



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Tuesday, July 9, 2024

5:30 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statute 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 **July 9, 2024 at 5:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Sustainability Commission, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

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 may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

I. Call to Order

1. Roll Call

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Sustainability Commission. Section 6-3(f) DPMC

III. Items

- 1. Consideration and possible action on election of Chairperson**
- 2. Consideration and possible action on election of Vice Chairperson**
- 3. Approval of the April 9, 2024 Sustainability Commission Meeting Minutes**
- 4. Update on Partnership with Greener Bay Compost**
- 5. Discuss Clean Energy Workplan Updates**
- 6. Clean Air Initiative Update**
- 7. Storm Water Art Discussion**
- 8. Update on Urban Orchards Discussion**
- 9. Pollinator Education Plan Discussion**
- 10. City Pollinator Week Proclamation**
- 11. Farmer's Market Sign-up Discussion**
- 12. Current Sustainable Project**

- 13. Approval of the June 11, 2024 Sustainability Commission Meeting Minutes
 - 14. Commission Member Introductions
 - 15. Discussion on June Farmer's Market Booth
 - 16. Student Advisor Vacancies
- IV. Future Agenda Items
- V. 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: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Betty Marovich

SUBJECT: Consideration and possible action on election of Chairperson



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Betty Marovich

SUBJECT: Consideration and possible action on election of Vice Chairperson



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Betty Marovich

SUBJECT: Approval of the April 9, 2024 Sustainability Commission Meeting Minutes

ATTACHMENTS:

- 2024 0409 Sustainability Commission_Draft Minutes (PDF)



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Tuesday, April 9, 2024

5:30 PM

Council Chambers and Virtual

I. Call to Order

The meeting was called to order at 5:30 PM by Alderperson John Quigley

Attendee Name	Title	Status	Arrived
Jayne Black	Commissioner	Present	
Emily Henrigillis	Commissioner	Present	
Randall Lawton	Commissioner	Present	
Nicole Slavin	Commissioner	Present	
Rachel Weber	Commissioner	Present	
John Quigley	Alderperson	Present	
Hope Dragseth	Teen Advisor	Present	

Chase Kuffel, Assistant City Engineer
Betty Marovich, Recording Secretary
Scott Thoresen, Director of Public Works
Jonathan Hansen, Alderperson
Cory Groshek, Greener Bay Compost
Dona Persson

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Sustainability Commission. Section 6-3(f) DPMC

Cory Groshek, provided additional information about home compost bins and suggested contacting Mark Walter (Brown County Port and Resource Recovery), Recycling Connections of Stevens Point, and/or Winnebago County regarding bulk compost bin sales. Mr. Groshek also voiced concerns about home composting.

III. Items

1. Approval of the March 12, 2024 Sustainability Commission Meeting Minutes

Commissioner Henrigillis moved to approve the March 12, 2024 Sustainability Commission Meeting Minutes, seconded by Commissioner Slavin. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Emily Henrigillis, Commissioner
SECONDER:	Nicole Slavin, Commissioner
AYES:	Black, Henrigillis, Lawton, Slavin, Weber, Quigley

2. Consideration and possible action on Proposal for 2024 Composting Services*

Chase Kuffel, Assistant City Engineer, stated the agreement attached in the packet was reviewed and approved by the City Attorney and Greener Bay Compost. Mr. Kuffel explained that the Sustainability Commission had \$10,000 budgeted for this public/private partnership. Mr. Kuffel stated the agreement was being presented to the Commission for consideration and approval and if approved, would be forwarded to Common Council for final approval.

Alderson Quigley moved to approve proposal for 2024 composting services, seconded by Commissioner Henrigillis.

Alderson Quigley asked how the sign-ups would be administered. Mr. Kuffel explained that staff would work directly with Cory to determine residency requirements of individuals signed up and reimburse monthly for half of the cost. Alderson Quigley made a suggestion about holding a spot in the program for part-time residents who leave for a portion of the year.

Commissioner Black moved to open the meeting for public comment at 5:37 PM, seconded by Alderson Quigley. Upon vote, the motion passed unanimously.

Cory Groshek, Greener Bay Compost, explained a proposal for the future to accommodate the individuals who are part-time residents.

Alderson Quigley moved to return to regular session at 5:39 PM, seconded by Commissioner Black. Upon vote, the motion passed unanimously.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Alderson
SECONDER:	Emily Henrigillis, Commissioner
AYES:	Black, Henrigillis, Lawton, Slavin, Weber, Quigley

3. Consider and Possible Action for 2024 No Mow May*

Chase Kuffel, Assistant City Engineer, explained No Mow May procedures and recapped the past participation. Mr. Kuffel stated that administrative staff has requested that the recommendation be permanent, rather than reviewing annually. Mr. Kuffel stated that City of De Pere has collaborated with City of Green Bay the past two years and would continue this collaboration if the Commission decided to move forward with No Mow May.

Alderson Quigley moved to open the meeting for public comment at 5:41 PM, seconded by Commissioner Henrigillis. Upon vote, the motion passed unanimously.

Dona Persson, 1108 Cardinal St, stated she was not in favor of No Mow May and added that it promotes pests and weeds, which she actively tries to mitigate through pesticides and such. Ms. Persson suggested having the City provide flower seeds rather than No Mow May signs for the cost and promote the installation of designated areas for pollinators in backyards. Ms. Persson commented negatively on the slow mow summer proposal. Ms. Persson added that she had to call the City multiple times for locations that had not mowed by June 5 and had weeds over three feet tall.

Commissioner Henrigillis moved to return to regular session at 5:45 PM, seconded by Commissioner Lawton. Upon vote, the motion passed unanimously.

Alderson Quigley explained the slow mow summer proposal as an alternative or in addition to No Mow May and added that slow mow summer would not allow residents to

violate the ordinance and lawns could not be longer than 12 inches. Alderperson Quigley reiterated that the action taken tonight will be permanently for or against No Mow May and would not be reviewed annually. Alderperson Quigley stated he has been contacted by constituents that are against No Mow May and added that each property is able to make the decision to participate or not for themselves. Mr. Quigley also added that Ms. Persson commented about having designated areas on a person's property for pollinators and explained that a recent ordinance revision allows for just that type of planting. Alderperson Quigley added that planned natural landscapes require a buffer area along each property line and right-of-way and stated that he would like to see the City move in the direction of having more planned natural landscape spaces. Commissioner Henrigillis stated that during No Mow May discussions in 2023, the Commission was looking to be able to end No Mow May and move towards planned natural landscapes, but felt the effort was not promoted effectively. Commissioner Weber reiterated her comments from March that she did not believe the transition of No Mow May to slow mow summer to planned natural landscapes was achieved in 2023, causing No Mow May to remain controversial. Commissioner Black agreed that the transition was not clear and that there was a lack of education about all aspects (No Mow May, slow mow summer, and planned natural landscapes). Commissioner Black added that there is a need for healthy habitats and happy neighbors. Commissioner Black asked if No Mow May worked. Commissioner Henrigillis stated that as an educational tool it worked. Alderperson Quigley stated that it also worked for awareness of pollinators, but it has not worked to convince everyone in the community that it is the right way to proceed. Betty Marovich, Recording Secretary, stated that there is a fear that locations use No Mow May as a way to neglect their property for a month, which would need to be overcome before No Mow May can be fully embraced. Alderperson Quigley stated that he was leaning towards ending No Mow May and having the Commission focus more on education and outreach about more permanent solutions. Commissioners Henrigillis and Black agreed that additional educational resources should be made available for homeowners to empower them to make a difference for pollinators that is not No Mow May. Commissioner Slavin suggested increasing the use of social media to educate about other alternatives such as mowing less frequently and pollinator identification and increasing the public interaction on this topic. Commissioner Lawton reasoned that it took a long time for humans to cause the decline in pollinator species and stated that they would not make a miraculous recovery simply by offering No Mow May. Commissioner Lawton stated that as a Commission the task is to become knowledgeable on the options that benefit the community and pollinators and work to create change. Commissioner Lawton suggested altering the parameters and opting for a Pollinator May, rather than No Mow May. Advisor Dragseth stated that outreach needed to be more than a single social media post and supported offering a pollinator month, along with promoting the urban orchards. Commissioner Black stated she was not in favor of terminating No Mow May without having a plan in place to continue to support pollinators in other ways. Commissioner Henrigillis suggested having pollinators as a topic at the Farmers Market and offered to spearhead that mission. Scott Thoresen, Director of Public Works, provided background from the Commission and Common Council that preferred a longer term solution of supporting pollinators such as planned natural landscapes, which led to the ordinance being changed in 2023. Mr. Thoresen explained the regulations for planned natural landscapes. Mr. Thoresen added that there are multiple properties that had planned natural landscapes before they were approved because they cared to promote pollinators all season.

Aldersperson Quigley moved to terminate No Mow May but promote and educate the community on alternatives, seconded by Commissioner Henrigillis.

Mr. Kuffel reiterated that it would be a permanent discontinuation of No Mow May. Commissioner Lawton asked why the Commission would continue to offer No Mow May and promote and educate on alternatives. Aldersperson Quigley explained that he opted for terminating No Mow May because of the controversial nature of it and that it allowed for neglect. Aldersperson Quigley stated that terminating No Mow May also allowed the Commission to highlight the need to help pollinators year-round, rather than focusing on one month. Commissioner Weber stated that while No Mow May can be controversial, other topics are as well such as pesticide use. Commissioner Weber stated she was hesitant to dismiss No Mow May without a plan in place to replace these efforts. Commissioner Lawton pointed out the number of registrants that could be upset by the termination of the program and stated that it does not look good for the commission to remove this program. Aldersperson Quigley stated that he would be allowing his lawn to grow longer, but pointed out that in the highest year, there were about 285 participants in a City of over 22,000. Aldersperson Quigley pointed out that this passionate minority will likely participate in alternatives being promoted to replace No Mow May. Aldersperson Quigley asked for suggestions for promoting alternatives. Commissioner Henrigillis offered to provide information to the Commission for consideration. Commissioner Weber stated that No Mow May was successful in the sense that the word got out and stated her support of a campaign promoting native plantings, in an artistic and aesthetically pleasing way. Commissioner Black stated that she would not call No Mow May a success because of the lack of education, the small number of participants versus the overall population, and the amount of confusion surrounding the program. Commissioner Black stated she was okay with terminating No Mow May without an exact plan in place, but knowing the Commission would work to create something better than what was done the past few years. Aldersperson Quigley stated that it would need to be on faith that the members would continue to work to promote alternatives to help pollinators, as creating a separate plan is outside the realm of the present action on the agenda item. Aldersperson Quigley also warned not to have the members spread themselves too thin and to focus on creating good results. Mr. Kuffel added that education and outreach are key areas of focus for the Commission and stated that No Mow May was the springboard to creating the Planned Natural Landscape, which was a success. Aldersperson Quigley reiterated his motion. Mr. Thoresen explained that per the agenda item, the motion can only be to approve or deny No Mow May. Mr. Kuffel stated the education and promotion of alternatives would be a future agenda item. Ms. Marovich stated that based on the motion, if members were in favor of keeping No Mow May, they would vote against the motion. Aldersperson Quigley amended his motion to be termination of No Mow May. Commissioner Henrigillis agreed with the amendment.

The motion passed with a 4-2 vote with Commissioners Weber and Lawton voting no.

RESULT:	ADOPTED [4 TO 2]
MOVER:	John Quigley, Aldersperson
SECONDER:	Emily Henrigillis, Commissioner
AYES:	Jayne Black, Emily Henrigillis, Nicole Slavin, John Quigley
NAYS:	Randall Lawton, Rachel Weber

4. Consideration and possible action on 2024 Farmers Market Booth*

Chase Kuffel, Assistant City Engineer, stated that staff reached out to Definitely De Pere and they are excited to have the Commission return for 2024 on a monthly basis. Mr. Kuffel stated that the Commission would need to decide if they wanted to participate for 2024 and which dates.

Commission Black asked how frequently the Commission participated in 2023. Commissioner Henrigillis stated it was once per month. Betty Marovich, Recording Secretary, agreed it was once per month on about the fourth Thursday of each month. Ms. Marovich added that it did not sound like the Commission would need to pick the same Thursday of each month and that it could vary on a monthly basis based on what worked best for members. Commissioner Henrigillis asked to have a poll created to gauge availability to select the best dates to participate. Ms. Marovich stated she could make a poll. Alderperson Quigley asked if this item required a motion. Ms. Marovich stated that it would require a motion to either participate in 2024 or not, but the motion would not need to include the dates. Alderperson Quigley stated that he would prefer having the same Thursday of each month and asked if it was difficult to fill time slots. Commissioner Black asked if Commissioners needed to do both shifts. Ms. Marovich stated that Commissioners should do the shifts they signed up for. Commissioner Black reworded her question and asked if only the early time slots were filled, if the booth could be taken down at the end of the early shift. Ms. Marovich stated she would check with Definitely De Pere, but added that most events require the booths to be set up the entire time. Commissioner Slavin stated she enjoyed working the Farmers Market booth and added that it was an opportunity to spend time with other commissioners and interact with community members on important topics to the Commission. Commissioner Henrigillis suggested having each event themed.

Commissioner Henrigillis approved Sustainability Commission participation in 2024 Farmers Market, seconded by Commissioner Slavin.

Alderperson Quigley requested that participation be once per month with the dates to be determined.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Emily Henrigillis, Commissioner
SECONDER:	Nicole Slavin, Commissioner
AYES:	Black, Henrigillis, Lawton, Slavin, Weber, Quigley

5. Consideration and Possible Action on 2024 Pollinator Week

Chase Kuffel, Assistant City Engineer, explained that the intent of this item was to make the Commission aware that June 17-23 is Pollinator Week and stated that a excerpt from pollinator.org was included explaining Pollinator Week. Mr. Kuffel stated that if the Commission wished to move forward with honoring Pollinator Week, the Commission could sponsor events, have interactive crafts at the Farmers Market, and/or partner with local organizations to host garden tours. Mr. Kuffel added that a sample proclamation was included in the packet that could be used as a template for a proclamation through Council.

Commissioner Henrigillis stated that she supported Pollinator Week, especially with the termination of No Mow May. Alderperson Quigley stated his support of Pollinator Week and added that Mayor Boyd enjoys reading proclamations at Council. Commissioner Henrigillis offered to help with planning events for Pollinator Week.

Alderperson Quigley moved to approve participation in 2024 Pollinator Week, seconded by Commissioner Slavin.

Alderperson Quigley stated members could use Pollinator Week as an alternative for No Mow May. Commissioner Lawton suggested having the Farmers Market on the Thursday of that week.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	Nicole Slavin, Commissioner
AYES:	Black, Henrigillis, Lawton, Slavin, Weber, Quigley

6. Consideration and possible action on Bicycle and Pedestrian Safety Educational Series
- Chase Kuffel, Assistant City Engineer, stated that National Bike and Roll to School Day is May 8, 2024. Mr. Kuffel added that the intent of Bike and Roll to School Day is to invite participants to celebrate the joy of active commuting while building a sense of community and school spirit. Mr. Kuffel stated the idea behind this item would be that the Commission could lead an educational series on social media about bike and pedestrian safety and the benefits of active commuting.

Commissioner Black stated she would like to see it tied to the Clean Air Initiative. Advisor Dragseth suggested having the schools promote the event through their newsletters. Alderperson Quigley stated that as a teacher, he sees some schools promote this event heavily while others do a more minimal approach to promotion. Commissioner Slavin suggested having participants submit photos of themselves walking or biking to school that the City could highlight as photos of the day.

Commissioner Black moved to support bicycle and pedestrian safety educational series in May, seconded by Commissioner Slavin.

Alderperson Quigley pointed out that someone will need to take the lead on crafting the message being provided by the Commission for this series. Commissioner Slavin offered to connect with Wello for materials that could be promoted.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jayne Black, Commissioner
SECONDER:	Nicole Slavin, Commissioner
AYES:	Black, Henrigillis, Lawton, Slavin, Weber, Quigley

7. Clean Air Initiative Update

Chase Kuffel, Assistant City Engineer, requested the Commission provide any updates on the Clean Air Initiative and added that during the March 12 meeting the commissioners discussed drafting a pilot program for consideration and review. Mr. Kuffel asked the subgroup to provide any update they have from discussions outside of the meeting.

Commissioner Black stated that during the March meeting she had asked members to bring back creative ideas for promoting the clean air initiative/no idling. Commissioner Black provided an example of speaking about the clean air initiative at PTO meetings. Alderperson Quigley asked if there were other school groups that commission members could speak with as each group will likely have a different subgroup of parents. Alderperson Quigley added that newsletters are a good idea, but it might not have a lasting impact. Advisor Dragseth suggested having the clean air initiative as a theme for Farmers Market one month, possibly September when school is starting back up. Commissioner Henrigillis added that the air monitors could be at Farmers Market for residents to see how they operate and what they detect and how that changes based on what is happening around them at the time. Commissioner Black suggested meeting with the new superintendent during the summer to revisit the topic with the schools and discuss what has worked and where the Commission struggles to get acceptance of the initiative on school grounds. Commissioner Weber suggested designing bumper stickers to be handed out at Farmers Market. Commissioner Weber also reiterated wording discussed at a past meeting about highlighting the initiative on school grounds not being district sponsored. Commissioner Black stated that since the initiative has the support of the superintendents, it should be district sponsored, but that members are still struggling to get access on grounds while dealing with eleven different principals. Commissioner Black stated that was part of what led her to request additional ideas for promoting the clean air initiative. Commissioner Black added that when they were able to speak to parents on site, it was highly effective and would like to broach that topic with the superintendents this summer. Alderperson Quigley added that during the meetings, the superintendents support the initiative, but also have many other requests to consider and balance and suggested having multiple meetings with the superintendents to keep the topic on their minds. Alderperson Quigley stated that having received the push-back that members have, members know better what to request during meetings with the schools. Mr. Kuffel suggested having a draft ready for the air monitor pilot program to be presented for review and approval as well. Mr. Kuffel asked if the school is required to react if the air monitor detects concerns. Commissioner Black stated there are no state laws that require the school to act on indoor air quality. Commissioner Henrigillis stated there are handouts available that explain what can be done if the air monitor detects issues. Commissioner Black stated that the EPA has a toolkit that can be shared with the air monitors. Mr. Kuffel stated that make sure that information is included in the draft for the pilot program and asked to have information provided on the type of monitors being considered. Commissioner Black asked if there were any other ideas for promoting the clean air initiative. Commissioner Lawton suggested presenting the information to the kids in some way and they could educate their families on the importance. Advisor Dragseth mentioned that her school offers AP Environmental Science and suggested the Commission try to get in to speak with that group of students, the ecology class, or the sustainability club. Betty Marovich, Recording Secretary, stated that she was able to order free copies of Magic School Bus books about cleaning up bus exhaust and suggested they be placed in younger grade level classrooms or with the air monitors. Alderperson Quigley suggested using the agenda topics as Farmers Market themes, including May/June for pollinators and September for clean air. Commissioner Weber

reminded the Commission that September has stormwater awareness week. Alderperson Quigley suggested August for clean air to help form habits early for going into the school year.

Discussion item only. No action necessary.

RESULT:	DISCUSSED
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8. Discuss Clean Energy Workplan Updates

Alderperson Quigley apologized for not following through on subgroup requests or getting subgroup meetings scheduled and asked if another member would be willing to lead the group. Commissioner Black offered to take the lead and verified that Alderperson Quigley still wished to be a member of the subgroup. Advisor Dragseth suggested having information available to homeowners regarding the Inflation Reduction Act. Commissioner Black agreed with offering information on the Inflation Reduction Act and the funding available to homeowners, families, businesses, and cities.

Discussion item only. No action necessary.

RESULT:	DISCUSSED
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9. Discuss Sustainability Commission Vacancies

Chase Kuffel, Assistant City Engineer, stated that in September 2023, the Commission make-up was altered to remove the staff position, add a community member position, and add two teen advisors. Mr. Kuffel stated that one teen advisor position remains open and that a community member position opened up in February. Mr. Kuffel asked commissioners to inform staff if they were aware of community members that would be good additions to the commission.

Commissioner Henrigillis stated she had two individuals interested in being members of the Commission and that she would be meeting with them to discuss the commission further and would pass their information on to staff. Commissioner Black asked if the Commission could have the schools help advertise for the teen advisor position. Commissioner Black asked if it was advertised on Facebook. Betty Marovich, Recording Secretary, stated that she did not believe it was on Facebook or the website but could be added. Advisor Dragseth suggested reaching out to the school counselors. Alderperson Quigley asked what Advisor Dragseth's plans were for the fall. Advisor Dragseth stated she was on the fence between two schools.

Discussion item only. No action necessary.

RESULT:	DISCUSSED
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IV. Future Agenda Items

Betty Marovich, Recording Secretary, stated that No Mow May alternatives would be brought back for discussion.

V. Adjournment

Alderperson Quigley moved to adjourn the meeting at 6:33 PM, seconded by Commissioner Slavin. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Marovich



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Update on Partnership with Greener Bay Compost

ATTACHMENTS:

- 2024 0709 CI_SC_Composting (DOCX)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Update on Partnership with Greener Bay Compost**

May marked the first month of the public/private partnership between the City and Greener Bay Compost for residential composting services. In the month of May, 52 residents had registered for composting services resulting in the City covering \$530.00 in registration fees. These 52 residents generated 959.40 pounds of food waste which was collected by Greener Bay Compost in lieu of being transported to the landfill. As of June 25, 2024, 66 De Pere residents have registered for the composting services.

Of the 52 registrants participating in May's composting services, 28 had registered for their food waste to be picked up every other week and 24 had registered for their food waste to be picked up every four weeks. If this registration rates continue to be split as observed in May, staff estimates that the composting program can handle 130 registered properties per month for the remaining seven months of 2024 to utilize the \$10,000 budget in its entirety.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Discuss Clean Energy Workplan Updates

ATTACHMENTS:

- 2024 0709 CI_SC_Clean_Energy_Workplan (DOCX)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Discuss Clean Energy Workplan Updates**

The intent of this item is to allow the Sustainability Commission the opportunity to discuss next steps and any updates pertaining to the Clean Energy Workplan.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Clean Air Initiative Update

ATTACHMENTS:

- 2024 0709 CI_SC_Clean_Air_Inititive (DOCX)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Clean Air Initiative Update**

The intent of this item is to allow for discussion on next steps, any updates pertaining to the clean air initiative, observations, and feedback that the Commissioners have received from the local school districts.

Due to the recent carbon monoxide leak within the Crandon School District, the Commission has recently pivoted from providing air monitors to less expensive carbon monoxide monitors within the classroom. Prior to approaching the school districts and purchasing monitors, the Sustainability Commission will need to draft a policy for any purchased monitor for review and approval.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Storm Water Art Discussion

ATTACHMENTS:

- 2024 0709 CI_SC_Storm_Art (DOCX)

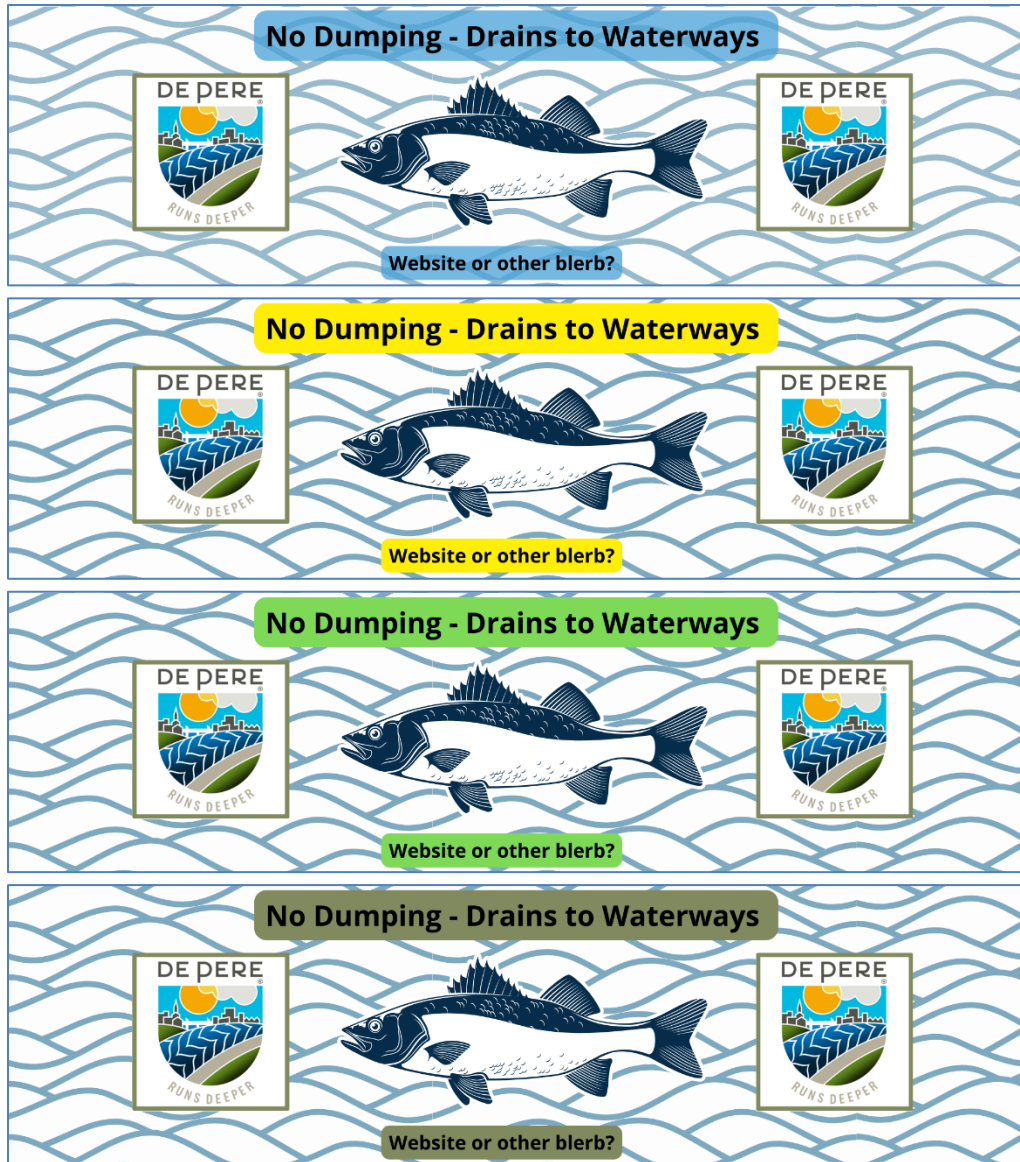
CITY OF DE PERE MEMO

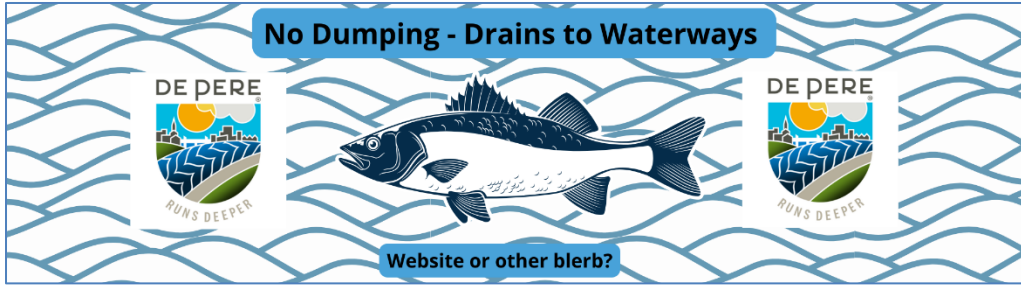


To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Storm Water Art Discussion**

The intent of this item is to provide the Sustainability Commission with the opportunity to discuss the upcoming adopt a drain and educational outreach plans. Commissioner Henrigillis has created some templates (attached) for a potential sticker that could be placed at inlets to better educate the public of our storm water and where the water is discharged. Staff would need to review the proposed plan with the City's Legal Department for any impacts to the public right-of-way to verify if there are any "attractive nuisance" concerns.







City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Update on Urban Orchards Discussion

ATTACHMENTS:

- 2024 0709 CI_SC_Urban_Orchards (DOCX)
- 2024 0406 Rooted_In_Follow-Up_Email (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission

From: Chase K Kuffel, PE, Assistant City Engineer

Date: July 9, 2024

RE: **Update on Urban Orchards Discussion**

Selena Darrow of Rooted In, Inc. was able to meet with the City of De Pere City Forester and Health Director on April 4th. The attached email from Selena outlines her discussion with City Staff and requests to the Sustainability Commission moving forward.

Staff has reached out to the Urban Orchard Committee to determine the next steps for Rooted In to be brought on as a partner with the City's Urban Orchards moving forward.

Attachment

2024 0406 Rooted_In_Follow-Up_Email

Chase Kuffel

From: selena@rootedininc.org
Sent: Saturday, April 6, 2024 6:49 AM
To: Betty Marovich
Cc: Chase Kuffel; Chrystal Woller; 'Jayne Black'
Subject: Rooted In follow up
Attachments: Fruit Tree Spray Guidance.docx

Some people who received this message don't often get email from selena@rootedininc.org. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning—

I wanted to provide the sustainability commission with an update to the meeting I attended on March 12 on behalf of Rooted In.

- I spoke to Don Melcher, Forestry Dept and Chrystal Woller, Health Dept on April 4. I was informed that the city has an internal Urban Orchard committee. I was not aware of this.
- Don and Chrystal explained that the orchards that are on school property (Westwood, De Pere High School and Foxview) were planted with the agreement that the schools would maintain the orchard tress.
- The remaining orchards are on city owned property--Samantha Park, Braisher Park, Voyageur Park, De Pere Community Center/VFW—and have not had resources allocated to the maintenance and health of these trees.
- In the summer of 2023, there was construction around the orchard at Voyageur. Don confirmed that the city is allocating time and resources in 2024 to repair the orchard and is working with the high school on signage.
- Regarding the remaining orchard sites, I asked which orchards needed the most help. Don indicated that Samantha and Braisher could use support. This is where I think Rooted In and the sustainability commission could help working in tandem with the orchard committee.
 - Sustainability commission takes on Samantha and Braisher orchards as a formal project
 - Allocate dollars to use on organic spray and applicator to apply to the trees (the trees have never been sprayed). See attached resource for organic options and optimal spraying time periods
 - Can also use sticky apples. <https://www.blackhillsfox.com/content/news/FakeApplesTreesRapidCity-512670811.html>
 - Ensure that the city isn't using pesticide to kill ground weeds in orchards
 - Allocate dollars (or identify free source) for mulching around trees. Mulch ring around trees ensures fungal breakdown and promotes tree health. Adding mushroom spores to mulch speeds up this process.
 - Support city use of employee time to prune trees
 - Align with high school to created signs
 - Allocate dollars to invest in pollinator gardens at each park (pollinator gardens function helps with integrity of fruit trees)

- Work with Wild Ones/Emily (Emily and I are meeting on April 17)
- Fencing around orchards to prevent deer

At the conclusion of our meeting, Chrystal said she would be the point of contact moving forward since Don is retiring in 2 weeks. They also mentioned that there will be 2 hires soon and one of those individuals could have time in their schedule to work on maintenance at the orchard sites.

Rooted In is willing to support the above activities as a partner. We would love to promote the orchards as a community resource that feeds and attract volunteers to assist not only the city with maintenance, but Rooted In the fall when we will pick fruit to donate and process into applesauce to feed our community.

Appreciate the commission's time to consider this. Selena

Selena Darrow
Rooted In Inc.
Executive Director
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Green Bay, WI 54303
Selena@rootedininc.org
920-676-7506
www.rootedininc.org

Our Mission

To strengthen the health of the Greater Green Bay community through partnerships and seed to table programs that create and maintain a sustainable local food system.

Follow us on:





City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Pollinator Education Plan Discussion

ATTACHMENTS:

- 2024 0709 CI_SC_Pollinator_Education (DOCX)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Pollinator Education Plan Discussion**

As part of the discussion to discontinue No Mow May, the Sustainability Commission indicated that an educational campaign should be created to continue to promote pollinators and the new natural landscaping ordinance. To start off this educational campaign, Mayor Boyd has issued a proclamation declaring June 17-23 City Pollinator Week. Additionally, the Sustainability Commission highlighted pollinators at the June 20 Farmer's Market.

The intent of this item is to allow the Commission to discuss the pollinator educational campaign moving forward. The Sustainability Commission has a \$10,000 budget for community sustainability initiatives. This money could be used to plan, install and maintain natural landscapes at the City's urban orchards to promote pollinators, or to hire a speaker to hold an educational talk or seminar open to the public regarding pollinators.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: City Pollinator Week Proclamation

ATTACHMENTS:

- 2024 0709 CI_SC_Pollinator_Proclamation (DOCX)
- Pollinator Proclamation 2024 (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **City Pollinator Week Proclamation**

At the June 4, 2024 Common Council Meeting, Mayor Boyd issued the attached proclamation declaring that June 17-23 be proclaimed as City Pollinator Week.

PROCLAMATION

CITY POLLINATOR WEEK JUNE 17-23, 2024

WHEREAS, pollinator species such as birds and insects are essential partners of farmers and ranchers in producing much of our food supply; and

WHEREAS, pollination plays a vital role in the health of our national forests and grasslands, which provide forage, fish and wildlife, timber, water, mineral resources, and recreational opportunities as well as enhanced economic development opportunities for communities; and

WHEREAS, pollinator species provide significant environmental benefits that are necessary for maintaining healthy biodiverse ecosystems; and

WHEREAS, the City of De Pere has managed wildlife habitats and public lands such as city forests, grasslands, and parks for decades; and

WHEREAS, the state of Wisconsin provides producers with conservation assistance to promote wise conservation stewardship, including the protection and maintenance of pollinators and their habitats on working lands and wildlands; and

NOW, THEREFORE, I, James G. Boyd, Mayor of the City of De Pere, do hereby proclaim the week of June 17-23, 2024 as

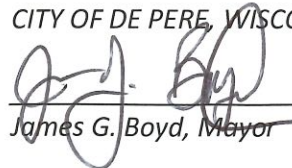
CITY POLLINATOR WEEK

Throughout the City of De Pere, and urge all citizens to recognize this observance.



IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of De Pere, Wisconsin, this 3 day of June, 2024.

CITY OF DE PERE, WISCONSIN


James G. Boyd, Mayor



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Farmer's Market Sign-up Discussion

ATTACHMENTS:

- 2024 0709 CI_SC_Farmer's_Market (DOCX)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Farmer's Market Sign-Up Discussion**

The sign-up is available for Sustainability Commission Farmer's Market booth volunteers! The De Pere Sustainability Commission is scheduled for the third Thursday of each month.

Information presented will highlight the following topics on the available date each month:

- June 20 - Pollinators and Planned Natural Landscapes
- July 18 - De Pere Food Scraps and Organics Recycling Program Partnership featuring Cory Groshek, Founder and CEO of Greener Bay Compost
- August 15 - Clean Air Initiative
- September 19 - Stormwater Awareness



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Current Sustainable Project

ATTACHMENTS:

- 2024 0709 CI_SC_Sustainable_Project(DOCX)

CITY OF DE PERE MEMO



To: Sustainability Commission
 From: Chase K Kuffel, PE, Assistant City Engineer
 Date: July 9, 2024

RE: **Current Sustainable Projects**

Lawrence Drive from just south of Fortune Avenue to Scheuring Road is being reconstructed through the utilization of a Surface Transportation Block Grant through the Wisconsin Department of Transportation. As part of the reconstruction of Lawrence Drive and as shown in Figure 1 below, a new two-way left turn lane and bike lanes are being provided, and the travel lanes are being decreased from four to two.

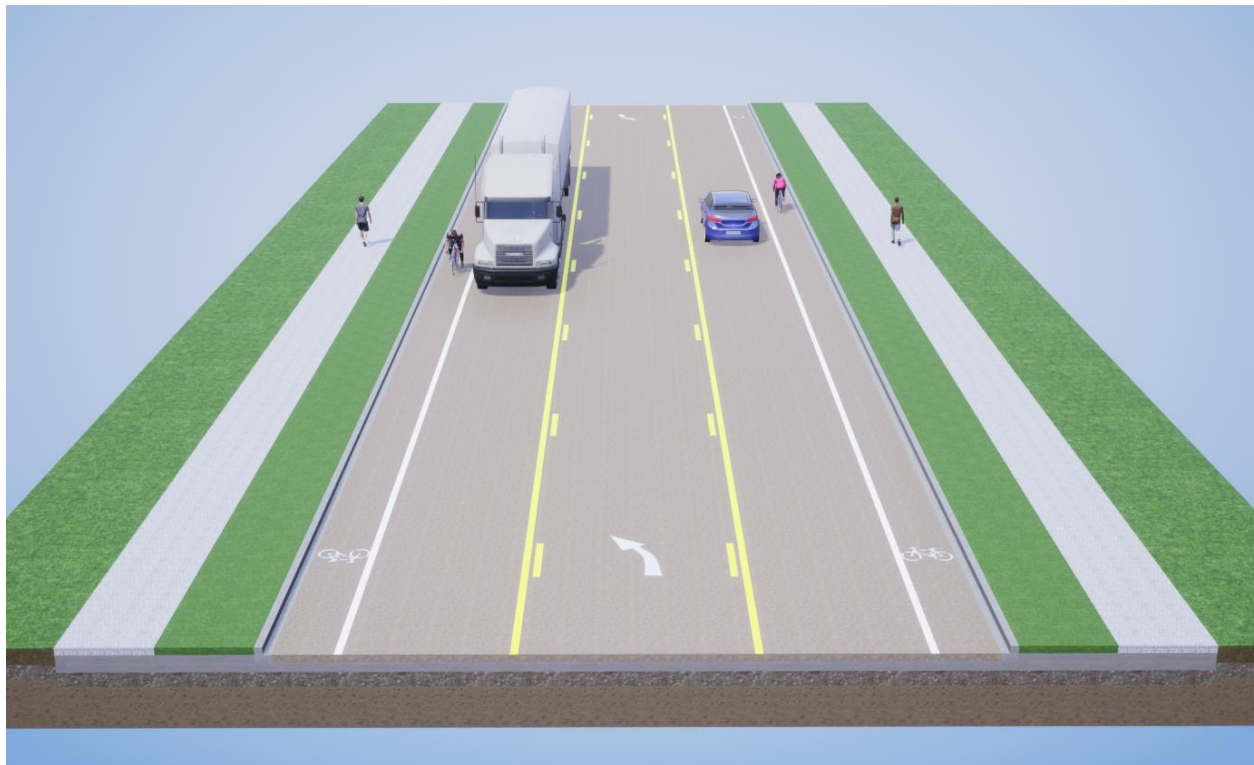


Figure 1 - Lawrence Drive Proposed Typical Section

A pedestrian refuge island with rectangular rapid flashing beacons is also being provided to allow for easier pedestrian access to the Preserve Trail on the west side of Lawrence Drive. The proposed refuge island is shown in Figure 2.

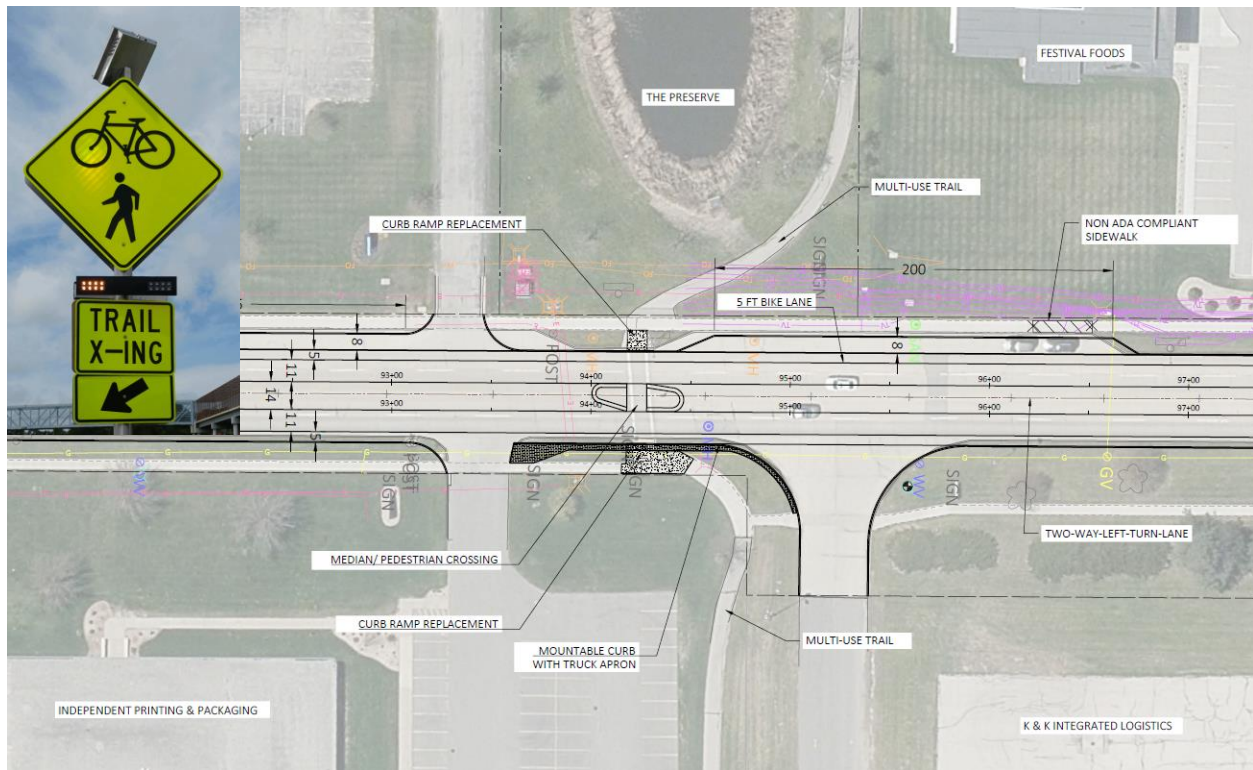


Figure 2 - Proposed Pedestrian Refuge Island

The addition of bike lanes resulted in little to no new impervious surface being added due to the ability to reduce the travel lanes on Lawrence Drive. The completion of this project will result in better pedestrian and bike connectivity through the city and the promotion of sustainable commuting practices.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Betty Marovich

SUBJECT: Approval of the June 11, 2024 Sustainability Commission Meeting Minutes

ATTACHMENTS:

- 2024 0611 Sustainability Commission_Draft Minutes (PDF)



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Tuesday, June 11, 2024

5:30 PM

GoToMeeting

I. Call to Order

The meeting was called to order at 5:31 PM by Alderperson John Quigley

Attendee Name	Title	Status	Arrived
Jayne Black	Commissioner	Remote	
Emily Henrigillis	Commissioner	Remote	
Randall Lawton	Commissioner	Late	5:36 PM
Nicole Slavin	Commissioner	Excused	
Carmen Van Schyndel	Commissioner	Excused	
Rachel Weber	Commissioner	Remote	
John Quigley	Alderperson	Remote	
Hope Dragseth	Teen Advisor	Remote	

Chase Kuffel, Assistant City Engineer (Remote)

Betty Marovich, Recording Secretary (Remote)

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Sustainability Commission. Section 6-3(f) DPMC

None

III. Items

1. Consideration and possible action on election of Chairperson

Chase Kuffel, Assistant City Engineer, stated that chairperson and vice chairperson are elected annually and nominations would be accepted for these positions. Alderperson Quigley stated he has been chairperson for the past two years and would be happy to see someone else take on the role. Mr. Kuffel explained that vice chairperson would take on the role of chairperson if the chairperson were absent.

Commissioner Black nominated herself for Chairperson. Upon vote, the motion failed with only 3 members voting.

Due to the lack of quorum vote, the items on this agenda will be re-addressed at the July 9, 2024 meeting.

2. Consideration and possible action on election of Vice Chairperson
3. Approval of the April 9, 2024 Sustainability Commission Meeting Minutes
4. Update on Partnership with Greener Bay Compost
5. Discuss Clean Energy Workplan Updates
6. Clean Air Initiative Update
7. Storm Water Art Discussion
8. Update on Urban Orchards Discussion

9. Pollinator Education Plan Discussion
 10. City Pollinator Week Proclamation
 11. Farmer's Market Sign-up Discussion
 12. Current Sustainable Project
- IV. Future Agenda Items
- V. Adjournment

Respectfully submitted,
Betty Marovich



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Commission Member Introductions

ATTACHMENTS:

- 2024 0709 CI_SC_Commissioner_Introduction (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Commission Member Introduction**

The intent of this memo is to provide the opportunity for our new Sustainability Commissioner, Carmen Van Schyndel, to introduce herself. As part of the introduction, each Sustainability Commissioner should provide a little background on themselves and what they are looking to accomplish while serving on the Sustainability Commission. Commissioner Van Schyndel was appointed to the Sustainability Commission at the June 4th, 2024 Common Council Meeting. Commissioner Van Schyndel's bio is provided below:

Carmen Van Schyndel

Growing up in De Pere and now raising my family here, I am passionate about creating a more sustainable environment for our community. With my background in Product Strategy and Management, I've had the ability to dive deep into understanding the customers that I serve. I've worked on many electrification projects in the outdoor power equipment industry which have allowed me to understand consumer needs and behaviors around sustainability. I am eager to collaborate with fellow committee members to develop and promote sustainable practices in our community!



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Discussion on June Farmer's Market Booth

ATTACHMENTS:

- 2024 0709 CI_SC_June_Farmer's_Market (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Discussion on June Farmer's Market**

The intent of this item is to provide the Commission the opportunity to discuss their experience at the June 20, 2024 farmer's market booth.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: July 9, 2024

DEPARTMENT: Sustainability Commission

FROM: Chase Kuffel

SUBJECT: Student Advisor Vacancies

ATTACHMENTS:

- 2024 0709 CI_SC_Student_Advisor (PDF)

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: July 9, 2024

RE: **Student Advisor Vacancies**

The July 9, 2024 Sustainability Commission Meeting marks Student Advisor Hope Dragseth's final Sustainability Commission meeting. The intent of this discussion item is to wish Hope the best as she heads off to college in August.

Additionally, there will now be two vacancies for the student advisor position starting in August. Please have anyone interested in filling these advisory positions reach out to Chase Kuffel, Sustainability Commission Liaison at ckuffel@deperewi.gov.