MEMBERS PRESENT:  Paul Manstrom, Chair; Alex Maldonado; Phil Dietrich; David Kroening; Aaron Wright; Matt Fletcher; Gail Walter

EXCUSED ABSENCES:  Lauri Holmes

STAFF:  Jim Cornell, Waste Water Division Manager; Christina Anderson, City Planner; Steve Brown, Foundation for Excellence Coordinator; Sara Jo Shipley, Redevelopment Project Manager; Amy Thomas, Recording Secretary;

GUESTS:  David Anderson, City Commission Liaison

1. ROLL CALL
While waiting for quorum, the following staff presentations were provided:

6. CITY STAFF PRESENTATIONS RELATED TO UNFINISHED BUSINESS
Jim Cornell KWRP (Plant process review/odor questions)
- Jim Cornell, Water Reclamation Plant, Waste Water Division Manager, was present to discuss the aroma issue in the area of Riverview and Paterson Streets, near the Water Reclamation Plant. Mr. Cornell has worked for the City for 24 years and he provided the following information:
  - The water reclamation sludge lagoons were located off Michigan Avenue in the Eastside Neighborhood in the 1960's and 1970's until the methods for processing waste water changed and the sludge lagoons became obsolete. There were complaints regarding the aroma during the time the pits were in that location. There were billboards on Riverview Dr. with barometers to indicate the intensity of the aroma.
  - In late 1970's the City started incinerating primary sludge. In the mid-1980's the primary and secondary sludge was oxidized. The low pressure oxidation process continued until the mid-1990's. That process broke down the solids of primary sludge so that it could be de-watered better and burned more easily. The aroma from that process lingered in the area of Michigan Avenue and Walbridge and was noticeable until the late 1990's.
  - The Water Reclamation Plant has a history of creating odors and some people have a memory of that. The City hasn't incinerated sludge since the late 1990's. The City currently sends sludge to a landfill. The primary and secondary cakes are bell pressed in bunkers up to three days and then hauled out by gravel trains to landfills by Three Rivers and then to Grand Rapids. The air regulations have taken everyone out of the incineration process.
  - The City uses powder-activated carbon in the secondary sludge. When that is mixed with the primary sludge, it helps minimize the odor. The odor isn't as noticeable in the bunker area; the doors are closed until the waste is loaded into a gravel train. The odor would be more noticeable on a hot day. There would be transient odor behind the sludge trucks transporting the waste. The treatment plant has had odor issues at the plant in the past.
  - Mr. Wright inquired if the Water Reclamation Plant received any complaints from the DEQ air quality personnel. Mr. Cornell advised there were newspaper articles in 2008 or 2009 regarding the aroma issue. The City did partake in an odor study and had a consultant come in to identify odors associated with the waste water plant.
  - There was speculation that the odor was coming from an abandoned Riverview force main that was connected to a junction box near Graphic Packaging. The force main was re-routed to a different lift station. Anything in that junction box now would be from Graphic Packaging.
  - There have been complaints from Borgess hospital, which is up the hill from the Water Reclamation Plant and the City has tried to foster relations with them. Representatives from the hospital call the DEQ directly now if there are odor issues. The DEQ did an investigation but the City did not receive a citation.
  - Mr. Fletcher mentioned that the odor was intense recently when he was in the Riverview area. Mr. Cornell offered to show the ECC members the sources of odor from the Water Reclamation Plant for comparison to what they have been smelling.
  - Mr. Wright commented that the aroma is noticeable in a relatively small geographic area. He referred to an air quality collection in 2008/2009. Bags were filled with air so the particulates could be identified. He inquired where the breakdown was regarding the data that was collected; what were the particulates and the source? Mr. Cornell advised that a company called NTH conducted the study, which was paid for by the City. They identified some different organics and there were discussions with the paper mill at the time. Nobody admitted responsibility for the odor and the odor mysteriously went away. The Water Reclamation Plant didn't make any changes.
Sometimes persistent, pervasive odors return when certain weather conditions are present, such as high humidity and/or high temperatures. Mr. Cornell has spoken to an Environmental Manager at Graphic Packaging. They have done some things to their clarifiers to help break down odors.

Mr. Wright mentioned that Graphic Packaging received violations pertaining to Rule 901. There was no enforcement just a memo that was sent out. He spoke with someone at the DEQ who indicated that Graphic Packaging has not acknowledged any responsibility in writing. The memo states there is not enough data to prove that Graphic Packaging is the source of the aroma. This is a quality of life issue for people who live and/or work near the aroma.

Mr. Cornell advised that the air handling system at Borgess Hospital has pulled the aroma into that facility. The hospital is in the jurisdiction of the DEQ. He was not sure of the steps the DEQ might take to step up enforcement. There have been recent leadership changes at Graphic Packaging. It is not his job to say definitely what the source of the odor is. Mr. Wright advised that his objective is to gather as much information as possible and then make a recommendation to the City about what could be done to address the odor issue.

In response to a question from Mr. Dietrich, Mr. Cornell confirmed that the sludge doesn’t smell like sewage. The primary sludge is mixed with secondary sludge that has been treated with microorganisms to break everything down. Powder activated carbon is added to the sludge and that helps decrease the odors.

Mr. Dietrich inquired about the sludge in the bunkers; is it decaying, organic matter at that point rather than sewage? Mr. Cornell advised that if the sludge is allowed to set for a period of time, it will decay/compost/ferment. It sits for two hours in a settling tank and then is pumped over to a thickener. It might have a residence time of 18 hours. Then it goes across the belt presses and into the bunkers. The bunkers are emptied Monday through Friday. It is not sitting for any length of time.

Mr. Fletcher confirmed that he didn’t notice the wet paper smell or the spoiled spinach smell when he took the tour of the Water Reclamation Plant. The aroma at the Plant was different than the aroma that has been in the Eastside Neighborhood recently.

Mr. Manstrom mentioned that a quorum of ECC members was now present. He suggested continuing with the staff presentations.

Rebekah Kik (Master Plan/Climate Action)

Christina Anderson, City Planner, was present to provide the following information regarding Imagine Kalamazoo 2015, the Master Plan and Climate Action Plan. Sara Jo Shipley will be in charge of the Climate Action Plan and she will provide more details at the April ECC meeting.

There are many details in the Master Plan that relate to environmental responsibility and sustainability. Ms. Anderson choose to focus on a couple of highlights in order to keep the presentation within a reasonable timeframe.

Imagine Kalamazoo was the public engagement plan for the community that led up to the creation of the Master Plan. Imagine Kalamazoo lasted about 18 months, during which time approximately 4,000 voices provided input through public meetings and on-line surveys. By comparison, the 2010 Master Plan had input from approximately 400 voices.

Master plans are meant to last 10 years with feedback and updates provided around five years to make sure the Plan is still relevant to the community. Rebekah Kik was the City Planner in 2015 when this process began. The previous Master Plan was created during an economic downturn. Ms. Kik was concerned that the previous Plan was no longer relevant and the process to update it started early.

Comments from the public were sorted and incorporated into the Master Plan last summer. Actions and goals for the City are still being created from those comments. One of the comments related to environment concerns was, “Let’s make Kalamazoo as green as it can be, including environmental responsibility.” That goal was incorporated into the City’s Strategic Mission, which was the first document approved from Imagine Kalamazoo. The Strategic Mission provides ten broad goals for the City, one of those goals is environmental responsibility.

The Master Plan was the next step. It is primarily a land use and transportation document. This document provides more specificity than the Strategic Vision.

More recently, the Shared Prosperity Kalamazoo Plan was approved by the City Commission. All of these plans are available at the imaginekalamazoo.com website.

As a result of the outreach that was done during the creation of the Master Plan, a Public Participation Plan was developed to be used as a guide when creating future plans, such as the Shared Prosperity Plan, the Parks and Recreation Plan and the Climate Action Plan, etc.

The ten broad goals from the Strategic Vision include creating safe community, complete neighborhoods, youth, community diversity, creating inviting spaces, environmental responsibility, etc. Each of these goals has sub-goals.
The environmental responsibility portion of the Master Plan refers to goals such as waste management, responsible development, healthy food access, sustainability and conservation, water management, and efficient public transportation. These goals were developed from input received from the community and they coalesce into actions we could take over the next ten years. Many of these goals are reflected in the Master Plan. The Strategic vision is our marching orders; every action the City takes starts from there.

The Strategic Vision talks about environmental responsibility, which is incorporated into the Master Plan in many ways such as how do we incorporate green infrastructure into our zoning code or how can we create more community gardens in our neighborhoods. There are five sections in the Master Plan. The following highlights are related to environmental responsibility:

- One of the main goals of the Master Plan is that Kalamazoo is a “connected city.” The State of Michigan requires the City of Kalamazoo to have a Master Plan because we have a Zoning Ordinance. The Zoning Ordinance dictates how development happens on our lots. The Master Plan is meant to set the vision; the zoning code helps achieve that vision by setting up specific standards.
- Included in the Master Plan is a Future Land Use Map, which provides guidelines on what the appropriate land use would be if there are changes.
- Land use is not the only piece of the puzzle. There should also be focus on walkable urban areas and complete neighborhoods with a variety of transportation choices, access for people with mobility issues, access to daily needs without having to use public transportation, etc. In order to focus on these details, a future street map was also created showing a framework of streets.
- For example, Stadium Drive is a higher speed road with many lanes. Pedestrians and bicyclists are managed off to the side of the street. This is a different situation from Rose Street in the downtown area, which would have a different approach for dealing with pedestrians and bicyclists. As an example, both of these streets could have a coffee shop but what the coffee shop looks like and how it’s built would probably not be the same.
- Most cities don’t look at things this way. Kalamazoo has been recognized for this approach and City staff have been asked to speak about this concept at the Michigan Transportation Planners’ Conference this summer. The connection between land use and transportation will help Kalamazoo develop inviting public places.
- The streets in Kalamazoo take up about 25 percent of the land area and this approach will help us look at our land in a different way. We can use the streets to create places that we want to stop and explore. That can benefit adjacent businesses by allowing us to think of the streets and businesses as a cohesive unit.
- That cohesion will also help us create a walkable urban development in some of the key commercial nodes. It is important to consider what you like to walk by and what attracts you to that area. Those characteristics are important to consider when creating development plans.
- Public comments indicated that there were things missing from neighborhoods that used to be there that helped make the neighborhoods complete; the ability to meet daily needs closer to home. Zoning plays a big part of this. Form based zoning codes talk about key elements of buildings that make the area more pedestrian friendly.
- During Imagine Kalamazoo, public input indicated concern regarding flood plains, existing natural features, creeks, trees, etc. and how those will be managed. A natural features overlay was added to the Master Plan to provide protection and a technical committee was created to oversee the implementation of the overlay. Asylum lake and Portage Creek will have a natural features overlay.
- Mr. Fletcher inquired about the red circles on the overlay map near Asylum Lake. Ms. Anderson advised that the represent key commercial intersections, such as Stadium and Howard Streets. The goal for the commercial nodes (mixed use and commercial zoning) is to set up the standards that we want and then follow the standards. There are opportunities to lay out what we want in the zoning code. Close adherence to the zoning code might decrease or eliminate the need for zoning review, which should make the development process easier. Municipalities sometimes develop additional standards for developers to adhere to because the original zoning code might have been lacking in certain details.
- The natural features protection group discussed: 1. how to set up that policy and the review process. For instance, what data do we need and who would be responsible for collecting that data, such as information regarding native species, trees, remnants of old ecosystems, etc. 2. Also, how can this group help developers be more thoughtful with regard to management of their property, particularly when their property is adjacent to a preserve or open body of water. What resources does the City have to help educate people about this?
- The Master Plan contains a map with details for non-motorized transportation, such as biking and walking. The map shows which routes should be striped, which routes should have bike lanes vs. signs, where do they go, how do they match and how do they intercept. The Master Plan has priorities for pedestrian improvements, such as sidewalks.
Areas around commercial nodes, parks and schools will be the first priority when considering areas to improve the pedestrian network.

- The concept of complete neighborhoods includes access to Parks, preferably within a five-minute walk/quarter of a mile from a park. The Master Plan includes a map of City-owned properties that function as park spaces and also shows where there areas that could include more parks. The City can work with partners to provide this resource. In addition to using these spaces for recreation, they might also be used for storm water management, community gardens, food forests, native plantings, etc.

- The Master Plan helps implement the Environmental Responsibility Plan, which weaves its way through the housing plan, the transportation plan, the Parks and Recreation Plan and the Climate Action Plan. The work Paul Clements’ class did at WMU last year helped set things up to create an actionable document for the Climate Action Plan. City staff is in the process of creating that Plan and looking at what other cities have done in terms of best practices.

- Mr. Manstron referred to a prior discussion about possibly modeling the Climate Action Plan after the Cincinnati Green Umbrella and having the ECC review that before the April meeting.

- Ms. Anderson mentioned that the Vermeullen property at the southeast corner of Stadium Dr. and Drake Rd. recently changed hands; there are no plans from the new owner yet. Ms. Anderson created a technical committee to focus on that property. The policy isn't in place yet but the goal is long-term preservation and enhancement. Changes for that property would need to be approved through the site plan and zoning process. Natural features would not prevent the owner from building on that property.

- Mr. Wright mentioned that the ECC has interest in bringing down carbon emissions. He inquired as to how that can be measured. The ECC would like to see accurate data collection.

- Mr. Fletcher asked if the owner and developer are the same for the Vermeullen property. Ms. Anderson advised that information is on the Assessor’s website. The owner is interested in developing the site. The Master Plan can be amended to include areas that might have been missed. The Master Plan is a living document and the goal is to implement as many things as possible as quickly as possible. The Master Plan will be amended with Neighborhood Plans as they are updated.

**5:00-5:30 Steve Brown (FFE)**

- Steve Brown, Foundation for Excellence (FFE) Coordinator, stated that he works with Assistant City Manager, Laura Lam, to administer the Foundation. He provided the following information:

  - The FFE is designed to support a continuation of projects regarding youth development, safe community, inviting public places, connected city/complete neighborhoods, personnel (4 City staff people), Economic Vitality, Shared Prosperity/Economic Vitality, Communication and Evaluation, and new FFE projects.

  - In February the FFE board elected 15 board members and provided orientations to those members. City Commissioners Anderson and Urban are on the FFE Board.

  - Mr. Wright inquired if the FFE was created to oversee an endowment, which is intended to exist in perpetuity. Mr. Brown stated that the FFE was created after a $70.3 million gift was provided to The City of Kalamazoo to fund projects in the City. Major donors are working to fund a $500 million endowment, in perpetuity, beginning in 2020/2021.

  - Mr. Brown confirmed that the property tax cut approved by the City of Kalamazoo is intended to be permanent. There have been discussions about the possibility of providing more of a property tax cut to attract businesses.

  - The FFE includes two City staff members, who help the City do the work it needs to do. The Foundation helps fund the City’s programs. City Commission approval is required before the funds can be spent. The work of the FFE aligns with the Master Plan.

  - The FFE has provided funding for lead water service removal. The City owns the water lines up to and including the meter. That is not the case in other cities. The City received a $1 million dollar grant for lead service replacement.

  - The City has $11 million dollars to spend on streets this year and there is $4 million dollars to be spent on City trees by sidewalks. The complete streets map shows the funding sources for this project.

  - Three million dollars has been allocated by the FFE and LISC (Local Initiative Support Corporation) to be spent on economic vitality.

  - This year over $12 million dollars was allocated by the City Commission from the FFE for aspirational projects. The FFE is prohibited from spending money except through the City of Kalamazoo. The City will have contracts with outside vendors.

  - Mr. Wright mentioned the odor issue by Riverview and Paterson Streets and inquired if the City could provide matching funds to replace equipment that would help eliminate the odor. Mr. Brown indicated that type of project
might align with the goals of the FFE, but it is not likely that the FFE would provide matching funds to a private firm to purchase equipment that would help eliminate odors.

- Mr. Maldonado inquired as to what the timeline would be to approve funding for a project. Mr. Brown advised that the minimum would be a year. The project would have to be part of a City partnership. It is the City’s job to reach out, one way is through the City Commission and through board meetings. The goal is to build relationships and provide inspiration.

2. APPROVAL OF MINUTES (January 17, 2018)
- There were no changes to the Minutes.
- **Mr. Fletcher, supported by Mr. Dietrich, moved approval of the January 17, 2018 ECC Minutes as submitted. With a voice vote the motion carried unanimously.**

3. APPROVAL OF AGENDA
- **Mr. Fletcher, supported by Mr. Wright, moved approval of the March 21, 2018 ECC Agenda as amended. With a voice vote, the motion carried unanimously.**

4. ANNOUNCEMENTS
- Mr. Manstrom advised that Gail Walter is the newest ECC member. Her application was recently approved by the City Commission.
- Mr. Manstrom announced the Green Drinks presentation on March 27th at 5:30. Gail Walter will provide a presentation on bird friendly building design.
- Ms. Walter stated that she will also be provided the presentation on the 26th at 7 p.m. at the People’s Church on 10th Street for the local Audubon chapter. It is a free, hour-long presentation, which is open to the public. She would like to provide the presentation to City staff. She can offer continuing education credits to architects and lead professionals. She is working on helping real estate developers with their CE credits.

5. COMMENTS BY OTHERS ON NON-AGENDA ITEMS
- Commissioner Anderson stated that he has been reappointed as the City Commission Liaison to the ECC.
- Ms. Walter advised there are three Falcon eggs in the nest as of today, there could be four eggs by Friday.

7. UNFINISHED BUSINESS

Woods Lake Resolution Status
- Mr. Manstrom advised that Woods Lake is included in the Natural Features Overlay. Chris Bovid from the Woods Lake Association advised Mr. Manstrom that he is pleased that the City has stayed on top of leaf removal. A recent study shows improvement on the salinity of the lake. Mr. Manstrom will forward the e-mail to the ECC.

Deer Population Update
- Mr. Manstrom stated that WMU has approved a study, which will include having a drone fly over Asylum Lake Preserve to gather information regarding the deer population. He will forward the name of the faculty member to Mr. Maldonado.

8. NEW BUSINESS

Committee Membership and Recruitment Update
- Mr. Manstrom mentioned that, if Ms. Button is no longer serving on the ECC, the Committee only has eight members at this point. Three seats needs to be filled and he has reached out to WMU and Kalamazoo College faculty.
- Ms. Walter reached out to someone on the Michigan Environmental Council and she will follow up with the ECC if he responds.

Bylaws Change for Quorum Requirement
- Mr. Manstrom proposed changing the wording in the ECC bylaws to state that a quorum means a majority of current members. For instance, if the ECC only has eight members, they won’t need six member for quorum as previously required. The original language in the bylaws refers to a quorum of 11 seats. If there are unfilled seats, it could be difficult to have a quorum.
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• Discussion followed with regard to the appropriate wording, such as, “current seated members” or “active members.” Mr. Dietrich suggested, “committee members then serving.”
• Mr. Wright, supported by Mr. Kroening, moved to amend the ECC bylaws to state that quorum is defined as a majority of committee members then serving. With a voice vote, the motion carried unanimously.

Subcommittee Assignments
• No report.

2017 Annual Report
• No report.

9. SUB-COMMITTEE REPORTS
Kalamazoo River Issues (KRCC, KRWC, Allied, etc.)
• No report

Kalamazoo Environmental Council
• No report.

Planning Commission
• No report.

Tree Committee
• Mr. Dietrich announced that the Arbor Day celebration will be held on April 27th in Spring Valley Park. Trees will be planted in the park to replace trees that were removed. Todd Pryor, City of Kalamazoo Forestry Supervisor, would like to have ECC representatives at the celebration; Mr. Dietrich is planning to attend.

Asylum Lake Policy & Management Council
• No report.

Parks and Recreation Advisory Board
• No report.

Wellhead Protection Program Committee
• No report.

Climate Change Committee
• No report.

10. ADJOURNMENT
• The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Amy Thomas, Recording Secretary