board met for the Board’s regularly scheduled session at the New Albany Village Hall, 99 W. Main St, and was called to order by Mr. Filiatraut at 6:32 PM.

Those answering roll call:

Mr. Brian Filiatraut, Chair	Present
Mr. Charles Schumacher, Vice-Chair	Present
Ms. Catherine Duffy, Secretary	Present
Mr. Peter Barnes	Present
Ms. Laura Gallo	Present
Mr. Steven Conway	Present
Mr. Scott Harrold	Absent
Ms. Lily McGraw (Student Member)	Present
Mr. Kasey Kist (Council Liaison)	Absent

Staff members present: Adrienne Joly, Director of Administrative Services; Mike Barker, Director of Public Service; and Anna van der Zwaag, Planner II.

Mr. Filiatraut asked if there were any corrections to last month’s meeting minutes. Mr. Filiatraut stated he appreciated the extensive minutes from last month.

No corrections were noted.

Ms. Duffy moved to approve the January 11, 2023 Sustainability Advisory Board meeting minutes. Seconded by Ms. Gallo. and the Sustainability Advisory Board voted with 5 yes votes, 0 no votes, and 1 abstention to approve the minutes. Mr. Schumacher abstained from the vote due to his absence from the previous meeting.

Mr. Filiatraut asked if there were any additions or corrections to the agenda.

No additions or corrections to the agenda were noted.

Mr. Filiatraut asked if there were any members of the public present to speak to items not on tonight’s agenda.

No members of the public wishing to speak were present.

Business

School Grant Program Planning

Ms. van der Zwaag stated she worked with Mr. Schwinnen at the high school to apply for the Ohio EPA water bottle refill station grant. The application requested three retrofit kits for their existing water fountains. The spending start date is July 1.

Mr. Filiatraut asked if the budget for the Sustainability Advisory Board budget was approved.

Ms. van der Zwaag stated the budget for the water bottle refill station was included in the Sustainability Advisory Board budget, which was approved by City Council at the end of 2022. The Ohio EPA grant

for water bottle refill stations has a zero percent match requirement so there will be no out of pocket expenses to the city for work on this grant.

Ms. van der Zwaag stated she has provided a framework for the student grant that she would like opinions on. She invited the Board an opportunity to read this grant framework.

Ms. van der Zwaag asked if there is anything that stands out in terms of emphasis in the framework or if there are gaps that need additional information.

Mr. Barnes stated it overall looks very good and supports the idea that it is open to other schools. Mr. Barnes asked for clarification on which schools would be included.

Ms. van der Zwaag clarified that they would need to be New Albany residents but if they attend school outside of the city, that would be okay if it impacted the New Albany community.

Mr. Filiatraut stated he liked the idea of the grant advancing the culture of sustainability. He stated he was hoping for phrasing around effective agents of change, or allows for students to take an active role in the school community and the greater community.

Mr. Filiatraut suggested opening up solar category to be a broader clean energy category to include EV or other options to not pigeonhole them.

Ms. Duffy suggested “renewable/clean energy solutions”.

Mr. Schumacher stated these tied back to the Board’s goals and priorities.

Ms. van der Zwaag answered in the affirmative that the purpose and goals were aligned with the Board’s priorities, but they are ultimately able to make these categories what they think is best. She recommended they align with the Board’s priorities and ultimately the city’s strategic plan.

Ms. van der Zwaag presented the criteria and eligibility criteria. She asked if the grant should be open just to school groups and what is the extent of who this grant is open to?

Mr. Conway stated there is a sweet spot in terms of trying to drive engagement and encourage participation. He agreed that the four project areas are good but suggested including environment or habitat in the landscaping portion to widen the options a little bit more.

Mr. Schumacher stated it would be up to the Board to utilize their judgement. He would agree that the “solar” project category be expanded to include additional renewable energy.

Mr. Barnes stated he likes the idea of expanding to youth groups and churches or other groups, which might make it more challenging to advertise.

Mr. Conway stated that the Board might get additional applications from Eagle Scouts or other groups that the Board hasn’t considered yet.

Mr. Schumacher asked if this would be K-12.

Ms. Duffy suggested 9-12 based on the Board’s previous conversations.

Ms. McGrew stated that all the senior seminar projects have a supervisor so it might be okay to fund an individual in that capacity.

Ms. Duffy stated that when younger kids are involved there might be more responsibility or expectations placed on an advisor.

Ms. Gallo suggested meeting somewhere in the middle, somewhere around 6th grade. The 6th grade students she knows would be able to follow through and implement their ideas.

Mr. Barnes stated younger groups might put more burden on the adult and that is not necessarily the intent of the group.

Ms. van der Zwaag stated in her conversations with the school they did not have a preference for grade-based eligibility.

Mr. Filiatraut stated that while it might be more work, students can be asked to outline in their application their responsibilities compared to the adult sponsor's responsibilities. He suggested discussing what the rubric for scoring these applications would look like.

Ms. Duffy asked if there is any language that the city would need to include if this would be expanded into religious organizations related to discrimination.

Mr. Barker responded that he is not aware of any specific language but it might be more about making the opportunity equal and using the rubric to score consistently.

Ms. Duffy asked what the decision was about individual or group applications.

Mr. Filiatraut stated he was okay opening it up to individuals.

Ms. van der Zwaag asked if there should be preference given to individuals compared to group applications.

Mr. Filiatraut stated it should be required that they show the multiplying effect of each project in terms of intended impact.

Mr. Barnes stated the criteria should say adult sponsor instead of academic sponsor.

Mr. Schumacher stated he is questioning casting the net so far since the original intent was to connect with the schools.

Mr. Barnes stated Scouts might be a good

Ms. Duffy asked if logistically the applicant needs to be tied to an organization and not have an individual apply with their parent as a sponsor.

Ms. van der Zwaag stated that was the original intent behind requiring the applicants to be groups and organizations because distributing funds to individuals lacks certain protection measures.

Ms. Duffy asked if there is a way to include language that allows individuals at certain organizations to apply and then the Board has more discretion to consider them.

Mr. Filiatraut stated "community-based organizations".

Mr. Conway agreed and stated the Board would have to evaluate the impact in the value of the ideas presented through this grant.

Mr. Filiatraut asked if the rubric should be included in the application materials students receive.

Ms. van der Zwaag answered in the affirmative. She stated so far, the rubric includes 6-12 grades, not giving preference to one grade or another but look more at the multiplying effect and student's involvement compared to sponsor. She asked what else should be included in the rubric.

Mr. Filiatraut stated budget and how they intend to use the money. Some of that could be bonus points/extra weights to that multiplier effect or educational value, whether its connected to school or if they are working at a community event.

Mr. Conway stated there's the measurement piece too. A possible requirement to have them come back and present.

Mr. Filiatraut stated he liked the question of how are they going to measure success of the project?

Ms. van der Zwaag asked what timeline would the Board like to see? And what sort of accountability would the Board like to see?

Mr. Filiatraut stated he would like to see progress updates at meetings. This could help them with presentation skills and accountability.

Mr. Barnes asked when applications would be advertised.

Ms. van der Zwaag stated they would open it up for applications at the beginning of the school year and then they need to determine how long the application should be out and logistics with the finance team.

Ms. Joly stated she agreed and that it would probably be upon award. She assumes these groups or organizations would not be able to afford the money up front, which is why it needs to be tied to an organization with a financial capacity to work with the city.

Ms. Duffy asked if it makes sense to start advertising this school year.

Ms. van der Zwaag stated Mr. Schwinnen suggested bringing the draft application to the AP Environmental student class to allow them to start brainstorming. Materials and promotion could go out over the summer.

Mr. Filiatraut asked to clarify the AP course role.

Ms. van der Zwaag stated it would provide an opportunity to have students review and provide feedback on the application.

Mr. Filiatraut asked if there was a middle school environmental club.

Mr. Barnes stated not to his knowledge. He stated the timing is important. An application may need to be open for several months but it usually takes some times for the Environmental Club to get up and running at the beginning of the school year. He wants to ensure there is time for new organizations and clubs to get established prior to the application deadline.

Ms. McGraw stated she thinks it would be okay to mention it at the end of school year and then keep it open through September.

Mr. Schumacher suggested keeping it open through October. If there is someone doing senior seminar, they would need to start thinking of the project in the summer and need funding in September.

Mr. Filiatraut stated Eagle Scouts have different timelines. If it is left open for several months, it allows for a wider net.

Ms. Duffy asked how the city will communicate the application is available and open, especially to organizations outside of the school.

Ms. van der Zwaag stated the city can start by brainstorming list of contacts at organizations outside the schools. The city has a wide outreach with social media and the newsletter. This could be a good use of one of the two postcards that were included in the Board's budget for 2023.

Ms. Duffy suggested targeting households with students.

Ms. Gallo agreed and stated it should be advertised earlier so students can think and work on it over the summer.

Mr. Filiatraut state this could be an opportunity to educate about the Board in general.

Ms. van der Zwaag stated if the postcard is put out earlier, the Board could host an information session.

Ms. Gallo stated she agreed. She stated Earth Day events might be a good opportunity to distribute information as well.

Ms. van der Zwaag stated logistically that might be a short turnaround to pull this together.

Ms. Gallo suggested just a teaser.

Ms. van der Zwaag stated that would be an option and to let people know to keep eyes peeled for more details.

Mr. Filiatraut suggested using a video to promote it as well.

Ms. van der Zwaag asked if anything should disqualify a student.

Mr. Filiatraut asked if there are examples of things that would disqualify a student.

Mr. Barnes stated they need to be a New Albany resident.

Ms. Gallo stated age.

Ms. Duffy asked if there is affiliation to city staff or Board members, would it disqualify them due to conflict of interest.

Ms. van der Zwaag stated that staff can clarify those potential conflicts of interest.

Mr. Schumacher stated the only thing that might disqualify someone is if someone misrepresented their stated purpose.

Ms. Joly responded in the affirmative and suggested leaning towards organizations and groups to have that financial responsibility and oversight.

Ms. van der Zwaag stated that could also demand the accountability aspect and funding could potentially be divided into different terms.

Ms. Joly stated allowing groups would allow a variety of students, both New Albany residents and other students who are in the school district.

Ms. van der Zwaag asked more about the outcome the Board would like to see.

Ms. McGrew asked if they would get more points if they hit more of the goals.

Mr. Filiatraut stated the key thing would be the measures of success and how they anticipate their own outcome and measuring that. The more detailed that piece of the application, the better. Going in depth on one project area can be just as meaningful as covering all of them in less depth.

Mr. Barnes stated the middle two project areas can be broadened to be more inclusive without taking away from what the Board is trying to accomplish. For instance, landscaping could include habitat or something like that.

Ms. Duffy asked what would be expected of students with solar and stated that would need to include an educational component. She suggested asking which one or more of these areas is your project related to.

The Board discussed and concurred that it could be included in the rubric the overall reach of the project.

Ms. van der Zwaag asked for name ideas. Responses from the Board included the following:

- Go Green Grant (3G)
- Student Leaders in Sustainability
- Sustainable Leaders in Action

Ms. Duffy stated the point is long term creation of a culture of sustainability.

Ms. van der Zwaag stated she can send out a poll for Board members to rank their favorite names.

Ms. van der Zwaag asked if there are any other thoughts.

Mr. Filiatraut asked how much funding was available in the budget.

Ms. van der Zwaag stated there is about \$25,000 in the budget, which is a considerable size. She asked how it should be broken down.

Ms. Joly stated ultimately the grant framework and funding ability will need to go back before Council and they might state they have \$15,000 for this.

Mr. Barnes recommended providing a range.

Ms. Joly stated it might be challenging for a student to implement a project with a larger budget in a small timeframe. She recommended language such as “the typical grant award is expected to be between \$500 and \$2000.”

Ms. Duffy agreed. She suggested including additional language that says applications outside of that range will be considered at the discretion of the Board.

Ms. Duffy asked if partial awards will be considered. If so, the application should include that language.

Ms. Joly stated they could do that; however, they would need to demonstrate the additional funding is available to implement the project. She also agreed with Ms. Duffy regarding higher grant awards. She suggests having them required to go above and beyond and demonstrate that they are able to implement the project.

Ms. Duffy stated reduced funding could be given and they can implement only a portion of their project.

Ms. van der Zwaag asked what range is appropriate.

Mr. Barnes thinks \$5,000 to \$7,000 as the high end would make more sense.

Mr. Schumacher stated he thinks the goal should be to have as many projects funded as possible, including the smaller ones, rather than two larger projects.

Mr. Barnes stated that is part of the Board's responsibility when the applications come in later.

Mr. Filiatraut asked if there should be any coordination with the application process to work with students on their application.

Ms. van der Zwaag stated that is a common feature of grant programs to provide coordination.

Ms. Joly stated that might depend on how many applications are received. If a large quantity of applications are received, it might be more difficult to work with everyone on their application.

Mr. Schumacher suggested \$2,500 as the upper bound for the grant and then leaving it open for higher requests.

Ms. Joly requested allowing staff to modify that language and bring it back to the Board for review and approval.

Ms. van der Zwaag stated staff will compile these comments and update the framework to bring back to the Board next month.

Earth Day to Arbor Day Update

Ms. van der Zwaag provided an update on Earth Day to Arbor Day planning. The event will run Earth Day, April 22 to Arbor Day, April 28. Throughout the week, people will be able to participate in a variety of activities. She stated Ms. Brooks has been working with Bandwango to create an app where people can track participation.

Ms. van der Zwaag demonstrated the Bandwango app. She stated the app allows people to receive points for activities, which they can bank and exchange for entries to a raffle for prizes. The app would also include a list of the parks and natural resources residents can access.

Mr. Barnes stated it's a great idea. He asked if the prizes will be catered to adults or kids. He stated fifth graders are very prize driven.

Ms. Joly stated so far the prizes are family based, but there could be more prizes for children.

Mr. Barnes asked how prizes could be claimed.

Ms. Joly stated prize pickup would be Friday.

Ms. van der Zwaag asked what the Board would like to see for prizes. Responses included t-shirts, hats, reusable water bottles, and seed bombs.

Ms. van der Zwaag stated there will be a guest lecture at the Heit Center on Tuesday evening of that week. Ms. van der Zwaag asked the Board if there is a topic they think the community would be most interested in.

Mr. Barnes suggested solar power, with a guest from a solar company, as well as something regarding landscaping.

Ms. Duffy stated she thinks the landscaping idea stands out. She thinks composting might only attract people who already do it, while landscaping might be something people don't know about as much.

Ms. van der Zwaag updated the Board on the waste drive on Earth Day. She stated the electronic waste drive is confirmed however there is not availability from paper or hazardous waste organizations. She stated there are other opportunities this year to host those types of collection events, as well.

SWACO Waste Reduction Grants

Ms. van der Zwaag provided a summary of the two grant opportunities through SWACO.

Ms. van der Zwaag asked if the Board has ideas for these grants.

Ms. Joly stated staff would need to investigate which events would qualify for the event waste reduction grant and have over 2,000 attendees.

Mr. Schumacher asked if the city could apply for the community waste reduction grant to get additional trash/recycling combination containers in Market Square.

Mr. Barker responded that the city is looking into that more immediately.

Mr. Barnes confirmed this was the grant the school received for composting in the schools.

Mr. Filiatraut asked for more details about the school composting.

Mr. Barnes stated the school was supportive and agreed to purchase compostable trays and utensils. The cafeteria would have compost, recycle, and trash. Custodians would just need to wheel out the compost to an outdoor enclosure. Ms. Gallo will lead the education and outreach with lunch aides and students.

Ms. van der Zwaag stated the SWACO community grant could be used to expand the compost program.

Ms. Gallo asked how much it would cost to implement curbside compost program.

Ms. Joly stated staff could reach out to Upper Arlington to determine what their startup looks like. She stated the city is approaching one year of compost and could be a good opportunity to look at the data.

Staff discussed the impacts of additional Rose Run development on the Village Hall location and whether the location would need to be moved.

Ms. van der Zwaag stated approximately 10-12 percent of New Albany households are composting currently. Their registration online provides that data. It also allows staff to create a heatmap of which neighborhoods have most households composting.

Ms. Duffy asked when is it appropriate to keep discussing the SWACO grant.

Ms. van der Zwaag stated she will keep it in the agenda each month as a brief update.

Other Business

Mr. Filiatraut asked if there was any other business from staff.

Ms. van der Zwaag stated next month will be the annual organizational meeting and April's meeting will be the tour of Vertex.

Ms. van der Zwaag asked if the Board has interest in having a spot at the farmer's market.

Ms. Duffy stated there are a lot of reasons to have a spot to promote the Board's activities.

Mr. Barnes asked if there is potential to get more compost buckets.

Ms. van der Zwaag stated she will look into it.

Ms. van der Zwaag also corrected the pumpkin collection tonnage for the record. New Albany residents composted a total of 8.15 tons of pumpkins in 2022.

Mr. Filiatraut asked if they can receive an update when reasonable on the solar best practices report.

Ms. van der Zwaag stated she will be presenting the report to the Architectural Review Board and Planning Commissions in the coming weeks and will provide updates after.

Poll Members for Comment

Mr. Filiatraut asked if there were any other comments from the Board.

Mr. Filiatraut motioned to adjourn the meeting with a second from Mr. Schumacher. All were in favor and the meeting was adjourned at 8:05 p.m.