



**EDGEWATER SUSTAINABILITY BOARD
BUSINESS MEETING**

**HELD AT 1800 HARLAN STREET
EDGEWATER, CO 80214 AND
VIRTUALLY THROUGH
THE GOTO MEETING APP
https://meet.goto.com/405842165
Dial in by phone: +1 (872) 240-3311
Access Code/Meeting ID: 405-842-165
March 25, 2025
6:00 PM**

****Requests for ADA accommodations (including American Sign Language interpretation or CART) can be made by emailing cityclerk@edgewaterco.com****

3 or more other City Board or Commission members may attend this meeting

ITEM 1. MEETING CALL TO ORDER

ITEM 2. Roll Call

ITEM 3. Approval of Agenda

ITEM 4. Land Acknowledgement

ITEM 5. Consent Agenda

- 1) Minutes of February 25, 2025

ITEM 6. General Business

- 1) Sustainability Plan Strategic Update
- 2) Legal Training for Board Members
- 3) Partners in Energy "Graduate Support"
- 4) Arbor Day Celebration at Ring in the Spring
- 5) Urban Forest Master Plan
- 6) Sustainability Updates to City Council
- 7) Schedule/confirm a Sustainability Plan Strategic Update work session with the Sustainability Board the week of May 12th

ITEM 7. Category Lead Comments

- 1) Clean Energy
- 2) Social Vibrancy
- 3) Land & Water
- 4) Waste & Materials

ITEM 8. Public Comment

ITEM 9. Discussion of Upcoming Agendas; Staff and City Council Liaison Comments

1) **CC4CA update**

2) Spring Roll-off/Drop Off, followed by "Sticks to Chips"

ITEM 10. BUSINESS MEETING ADJOURNMENT

Sustainability Board Meeting Dates & Times for the next 6 months

Meetings are held on the fourth Tuesday of the month from 6:00-8:00PM

- April 22nd
- May 27th
- June 24th
- July 22nd
- August 26th
- September 23rd

Sustainability Plan Strategic Update - Timeline

| Activity/Event | Preferred |
|---|----------------------------|
| Shaima to Update on Process; Melissa to present | Jan. 28th (Board Meeting) |
| Community Survey Closes | February 2nd |
| Plan Assessment Phase Takeaways Report-Out | Feb. 25th (Board Meeting) |
| Council Update | March 4th |
| Community Priorities Public Workshop | March 13th |
| Board Work Session (report/get feedback on public input from workshop) | April 22nd (Board Meeting) |
| [Add'l] Board Work Session (preliminary draft recommendations) | Week of May 12th |
| Staff Review | Week of May 26th |
| Board Work Session (feedback on final Plan Draft) | June 24th (Board Meeting) |
| Council Presentation / Adoption | July 15th |

Sustainability Board Meeting Minutes from February 25th, 2025

Taken by Shaima Shahbaz

Roll Call

Brian Bartle and Jeanette Papp not present

Approval of Agenda

Approved

Sustainability Plan Strategic Update

ASSESSMENT PHASE TAKEAWAYS REPORT-OUT & DISCUSSION

Process Timeline

- Aiming to do another work session with the board the week of May 12th
 - **Action Item:** Follow up with board to confirm a date
- Board will receive draft before June 24th work session on May 26th

Existing Plan Review Takeaways

- Be more explicit longer-term interaction/interface with other policy documents
- Inquiry into Comp Plan guiding principles > actually pre-dated the comp plan

Environmental Footprint Report Takeaways

- **Action Item: Confirm correction or follow up with Melissa about adjusting the 27% City Operations in final report**
- Net between the City and the Community Operations
- EV use not reflected because sitting EVs don't consume energy when idling
- Per capita and total numbers

Work Session Feedback

Purpose & Strategic Direction

- Key Framing Element:
 - In addition to Air Quality as a key framing element, add heat (island) aspect
 - Lilly explained that during the drafting of the Sustainability Plan 2019 all categories were fighting over "owning" air quality
 - The above two elements are very relatable
 - At the same time we don't have much control over our air quality
 - Consider having the larger umbrella component to be "pollutants"
 - Air quality sounds more technical than "pollution"
 - **Action Item: Run this by the public at the workshop**

Category Confirmation/Role of the Plan

Plan Refinements & Key Considerations:

- "Climate Change" is very polarizing whereas "Pollution Reduction" is not

Goals & Actions Brainstorm by Category

- Response to the phrase “water conservation strategies”
 - Comment: we’re not trying to conserve, rather maintain water quality and address water runoff
 - With bigger houses being built we are going to have to manage more runoff
 - A lot of concrete upcoming because of ADA standards and the mobility plan
 - How can we compensate for this growth?
 - Acknowledgement that we rely on open space in our neighboring communities for green spaces
- Energy
 - Integrate the EV action plan - EVs are not the only aspect of transportation emissions and sustainability
 - Plug in the micromobility plan draft from PIE into this strategic update
 - The State is likely to mandate solar and electrification permitting
 - But this doesn’t catch installation faultiness by contractors
 - Is there anything like this that has consumer protections
 - Average turn around in COE is 5 days, the cost is \$900
 - Suggestion to have an expert installer to review
 - What can we do in Edgewater to make the process safer for people?
- Social Vibrancy
 - Intergenerational interaction given its importance for human health
 - Importance of the influence of transportation modes in how people interact
 - “Social Vibrancy” important as a category and human element
 - Especially because of the disruption AI is going to have on society
 - “Education and Outreach” is related but more separate than (Jackie) formerly thought given the above point made, which is significant
 - Not sure if it is a subcategory of Social Vibrancy or its own category
 - Educ/Outreach as a tool we apply to everything
 - The value of having Educ/Outreach as a category is that it can have goals/actions under it which then elevates it as a priority
 - Educ/Outreach as a subheading in each category
 - Green Business program called out as its own subsection
 - Social Vibrancy often misconstrued (as the miscellaneous category)
 - Idea to rename the category “Social Vibrancy and Outreach”
 - Call out the Ambassador program in this version of the plan...
 - “Community Activation” as a goal and then specific locations as how to accomplish it
 - Add “Economic” element to the Social Vibrancy
 - How will we make sure people who live here can do so sustainability and that those who want to move here can
 - Housing not included in version 1 because too large a topic to tackle in this Sustainability Plan
 - Economics is relevant to the the Green Business aspect

Community Survey Results

- The “areas of life affected” ranking generally aligns with our categories, resonate
- Q. Of 4 categories which to prioritize?
 - Energy addressed by Xcel’s programming
 - Land & Water highest category
 - Visceral to people
 - Sloan’s smells in the summer
 - Watershed isn’t doing well
 - A lot of concrete being poured
- Q. Why the above category?
 - Land & Water / Waste & Materials
 - In final report > make sure to use quotes from the survey
- Energy
 - Heat island concept potentially a unifier
- Social Vibrancy
 - Confirmation of ongoing desire for events and green business practices
- For pending action items from SP2019 to prioritize (other was an option and low enough to disregard going forward)
 - Land & Water -
 - Waste & Materials -
 - Energy
 - Pursue higher SolSmart designation to support creation of PV supportive systems and policies
 - Transportation is a big component of Energy, huge source of consumption
 - Infrastructure - undergrounding the utilities (Ames/Benton alleys have to be redone anyways > Lilly has discussed with Dan so the seed has been planted)
 - Social Vibrancy
- What would make the most impact - Top Open-ended Comment Themes
 - Education most present in open ended sentiment in the survey
 - Again, validates the current plan categories
 - Policy and incentives overlaid other categories, although some very specific
- Quotes
 - Shift messaging about “lawn removal” > it’s not that grass is inherently bad, it’s the species is better/worse
 - We rely on Resource Central for marketing language
 - The City can step in and address this
 - Use quotes to negotiate contracts with haulers
 - We need to demand better of them, not necessarily switch
 - E-bike and e-scooter share
 - **Action Item: Send PIE’s draft to the board**
- If the City could do one thing to increase your interest...

- Education/awareness/transparency and community engagement top response
 - Interest in hands on resources
 - Clear and easy to understand communication, including Spanish
 - More collaboration with businesses

Stakeholder Interviews

- Make sure to list what communities participated
 - 90-minute small group sessions allowed for very robust conversation
 - Overarching theme was: Emphasize practicality, measurability, and alignment with community priorities “PMAC” (sister to SMART goals)
 - Use and Relevance of the Plan - approached differently by different communities
 - Board Question: do we need the plan to feel relatable by the average person?
 - Suggested Improvements
 - Desire for SOPs
 - Annual policy push that aligns with Council goals
 - Board did do this for the first few years
 - Presentations given to Council by the Board
 - Not as necessary anymore
 - Rather, City Staff should communicate what should happen before the budget
 - Would productively influence our monthly meetings
 - **Action Item: Determine when would be the right time to do the retreat and presentation**
 - This shifted when the budget was no longer the board's responsibility and instead City staff's
- Alignment with City & Community Goals - no comments
- Metrics and Tracking - no comments
- Implementation & Practicality - no comments
- Education, Engagement & Outreach - no comments
- Challenges in Achieving Sustainability Goals - no comments
- Sustainability, Resilience & Climate Change - no comments

Emerging Updated Framework

Were there suggestions about how to educate?

- Most input was about activities that have a demonstrable ROI
- Guides/handbooks
- **Action Item for the Public Workshop:** Ask what mediums of comm or activities are most effective for outreach and education
 - List out our seminars - what are top issues/topics people are interested in?
 - Ask what the barriers are?

Goals

At Community Workshop - seek feedback on what's missing from a Goals standpoint

Actions - no comments

- Hierarchy of short and long term actions
- Community and City Operations layers differentiation
- **Action Item: review environmental footprint report and extrapolate most “tackle-able”**

Staff Comments and Updates

- a. Secretary Vacancy on the Board
 - i. Going forward the City staff liaison will take the minutes as well as utilize an AI note taker
- b. Legal Training for board members
 - i. Two regular training dates per year will be set for board and commissions members to attend
- c. Resource Central’s Transformative Landscape Change Challenge
 - i. The Board’s help in rallying volunteers for a planting event in May/June would be appreciated
- d. Arbor Day Celebration at Ring in the Spring
 - i. The City Arborist will be present to support the Board in leading a tree planting ceremony toward the end of the event.
 - ii. The board prefers that the hole be pre-dug for the ceremony
 - iii. The board will also host a sustainability-focused activity throughout the event
- e. Confirmed 2025 City events for Sustainability to table
 - i. Larger events that Partners In Energy will attend to prompt the Home Energy Squad Program:
 1. Ring in the Spring - 5/10
 2. Hometown Fest
 - ii. Smaller event that is being considered that would be run by the Sustainability Coordinator and/or Board
 1. Bike to Work Day 6/25
 - iii. Sustainability Seminars 2025
 1. Shaima will begin scheduling sessions for the Fall

City Council Updates

- Permitting for solar installation will be mandated by the State this year
 - This is not necessary or good for Edgewater but we likely will have no say in the matter - Lilly lobbied against it at the capitol recently

Category Updates

- Energy
 - Installing a dashboard in the Civic Center lobby
 - Bruce will follow up with Shaima
 - *Heat Map News* has a guide to decarbonizing your life > could be sent out to Ambassadors
 - Bruce will see if there’s a way to get over the paywall for COE residents
 - Planning and Zoning Code Changes

- Board should keep track of how implementation of the Comp Plan impacts Sustainability
 - Bruce will continue attending P&Z meeting and will monitor this and report back to the board
- Social Vibrancy
 - Work on developing the Welcome Packet
 - Shaima and Jackie will work together on creating the one-line and flyer to incorporate into utility bill welcome emails
- Land and Water
 - Andy will contact Shaima about Land Acknowledgment and Resource Central Garden

Agenda Setting for March 25th Sustainability Board Meeting

- Sustainability Plan Update - process update
- Discussion on Sustainability Board updates to Council - determine dates
- Volunteer Appreciation event on May 15th
- UFMP Implementation - Discuss policy prioritization (review of Appendix C)

APPENDIX C. ORDINANCE REVIEW

Edgewater’s relevant ordinances were reviewed and assessed for their coverage of important urban forestry topics. Included in the review was:

- **Home Rule Charter and Code of the City of Edgewater, CO.**
 - » Chapter 6. Business Licenses and Regulations.
 - » Chapter 7. Health, Sanitation, and Animals.
 - » Chapter 11. Streets, Sidewalks, and Public Property.
 - » Chapter 16. Zoning.
- **Water Efficient Landscaping Code** (adopted 2023).

| ORDINANCE REVIEW | | | |
|--|-----------------------------------|-----------------------|---|
| Topic | Addressed (YES/ PARTIAL/NO) | Chapter & Section | Comments |
| Credentials | | | |
| Requires certified arborist for paid private tree work | NO | | |
| Requires Certified Arborist for public tree work | NO | | |
| Requires licensing of private tree care firms | PARTIAL | CO 6-1-30; CO 11-4-30 | All businesses require general business license. Arborist license required for work by private companies (not utilities) on City trees. |
| Defines official authority for public tree management | NO | | |
| Public Tree Management and Protection | | | |
| Establishes/Authorizes City Forester to regulate public trees | PARTIAL | CO 11-4-20 (b) | Outlines the authority of the Tree Commission and City Manager for retention of an arborist. In the absence of an arborist, the City Manager can designate someone else to be responsible for duties. |
| Establishes/Authorizes City position (e.g. Mayor, City Administrator, DPW Director) to regulate public trees | YES | CO 11-4-80 | Director of Public Works |
| Established a community Tree Board or Commission | YES | CO 11-4-20 | |

| ORDINANCE REVIEW (CONTINUED) | | | |
|---|-----------------------------------|---|--|
| Topic | Addressed (YES/ PARTIAL/NO) | Chapter & Section | Comments |
| Defines public trees | YES | CO 11-4-10 | City trees means all trees, shrubs, bushes and all other woody vegetation located in whole or in part within or overhanging any public easements, public rights-of-way, open space or public property. Public City trees means City trees that are planted upon, have a trunk wholly or partially within or otherwise originate or emanate from public property. |
| Requires annual community tree work plans | PARTIAL | CO 11-4-20 | Requires a written plan; no time frame |
| Identifies formula for determining monetary tree value | NO | | |
| Establishes responsibility for public tree maintenance (e.g. City, adjacent property owner) | YES | CO 11-4-80; 11-4-90; 11-4-100; 11-4-110 | City has authority over Public City trees. Adjacent property owner is responsible for pruning, removal and stump removal of City trees. |
| Requires regular public tree maintenance | NO | | |
| Requires particular types of maintenance (e.g., pruning) | PARTIAL | CO 11-4-90 | Requires pruning to maintain 8-ft sidewalk clearance, 15-ft road clearance. |
| Requires adherence to ANSI A300 standards and best management practices | NO | | |
| Establishes permit system for work on public trees | NO | | |
| Requires payment of fees for the removal of public trees | NO | | |
| Establishes provisions for penalties for non-compliance | PARTIAL | CO 7-8-30 | Violation and fine for failing to maintain required clearance of City trees |
| Restricts tree removal on public property | NO | | |
| Permit or approval required for tree removal, pruning or excavating near public trees | PARTIAL | CO 11-3-210 | Requires permit for digging, tunneling, excavating in the right-of-way, regardless of trees |
| Requires protection of public trees during construction, repairs or utility work | YES | CO 11-3-60 | During excavation—trees require removal authorization by City Engineer, requires restoration of damaged property (trees included) |

| ORDINANCE REVIEW (CONTINUED) | | | |
|--|-----------------------------------|----------------------|--|
| Topic | Addressed (YES/ PARTIAL/NO) | Chapter & Section | Comments |
| Prohibits damage to public trees (e.g. attaching ropes, signs, wires, chemicals, storing materials, excavation etc.) | NO | | |
| Establishes provisions for trimming for overhead utility line clearance | NO | | |
| Restricts burning of solid wood waste | NO | | |
| Establishes a wood utilization program | NO | | |
| Establishes an insect/disease control strategy | NO | | |
| Prohibits tree topping | NO | | |
| Regulates abatement of hazardous or nuisance trees on private property | YES | CO 7-2-130 | City Arborist can remove nuisance trees on private property, defined as hazardous trees or those which harbor insects/disease. |
| Regulates removal of dead or diseased trees | YES | CO 7-2-130 | City Arborist can remove nuisance trees on private property, defined as hazardous trees or those which harbor insects/disease. |
| Tree Planting | | | |
| Regulates tree species which may or may not be planted on private property (approved tree list) | PARTIAL | CO 11-4-50 | Prohibits cottonwood and boxelder trees |
| Requires tree planting around and within parking lots | YES | WELC 16-34-30 (ix) | Requires at least 1 tree per 2000 sq ft not covered by building or required parking |
| Requires replacement of removed publicly owned trees | PARTIAL | CO 11-3-60 | Reasonable replacement to satisfaction of City Engineer |
| Permits public tree planting—beyond the right-of-way | YES | CO 11-4-40 | Within provided species list |
| Requires tree plantings around new developments (see also trees in parking lots) | YES | WELC 16-34-30 (ix) | Requires at least 1 tree per 2000 sq ft not covered by building or required parking |
| Regulates tree species which may or may not be planted on public property (approved tree list) | YES | CO 11-4-40 | Written permission required for other species not on this list |
| Private Tree Protection and Preservation | | | |
| Restricts tree removal on private property | NO | | |
| Permit or approval required for tree removal on private property | NO | | |

| ORDINANCE REVIEW (CONTINUED) | | | |
|---|-----------------------------------|--------------------------------------|---|
| Topic | Addressed (YES/ PARTIAL/NO) | Chapter & Section | Comments |
| Requires preservation of trees during development on private property | NO | | |
| Encourages preservation of trees during development on private property | PARTIAL | CO 16-33-50 (5) WELC 16-34-30 (a) | Wireless communication facilities must submit site plan. WELC code highly recommends protection and preservation of natural vegetation. |
| Prohibits damage to preserved/protected trees | NO | | |
| Prohibits damage or removal of trees on another person's property | NO | | |
| Inventory of trees on site required | NO | | |
| Identification of forests/woodlands required | YES | WELC 16-34-100 (d) | |
| Specific species and/or size tree regulated (e.g. heritage/significant trees) | NO | | |
| Location of Critical Root Zone/Dripline required | NO | | |
| Minimum canopy coverage requirement set | NO | | |
| Identification of riparian buffers, natural areas, preservation zones | NO | | |
| Tree protection/preservation plan required | NO | | |
| Identification of prohibited activities in dripline/critical root zone | NO | | |
| Tree protection fencing required | NO | | |
| Location/type of other tree protection measures (e.g. root pruning, aeration, vertical mulching, trunk protection, soil protection, irrigation,) on development plans (e.g. site plans, construction plans, etc.) | NO | | |
| Provide credits/incentives for tree preservation | NO | | |
| Landscape plan with proposed landscaping and mitigation trees to be planted | PARTIAL | WELC 16-34-100 (d) | Requires a landscape design plan, but mitigation is not required |
| Requires Grading plan to include protected/preserved trees | NO | | |
| Utility plan with trees to include protected/preserved trees | NO | | |

| ORDINANCE REVIEW (CONTINUED) | | | |
|---|-----------------------------------|---------------------------|--|
| Topic | Addressed (YES/ PARTIAL/NO) | Chapter & Section | Comments |
| Tree planting requirements for removal of regulated trees | NO | | |
| Fee in Lieu of planting mitigation trees | NO | | |
| Tree mitigation survival requirements | NO | | |
| Fine for removal of regulated trees | NO | | |
| Penalties established for damage and removal of preserved/saved trees | NO | | |
| Bonding to ensure required trees are planted | NO | | |
| Bonding utilized to discourage tree removals | NO | | |
| Tree Fund | NO | | |
| Other | | | |
| Corner clearance | YES | CO 11-4-60; CO 11-4-90 | No tree within 15 ft (small/medium) or 25 ft (large) of corner. Requires pruning to remove obstructed view of street or alley intersection |
| Sign, street, and sidewalk clearance | YES | CO 11-4-90 | 8-ft clearance above sidewalks; 15-ft clearance above streets; remove menaces |
| Appeal | NO | | |

APPENDIX D. COMMUNITY ENGAGEMENT PLAN

The Community Engagement Plan develops a framework to actively involve and engage the community and stakeholders in the development of the urban forest master plan.

