



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Tuesday, September 8, 2020

5:30 PM

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Sustainability Commission** of the City of De Pere will be held on **September 8, 2020** at **5:30 PM**.

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Action Items

1. Approval of the August 13, 2020 Sustainability Commission Meeting Minutes
2. Discuss Future Sustainability Video Tutorial Ideas
3. Discuss Sustainability Scoresheet for 2020 Projects
4. Discuss Renewable Energy Work Plan

III. Future Agenda Items

IV. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons

City Administrator

Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: September 8, 2020

DEPARTMENT: Sustainability Commission

FROM: Betty Sellenheim

SUBJECT: Approval of the August 13, 2020 Sustainability Commission Meeting Minutes

ATTACHMENTS:

- 2020 0811 Draft Minutes (PDF)



Sustainability Commission

Special Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Tuesday, August 11, 2020

5:30 PM

I. Call to Order

The meeting was called to order at 5:30 PM by Alderperson Shana Defnet Ledvina

Attendee Name	Title	Status	Arrived
Larry Garrison	Commissioner	Excused	
Renee Gasch	Commissioner	Remote	
Randall Lawton	Commissioner	Remote	
Shana Defnet Ledvina	Aldersperson	Remote	
Rebecca McKean	Commissioner	Remote	
Bill Niedzwiedz	Commissioner	Remote	
Eric Rakers	City Engineer	Remote	

Others present:

Scott Thoresen, Director of Public Works (Remote)

Betty Sellenheim, Recording Secretary (Remote)

II. Action Items

1. Approval of the July 14, 2020 Sustainability Commission Meeting Minutes

Commissioner Rakers moved to approve the July 14, 2020 Sustainability Commission Meeting Minutes, seconded by Chairperson Ledvina.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eric Rakers, City Engineer
SECONDER:	Shana Defnet Ledvina, Aldersperson
AYES:	Gasch, Lawton, Defnet Ledvina, McKean, Niedzwiedz, Rakers
EXCUSED:	Larry Garrison

2. Discuss Clean Energy Work Plan

Scott Thoresen, Director of Public Works, outlined discussions from the July meeting to create a work plan before attempting to pass the Clean Energy Resolution. Mr. Thoresen stated he spoke with the City of Green Bay and discussed their work plan, which was provided in the packet. Mr. Thoresen stated he researched other communities with clean energy resolutions and found many had a work plan prior to passing the resolution. Commissioner Rakers expressed his support of creating a work plan. Commissioner Gasch expressed her support of creating a work plan and explained her reasoning behind bringing the resolution forward initially. Commissioner Gasch suggested adding a timeline for establishing the work plan. Mr. Thoresen agreed regarding setting a timeline and reminded commissioners not to set too tight of a timeline due to COVID 19 and how it can impact the process. Mr. Thoresen also explained that the Commission could potentially have two work plans; the clean energy work plan and the green tier work plan. Commissioner McKean expressed her support of the clean energy work plan and working with staff to determine the current use of clean energy by the City. Commissioner McKean pointed out the importance of gaining community support through outreach and engagement. Chairperson Ledvina expressed her support. Commissioner Niedzwiedz

expressed his support. Commissioner Lawton expressed his support and interest in extending the efforts to the entire community beyond the governmental unit. Commissioner Rakers discussed projects the City can do that will influence the use of sustainable options throughout the community including: better biking and pedestrian facilities, influencing staff to update ordinances that restrict certain uses on City facilities (i.e. scooters), and installing electric vehicle charging stations. Mr. Thoresen stated he would research work plans for other communities and at the September meeting, they could be discussed and start coming up with a work plan for De Pere. Commissioner Rakers and Chairperson Ledvina discussed the intricate nature of the work plan and commissioners being tasked with working alongside staff or independently on different aspects. Commissioner Lawton agreed with commissioners being tasked with working alongside staff and independently. Commissioner Gasch expressed interest in the community outreach and engagement portion of the work plan. Commissioners Niedzwiedz and Gasch discussed the necessity of inventorying the current status of De Pere, existing research on sustainability, and potential goals for the future along with implementing through the commission. Mr. Thoresen read the ordinance establishing the Sustainability Commission and their objective. Commissioner Niedzwiedz questioned the community knowledge of the sustainability commission establishment. Mr. Thoresen stated that could be included in a community survey that could be completed to gain community feedback, buy-in, and interest. Commissioner Lawton agreed with conducting a community survey and sharing the results with staff and elected officials. Chairperson Ledvina asked staff what the next steps could be. Mr. Thoresen stated he envisions it similar to the clean energy resolution; commission will start with a draft and make revisions until commissioners are satisfied with the plan. Mr. Thoresen stated he would research plans for other communities and suggested that commission members do the same. Mr. Thoresen stated the work plan and green tier scoresheet will be on the September agenda. Commissioner Gasch questioned if comments and edits should be provided to staff prior to or if they should be brought to the September meeting. Mr. Thoresen stated both would work but suggested emailing them to staff over the next couple weeks (deadline August 28). Commissioner Lawton questioned quorum rules. Mr. Thoresen explained open meetings, open records, and quorum.

No action necessary

3. Discuss City of De Pere Clean Energy Resolution

Scott Thoresen, Director of Public Works, suggested no action or further discussion of the resolution and it will be brought back to the commission to build upon in the future. Commissioner Gasch expressed her concerns over removing the milestone years and Commissioner McKean agreed and suggested combining or removing a couple paragraphs that were quite similar (first and fifth).

No action necessary

III. Future Agenda Items

Commissioner Gasch requested to present future ideas for the sustainability video tutorials.

IV. Adjournment

Commissioner Lawton moved to adjourn the meeting at 6:22 PM, seconded by Commissioner Gasch.

Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Sellenheim



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: September 8, 2020

DEPARTMENT: Sustainability Commission

FROM: Scott Thoresen

SUBJECT: Discuss Future Sustainability Video Tutorial Ideas



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: September 8, 2020

DEPARTMENT: Sustainability Commission

FROM: Betty Sellenheim

SUBJECT: Discuss Sustainability Scoresheet for 2020 Projects

ATTACHMENTS:

- Ranked scoresheet (PDF)

Rank	Max Score	City of De Pere Scores	City of De Pere 2019 Baseline	Comments/Notes		2.3.a
1	4	Calculate annual government fleet use of motor fuels, in gallons of petroleum and biofuels, beginning with the fifth year before entering the program.	0		Internal-no cost	
2	6	Inventory wetlands and ensure no net annual loss.	0	This topic was of interst to three commissioners and included a suggestion to work with St Norbert on mapping	Internal or SNC-potentially no cost	
3	3	Inventory all paved surfaces (e.g., by GIS mapping), and develop a plan for reduction	0	This topic was of interest to two commissioners and included a suggestion to work with St Norbert on mapping	Internal or SNC-potentially no cost	
4	10	Develop an inventory of known contaminated properties for reuse planning, with possible GIS application	0	This topic was of interest to two commissioners and included a suggestion to work with St Norbert on mapping	Internal or SNC-potentially no cost	
5	3	Identify key green infrastructure areas during plan development and/or implement a plan to acquire and protect key green infrastructure areas	0		Internal or SNC-potentially no cost	
6	5	Prepare a plan identifying disconnections in bike and pedestrian networks, prioritizing fixes and identifying potential funding sources for the most important projects.	2		Internal or SNC-potentially no cost	
7	3	Commit to achieving a science-based, community-wide GHG reduction goal.	0	This topic was of interest to two commissioners	Internal-no cost	
8	2	Require bike parking for all new non-residential and multifamily uses.	0	This topic was of interest to two commissioners	Internal-no cost	
9	3	Set a tree canopy goal and develop a management plan to achieve it	0	This topic was of interest to two commissioners	Internal with Forestry Dept-no cost	
10	10	League of American Bicyclists certification. (Bronze 5, Silver 7, Platinum 10)	0	This topic was of interest to two commissioners	Deadline is past for Fall 2020-spring 2021 deadline February 10, 2021	
11	6	Site schools in the Comprehensive Plan for accessibility with existing or new bicycle and pedestrian infrastructure	0		Internal with school districts-safe routes to school	
12	6	Establish 75-foot natural vegetation zone by surface water.	0		Internal-no cost	
13	6	Adopt an ordinance or policy that promotes tobacco-free and e-cigarette free parks and/or public events on local government-owned property.	0		Internal-no cost	
14	5	Ban idling (more than 5 minutes) community-wide.	0		Internal-no cost	
15	5	Establish a pedestrian safety task force.	2		Internal-no cost	
16	3	Commuter bike routes identified and cleared.	2		Internal-no cost	
17	2	Require trees to be planted in all new developments	0		Internal-no cost	
18	1	Set standards for placement and number (as function of intensity of use) for bike parking spaces.	0		Internal-no cost	
19	2	Certification as Bird City Wisconsin Community	0	This topic was of interst to two commissioners	\$125 application fee-Nov 1 deadline	
20	5	Facilitate a group-buy program through which residents receive discounted, volume-based pricing on energy efficiency or renewable energy projects based on aggregated demand.	0	This topic was of interest to two commissioners	Potential monetary investment	
21	8	Establish a program to make housing more affordable.	0		Potential monetary investment	
22	8	Waste and materials management plan based on "zero-waste" principles, with specific goals, prepared and updated annually	0		Internal or consultant-potential monetary investment	
23	5	Create and implement a climate change action plan that includes a carbon footprint study, and health related components on reducing air pollution from combustion of fossil fuels and responding to heat episodes and flooding, focusing in particular on most vulnerable populations.	0		Internal or consultant-potential monetary investment	
24	6	Streetlights operate at 75 lumens/Watt or higher	0		Monetary investment	
25	5	Provide an on-street and/or off-street trail network connecting recreational areas in the community (e.g. safe routes to parks) and other trip generators, such as shopping malls, ensuring all neighborhoods are included in planning and implementation.	3		Monetary investment	
26	3	Financial assistance for sewer lateral replacements.	0		Monetary investment	
27	3	Plan for replacing all toilets using > 1.6 gpf and annual progress sufficient to reach 90 percent replacement in 10 years.	0		Monetary investment	
28	2	Provide public charging stations	0		Monetary investment	
	2	Have community tree canopy mapped - https://pg-cloud.com/Wisconsin/	2	Tree Canopy was a topic of interest to a commissioner but this item is maxed out	Maxed out	
	2	Certification as Tree City USA	2	Tree City was a topic of interest to a commissioner but this item is maxed out	Maxed out	
	5	Adopt an ordinance, including conditional use permits, on noise abatement for various zoning districts.	5	Noise abatement was a topic of interest to a commissioner but this item is maxed out	Maxed out	

Attachment: Ranked scoresheet (9962 : Discuss Sustainability Scoresheet for 2020 Projects)



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: September 8, 2020

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Discuss Renewable Energy Work Plan

At the last Sustainability Commission meeting, the Commission agreed to create a renewable energy work plan similar to the City of Green Bay (See attached). It is the intent of this agenda item to begin discussions to create a renewable energy work plan for the City of De Pere.

ATTACHMENTS:

- City of Green Bay Renewable-Energy-Work-Plan-PDF(PDF)
- McKean Notes on De Pere Sustainability Commission Work Plan (PDF)

City of Green Bay Sustainability Commission Renewable Energy Work Plan

In order to meet our stated goal of transitioning to 100% renewable energy, the Sustainability Commission for the City of Green Bay may take the following steps:

- I. Conduct research and compile a white paper report that outlines various considerations towards transitioning to renewable energy that includes, but is not limited to:
 - a. Scientific evidence for reducing greenhouse gas emissions;
 - b. Overview of types of renewable energy;
 - c. Define different areas, both at the municipal and community level, that require various forms of energy;
 - d. Define carbon neutrality;
 - e. Discuss energy conservation;
 - f. Economic considerations: the cost of the initial transition vs. the cost of doing nothing, the long-term economic benefits to renewable energy;
 - g. Policy recommendations to meet the scientific needs with consideration to the economic realities.

This report may be presented to the full Sustainability Commission in April, and upon approval sent to Common Council for presentation.
- II. Following the report's presentation and discussion at Common Council, the Sustainability Commission may submit a resolution with stated recommendations with consideration to the feedback from council that outlines our target dates and goals for a transition to renewable energy at the municipal and/or community level.
- III. Enlist the help of UW-Green Bay faculty and students to conduct a study to determine a baseline for greenhouse gas emissions to be used as a reference for any possible carbon reduction goals. This should be started right away, but does not need to be finished prior to the passage of a resolution outlining goals.
- IV. Work with city staff to determine current levels of renewable energy versus other energy sources and identify any existing efforts to transition, cost estimates, and barriers to transition.
- V. Work with WPS to determine current energy sources at the community level, and identify future plans towards transitioning to renewable energy that already exist.
- VI. Solicit feedback from the community on specific possible actions towards transitioning to renewable energy before passing a final resolution. This can include, but is not limited to:
 - a. Commission members reaching out to community organizations, individuals, and other key stakeholders;
 - b. Receiving feedback from partner organizations' sustainability listening sessions by providing them a list of possible recommendations for them to include in any programming;

**City of Green Bay Sustainability Commission
Renewable Energy Work Plan**

- c. Enlisting the help and advice of expert organizations (ex. RENEW Wisconsin);
 - d. Developing and sending out a survey to a random sample of city residents and also making the survey available online for residents of the City about possible solutions;
 - e. Advertise the findings of the white paper and subsequent resolution and encourage public dialogue and civic engagement prior to any policy votes.
- VII. Following the potential passage of a resolution outlining goals towards the transition to renewable energy, the Sustainability Commission may work with city staff and any key stakeholders to develop a Renewable Energy Action Plan that will outline exactly how the municipality and community will make that transition toward any stated goals. This plan may be developed in consultation with third-party consultants, and the commission may identify grant opportunities to fund such plan (including but not limited to the annual grants from the Wisconsin Public Service Commission). The Sustainability Commission will facilitate further community input in this plan.
- VIII. Ensure the inclusion of energy policy, among other sustainability issues, in the city's next comprehensive plan.
- IX. Prior to and following any resolution that states specific goals, the Sustainability Commission may work to identify and recommend any other policy suggestions or programmatic opportunities to encourage the use of renewable energy in the city.
- X. The Sustainability Commission may engage and collaborate with other local and tribal governments in the region, the State of Wisconsin (DNR Green Tier Legacy Community Program), and the federal government (Environmental Protection Agency), higher education (e.g., Northeast Wisconsin Technical College), business and industry to encourage progress towards these goal
- XI. The Sustainability Commission may constantly be identifying funding opportunities from grants, public-private partnerships, possible city budget requests, or any other opportunities that become available.

McKean Notes on City of De Pere Sustainability Commission Work Plan

From GB Sustainability Work Plan (modified sections in red, order altered):

- Conduct a baseline assessment of the City of De Pere's greenhouse gas emissions utilizing resources such as the Greenhouse Gas Protocol (Global Protocol for Community-Scale Greenhouse Gas Emission Inventories), City of De Pere staff, WPS staff, and local expertise from faculty and students at St. Norbert College.
- Use baseline assessment as a guideline for setting goals for the City of De Pere to work towards eventually achieving carbon neutrality and for tracking changes in the City's greenhouse gas emissions annually.
- Following completion of the baseline assessment, conduct research and compile a white paper report that outlines various considerations towards transitioning to carbon neutrality that includes, but is not limited to:
 - Specific information on the baseline assessment of greenhouse gas emissions for the City of De Pere;
 - Scientific evidence for community benefits of reducing greenhouse emissions;
 - Definition of carbon neutrality and possible goals for reaching carbon neutrality;
 - Overview of types of renewable energy possible in the City of De Pere;
 - Discuss energy conservation;
 - Economic considerations: the cost of the initial transition vs. the cost of doing nothing, the long-term economic benefits to renewable energy;
 - Policy recommendations to meet the scientific needs with consideration to the economic realities.
- Following the report's presentation and discussion at the City Council, the Sustainability Commission may submit a resolution with stated recommendations with consideration to feedback from the Council that outlines our target dates and goals for a transition to carbon neutrality.
- Solicit feedback from the community on specific possible actions towards transitioning to renewable energy before passing a final resolution. This can include, but is not limited to:
 - Commission members reaching out to community organizations, individuals, and other key stakeholders;
 - Receiving feedback from partner organizations' sustainability listening sessions by providing them a list of possible recommendations for them to include in any programming;
 - Enlisting the help and advice of expert organizations (ex. RENEW Wisconsin);
 - Developing and sending out a survey to a random sample of city residents and also making the survey available online for residents of the City about possible solutions;
 - Advertise report to the City Council and subsequent resolution and encourage public dialogue and civic engagement prior to any policy votes.
- Following the potential passage of a resolution outlining goals towards the transition to carbon neutrality, the Sustainability Commission may work with city staff and any key stakeholders to develop a Renewable Energy Action Plan that will outline exactly how the municipality and community will make that transition toward any stated goals. This plan may be developed in consultation with third-party consultants, and the commission may identify grant opportunities to fund such a plan (including but not

McKean Notes on City of De Pere Sustainability Commission Work Plan

limited to the annual grants from the Wisconsin Public Service Commission). The Sustainability Commission will facilitate community input in this plan.

- Prior to and following any resolution that states specific goals, the Sustainability Commission may work to identify and recommend any other policy suggestions or programmatic opportunities to encourage the use of renewable energy in the city.
- The Sustainability Commission may engage and collaborate with other local and tribal governments in the region, the State of Wisconsin (DNR Green Tier Legacy Community Program), and the federal government (Environmental Protection Agency), higher education (e.g., **St. Norbert College**), business and industry to encourage progress towards these goals.
- The Sustainability Commission may constantly be identifying funding opportunities from grants, public-private partnerships, possible city budget requests, or any other opportunities that become available.

Addition:

- **Use the Green Tier Sustainability Strategies scoresheet (and the City's 2019 baseline) as a guideline for choosing projects that Commissioners agree would advance the sustainability goals of the City, while also improving the City's score each year.**