



Sustainability Commission

Regular Meeting

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

Agenda

Tuesday, May 9, 2023

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 **May 9, 2023 at 5:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET, DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically/telephonically. Electronic or telephonic 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://deperewi.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. Approval of the April 11, 2023 Sustainability Commission Meeting Minutes
 - 2. Discuss Clean Air Initiative Work Plan
 - 3. Discuss Farmer's Market Booth
 - 4. Discuss Sustainability Commission Social Media Content
 - 5. Discuss 2024 Sustainability Project Funding
- 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: May 9, 2023

DEPARTMENT: Sustainability Commission

FROM: Betty Sellenheim

SUBJECT: Approval of the April 11, 2023 Sustainability Commission Meeting Minutes

ATTACHMENTS:

- 2023 0411 Sustainability Commission_Draft Minutes (PDF)



Sustainability Commission

Regular Meeting

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

Draft Minutes

Tuesday, April 11, 2023

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	
Cindy Champeau	Commissioner	Present	
Emily Henrigillis	Commissioner	Present	
Randall Lawton	Commissioner	Present	
Eric Rakers	City Engineer	Excused	
Nicole Slavin	Commissioner	Present	
John Quigley	Alderperson	Present	

Scott Thoresen, Public Works Director
Betty Sellenheim, Recording Secretary
Megan Schroeder, Public Works Intern
Tony Wachewicz, City Attorney (6:08 PM)

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. Approval of the March 14, 2023 Sustainability Commission Meeting Minutes

Commissioner Champeau moved to approve the March 14, 2023 Sustainability Commission Meeting Minutes, seconded by Commissioner Henrigillis. Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Cindy Champeau, Commissioner
SECONDER:	Emily Henrigillis, Commissioner
AYES:	Black, Champeau, Henrigillis, Lawton, Slavin, Quigley
EXCUSED:	Eric Rakers

2. Farmer's Market Booth Update

Betty Sellenheim, Recording Secretary, provided an update on the 2023 Sustainability Commission Farmers Market Booth. Ms. Sellenheim stated she would follow-up with an email regarding topics for the booth and how to sign up.

RESULT:	DISCUSSED
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3. Discuss Landfill Alternatives List

Betty Sellenheim, Recording Secretary, provided an update and requested responses from all Commission members by May 1, 2023.

Commissioners Lawton and Slavin provided positive feedback on the content of the list. Commissioner Henrigillis asked to have landscape rocks included.

RESULT: DISCUSSED

4. Discuss Green Schools Day Proclamation

Scott Thoresen, Public Works Director, shared the Green Schools Day Proclamation that was presented to Commissioner Black by Mayor Boyd.

Commissioner Black expressed gratitude and shared how positive of an experience it was. She further added that Superintendents from both school districts were in support of Green Schools Day and that endorsement could assist with the Clean Air Initiative in the schools.

Commissioner Lawton asked how Green Schools Day was being recognized. Commissioner Black mentioned she would be visiting and providing resources and an event would be held at the Kress Library. Commissioner Slavin asked whether the proclamation would be shared publicly. Commissioner Black stated it would be available on the Green Schools Rock webpage. Mr. Thoresen emphasized the partnership between the School Districts, City, and Sustainability Commission. Alderperson Quigley suggested Commissioners publicize on their personal pages and have open discussions with students/faculty on how they are recognizing the day.

RESULT: DISCUSSED

5. Review Sustainability Commission social media page request

Betty Sellenheim, Recording Secretary, provided an update on the possible options for the Commission to post to social media including Facebook, Instagram, and Twitter. Ms. Sellenheim stated if the Commission wished to proceed, members would be responsible for providing content and would be encouraged to share on their personal pages.

Commissioner Henrigillis suggested posting 2-3 times a month and was in favor of a hashtag. Commissioner Black suggested having one post highlight the meeting topics. Commissioner Black asked how comments are handled on City pages. Ms. Sellenheim explained how staff handles comments on their posts. Alderperson Quigley explained that on other Committees and Boards, Alderpersons will often create a summary post of the meeting discussions. Alderperson Quigley offered to do this for the Sustainability Commission. Scott Thoresen, Public Works Director, outlined some of the new social media branding that has been implemented throughout the departments. Ms. Sellenheim elaborated on this topic to include cyclical posts that can be repeated during key times of the year, video production, and catchy phrases (Sustainability Saturday). Ms. Sellenheim added the option of having a sustainable themed City logo for branding. The Commission was in favor of having hashtags and a themed logo. Alderperson Quigley asked Commission members to send ideas to staff and if required to set up a schedule for members to sign up to provide post ideas.

RESULT: DISCUSSED

6. Discuss City of De Pere 2022 Green Tier Legacy Communities Annual Report

Scott Thoresen, Public Works Director, shared and discussed the annual report that was submitted to the Wisconsin DNR by staff for the Green Tier Legacy Communities Program.

Commissioner Lawton asked for additional information about the City's phragmites management plan. Mr. Thoresen explained the City's plan for phragmites mitigation and management. Commissioner Lawton discussed phosphorous content in leaves. Mr. Thoresen explained how the City handles leaves to keep them out of the waterways. Commissioner Henrigillis added that leaves can also create a leaf-tea-soup if water passes over and through them sitting stagnant in an area for a long period (curblines and gutters). Commissioner Slavin suggested this topic be created into a video for public education on leaf collection. Commissioner Lawton asked for assistance regarding No Mow May and how a lawn is impacted being cut after growing for a month. Alderperson Quigley provided information on cutting practices he has seen. Alderperson Quigley also mentioned other communities have switched to Low Mow May, which recommends cutting every other week throughout May. Alderperson Quigley asked if the Commission and City still needed to establish a baseline for energy use. Mr. Thoresen stated that the resolution and work plans did not include percent reductions. Alderperson Quigley asked for clarification on the recycling law. Mr. Thoresen explained that all locations, including residential, commercial, and industrial, are required to recycle based on state law. Mr. Thoresen explained how the City enforces the law for locations within the City limits. Commissioner Lawton praised the work on enacting five new sustainable items on the scoresheet since the City joined Green Tier.

RESULT:	DISCUSSED
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7. Consider and Possible Action Regarding Revisions Ordinance Sec. 74-10. Noxious Weeds and Planned Natural Landscape Areas*

Scott Thoresen, Public Works Director, outlined the modifications made to current City ordinance to allow for planned natural landscape plantings. Mr. Thoresen added that throughout other inspections, it has been noticed that there are many properties that currently have planted natural areas. These locations have been allowed to remain, provided they did not contain any noxious weeds as provided in the ordinance. Commissioner Henrigillis supported allowing in both front and back yards. Commissioner Lawton asked for clarification on the fines associated with not following the ordinance. Mr. Thoresen explained that in most cases, the City does not fine the property, but will bill for services rendered if the City contractor needs to cut the lawn. Mr. Thoresen stated that the Weed Commissioner does have the ability to cite a property, but the cost of abatement can be a larger expense than the citation. Commissioner Black added that residents are sent a letter of warning and allowed to correct on their own prior to City intervention.

Alderperson Quigley moved to approve the revisions to Ordinance Sec. 74-10 Noxious Weeds and Planned Natural Landscape Areas, seconded by Commissioner Slavin.

Alderperson Quigley suggested noxious weed identification as a topic for the Farmers Market booth. Other commissioners supported this suggestion. Commissioner Slavin asked whether enacting these changes will require educational campaigns or other forms of awareness. Mr. Thoresen explained that it will not cause negative impacts, but suggested having an educational campaign to inform the public of this new opportunity. Alderperson Quigley clarified the limits of a lot that could be planted for natural landscape. Mr. Thoresen stated corner lots are required to maintain a vision triangle and lots that are not on a corner can be planted fully except the right of way and three feet off of all property lines.

Upon vote, the motion passed unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	Nicole Slavin, Commissioner
AYES:	Black, Champeau, Henrigillis, Lawton, Slavin, Quigley
EXCUSED:	Eric Rakers

8. Discuss 2024 Sustainability Project Funding

Scott Thoresen, Public Works Director, requested that members begin thinking about projects they want to work on that would require funding sources that staff would present during the budget process that begins in July.

RESULT:	NO ACTION
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9. Discuss Clean Air Initiative Work Plan

Alderperson Quigley informed the Commission that Council had approved the draft work plan and stated the next step is to work on implementation. Scott Thoresen, Public Works Director, stated this agenda item would return for discussion in May with the goal of having a plan in place prior to the new school year starting in fall. Commissioner Slavin volunteered to organize a discussion outside of the meeting.

RESULT:	NO ACTION
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IV. Future Agenda Items

Commissioner Henrigillis requested a discussion of water quality credit trading. Scott Thoresen, Public Works Director, recapped the items staff will bring back for further discussion:

1. Clean Air Initiative Work Plan
2. Sustainability Project Funding

V. Adjournment

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

Respectfully submitted,
Betty Sellenheim



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: May 9, 2023

DEPARTMENT: Sustainability Commission

FROM: Scott Thoresen

SUBJECT: Discuss Clean Air Initiative Work Plan

ATTACHMENTS:

- Discuss Clean Air Initiative Work Plan 4-3-2023 (DOCX)

CITY OF DE PERE

MEMO



To: Members of the Sustainability Commission
 From: Scott J. Thoresen, Director of Public Works
 Date: April 3, 2023
 RE: Discuss Clean Air Initiative Work Plan

The Sustainability Commission recommended at the March 14, 2023, Commission meeting that the City Council consider approving the following clean air initiative work plan:

The City of De Pere Clean Air Initiative and Sustainability Education Campaign

- Project Goal
 - Create an educational campaign to encourage people to minimize vehicle idling.
 - Improve air quality particularly near schools.
 - More sustainable.
 - Generate City of De Pere customized resources.
 - Create a location on the City's website.
- Preliminary schedule
 - Initial rollout for the 2023 school year
 - Continue with an annual campaign.
 - Periodic updates throughout the year as new ideas and information becomes available.
- Locations to target
 - Schools
 - Park and Ride
 - Commercial areas
 - Private business – This would be in coordination with businesses.
- Information dispersion
 - Create a location on the City's website to house/share relevant information.
 - Social media updates with campaigns.
 - Provide electronic resources to school.
 - Long term there may be a signage campaign. This would require funding. This action will Council Approval
- Resources
 - City customized videos
 - Content from other municipalities customized for City.

The City Council approved this plan. The Commission now needs to start working on implementing the plan.



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: May 9, 2023

DEPARTMENT: Sustainability Commission

FROM: Betty Sellenheim

SUBJECT: Discuss Farmer's Market Booth

Commission members provided the following main topics of discussion at Farmers Market:

- Planned Natural Landscapes (noxious/invasive plants vs. native/helpful plants, lawn alternatives)
- Stormwater (keeping waterways clean/protect local waters, keeping leaves/grass clippings out of the street, proper fertilizing)
- Composting
- Landfill alternatives (composting, supporting second hand/resale)
- Clean Air Initiative

Staff is recommending having all of these topics available to discuss at each of the Farmers Markets, rather than each month having a different topic.

Below is the link for signing up for time slots:

<https://www.signupgenius.com/go/10C0C44A5AE2EA1FDC61-2023>



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: May 9, 2023

DEPARTMENT: Sustainability Commission

FROM: Betty Sellenheim

SUBJECT: Discuss Sustainability Commission Social Media Content

ATTACHMENTS:

- 2023 0509 CE_Social Media_Memo (DOCX)

CITY OF DE PERE MEMO



To: Members of the Sustainability Commission
 From: Betty Sellenheim
 Date: May 9, 2023

RE: **Discuss Sustainability Commission Social Media Content**

At the April meeting, staff provided information regarding the opportunity for the Sustainability Commission to have posts on the City Facebook page. Staff followed up requesting topics of interest for social media posts and received the following topic and hashtag suggestions:

- Meeting recap*
 - Noxious/invasive plants
 - Native/helpful plants *
 - Keeping waterways clean/protect local waters*
 - Composting
 - Landfill alternatives*
 - Supporting second hand/resale
 - Lawn alternatives
 - Farmers Market
 - Clean Air Initiative
 - Meet the Commission Members
 - Planned Natural Landscapes*
 - Lights out night for migrating birds/light pollution
 - Keeping grass and leaves out of the road/phosphorous/leaf tea soup*
 - Proper fertilizer application
- *indicate that multiple commissioners made this suggestion

Hashtags:

#GreenDePere
 #GreenDP 🌱
 #GreenDP
 #deperesustainabilitycommission
 #sustainabilitycommission
 #sustaindepere
 #forthefuture
 #protectthefox
 #lightsoutdepere

Andrew Pantzlaff (Social Media Coordinator) suggested the Commission echo City of Kaukauna and 1000 Islands Environmental Center Facebook posts regarding mowing and pollinators. Andy could work on creating similar graphics specific to De Pere.



City of Kaukauna Government

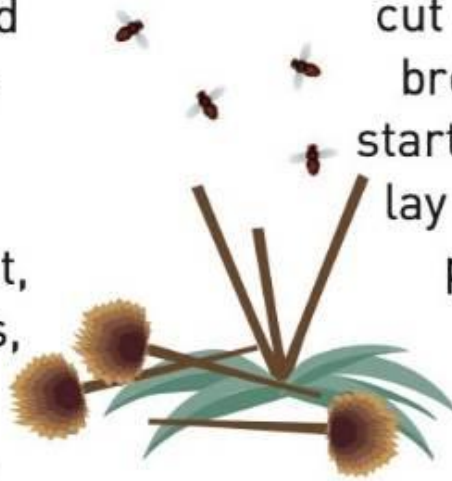
2h · 🌐

...

More important tips from [1000 Islands Environmental Center](#).

SPRING

Cut back dead flower stalks leaving stem stubble of varying height, 8 to 24 inches, to provide nest cavities.



Female bees find cut or naturally broken stems, start a nest, and lay eggs on the pollen balls. Larvae eat the pollen.



1000 Islands Environmental Center

Yesterday at 8:00 AM · ⚙️

Supporting our native bees involves more than just mowing less and growing flowers. 30% of native bees are cavity nesters. Providing dead wood, hollow stems and brush piles provides areas for the bees to nest and reproduce. When you trim stems from last year's growth, leave 8-24" of the old stem in place. New growth will hide these stems from view while also providing nesting habitat. Find the full guide on creating nesting habitat on our website. <https://1000islandsenvironmentalcenter.org/.../stem...>



1

1 share



Like



Comment



Share





Following the meeting on May 9, a recap of the meeting will be written and posted on the City social media. Alderperson Quigley previously offered to write up the recap following the meetings. We will likely want to look at the following week (up through 21st) to run a second post and through the end of the month for a 3rd post. The June Sustainability Commission meeting is June 13 allowing for an early post before the meeting.

Staff is requesting for the following from the Commission:

1. Does the Commission want to work with Andy to create graphics similar to those from Kaukauna and 1000 Islands? Specifically the Slow Mow Summer for the 3rd post of May
2. One Commissioner to volunteer to provide a write-up/information for the 2nd post of May
3. One Commissioner to volunteer to provide a write-up/information for a post in early June prior to the scheduled meeting
4. Provide feedback on the hashtags. Does one stand out to you more than others? Which one do you believe provides the best reflection of our group and mission?
 - a. Additional hashtags can be added/utilized on specific posts, especially if we have a call to action from residents (i.e. lights out for migratory birds and use #lightsoutdepere)



City of De Pere, Wisconsin

Request For Sustainability Commission Action

MEETING DATE: May 9, 2023

DEPARTMENT: Sustainability Commission

FROM: Scott Thoresen

SUBJECT: Discuss 2024 Sustainability Project Funding

The intent of this memo is to start having a discussion with the Commission regarding potential funding of sustainability project(s) for 2024. The City's 2024 budget process begins in July so if there are project(s) the Commission would like to see funded as part of the 2024 budget process, then recommendations would need to be made no later than the Commission's July 11th Commission meeting.