



City of Fairfield Sustainability Commission Meeting Agenda

January 21, 2025

Community Arts Center - 411 Wessel Dr, Fairfield, OH 45014

2nd Floor Classroom

6:00-7:00pm

- **Welcome and Introductions**

In Attendance:

Jessica Bettridge - A/P/E

Donna Canaan - A/P/E

Lauren Duncan - A/P/E

Sara Hickman - A/P/E

Megan Lyons - A/P/E

Brendan McHugh - A/P/E

Alex Saurber - A/P/E

Gayle Willis - A/P/E

Gwen Brill, City Council Representative - A/P/E

Gillian Hart, Staff Representative - A/P/E

Commission Updates:

- Commission 1:1 Responses
- Approve 2026 Commission Schedule & 2026 Community Engagement Schedule
- Term Reminder
- Sustainability Public Metric Tracking Dashboard Update
- Chamber Sustainability Champion Award

Chamber Updates:

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Council Updates:

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Sustainability Updates:

- 2026-2030 CIP Budget Review

Other Business:

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Volunteer Opportunities:

- Rumpke Landfill Tour - January 22nd, 2026

Next Meeting

- Action Items:
- Date: March: 18th, 2026
- Location: Community Arts Center - 411 Wessel Dr, Fairfield, OH 45014 (2nd Floor Classroom) @ 6:00pm

2026 Sustainability Commission 1:1 Responses:

After 3 meetings, do you think the frequency of meetings (every other month; 6 per year) is appropriate?

Mix of responses. The majority of Commission deemed every other month meeting frequency appropriate in conjunction with volunteer opportunities. The minority requested a monthly meeting frequency.

After 3 meetings, are you interested in designating a formal “chairperson” and/or other officers to help run meetings? Do you see a need to draft bylaws?

Consensus was there is no need for formal bylaws or officers. However, there is interest in electing “Ambassadors” to serve as educators in the community on specific Sustainability topics (i.e., composting, orange hefty bag, etc.).

What sustainability-related event, activity or meeting in 2025 did you enjoy most – and why?

Discard Day, National Night Out, Groovin on the Green. Events that are most public interacting are more favored. Tabling at the City’s Farmers Market was requested.

When planning the 2026 Commission schedule – are you interested in:

- a. Site visits to city facilities / projects;**
- b. Guest speakers;**
- c. Specific topics for discussion;**
- d. Joint meetings with other commissions?**

All are interested in the potential meeting activities, particularly City facility site visits. There was a heavy focus on more education opportunities for Commission members.

What, if any, event, activity or meeting in 2025 did you enjoy least – and why?

N/A

The Sustainability Commission is by Ordinance an advisory group. However, we have heard that some members may wish to be more “action-oriented”, with assigned tasks and deliverables. To date – opportunities for hands-on involvement have been volunteer-oriented, such as staffing the Fairfield Sustains booth at National Night Out, participating in the GMR Clean Up, and assisting with the City’s Discard Day.

- a. Are you satisfied with this level of direct involvement?**
- b. What other types of tasks or opportunities for action would you be interested in?**

The majority of responses indicated that Commission members are satisfied with the level of involvement, particularly through volunteer opportunities. Some are interested in offering their expertise and being more hands on with particular projects.

Do you see the need for any sub-groups within the Commission?

There may be an event or special project that would necessitate a sub-group but for the most part, the majority of responses showed no current need for sub-groups.

Do you have ideas on how the Commission can best add value to the City?

Continued volunteer opportunities, education opportunities for commission members, education advocacy for Fairfield residents, guest speakers, presentations, site visits.

2026 Sustainability Commission Schedule:

January 2026

- Meeting on January 21st
 - Commission Member 1:1 Responses
 - 2026-2030 Sustainability CIP Budget
 - 2026 Commission Schedule & Community Engagement Schedule
 - Sustainability Public Metric Tracking Dashboard Update
- January Volunteer Opportunities:
 - Rumpke Landfill Tour - January 22nd, 2026

February 2026

- February Volunteer Opportunities:
 - Stormwater Collaborative Rainbarrel Workshop - February 12th, 2026 @ 6:00pm

March 2026

- Meeting on March 18th
 - Joint Meeting with Environmental Commission to discuss Earth Day

April 2026

- April Volunteer Opportunities:
 - Earth Day - April 22nd, 2026

May 2026

- Meeting on May 20th
 - (Tentative) Commission Presentations

June 2026

- June Volunteer Opportunities:
 - (Tentative) Sustainability Tabling at Groovin on the Green - TBD
 - (Tentative) Tree Planting - June 30th, 2026

July 2026

- Meeting on July 15th
 - (Tentative) WWTP Solar Tour - TBD

August 2026

- August Volunteer Opportunities:
 - National Night Out - August 5th, 2026

September 2026

- Meeting on September 16th
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- September Volunteer Opportunities:
 - Great Miami River Clean Up - TBD

October 2026

- October Volunteer Opportunities:
 - Discard Day - TBD

November 2026

- Meeting on November 18th
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December 2026

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2026 Sustainability Commission Community Engagement Schedule:

Potential Themes for 2026:

- Energy Aggregation
- Composting
- Hefty Orange Bags
- E-Waste
- Solar for Residents
- City Solar Project
- Residential Tree Program/Sustainable Landscaping
- Fairfield Connects

Q1 Theme:

January 2026

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- March/April Fairfield Flyer due January 9th

February 2026

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March 2026

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- May/June Fairfield Flyer due March 6th

Q2 Theme:

April 2026

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- April Volunteer Opportunities:
 - Earth Day - April 22nd, 2026
- July/August Fairfield Flyer due April 24th

May 2026

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June 2026

- September/October Fairfield Flyer due June 19th

Q3 Theme:

July 2026

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August 2026

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- August Volunteer Opportunities:
 - National Night Out - August 5th, 2026
- November/December Fairfield Flyer due August 28th

September 2026

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- September Volunteer Opportunities:
 - Great Miami River Clean Up - TBD

Q4 Theme:

October 2026

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- October Volunteer Opportunities:
 - Discard Day - TBD
- January/February 2027 Fairfield Flyer due October 23rd

November 2026

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December 2026

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2026 Sustainability CIP Budget (Unapproved):

Sustainability:

- Sustainability Initiatives (Planning/Engineering Costs) - \$25,000
- Energy Efficiency Audit - \$37,500
- Composting Shelter - \$17,000
- 250 Trees - \$62,000

TOTAL: \$141,500

Public Works:

- Streetlight Improvement Fund - \$8,000
- EV Chargers Contingency - \$40,000

TOTAL: \$48,000

Fleet/Facilities:

- Annex Building Windows - \$24,600

TOTAL: \$24,600

Parks:

- ODNR Urban Forestry Grant (100% reimbursement) - \$100,000
- Community Gardens - \$26,000

TOTAL: \$126,000

Development Services

- Sustainability Technical Support for local businesses - \$75,000

TOTAL: \$75,000

Utilities: \$0.00

TOTAL: \$415,100