

**CITY OF MENASHA
Sustainability Board
City Hall-140 Main St.-Council Chambers-3rd Floor
April 22, 2008**

MINUTES

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1. CALL TO ORDER

Meeting was called to order at 6:40 pm by Linda Stoll

2. ROLL CALL/EXCUSED ABSENCES

A. [Roll Call](#)

Present: Becky Bauer, Michael Dillon, Linda Stoll, Roger Kanitz

Excused: Trevor Frank

Also Present: Mayor Merkes, CDD Greg Keil, Richard Mulder

3. MINUTES TO APPROVE-MINUTES & COMMUNICATIONS TO RECEIVE

Minutes to approve:

A. [Sustainability Board, 3/13/08](#)

Moved by Roger Kanitz, seconded by Becky Bauer to approve Minutes of March 13, 2008 Sustainability Board

Motion Carried on voice vote

Results:

4. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

Five (5) minute time limit for each person

A. [Public Comments](#)

None

5. DISCUSSION

A. [LEED for Neighborhood Development - Overview](#)

Linda Stoll provided a brief summary of LEED ND. The Board discussed the applicability of LEED ND guidelines to future phases of the Lake Park Villas development. There was consensus that the Lake Park Villas site did not lend itself well to several of the LEED ND prerequisites, but that the LEED ND criteria should be applied wherever possible. The Board also discussed future steps related to the Lake Park Villas development. CDD Greg Keil is to keep the board informed of pending initiatives.

B. Committee size/composition and structure

The Board agreed to operate on a consensus basis whenever possible. It was recognized that there will be a need to expand the Board or obtain additional expertise as the board matures and begins to take on specific tasks or to meet specific objectives.

The Board felt that the current structure and composition was adequate and that this issue should be revisited after a mission statement is established and goals are set.

The Board gave consideration to whether it should operate as an ad-hoc or standing committee. It was agreed that this matter should be revisited after the Board gains additional experience and its role becomes more clearly established.

It was agreed that a paper copy of the agenda would be sent to Board Members. Agenda attachments are to be distributed electronically unless a hard copy is requested.

6. ACTION ITEMS

A. Creation of a Mission Statement

Held for future discussion

B. Establishment of goals/project priorities

Held for future discussion

C. Natural Step - Future direction

Becky Bauer distributed a diagram of the Sustainability Tree. Discussion ensued on how the City's structure and operations related to the tree. Specific discussion focused on the role and practices of the respective City departments and related entities-e.g. Menasha Utilities.

The Board achieved consensus on the following:

1. Mayor Merkes will organize a meeting of Department Heads at which there will be a presentation on the Natural Step to be delivered by Catherine Neiswender.
2. Mayor Merkes will explore creating a web page on the City website for the Sustainability Board containing appropriate links.
3. That there is a need to organize a Natural Step study circle in Menasha. Roger Kanitz stated that ECOS-FV would take the initiative to create the study circle.

D. Set next meeting date

The next meeting will be held on tuesday, May 13, 2008 at 6:30 pm.

7. ADJOURNMENT

A. Adjournment

Moved by Michael Dillon, seconded by Roger Kanitz to adjourn at 8:25

Motion Carried on voice vote

Results: