



Sustainability Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Agenda

Tuesday, May 12, 2026

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 12, 2026** at **5:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET, DE PERE.**

Electronic Meeting Access:

<https://www.gotomeet.me/DePere>

Telephonic Meeting Access:

1 (866) 899 4679 -or- 1 (312) 757-3117
Access Code: 154-883-285

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS
Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Sustainability Commission. §6-3(f) DPMC
4. NEW BUSINESS
 - A. Consideration and possible action on election of Chairperson
 - B. Consideration and possible action on election of Vice Chairperson
 - C. Approval of the April 14, 2026 Sustainability Commission Meeting Minutes
 - D. Commission Member Introductions
 - E. Discussion on Sustainability Commission Outreach
 - F. Discussion on Spring Pool Drainage
 - G. Discussion on Sustainability Commission Work Plan
 - H. Discussion on Initiative Prioritization - Adopt-a-Drain
 - I. Discussion on Initiative Prioritization - Composting
 - J. Discussion on Initiative Prioritization - Pollinator Gardens / Planned Natural

Landscapes

- K. Discussion on Initiative Prioritization - Green Energy
 - L. Thank You Student Advisor Metzler
5. INFORMATIONAL
 6. FUTURE AGENDA ITEMS
 7. ADJOURNMENT

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Public Works Department at 920-339-4060 by noon on the previous day so that arrangements can be made.

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.

This meeting may also be rebroadcast on TV throughout the week and available on demand at <https://deperewi.portal.civicclerk.com/>.



City of De Pere, Wisconsin

4.A

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Natalie Markelz, Administrative Assistant

Subject: Consideration and possible action on election of
Chairperson

Recommendation: Elect Chairperson for the Sustainability Commission

Attachments:
None



City of De Pere, Wisconsin

4.B

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Natalie Markelz, Administrative Assistant

Subject: Consideration and possible action on election of Vice Chairperson

Recommendation: Elect Vice Chairperson for the Sustainability Commission

Attachments:
None



City of De Pere, Wisconsin

4.C

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Natalie Markelz, Administrative Assistant

Subject: Approval of the April 14, 2026 Sustainability Commission Meeting Minutes

Recommendation: Approve the April 14, 2026 Sustainability Commission Meeting Minutes.

Attachments:
2026 0414 Sustainability Commission Minutes



Sustainability Commission

Regular Meeting

Minutes

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Tuesday, April 14, 2026

5:30 PM

Virtual

1. CALL TO ORDER

The meeting was called to order at 5:31 PM by Commissioner Castellanos.

2. ROLL CALL

Present: Emily Castellanos, Randall Lawton, Rachel Leonard, Casey Nelson, Jonie Panick, Nicole Slavin, Anna Metzler

Absent:

Excused:

Others present:

Chase Kuffel, Assistant City Engineer

Natalie Markelz, Recording Secretary/Administrative Assistant

Aaron W., member of the public

3. PUBLIC COMMENTS

Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Sustainability Commission. §6-3(f) DPMC

4. NEW BUSINESS

A. Approval of the March 10, 2026 Sustainability Commission Meeting Minutes

Commissioner Leonard moved to approve the March 10, 2026 Sustainability Commission Meeting Minutes, seconded by Alderperson Nelson. Upon roll call vote, motion passed 5 to 0 with Commissioner Lawton abstaining due to being excused from 5:35 PM to 5:36 PM.

B. Discussion on ICLEI - Local Governments for Sustainability USA (ICLEI USA)

Chase Kuffel, Assistant City Engineer, advised that staff had reached out to the City of Green Bay regarding ICLEI. Green Bay stated ICLEI is helpful & easy to work with. Mr. Kuffel noted the membership information was included in the Agenda packet. Commissioner Lawton questioned why the New York City's fee is \$10,000 while they're quoting the City of De Pere at \$2,200. Mr. Kuffel stated the fees are population based. Commissioner Castellanos doesn't see any benefit to utilize ICLEI. Commissioner Leonard stated she has viewed other municipalities' workplans and noticed the City of Eau Claire who utilizes it believes the data is trackable and has actionable measures. Alderperson Nelson asked if the City of Green Bay gets value or what's their feedback. Mr. Kuffel explained that they're not full members. Commissioner Leonard stated she would like a demonstration of the tool to consider staff time and tracking for the Green Tier Program. Mr. Kuffel let Commissioner Leonard know that if ICLEI is willing to do a demonstration, the Commission can schedule the presentation for a future meeting. Alderperson Nelson also believes a demo would be beneficial. Commissioner Lawton also asked if the City of Green Bay gets value from theirs. Mr. Kuffel advised he would gather Commission's questions to get answers from Green Bay.

No action. Discussion only.

C. Discussion on 1st Quarter Budget

Chase Kuffel, Assistant City Engineer, gave an update on the 1st Quarter Budget. So far, the Commission has spent money for Allyson Brunette Consulting, Adopt-a-Drain media campaign at the movie theater, and compost reimbursement. Looking ahead the Commission has more anticipated costs with the remaining funds. Commissioner Castellanos asked if we should have a different video for the movie theater. Mr. Kuffel advised we have reached out to our videographer, and we are able to make the removal of the burning bush video, but Commission needs to come up with dates/times and a script so we can schedule to get that completed.

No action. Discussion only.

D. Discussion on Sustainability Commission Work Plan

Chase Kuffel, Assistant City Engineer, advised the only main change is that Commissioner Panick is now the lead for composting. Staff has a Green Tier kick off meeting with Allyson Brunette on April 17.

No action. Discussion only.

E. Discussion on Initiative Prioritization - Adopt-a-Drain

Chase Kuffel, Assistant City Engineer, explained we currently have 24 adopters who clean 33 inlets. Cleaning logs have been sent in recently with the recent rain & floods. Commissioner Castellanos has suggested education as she saw two people drain pools into the storm sewer, not their grass, which is ill timing with the recent rain/flooding, not to mention in general. Mr. Kuffel agrees and stated that after flooding we can use social media to promote Adopt-a-Drain with cleaning log pictures. He noted that he & Ms. Markelz will be presenting the Stormwater Model to a Girl Scout Troop on April 27 at Our Lady of Lourdes School.

Commissioner Lawton thought to contact pool companies to advise customers when and when not to use storm drains for pool water. Mr. Kuffel suggested creating an ordinance/update municipal code. Commissioner Lawton wants to know what isn't right about draining pools into the storm sewer. Commissioner Castellanos explained pools have chemicals that shouldn't be dumped into our waterways. Commissioner Slavik suggest this can be another opportunity for social media. Mr. Kuffel pulled up ordinance 54-8(h) which states, "*Drainage*. In no case shall any swimming pool, hot tub, or spa be drained onto properties other than that of the owner of the swimming pool, hot tub or spa." Commissioner Lawton advised most people drain pools for maintenance in April/May, doesn't think it's an issue. Commissioner Leonard asked if we wanted to find out what the contaminants are that could be harmful. Mr. Kuffel suggest someone contact NEWSC. Commissioner Castellanos said they have good informational material and will do that. Mr. Kuffel said he would add to next agenda.

No action. Discussion only.

F. Discussion on Initiative Prioritization - Composting

Chase Kuffel, Assistant City Engineer, advised we have currently have 24 households participating in Composting Reimbursement; 14 every other week and 10 every four weeks. Commissioner Panick

referenced the Green Bay Sustainability Commission where they had an idea for potential education on home composting. She wants to know if we can do presentation/session on this topic as well. Mr. Kuffel said something like this would be two months out at the earliest to give us time to coordinate. We may be able to do this at the Mulva Cultural Center.

No action. Discussion only.

G. Discussion on Initiative Prioritization - Pollinator Gardens / Planned Natural Landscapes

Chase Kuffel, Assistant City Engineer, opened the discussion to Commissioner Castellanos if she's heard anything on the Urban Orchards or plant handouts. Commissioner Castellanos has nothing new, has not heard back on status on these. She asked about posting on social media advising residents to let plants "sleep in". Commissioner Leonard advised she participated in a presentation with Girl Scout Troop at Community Center regarding this topic. Mr. Kuffel asked if she had any media or pictures to share, and to send his way. Commissioner Castellanos will share more updates once available.

No action. Discussion only.

H. Discussion on Initiative Prioritization - Green Energy

Chase Kuffel, Assistant City Engineer, advised again that the meeting with Allyson Brunette is scheduled for April 17 to discuss the Legacy Green Tier Scoresheet to get submitted next year.

No action. Discussion only.

5. FUTURE AGENDA ITEMS

Commissioner Slavin asked about the update on the advertising banner. Mr. Kuffel advised staff is still working on it.

Commissioner Leonard advised she is still writing up a proposal for Data Center for Common Council. Mr. Kuffel advised the proposal will come to the Sustainability Commission first, then forwarded to Common Council.

6. ADJOURNMENT

Commissioner Slavin moved, seconded by Commissioner Lawton to adjourn the meeting at 6:04 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Natalie Markelz



City of De Pere, Wisconsin

4.D

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Commission Member Introductions

Recommendation: Discussion only. No action necessary.

Attachments:
2025 0512 CI_SC_Commissioner_Introduction

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: May 12, 2026

RE: **Commission Member Introductions**

The intent of this memo is to provide an opportunity for our new Sustainability Commissioner Dvorak to introduce himself. 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 Dvorak's bio is provided below:

Sam Dvorak

I was born and raised in De Pere, and my wife and I are both graduates of De Pere High School, class of 2008. When we decided to start a family, we knew we wanted to come back home, so we moved from Madison to be close to our parents and a lot of our good friends. We now have a three-year-old son and a ten-month-old daughter, and this community means a lot to us. We both want to give back to the place we grew up in, and for me, working on sustainability issues is a way I can do that.

I have a B.S. in Biology and Anthropology from UW-Stevens Point, where I was involved in student government working on environmental and sustainability issues on campus. I started my career advising commercial and industrial clients on energy efficiency at Franklin Energy Services in Detroit, then moved on to WPPI Energy, a member-owned electric cooperative serving municipal utilities and rural electric cooperatives across Wisconsin and the Upper Midwest. In my nearly six years there I worked my way up from System Operator to Day Ahead Scheduler, which gave me a solid background in grid operations and energy scheduling. In 2022 I joined Constellation as a Gas Analyst in Volume Management, where I work today. Constellation is the nation's largest producer of clean, reliable energy, with 55 gigawatts of capacity across nuclear, natural gas, geothermal, hydro, wind, and solar. They're aiming for 100% carbon-free generation by 2040, and it's something I'm proud to be a part of.



City of De Pere, Wisconsin

4.E

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Discussion on Sustainability Commission Outreach

Recommendation: Discussion only. No action necessary.

Attachments:
2026 0512 CE_SC_Outreach

CITY OF DE PERE MEMO



To: Members of the Sustainability Commission
From: Chase Kuffel, Assistant City Engineer
Date: May 12, 2026

RE: **Discussion on Sustainability Commission Outreach**

The intent of this memo is to highlight two education and outreach opportunities that the Sustainability Commission had.

First, Commissioner Leonard's had a Girl Scout meeting at the De Pere Community Center where they learned about pollinator habitats. Here is a brief description of their project:

"Girls learned about the different types of bee habitat aside from traditional nests along with the different types of bee species associated with each. We used this information to expand upon commonly used "bee hotels" and make our own pollinator support habitats that more closely align with the ways bees would use these to supplement their lost habitat. We also explored the grounds of the Community Center to look for possible spring habitat used by overwintering and early nesting pollinators and identify the ways humans negatively alter the environment with spring cleanup instead of "letting nature sleep in". (That last phrase I got from Emily to share with them!)"

Second, Chase and Natalie were able to meet with a Girl Scout Troop at Our Lady of Lourdes to present on the storm water model. A group of nine third graders were highly engaged in reviewing where the storm water goes and all the potential pollutants that could be running into our water ways.

Photos from each event are included with this memo.











City of De Pere, Wisconsin

4.F

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Discussion on Spring Pool Drainage

Recommendation: Discussion only. No action necessary.

Attachments:
2025 0512 CI_SC_Pool_Drainage, Fish Don't Swim in Chlorine

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: May 12, 2026

RE: **Discussion on Spring Pool Drainage**

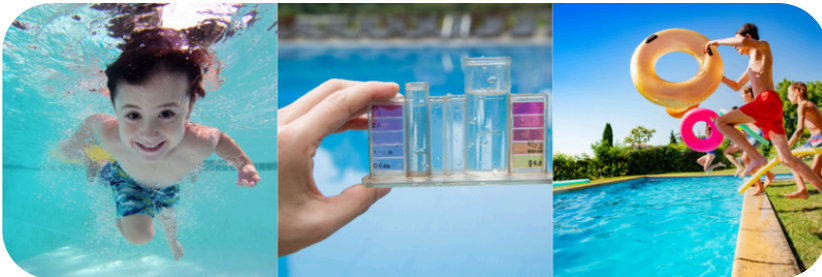
Commissioner Castellanos provided the attached "Fish Don't Swim in Chlorine" document regarding pool drainage from Fox-Wolf Watershed Alliance.

Attachment

Fish Don't Swim in Chlorine PDF

Fish Don't Swim in Chlorine

By Alyssa Reinke



Fish Don't Swim in Chlorine

Following a few simple steps will prepare your pool water for entering local waterways

Dechlorinate the water

Water from swimming pools and spas must be dechlorinated prior to discharging water. Let the water in the pool or spa sit for at least one week to reduce the chlorine or bromine level until it is undetectable and water temperature is at air temperature. Measure the pH. It should fall within a range of 6.5 – 8.5 prior to discharge.

discharging water to grass or landscaping

Discharging pool and spa water onto grass or landscaping will allow water to soak into the

Stormwater is rain or snowmelt and water from things people do, like washing the car or watering the lawn. As water makes its way to the storm drain it picks up pollutants like oil from car leaks and bacteria from pet waste. When we choose products carefully and dispose of products properly, we can greatly reduce the amount of pollution that enters our local waters through runoff.

earth, where the water will be naturally cleansed prior to entering local waterways.

If irrigation on site is not possible, water may be discharged off your property – provided it is directed through a grassed surface prior to entering a curbside gutter or a paved street. Do not fertilize prior to discharging pool water.

Monitoring the discharge

Do not let water discharge onto your neighbor's property. Monitor water as it is discharging to ensure it does not cause erosion or flooding. Discharge the water in a manner that will prevent nuisance conditions (such as creation of odors and fly and mosquito breeding conditions) due to ponding of water for a prolonged period.

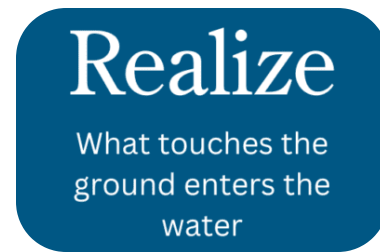
protect local waterways

If a pool or spa has been acid washed, the water may not be discharged off the pool/spa owner's property. Water from back flushing pool filters should only be discharged to the sanitary sewer (down a sink or toilet) or on-site septic tank system where it will be treated prior to entering local waters.

Remember it is illegal in all communities to discharge pollutants, including chlorinated pool water, into a storm drain. As a pool or spa owner, you are responsible for following your municipality's ordinance for pool and spa discharge. Contact your municipality for regulations

Untreated runoff is the biggest threat to our nation's water quality, according to the U.S.

Environmental Protection Agency. Let's make the small, important changes that will reduce that threat and improve water quality and our lives!



Northeast Wisconsin Stormwater
Consortium (NEWSOC) P.O. Box 1861
Appleton, WI 54912 | 920.851.4336

RenewOurWaters.org



About the Author: Alyssa Reinke



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City of De Pere, Wisconsin

4.G

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Discussion on Sustainability Commission Work Plan

Recommendation: Discussion only. No action necessary.

Attachments:
2026 0512 CE_SC_Commission Work Plan

CITY OF DE PERE MEMO



To: Members of the Sustainability Commission
From: Chase Kuffel, Assistant City Engineer
Date: May 12, 2026

RE: **Discussion on Sustainability Commission Work Plan**

De Pere Sustainability Commission Work Plan

Objective of Work Plan: To address identified gaps, implement recommendations, and advance the De Pere Sustainability Commission's mission by ensuring success across all current initiatives. When new initiatives are proposed, the commission will evaluate using the established evaluation criteria and add to the Work Plan when applicable. Work plan will be updated as necessary when updates in each initiative is provided at commission meetings.

Initiative: **Adopt-A-Drain**

- Goals:
 - Increase community participation
 - Improve visibility and public awareness
 - Establish measurable success metrics
- Actions:
 - Develop outreach plan
 - Create marketing materials
 - Leverage farmer's market, social media, and passive engagement methods (passive methods TBD - example would be storm drain stencils)
 - Engage community
 - Idea: Partner with local organizations to promote the program
 - There is an opportunity to present the City stormwater pollutant model to a local Girl Scout troop that is currently adopting a drain.
 - Idea: Introduce friendly competition or campaign
 - Idea: Provide incentives such as bumper stickers, swag, etc.
 - Idea: Evaluate collaboration opportunities to scale program visibility (ex: other communities, other programs with same goal)
 - Define success metrics and tracking methods
 - Determine what program 'success' looks like - metric

- Determine how to measure program results (ex: water quality improvements, participation, etc.)
 - Gather feedback and track participation satisfaction
 - Analyze data to report outcomes and set next 12 month goals
 - Communicate program results to the initiative participants and the broader community
- Lead Commissioners: Emily Castellanos and Nicole Slavin

Initiative: Composting

- Goals:
 - Assess current program viability
 - Assess future program options
 - Increase community participation
- Actions:
 - Review current program and identify improvements for future program development
 - Analyze participation metrics
 - Identify improvements based on public and city feedback and metrics
 - Refocus outreach and engagement
 - Idea: Host Q&A sessions at Farmers Markets on home compost practices.
 - Idea: Pilot a smaller-scale composting initiative to test and learn
 - Identify alternative partners/models
 - Investigate collaborations with farms or other compost facilities
 - Research other city composting programs
 - Tour regional recycling and composting facilities for insights and best practices
 - Evaluate and make final decision on future program
 - Compile findings from previous actions to make recommendation
 - Recommend whether to continue, restructure, or sunset the initiative based on findings
 - Once recommendation approved, then:
 - Develop outreach plan to increase community awareness
 - TBD once final program determined
 - Develop engagement plan to increase participation in program
 - TBD once final program determined
 - Implement metrics and tracking
 - TBD once final program determined
- Lead Commissioner: Jonie Panick

Initiative: Planned Natural Landscapes

- Goals:
 - Support pollinators
 - Increase community adoption of native plant landscaping.
 - Commission is partnering with the City of Green Bay, the Conservation Corps, and the Botanical Garden for pollinator plant handout in Summer of 2026.

- Provide educational resources to overcome knowledge gaps.
- Promote sustainable land-use practices.
- Actions:
 - Refocus outreach and engagement
 - Increase social media marketing
 - Create marketing content
 - Create handouts
 - Idea: Replacement plants
 - Interview those that have changed their landscape and create marketing campaign around their case study/success story
 - Highlight process, reasons for changing, maintenance, and more
 - Engage community
 - Create success metrics and tracking
- Lead Commissioner: Emily Castellanos

Initiative: **Urban Orchards**

- Goals:
 - Support pollinators
 - Have fruit available for anyone and everyone to pick - make De Pere a greener/healthier place
- Actions:
 - Urban Orchards are already established
 - Increase pollinator habitats around urban orchards to support healthy growth
- Note - The orchards do need regular maintenance and this falls to Public Works or Parks Department
- Lead Commissioner: Maintenance = Public Works/Parks; Pollinator habitats = Emily Castellanos

Initiative: **Clean Energy**

- Goals:
 - Create an energy baseline for De Pere.
 - Align with state and federal energy policies.
 - Develop long-term action plans for energy sustainability and resilience.
 - City to complete Green Tier Legacy Community submittal to the Wisconsin Department of Natural Resources in 2026.
- Actions
 - Complete the Wisconsin DNR Green Tier scoresheet in 2026.
- Lead Commissioner: Rachel Leonard



City of De Pere, Wisconsin

4.H

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Discussion on Initiative Prioritization - Adopt-a-Drain

Recommendation: Discussion only. No action necessary.

Attachments:
2026 0512 CE_SC_Initiative Prioritization_Adopt a Drain

CITY OF DE PERE MEMO



To: Members of the Sustainability Commission
From: Chase Kuffel, Assistant City Engineer
Date: May 12, 2026

RE: **Discussion on Initiative Prioritization – Adopt-a-Drain**

The purpose of this item is to evaluate the Adopt-a-Drain program against the initiative prioritization evaluation criteria.

Adopt-a-Drain

Origin

Starting in 2024, the Adopt-a-Drain program was created to formalize the cleaning of storm sewer inlets within the public right-of-way. Residents who sign up to adopt a drain are provided with a drain cleaning kit to help their cleaning efforts. Participants are encouraged to take photos and document the amount of debris cleaned up at the inlets as part of their adoption.

History

August 20, 2024, the Adopt-a-Drain program is adopted by Common Council as an educational and outreach tool.

On October 2, 2025, the Adopt-a-Drain program was included in the City Newsletter and is routinely promoted on City social media channels.

On October 6, 2025 an advertisement campaign started with the De Pere Cinema showcasing the promotional Adopt-a-Drain video the commission created.

In the third quarter of 2025, the Sustainability Commission awarded a rain barrel to all participating and newly joined residents for the Adopt-a-Drain program.

Currently, the Adopt-a-Drain program has 24 adopters who clean 33 inlets throughout the City.

Status

The program is slowly growing in participation. Additional education and outreach is recommended.

Discussion

The Sustainability Commission is evaluating how to further promote this initiative to promote growth. Staff is working towards possible billboard mockups regarding this initiative. Additional social media presence has also been recommended by the Commission. Staff is working with our communications team to get social media posts out tied to the storm water presentation with the Girl Scout Troop.



City of De Pere, Wisconsin

4.I

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Discussion on Initiative Prioritization - Composting

Recommendation: Discussion only. No action necessary.

Attachments:
2026 0512 CE_SC_Initiative Prioritization_Compost

CITY OF DE PERE MEMO



To: Members of the Sustainability Commission
From: Chase Kuffel, Assistant City Engineer
Date: May 12, 2026

RE: **Discussion on Initiative Prioritization - Composting**

The purpose of this item is to evaluate composting and the composting reimbursement program against the initiative prioritization evaluation criteria.

Composting Reimbursement Program History

Origin

The City of De Pere wanted to provide a program to incentivize residents for using local composting services. This program started out as a partnership with a local composting company and has since turned into a partnership directly with City residents to reimburse invoices from local composting services.

History

- December 13, 2022 – Greener Bay Compost presents to the De Pere Sustainability Commission regarding the benefits and ease of private composting and wishes to enter a public-private partnership with the City.
- In 2023, the City budgets \$10,000 to hire a composting consultant in 2024 with the intent to enter into a partnership with Greener Bay Compost.
- April 2024 – A formal partnership between the City of Green Bay and Greener Bay Compost is established where the City will reimburse 50% of the registration fees for those residents utilizing their composting services.
- August 2024 – Greener Bay Compost raises their subscription fees 20%.
- September 2024 – Greener Bay Compost indicates they will terminate their contract with the City of De Pere if we do not budget what they deem to be sufficient funding for composting services in 2025. The City indicates that enough budget is present to meet current demand with room for moderate growth.
- December 31, 2024 – The partnership with Greener Bay Compost is terminated due to their budgetary concerns.
- January 1, 2025 – The City launches the compost reimbursement program where residents are directly reimbursed by the City in lieu of reimbursing Greener Bay Compost for subscription

fees. The annual budget is increased to \$12,000 and the City carries over left over funds from 2024 to further bolster reimbursement funds.

- January 1, 2026 – The annual budget is a portion of \$16,976.50. This money is also to be used for consulting for other sustainable initiatives.

Discussion

Currently, there are 25 households that are actively participating in the Composting Reimbursement program. Of these households, 10 utilize the “Every-4-Week” service level, where the other 15 utilize the “Every-Other-Week” service level. Staff were able to reimburse all registered participants through the first quarter of 2026 totaling to be \$978.00 in reimbursements.



City of De Pere, Wisconsin

4.J

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Discussion on Initiative Prioritization - Pollinator Gardens /
Planned Natural Landscapes

Recommendation: Discussion only. No action necessary.

Attachments:
2026 0512 CE_SC_Initiative Prioritization_Pollinator Gardens

CITY OF DE PERE MEMO



To: Members of the Sustainability Commission
From: Chase Kuffel, Assistant City Engineer
Date: May 12, 2026

RE: **Discussion on Initiative Prioritization – Pollinator Gardens / Planned Natural Landscapes**

The purpose of this item is to evaluate pollinator gardens and the planned natural landscapes initiatives against the initiative prioritization evaluation criteria.

Pollinator Gardens / Planned Natural Landscapes History

Origin

The pollinator garden initiative started in March 2024, when the Sustainability Commission voted to discontinue “No Mow May.” The Common Council urged the commission to continue to champion our pollinators and further promote the new Natural Landscaping Ordinance in lieu of “No Mow May.” This coupled with complaints regarding the City’s urban orchards led to the genesis of the Sustainability Commission looking to have pollinator gardens installed at our City parks.

History

Annually, the Sustainability Commission promotes pollinator week which results in a proclamation made by the Mayor at Common Council. Pollinator week typically falls on the third week in June (June 16-22, 2025).

- March 12, 2024
 - No Mow May is Discontinued
 - Selena Darrow of Rooted In, Inc. outlines her complaints to the Sustainability Commission regarding the City’s urban orchards.
- April 6, 2024 – Selena Darrow of Rooted In, Inc. requested that the Commission allocate money to establish pollinator gardens at our urban orchards.
- August 26, 2024 – Staff met with the The Plant Gal to discuss the feasibility of pollinator garden installation at Braisher Park, Samantha Park, VFW Park, and Voyageur Park. Estimate for materials only came to be approximately \$4,000.
- October 9, 2024 – Staff met with the City Urban Orchard Committee to determine the feasibility of constructing pollinator gardens. Approval was received to pursue approval with the Board of Park Commissioners.

- November 21, 2024 – Staff met with the Board of Park Commissioners and received unanimous approval for the construction and maintenance of Pollinator Gardens at City Parks.
- March 11, 2025 – Staff provided a draft request for proposals for the creation of Pollinator Gardens to the Sustainability Commission for comment. No Proposals ended up getting submitted.
- Summer of 2026 – De Pere Sustainability Commission is partnering with the Green Bay Botanical Gardens and Conservation Corps for a plant hand-out to better promote pollinators.
- March 2026 – The Commission updated the invasive species and created a handout for education and outreach.

Discussion

Commissioner Castellanos is getting information on the Conservation Corps group that takes on planting projects in the Green Bay area.

Staff is working towards an invasive species PSA video with the City’s video team.

The Sustainability Commission is currently working towards two separate events regarding pollinators, the Five for Fliers and the Summer Day Plant handout.

The Mulva Center provided the following information regarding pollinator plant handouts:

“We could be a pickup location for the pollinator packs. If it’s just handing out the packs I don’t see a need to charge anything for that.

For meeting locations we have the following, all have AV capabilities:

- *Auditorium – It has 200 seats. We charge \$2,000 for 4 hours and \$250 for each additional hour. We post our films monthly so it would be hard to get it on short notice, but if the meetings are planned more than 30 days out, we can reserve it.*
- *Classrooms – half fits 38, both sides can accommodate up to 76. Can configure in many different ways with tables or just chairs. We charge \$500 for one side or \$750 for both. Can be more last-minute depending on availability.*
- *Board room – 20 chairs around the table. We charge \$750 for four hours.*

We would be happy to host the sustainability speaker series at no cost as it fits our mission.”



City of De Pere, Wisconsin

4.K

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Discussion on Initiative Prioritization - Green Energy

Recommendation: Discussion only. No action necessary.

Attachments:
2026 0414 CE_SC_Initiative Prioritization_Green Energy

CITY OF DE PERE MEMO



To: Members of the Sustainability Commission
From: Chase Kuffel, Assistant City Engineer
Date: May 12, 2026

RE: **Discussion on Initiative Prioritization – Green Energy**

The purpose of this item is to evaluate the Green Energy work plan against the initiative prioritization evaluation criteria.

Green Energy

The De Pere Common Council approved the City of De Pere Sustainability Commission’s Work Plan on December 6, 2021 following the Clean Energy Resolution #21-87 passed on August 17th, 2021. Pursuant to the directives of resolution #21-87 that “the City will advance energy efficiency and conservation projects, programs and outreach as a means of rapidly reducing the need for centralized fossil energy generation” with intent that “the city of De Pere will account for these goals in its future budget cycles and will collaborate with the De Pere Sustainability Commission to develop a work plan which identifies cost-effective measures to transition to clean energy and net-zero carbon emissions”.

The actions prioritized in the work plan include a city baseline assessment and inventory to analyze the City’s greenhouse gas emissions. Consistent with the allowable actions in the work plan, the Sustainability Commission is requesting funds to implement the initiation of a baseline study. This funding request is contingent upon the availability of grant opportunities that the Commission has identified in the sections below.

Further activities developed in the Work Plan are to be taken by the Sustainability Commission to be executed congruent to the baseline assessment preparation. We are initiating public involvement to identify stakeholders and community values to inform the objectives and community targets of subsequent surveys.

Starting April 17, 2026 the City of De Pere partnered with Allyson Brunette to complete the Wisconsin DNR Green Tier score sheet for legacy communities. The updated scoresheet will be submitted by the end of the calendar year 2026.

Updates

Staff have begun reaching out to Department Heads and stakeholders to gather information on the Green Tier score sheet for the Wisconsin DNR.



City of De Pere, Wisconsin

4.L

**Request for Sustainability Commission
Action**

Meeting Date: May 12, 2026

Department: Public Works

From: Chase Kuffel, Assistant City Engineer

Subject: Thank You Student Advisor Metzler

Recommendation: Discussion only. No action necessary.

Attachments:
2025 0512 CI_SC_Student Advisor Goodbye

CITY OF DE PERE MEMO



To: Sustainability Commission
From: Chase K Kuffel, PE, Assistant City Engineer
Date: May 12, 2026

RE: **Thank You Student Advisor Metzler**

Today is the last Sustainability Commission meeting for Anna Metzler, who has served as Student Advisor for the Sustainability Commission since September of 2024. The City of De Pere thanks Advisor Metzler for her 21 months of service.