For any public interested in listening to the meeting, please call 1-650-479-3207 and enter access code (127 005 1879) when prompted, followed by #.

1. Call to Order
2. Adoption of Agenda
3. Approval of Minutes
   3.1 Environmental Advisory Board - Advisory Board Meeting - Nov 10, 2020 6:00 PM
4. Public Comment
   Instructions for submitting comments
5. Chair Announcements
6. Old Business
   6.1 Solid Waste Focus Work Report Out
   6.2 Carbon and Energy Focus Work Report Out
   6.3 Green Solutions Focus Work Report Out
7. New Business
   7.1 EAB Work Plan
       Members will review the EAB Work Plan and make any amendments prior to adopting.
   7.2 New Staff Introduction, Comments, and Q&A
       Speaker: Danna Widmar
   7.3 Integrating EAB Recommendations with Town Operations
       Speaker: Danna Widmar
8. Council Liaison Comments
9. Staff Liaison Comments
   9.1 Informational Resources
10. Member Sharing

11. Administrative Announcements

12. Adjournment

Please contact Water Resources Outreach Supervisor Marie Cefalo at marie.cefalo@townofcary.org with any questions about this agenda.

The Town of Cary is committed to providing all citizens with the opportunity to participate fully in the public meeting process. Any person with a disability who needs an auxiliary aid or service in order to participate in any meeting may contact the Town Clerk at least 48 hours prior to the meeting. The email address is sarah.schubert@townofcary.org; the phone number is (919) 469-4011; the TDD number is (919) 469-4012.
This meeting was conducted through simultaneous communication pursuant to NCGS 166A-19.24. All votes were taken by roll call vote unless otherwise noted.

Participating through simultaneous communication via Webex for the entire meeting:


Others present: Council Liaison Jack Smith, Danna Widmar, Director of Special Projects, Marie Cefalo, Water Resources Outreach Supervisor, Matthew Flynn, Stormwater Development Manager, Srijana Guildford, Environmental Communications Specialist, Sami Bommu, Teen Council Representative, Sarah Schubert, Assistant Clerk.

1. CALL TO ORDER
   Daly called the meeting to order at 6:02 p.m.

2. ADOPTION OF AGENDA

   RESULT: ADOPTED [UNANIMOUS]
   MOVER: Scott Merkle
   SECONDER: Shuchi Gupta
   AYES: Merkle, Nanekar, Cervenka, Falk, Grieger, Daly, Cozzolino, Shouse, Gupta
3. APPROVAL OF MINUTES

RESULT: APPROVED [UNANIMOUS]
MOVER: Patricia Cervenka
SECONDER: Khara Grieger
AYES: Merkle, Nanekar, Cervenka, Falk, Grieger, Daly, Cozzolino, Shouse, Gupta

4. PUBLIC COMMENT

None.

5. CHAIR ANNOUNCEMENTS

Daly thanked previous EAB staff liaison, Emily Barrett for all her hard work and commitment to the board over the years. Members echoed Daly’s positive comments regarding Emily.

6. OLD BUSINESS

6.1 Carbon and Energy Focus Work Report Out

Flynn shared that staff met with representatives of a US Dept of Energy program called SolSmart. This is a certification program for local governments that ensures we provide a friendly environment, both from a building code and process standpoint, for solar installation. This organization would provide a review of our processes and technical support to assist us in acquiring this certification. Staff is proceeding with this process.

Flynn shared that staff has initiated a feasibility study for solar installation in conjunction with the Town Hall roof replacement. We anticipate bringing a staff report to Council recommending Solar installation on the roof of Cary Town Hall.

Flynn noted that staff is contacting the consultant who provided the Carbon baseline to assist this team with data analysis so baseline work can be completed.

6.2 Green Solutions Focus Work Report Out

Flynn shared JLOW (Jordan Lake One Water) groups are completing a final report for official recognition from the State as well as support from local governments. Staff has been working with Conservation groups as well as other municipalities regarding potential projects in anticipation of JLOW gaining recognition. Flynn will give updates as we get into 2021 and
Flynn anticipates working with the EAB identifying and recommending best projects.

Flynn discussed that Cary has an Urban Forester under contract, which is currently temporary with anticipation this will become a full-time staff position. Part of this person’s duties will be conducting an ordinance review of our current requirements, how they compare to other municipalities, and recommendations for any ordinance modifications, or additions.

Flynn shared that staff has completed the annual reports to the State for Neuse and Jordan Lake Water Quality regulations.

Cefalo provided that the “My Tree, Our Tree” tree distribution initiative is moving along. Staff has targeted Saturday, March 13 and Saturday, April 10 for distribution dates. Commemorative tree markers have been ordered. Cefalo hopes EAB members will assist with the distribution.

Cefalo shared they received feedback from 12 neighbors around Dorothy and Heater Parks planting locations. A risk assessment was conducted on a handful of trees in these two parks. Determination was made that two trees in Dorothy Park will be taken down as part of this project. Tree species intended to be planted are now up on the project’s webpage.

Cefalo explained that the planting plans for North Cary Water Reclamation Facility, Carpenter Park, and Wake Med Soccer Park are on the cusp of being completed. Their intention is to have all five plantings completed by March 1, 2021.

Cefalo shared that staff is thoroughly vetting a site at Jack Smith Park to start Project Pando-Cary. Staff met with Leaf and Limb at the site and believe it to be an excellent match. Cefalo noted that all looks good, Leaf and Limb will not be able to start on this project for at least six months.

Cefalo shared that The Building Bridges with Trees, which has tentatively been renamed Branching Out. After discussions with Building Bridges Group leadership, Cary Police Chief Toni Dezomits, and other staff, Cefalo noted they are looking to reframe this initiative as a service instead of being a program, which means this initiative has gone back into the development stage.

Member asked for Branching Out to be explained. Cefalo shared it is an effort to reach out to all of Cary’s communities on the full socio-economical spectrum, allowing plantings to occur at all different places and locations throughout Cary.

Member inquired about planting instructions for the “My Tree, Our Tree” distribution and Cefalo shared there would be a virtual plating instructional video, along with an info sheet given with the tree for planting best practices. Members also mentioned partnering with local nonprofits and
schools for this project.

### 6.3 Solid Waste Focus Work Report Out

Guilford shared that staff submitted on October 30 the State Backyard Composting Grant, where they requested funds to replace educational signage at the Compost Education Center that were installed in 1997. Guilford shared they received notice that their project was not chosen for funding and will follow up with the State to learn what they can do to improve next time.

Guilford noted that staff is working on the scope of work to partner with Toward Zero Waste on the Community Waste Reduction and Recycling (CWRAR) Grant. The grant does not open until later in November. Guilford will update at a future meeting.

Members discussed other grant opportunities.

### 7. NEW BUSINESS

#### 7.1 EAB Work Plan

Daly kicked off the work plan session with a presentation, which shared and reminded the EAB on their mission and the three areas that are the member priorities, which are carbon and energy, green solutions, and solid waste. Daly’s presentation is attached and incorporated herein as Exhibit A.

Members dove into the work plan with member Grieger leading the conversation. The work plan’s working document is attached and incorporated herein as Exhibit B.

Members inquired about updating the EAB’s mission statement. Schubert will look into steps required if the board decides to do so.

The work plan will be finalized and adopted as amended during the December EAB meeting.

### 8. COUNCIL LIAISON COMMENTS

Council member Smith provided several updates, attached to and incorporated herein as Exhibit C.

### 9. STAFF LIAISON COMMENTS

None.
10. **MEMBER SHARING**
   None.

11. **ADMINISTRATIVE ANNOUNCEMENTS**
   None.

12. **ADJOURNMENT**
   The meeting adjourned at 8:01 p.m.
Town of Cary
Environmental Advisory Board

2021 Workplan Session
November 10, 2020
Mission

Recognizing that quality of life is linked to a healthy environment, the Environmental Advisory Board advises the Town in ways to reduce the use of and impact on our community’s natural resources through a comprehensive and continuous review of best practices and innovations.
The board will be expected to become informed on and then provide advice on Cary’s:

- Accomplishments and ongoing initiatives;
- Building on current opportunities to create strategic new partnerships;
- Methods to track progress, set performance baselines and targets, measure impacts, and quantify results of sustainable practices in:
  - energy efficiency,
  - water conservation,
  - tree preservation,
  - recycling and waste reduction,
  - green building ordinances,
  - public education on lifestyle choices and responsibilities (tracking personal contribution to greenhouse gas emissions, and choosing energy efficient, clean and green practices),
  - retrofit incentives, and
  - community dialogue and engagement to address environmental sustainability for our next generation.
# October Meeting-Member Priorities

## Green Solutions
- Green recovery post-COVID
- Support open space
- Maximize ecosystem service of trees
- Support JLOWA
- Support/recommend council approval for policies supporting tree canopy application
- Link to equity-Invite equity speaker

## Solid Waste
- Advance composting
- Develop composting guidelines for public events

## Carbon and Energy
- Support active transportation
- Visualize paths to carbon targets
- Set up pathways to get community input
- Advance carbon reduction goals
- Actionable carbon reduction plan
- Evaluate current standards for carbon and energy
- Collaborative efforts to reduce carbon (transportation focus)
- Data evaluation for baseline carbon report
Phased Priorities

9-12 months → 1-3 years → 3-5 years
Objectives:

➢ Identify top 2 priorities and actions for implementation in each focus area

➢ Update 2021-2022 Workplan

➢ Finalize workplan by December 1
Environmental Advisory Board
2021 – 2022 Workplan

Top 3 Highlights:

1. Support the protection of tree canopies, open space, and stormwater infrastructure by assisting the Town in the development of an urban forest and open space master plan with short, medium, and long-term goals. Short-term plans will help launch the start of the urban forester through the identification of relevant policies, identification of best practices and lessons learned from other municipalities.

2. Advance the practice of composting through the implementation of a tiered approach:
   - Tier 1: Focus on short-term, immediate goals of education, communication, and outreach for community backyard composting.
   - Tier 2: Focus on exploring drop-off or curb-side composting programs, or the use of community network composting and engagement activities.
   - Tier 3: Focus on identifying best practices, incentives and barriers to the use of composting programs by local businesses and commercial establishments.

3. Develop Climate Action Plan that includes a focus on renewable energy, transportation, building efficiencies, solid waste management, and other relevant sectors. Actions include:
   - Preparing initial analyses and evaluations,
   - Developing a draft Action Plan,
   - Supporting in eliciting community input and feedback, and
   - Revising Action Plan as needed following community feedback.

Mission: Recognizing that quality of life is linked to a healthy environment, the Environmental Advisory Board advises the Town in ways to reduce the use of and impact on our community’s natural resources through a comprehensive and continuous review of best practices and innovations.

GOAL 1: Provide Input to Council and Staff on Existing and Emerging Issues

Cross-Cutting Issues

Town Planning and Implementation

- Provide feedback on the Cary Community Plan implementation, with particular attention to recommendations regarding innovation, environment, transportation options, and energy.
Communication and Collaboration with Town Staff

- Identify and better understand Town’s mechanisms for disseminating information to Cary communities.
- Explore and identify mechanisms for multi-directional flow of information and communication between Town, EAB, and Cary communities.

Guiding Principles for Ensuring Diversity, Equity, Inclusion, and Social Justice

- Ensure EAB plans and activities consider diversity, equity, and inclusion (DEI) for all citizens and communities of Cary.

SARS-CoV-2 (COVID-19)

- Provide feedback on ways the Town’s environmental initiatives can be advanced during the SARS-CoV-2 (COVID-19) pandemic and as the region transitions from the pandemic to the “new normal”.

Collaboration with Other Citizen Advisory Boards

- Explore ways the EAB can regularly collaborate and consult with other advisory boards on issues of common interest.

  Green Solutions

Stormwater

- Collaborate with Town staff and Council on innovative approaches and best practices for stormwater management, including the use of green infrastructure.
- Participate in regional monitoring of water data (flood sensors, rain gauges) to better understand the challenges of dealing with flooding due to climate change effects.

Tree Canopy/Open Space

- Collaborate with Town staff on policies and programs to support and enhance tree canopy, native plants, and open space preservation as described in the EAB Tree Recommendations.
- Continue to advocate for the protection of areas that are ecologically important and have a high wildlife habitat value as documented in the Imagine Cary Community Plan.
- Support the Town of Cary’s leadership in developing an Urban Forest Master Plan.

Jordan Lake Drinking Water Supply

- Track the development and implementation of Jordan Lake Rules for currently identified and monitored biological and chemical contaminants as they are modified or changed at the State level.
- Support continued Town participation and leadership in regional stakeholder discussions, such as the Jordan Lake One Water Association.
- Encourage Cary leadership and the JLOWA to explore creation of a Water Fund for conservation best-practices in the watershed.
Solid Waste

Solid Waste Reduction & Recycling

- Collaborate with Town staff on ways to reduce solid waste generated by the communities at the household level. This includes evaluation of alternative methods to reduce waste, such as improved access to composting to reduce food waste.
- Collaborate with Town staff on waste reduction strategies, such as pursuing Zero Waste goals.
- Collaborate with Town staff on strategies to reduce recycling contamination.
- Collaborate with Town staff to develop sustainable event guidelines and encourage their use by all festival organizations.

Carbon and Energy

Energy and Greenhouse Gas (GHG) reduction

- Provide feedback on Strategic Energy Action Plan implementation and updates.
- Collaborate with Town staff in evaluating the results of the 2018 Community GHG Baseline report to identify trends and develop actionable goals, targets, and actions for Greenhouse Gas emission reductions.
- Identify methods and pathways to obtain community input on GHG reduction initiatives.
- Provide recommendations that focus on transportation modalities based on the EAB GHG Reduction Recommendations and new science-based information.

Climate – Related Resiliency, Adaptation & Mitigation

- Collaborate with Town staff on resiliency, adaptation, and mitigation issues including the Triangle Regional Resiliency Partnership.
- Continue to collaborate with Town staff on the Cities Initiative, which is part of Executive Order 80.
- Identify the potential scope for the development of a Climate Action Plan that is relevant to the Town of Cary and the Piedmont region of North Carolina.

Sustainability

Sustainability/Performance Metrics

- Encourage use of metric systems to track, report, and measure progress on key sustainability indicators at the household and business level, such as those use by LEED or Sustainable Sites Initiative (SITES).
- Collaborate with Town staff in the creation of a sustainability plan as called for in the Imagine Cary Community Plan (pages 173 and 186). The plan should incorporate the GHG Reduction Recommendations, the Tree Recommendations, the GHG base line data and climate change resiliency.

Smart Cities
▪ Provide input to the Town on how to enhance sustainability efforts with smart city technology such as testing transportation efficiency options, use of solar panels, and collecting data on parking usage.

GOAL 2: Advise Staff on Opportunities to Increase Environmental Awareness and Public Participation

Sustainability Communications Plan
▪ Identify ways the Town can better communicate its organizational commitment to sustainable innovation, such as through the use of meaningful infographics.

Environmental Information and Education
Identify opportunities to provide environmental information and education to Cary citizens on lifestyle choices and responsibilities (e.g., tracking personal contribution to greenhouse gas emissions, and choosing energy efficient, clean, and green practices). Such opportunities include:
▪ Cary Green Neighborhood Program
▪ Cary Garden for Wildlife - Provide education on how to deal with interactions between urban wildlife and citizens
▪ Energy conservation and usage by the community
▪ Solid Waste Reduction
▪ Interpretive Panels/Environmental Education Signage
▪ Monarch Butterfly Engagement Initiatives
▪ Education on GHG reduction opportunities by Cary citizens
▪ Education on tree benefits where Cary citizens can participate
▪ Other emerging issues, such as algal blooms of local freshwater bodies

Participate in Cary Community Events
▪ Encourage and support the participation by citizens and the private sector in environmental initiatives to establish partnerships that will help further the goals of Sustainability and Environmental Stewardship.

Engage with Community Groups to Support Environmental Initiatives
Examples of community groups for engagement include:
▪ Black Creek Watershed Association
▪ Haw River Assembly
▪ Walnut Creek Watershed Action Team
▪ Jordan Lake One Water Association
▪ Toward Zero Waste
▪ Keep the Canopy
▪ The Cary Tree Archive
▪ Project Pando
▪ Other groups or partners that may enhance and extend educational outreach efforts
TOP THREE ITEMS:

- We held a comment period in October for a project that explores the feasibility of a new Downtown Cary Multimodal Transit Facility. The proposed facility would provide a convenient and connected hub for local and regional bus service, Bus Rapid Transit (BRT), future commuter rail service, and Amtrak intercity passenger rail services.

  Applicable to EAB . . . The study has evaluated size, rail access, traffic access, station area connectivity, sustainability, and development possibilities of potential downtown sites. This project is important as we work to reduce our GHG emissions through transportation alternatives.

- Similarly, the Wake BRT Virtual Open House is available for comment. Of particular interest to Cary residents is the proposed western corridor that would connect downtown Cary to downtown Raleigh via Western Blvd. In July the Council endorsed this route that would include Cary Towne Blvd. and Maynard Rd.

  Applicable to EAB . . . Miles, I believe you have a particular interest in this topic.
And continuing this theme, the Downtown Parking Study kicked off the first week of November with Walker Consultants. The study will look at immediate and long-term parking needs in Downtown Cary. The consultants will include some guidance on how, where, and when to add charging stations in existing facilities, as well as design considerations for EV charging in any future facilities.

Applicable to EAB . . .[Not needed]

OTHER UPDATES:
The three finalists, Pat Galloway, Janet Holcombe, and Brent Miller were selected for the Hometown Spirit Award. This year’s winner will be announced at Thursday’s Council meeting.

Council recently approved the creation of a new Senior Advisory Board to focus on senior services and issues impacting the aging population.

At the end of October, the town manager submitted to the Council the 90-day report of the Mayor’s Pledge. The Pledge is a commitment to evaluate Cary PD’s use of force policies and systemic racism within law enforcement. Over the course of this multi-year project you can find more information at townofcary.org/mayorspledge.
The very popular **Chinese Lantern Festival** held at Koka Booth has been **canceled** due to COVID-19 crowd restriction but the public will have the opportunity to enjoy several of the lanterns that will be on display in Downtown Cary through the holidays.

The NCAA awarded Cary and our hosts 11 National Championships between the years 2022 to 2026. The championships include Division 2 Baseball, Division 1 Men and Women’s College Cup Soccer, and Division 1 Women’s Lacrosse. To date Cary has hosted a total of 26 NCAA National Championships.

**Parks, Recreation and Cultural Resources** continues to offer **virtual programming**, with nearly 100 programs being offered through December. Registration information is available on myCary.

After spending the last two years hovering in the top three, the Triangle has been named the top market in the country for real estate prospects heading into the new year, according to an annual report by the Urban Land Institute and PwC.

**Moneyinc.com** selected Cary as one of the 10 Best Places to Live in North Carolina for Families.
Instructions for submitting comments to the Environmental Advisory Board’s Citizens’ Comment Period:

The public may submit written comments for the Public Comment agenda item. Comments should be sent to eab.clerk@townofcary.org and have Public Comments for December 8 Meeting in the subject line. Comments received by noon on December 8 will be summarized at the meeting and a full copy of the comments will be provided to members prior to the meeting. Comments received after noon but prior to the start of the meeting will be provided to members the following day. All comments will be an exhibit to the minutes.