

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission and Administration Committee will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
SUSTAINABILITY BOARD
Third Floor Council Chambers
140 Main Street, Menasha**

Tuesday, November 18, 2008

6:30 PM

**AGENDA
AMENDED**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD
(five (5) minute time limit for each person)
- D. MINUTES TO APPROVE
[Sustainability Board Minutes, 10/14/08](#)
- E. COMMUNICATIONS
 - 1. [UW-Extension, Webinar Series: Focus on Sustainability](#)
- F. DISCUSSION ITEMS
 - 1. Lt. Governor's Climate Change conference – Menasha Team
 - 2. City Department TNS Presentations/Sustainability Policy
 - 3. Pool Baseline Study-Approach and Timetable
 - 4. Stormwater/Water quality demonstration projects
 - 5. Walking & Bike Audit
 - 6. [Neighborhood Electric Vehicle Ordinance](#)
 - 7. Recap of Farmers Market-Planning for 2009
 - 8. **Options to Support Sustainability Information – Bill Schultz**
- G. ACTION ITEMS
 - 1. [2025 Resolution and Grant Application](#)
 - 2. Set next meeting date
- H. REPORT OF COMMISSIONERS
 - 1. Report on ECOS-FV meeting on Nov. 6, 2008 (Roger Kanitz)
- I. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

**CITY OF MENASHA
SUSTAINABILITY BOARD
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, October 14, 2008**

Minutes

A. CALL TO ORDER

Meeting called to order at 6:35 by Roger Kanitz

B. ROLL CALL/EXCUSED ABSENCES

Present: Mike Dillon, Becky Bauer, Roger Kanitz

Excused: Trevor Frank, Linda Stoll

Others Present: CDD Greg Keil, Mayor Merkes

**C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD
(five (5) minute time limit for each person)**

No one spoke

D. MINUTES TO APPROVE

Motion made by Becky Bauer, seconded by Mike Dillon to approve minutes of 9/16/08 as amended.

Motion Carried.

E. COMMUNICATIONS

1. Citizen input session-East Central Wisconsin Regional Planning Commission and Valley Transit at Menasha library – POSTPONED

The rescheduled date for this event has not been set yet.

F. DISCUSSION ITEMS

1. 2025 Resolution and Grant Proposal
Staff is to prepare a draft resolution for the next sustainability board meeting and coordinate with the City of Neenah and Town of Menasha.
2. Presentation to the Menasha Joint School Board and report on coordination of activities with the school district.
Becky Bauer reported on the meeting with Superintendent Keith Fuchs regarding the coordination of activities with the Menasha School District. He is o.k. with communications and participation by students in the baseline study for the Menasha Pool. Chad Bruechert will assist with the pool user survey and future presentations by the sustainability Board to the School Board. Questions to consider for the pool survey are frequency of use, demographics, satisfaction, cost, method of transportation to the pool and safety. Becky Bauer will coordinate with Chad Bruechert and PRD Brian Tungate.
3. Lt. Governor's Climate Change conference – Menasha Team
Mayor Merkes is working on putting a group together from Menasha to participate.

4. City Department TNS Presentations/Sustainability Policy
The Board discussed the coordination of training with the Town of Menasha. Mike Dillon will identify the potential schedule. Becky Bauer suggested conducting TNS summary sessions as part of the board. The need for additional Sustainability Board members was also discussed. The following persons were identified as possible recruits: Joy Davy, Bill Beachkofski and Phil Grishaber.
5. Pool Baseline Study-Approach and Timetable
The timeline is as follows: 12/15/08 the baseline study will be finished, 3/15/09 identification of options to be considered, 5/15/09 is the scheduled implementation. More information will be gathered for the November sustainability board.
6. Stormwater/Water quality demonstration projects
CDD Keil reported that he and Mike Dillon met with East Central Wisconsin Regional Planning Commission staff to discuss installing a rain garden at ECWPRC's 400 Ahnaip Street office as a demonstration project. A preliminary design has been completed. Mike Dillon raised questions about monitoring the effectiveness of the rain garden and how this project will be promoted.
7. Walking & Bike Audit
Mike Dillon will be assembling a working group.

G. ACTION ITEMS

1. Set next meeting date
Next meeting is set for November 18, 2008 at 6:30pm

There is a request to add the Neighborhood Electric Vehicle ordinance to the next agenda.

H. REPORT OF COMMISSIONERS

1. Recap of the Menasha Utilities Energy Fair (Roger Kanitz)
Roger Kanitz reported that 467 people participated in the fair.
2. Natural Step Study Circles-Roger Kanitz reported that work is underway to form a Neenah-Menasha study circle, but there have been some scheduling problems. Roger also announced that the ECOS-FV meeting on Nov. 6, 2008 will have representatives from several sustainability boards and other organizations concerned with sustainability issues in attendance. An invited board members to attend.

I. ADJOURNMENT

Motion made by Becky Bauer, seconded by Mike Dillon to adjourn at 8:48 PM.

Respectfully submitted by CDD Greg Keil

2008-09 Building Communities Series

UW-Extension, Martenson and Eisele, and UW-Fox Valley are co-hosting a web-based series on Community Sustainability. People define sustainability differently depending upon context; this series explores sustainability as it relates simultaneously to the social, economic and environmental aspects of our communities. Each webinar session will connect participants with presenters via audio and internet, and allow discussion with other participants from around the state and country.

Who Should Attend:

We especially want to encourage attendance by local elected and appointed officials, business leaders, and economic development professionals who are working on sustainability, economic development and quality of life issues in their community.

Conference Sessions:

This nine-session web-conference will use WisLine Web Conference technology (an audio-visual delivery mode powered by Microsoft Office@ Live Meeting and utilizing a web browser and telephone line.) If you have not used Microsoft Office@ Live Meeting, please check with your computer support person.

The 2008-09 Series is being co-sponsored by the UW-Extension Sustainability and Energy Teams and the Center for Community & Economic Development

While you can participate in the series at your office, we encourage you to join other local elected and appointed officials, business leaders and economic development professionals at our "peer-learning" site at UW-Fox Valley at 1478 Midway Road in Menasha. Immediately following the webinar, you'll have the chance to have a face-to-face discussion of the topic where you can share your experiences and learn from others. There is no charge for the series at the "peer-learning" site. That's right, it's free! (And, we serve cookies!) All of this is possible because of the series sponsorship by the Calumet, Outagamie, and Winnebago County Extension Offices, Martenson & Eisele, Inc., and our newest partner, UW-Fox Valley.

Please allow yourself sufficient time to park and find the room. Each Session will run from 11:30-12:30 and be followed by a brief discussion with the group

To register for the "peer-learning" site, contact Jonathan Bartz, Martenson & Eisele, Inc. at 920-731-0381 or email at jonb@martenson-eisele.com.

For additional program information, contact:

Mary Kohrell, Calumet County UWEX Community Development Educator — 920-849-1450 x 3

Catherine Neiswender, Winnebago County UWEX Community Development Educator — 920-232-1970

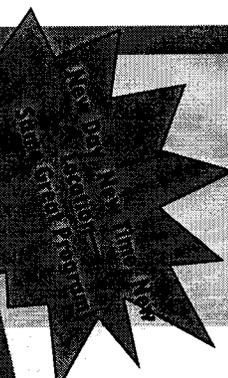
Jim Resick, Outagamie County Extension Community Development Educator — 920-832-5122

Joy Perry, UW-Fox Valley — 920-832-2653

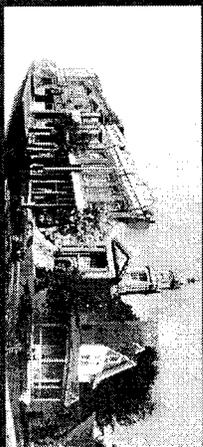
If you are not able to participate at UW Fox Valley, you may participate at your desk by registering at:
www.uwex.educescfced/building_community.cfm

**UW
Extension**

Webinar Educational Series



Building Communities



Focus on Sustainability

June 16, 2009
11:30 a.m. — 12:30 p.m.
Room 1346 at UW-Fox Valley

Setting the Stage: Sustainability and Sustainable Community Development

October 21, 2008, 11:30-12:30PM—While a growing number of community initiatives are emerging to address sustainability, there is often no clear understanding of how they can or should relate to each other. How does a community make the most strategic use of its limited resources? Where should it start? How does it compare the alternatives? What are the appropriate roles for the private and not-for-profit sectors? Communities need to build the capacity to understand and move toward sustainability on their own. This session will help frame these questions, offer a variety of approaches for communities to consider, and provide examples.

Energy Efficiency

November 18, 2008, 11:30-12:30PM—In this time of record-high energy prices and recognition of the ties between national security and energy independence and between utility system reliability and global climate change concerns, energy efficiency is a key approach among the remedies. But how does a local government or business act strategically to make the most of every Btu? This session will describe how to measure current energy use and to create an energy plan with the technologies, practices, programs and policies that maximize energy efficiency and cost savings.

Renewable Energy

December 16, 2008, 11:30-12:30PM—Renewable energy is part of a strategic approach to energy that reduces carbon emissions, improves energy reliability and may protect against escalating fuel costs. This webinar examines the renewable energy technologies available and how to choose the options best for your community or your site. Questions to be considered by the presenters include: Is it affordable? Who are the service providers in my area? How do I proceed? What renewable installations are already operating?

Sustainability and Comprehensive Planning

January 20, 2009, 11:30-12:30PM—This webinar will focus on infusing sustainability con-

cepts (the three E's of Economy, Environment and Equity and The Natural Step principles) into the elements of the comprehensive plan. How to create goals, objectives and policies that reflect sustainability will be discussed along with resources to assist with sustainability planning efforts.

Sustainable Business Practices and Strategies

February 17, 2009, 11:30-12:30PM—Some businesses have embraced the idea of sustainability while others still reject it. Why have some companies resisted sustainability strategies? How can business leaders be persuaded to go further? What is the business case for sustainability? This session looks at how businesses can capture the opportunities associated with sustainability. It quantifies the benefits of business sustainability strategies and offers insights into how these advantages can be communicated to business leaders. Specific examples are used throughout the presentation.

Green Collar Jobs: Sustainable Work in a

Low Carbon World

March 17, 2009, 11:30-12:30PM—Will future jobs be increasingly "green?" If so, what makes a job or an industry green? Is a green job a good job? What constitutes this "green economy" that we hear so much about these days? This session explores the nature of green collar jobs and their implications for business and community development. It looks at links with environmental concerns, efficiency considerations, and workforce (and employment) development in terms of education and skills requirements.

Local Food Networks: Food Localization as a Sustainability Strategy

April 21, 2009, 11:30-12:30PM—Localization strategies often characterize sustainability efforts. And nothing is more central to our lives than the food that we eat. Building a local sustainable food economy has implications related to local spending choices, nutrition and health, developing strong linkages between rural and urban areas, creating local jobs, land use patterns, and regenerating community. Learn about this rapidly growing sustainability strategy—through examples and

best practices—and how it is helping to reshape our food system and our communities.

Sustainability Indicators and Measurement
May 19, 2009, 11:30-12:30PM—It's one thing to pass a resolution to become a sustainable community or adopt a corporate sustainability policy and another to make steady progress toward that end. How do you gauge overall health and long-term sustainability? Sustainability indicators use data to measure that progress. The resulting information can be used to raise awareness about community health, the environment, social well being and economic development. Learn about an array of indicator models across the country and how they are used as a basis for further policy development, funding targets, and improved activities and strategies to promote sustainability.

Community Organizing for Sustainability

June 16, 2009, 11:30-12:30PM—Where does a community start if it is interested in organizing for sustainability? Who takes the lead? What are the roles of local governments, local businesses, and local organizations? Do we need a "fire soul" to lead the effort? Why do some communities seem to move forward while others don't? Is it easier to pursue sustainability in urban versus rural areas? This session explores these questions and offers examples that include study circles, early adopter projects, comprehensive planning, and local sustainability alliances.

OFFICE OF THE CITY ATTORNEY

CITY ATTORNEY
James P. Walsh



Deputy City Attorney
Ellen Totzke

Assistant City Attorneys
Christopher R. Behrens
Stacy Doucette

TO: Members of the Safety and Licensing Committee
FROM: Stacy Doucette, Assistant City Attorney *SD*
DATE: April 1, 2008
RE: Neighborhood Electric Vehicles (as known as Gem Cars)

Back in March of 2007, the Common Council adopted Ordinance 19-11 pertaining to neighborhood electric vehicles. Wisconsin State Statute 349.26 had given municipalities the authority to enact an ordinance that allowed the use of neighborhood electric vehicles on roadways within the municipalities jurisdiction that have a speed limit of 35 miles per hour or less. However, a discrepancy in the law regarding the registration of the vehicles existed when the Common Council adopted the ordinance. Due to that discrepancy, language was included in the ordinance that the ordinance would not be effective until the registration discrepancies were resolved.

Recently, Governor Doyle signed into law a bill that cleaned up the discrepancies. The bill, now known as Act 33 requires that neighborhood electric vehicles be licensed by DOT. Since the discrepancies have been eliminated, the language that currently prohibits the use of neighborhood electric vehicles can be eliminated.

Sec. 19-11. Neighborhood Electric Vehicles

- (a) **Definition.** Neighborhood electric vehicle means a self-propelled motor vehicle, excluding golf carts, that has successfully completed the neighborhood electric vehicle America test program conducted by the Federal Department of Energy and that conforms to the definition and requirements for low-speed vehicles as adopted in the federal motor vehicle safety standards for low-speed vehicle under 49 CFR 571.3(b) and 571.500 and which is authorized under Wis. Stat. § 349.26.
- (b) Neighborhood electric vehicles shall not be operated on any highway within the City of Appleton where the maximum speed limit exceeds twenty-five (25) miles per hour.
- (c) All operators of neighborhood electric vehicles shall conform to all regulations contained in this chapter, including the provisions of the state motor vehicles laws incorporated herein,

Appleton City government exists to provide quality services responsive to the needs of the community.
100 North Appleton Street . Appleton, WI 54911-4799 . Phone: 920/832-6423 . Fax: 920/832-5962

- (d) except those provisions which by their express terms have no application to a neighborhood electric vehicle.
- (e) All operators of neighborhood electric vehicles shall have a valid drivers license in the State of Wisconsin.
- (f) Penalty. Any person who violates any provision of this section shall be punished by a forfeiture not to exceed \$1,000 per occurrence.
- ~~(g) This ordinance shall not be effective until the Wisconsin State statutes resolve all registration discrepancies pertaining to the use of neighborhood electric vehicles.~~



Division of Transportation
System Development
Northeast Regional Office
944 Vanderperren Way
PO Box 28080
Green Bay, WI 54324-0080

Jim Doyle, Governor
Frank J. Busalacchi, Secretary
Internet web site: www.dot.wisconsin.gov

Telephone: (920)492-5623
Facsimile (FAX): (920)492-5640
E-mail: greenbay.dtd@dot.state.wi.us

August 21, 2008

STACY DOUCETTE
ASSISTANT CITY ATTORNEY
CITY OF APPLETON
222 SOUTH WALNUT STREET
APPLETON, WISCONSIN 54911-5899

Dear Stacy:

This letter is in response to your recently adopted Neighborhood Electric Vehicle ordinance.

The City of Appleton served notice to the Wisconsin Department of Transportation (Department) on August 4, 2008 regarding an ordinance authorizing the operation of Neighborhood Electric Vehicles on certain streets within the city.

Pursuant to §349.26(3)(a) 2, Stats., the Department hereby objects to paragraph (b) of ordinance Sec. 19-11. Neighborhood electric vehicles.

Objection to this section is due to omission of intersections identifying specific limits on STH 47, STH 96 and STH 125 where NEV use would be allowed.

Wisconsin law (§ 349.26, Stats.) provides town, village and city governments with the authority to allow by ordinance, operation of neighborhood electric vehicles on public roadways under their maintenance jurisdiction within the local governments boundaries, subject to objections to such use by the Department regarding connecting highways and crossing of state highways.

Since segments of STH 47, STH 96 and STH 125 in the City of Appleton are not under local maintenance jurisdiction, the Department would object to an ordinance that does not clearly preclude use of neighborhood electric vehicles on those segments.

My recommendation is to modify paragraph (b) in your NEV ordinance to allow NEVs on all City streets not on the State Trunk Network (marked STH route) that have posted speeds of 35 miles per hour or less. The ordinance should then define the State Trunk Network Connecting Highway routes where NEV use would be allowed. The Department would not object to NEV use on the following Connecting Highway segments:

1. STH 47, between Cherry Court northerly to Capitol Drive.
2. STH 96, between North Badger Avenue west to North Ballard Road (CTH E)
3. STH 125, between Linwood Avenue west to Richmond Street/Memorial Drive (STH 47).

Additionally, the Department would not object to NEVs crossing at the following locations:

1. STH 96: CTH A.
2. STH 125: CTH P/West Valley Road and West Grove Street/West Calumet Street.

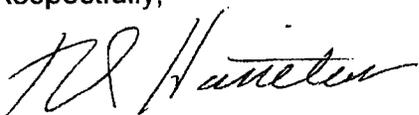
Conditional consent to an amended ordinance, addressing the Departments objections and recommendations, are based on the roadway system as it exists at the date of this notice and subject to review based on new construction, significant changes in operating conditions, and other changes affecting the safety of the highway system. The Department reserves the right to raise additional or new objections in the event of such changes.

Pursuant to § 349.26(3)(b), Stats. in its version presented to the Department, the city of Appleton's proposed Neighborhood Electric Vehicle ordinance is invalid to the extent it conflicts with this written objection.

If you choose to amend the ordinance to comply with the above comments, please submit the revised ordinance for our review and response.

If you would like to discuss this matter, please contact Rod Hamilton 920-492-5652 or via email at rodney.hamilton@dot.state.wi.us

Respectfully,



 Brett Wallace, PE
Systems Planning & Highway Operations Chief
Wisconsin Department of Transportation

Cc: Alvin Geurts, Outagamie County Highway Commissioner
Phil DeCabooter, WisDOT Bureau of Highway Operations
Bob Schuurmans, WisDOT Regional Traffic Engineer

From: "Hamilton, Rodney" <rodney.hamilton@dot.state.wi.us>
To: "Stacy Doucette" <Stacy.Doucette@appleton.org>
Date: 8/25/2008 6:56 AM
Subject: RE: WisDOT NEV comments

CC: "Hamilton, Rodney" <rodney.hamilton@dot.state.wi.us>
Stacy -

Sorry for the confusion....

Item 1. below should be STH 125.
Item 2 below should be for STH 47.

I think this should make more sense... Please let me know.

Thanks

Rod

-----Original Message-----

From: Stacy Doucette [mailto:Stacy.Doucette@appleton.org]
Sent: Friday, August 22, 2008 2:42 PM
To: Rodney Hamilton
Subject: Re: WisDOT NEV comments

Rod,

Thanks for the update. We are working on the changes to our ordinance. However, I am slightly confused by the portion whereby the NEVs are allowed on certain crossings.

1. STH 96: CTH A - Although they cross this is not within the City of Appleton. STH 125 and CTH A are in the City?
2. STH 125: CTH P/West Valley Road and West Grove/West Calumet St. - These do not cross CTH 125, they cross STH 47.

Am I interpreting this information wrong?

Thanks Stacy

Stacy Doucette
Assistant City Attorney
City of Appleton
(920) 832-1580
stacy.doucette@appleton.org

>>> "Hamilton, Rodney" <rodney.hamilton@dot.state.wi.us> 8/21/2008 1:16 PM
>>>
Hello Stacy -

Attached is our response to the Appleton NEV ordinance. Comments are very similar to others I have reviewed. I will also be sending a hard copy via certified USPS.

Rod

<<Appleton NEW Ordinance response.pdf>>

Rod Hamilton, P.E.
Traffic Engineer
> Wisconsin Department of Transportation
> DTSD NE Region Traffic
944 Vanderperren Way, P.O. Box 28080
Green Bay, WI 54324-0080
920-492-5652, 920-492-5711 (fax)
rodney.hamilton@dot.state.wi.us

Intersections where City of Appleton Streets cross State Trunk Highway
7/31/2008

On Street	At Street		
STH 10	Meadow Grove Blvd.	} Not approved	
STH 10	Prim Rose Ln.		
STH 10	Midway Rd. (CTH AP)		
STH 125	Memorial St. / Richmond St.	} Approved	
STH 125	Locust St.		
STH 125	Bennett St.		
STH 125	Badger Av. / Story St.		
STH 125	Summit St.		
STH 125	Spruce St.		
STH 125	Mason St.		
STH 125	Outagamie St.		
STH 125	Douglas St.		
STH 125	Victoria St.		
STH 125	Linwood St.		
STH 125	Perkins St. - not approved		} Intersection approved
STH 125	Lynndale Dr (CTH A) - Intersection approved		
STH 125	Lilas Dr. - not approved		
STH 47	Cherry Ct.	} All approved	
STH 47	Verbrick St.		
STH 47	Ravinia Pl.		
STH 47	Seymour St.		
STH 47	West Riverview Dr.		
STH 47	River Rd.		
STH 47	Front St.		
STH 47	Prospect Av.		
STH 47	Third St.		
STH 47	Fourth St.		
STH 47	Fifth St.		
STH 47	Badger Av / Sixth St.		
STH 47	Seventh St.		
STH 47	Eighth St.		
STH 47	Lawrence St.		
STH 47	College Av.		
STH 47	Washington St.		
STH 47	Franklin St.		
STH 47	Harris St.		
STH 47	Packard St.		
STH 47	Lorain St.		
STH 47	Elsie St.		
STH 47	Atlantic St.		
STH 47	Oklahoma St.		
STH 47	Winnebago St.		
STH 47	Commercial St.		
STH 47	Spring St.		
STH 47	Summer St.		
STH 47	Wisconsin Av.		
STH 47	Kamps Av.		

STH 47	Brewster St.	}	All approved
STH 47	Hawes Av.		
STH 47	Bell Av.		
STH 47	Grant St.		
STH 47	Parkway Blvd.		
STH 47	Glendale Av.		
STH 47	Frances St.		
STH 47	Marquette St.		
STH 47	Lindbergh St.		
STH 47	Weiland Av.		
STH 47	Northland Av.		
STH 47	Ridgeview Dr.		
STH 47	Park Ridge Av.		
STH 47	Sunset Av.		
STH 47	Capitol Dr.		
STH 47	Seneca Dr.	- Not approved	
STH 47	Calumet St.	- Intersection approved	
STH 47	Gardener's Row	}	Not approved
STH 47	Ayken St.		
STH 47	Gmeiner Rd.		
STH 47	Tuckaway Ln.	}	Intersection approved
STH 47	Valley Rd./CTH P		

STH 96	Wayne St.	}	All approved
STH 96	Charolette St.		
STH 96	Ullman St.		
STH 96	Owaissa St.		
STH 96	Kenilworth Av.		
STH 96	McDonald St.		
STH 96	Plateau St.		
STH 96	Leminwah St.		
STH 96	Jardin Ct.		
STH 96	Wisconsin Ct.		
STH 96	Rankin St.		
STH 96	Randall St.		
STH 96	Meade St.		
STH 96	Lawe St.		
STH 96	Union St.		
STH 96	Drew St.		
STH 96	Durkee St.		
STH 96	Morrison St.		
STH 96	Oneida St.		
STH 96	Appleton St.		
STH 96	Superior St.		
STH 96	Clark St.		
STH 96	Division St.		
STH 96	Harriman St.		
STH 96	Alvin St.		
STH 96	State St.		
STH 96	Erb St.		
STH 96	Richmond St.		
STH 96	Locust St.		
STH 96	Bennett St.		

STH 96
STH 96

Story St.
Summit St.
Mason St.
Gillett St.
Douglas St.
Linwood St.
Badger Av.
Leona St.

> All approved
— not approved

Connecting State Trunk Highways in Appleton with SL of 35 or Less
7/31/2008

On	From	To
STH 125	Lilas Dr	STH 47 - portions approved
STH 47	STH 441	1500' N of CTH JJ - portions approved
STH 10	STH 441	CTH AP - not approved
STH 96	Badger Av	Leona St - portions approved

RESOLUTION SUPPORTING THE CREATION OF THE OFFICE OF ENERGY INDEPENDENCE

Introduced by Mayor Merkes as recommended by the Sustainability Board

Whereas; The City of Menasha adopted Resolution R-21-07 Supporting Eco-Municipality concepts; and,

Whereas; Governor Doyle, via Executive Order #192 created the Office of Energy Independence; and,

Whereas; the Office of Energy Independence is charged with the mission to advance energy independence in the State of Wisconsin by:

- Generating 25% of the states electricity and transportation fuels from renewable resources by 2025.
- Capturing 10% of the emerging bio industry and renewable energy market by 2030
- Leading the nation in groundbreaking research that will make renewable energy more affordable and will create good paying Wisconsin jobs; and,

Whereas; the Office of Energy Independence has established the Wisconsin Energy Independent Community Partnerships to gain voluntary cooperation among communities to foster innovation of energy resources and emerging technologies in pursuit of the “25 x 25 Goals” of generating 25% of Wisconsin’s electricity and transportation fuels by 2025; and,

Whereas; it is in the City of Menasha’s interest to join in the Wisconsin Energy Independent Community Partnership to derive the benefits of: Additional access to state and federal funding, Increased technical assistance from state and federal agencies, Improved energy efficiency creating additional savings and capital availability for budgeting;

Now, Therefore, Be It Resolved, that the City of Menasha supports and adopts the 25 x 25 goals and wishes to become a community partner with the Office of Energy and independence.

Be it Further Resolved, that the City of Menasha resolves to advance Wisconsin’s vision for energy independence by generating 25% of the City’s electricity and 25% of its transportation fuels from renewable resources by 2025.

Be it Further Resolved, that a copy of this resolution be transmitted to the Governor of Wisconsin, the Office of Energy Independence, State and Federal legislators representing the City of Menasha, the Menasha Utilities, and the Menasha Sustainability Board.

Passed and approved this _____ day of _____, 2008.

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk



The Office of Energy Independence

The office was created by Governor Doyle on April 5th, 2007 with the mission to advance energy independence in The State of Wisconsin. Governor Doyle's vision includes:

1. Generating 25% of our state's electricity and transportation fuels from renewable resources by 2025.
2. Capturing 10% of the emerging bioindustry and renewable energy market by 2030.
3. Leading the nation in groundbreaking research that will make renewable energy more affordable and will create good paying Wisconsin jobs.

The Wisconsin Energy Independent Community Partnership

It is an innovative partnership that is the first of its kind in the nation. It is an integral piece to advancing energy independence in our state.

Energy Independent Communities

The Wisconsin Energy Independent Community Partnership begins with voluntary agreements between the Office of Energy Independence and Wisconsin communities. Communities that adopt "25x25 Goals," Governor Doyle's goal of generating 25% of Wisconsin's electricity and transportation fuels from renewable resources by 2025, will be taking the first steps toward this partnership.

This partnership already embraces the approaches and solutions that communities are currently exploring, and it will continue to foster innovation of energy resources and emerging technology. Energy Independent Communities will decide on strategies based on their unique assets and how they will capitalize on the diversity of their resources.

Partnership Benefits

1. Additional access to state and federal funding.
2. Increased technical assistance from state and federal agencies.
3. Improved energy efficiency creating additional savings and capital availability for budgeting.

Energy Independence: One Community at a Time

Office of Energy Independence
17 West Main St. • Madison, WI 53702

<http://power.wisconsin.gov>

Independence Levels



1. **25x25 Goals.** Pass resolution adopting the 25x25 goals.
2. **Communication & Education**
 - (a) Post community Efforts toward Energy Independence on website and link to OEI
 - (b) Promote three Energy Independence Community Events



Enact at the local level resolutions based on the Governor's Executive Orders:

1. **Energy Efficiency and Renewable Sources (Act 141):** Adopt energy standards for all energy-consuming equipment purchased by government agencies and departments; commit to renewable energy purchases for municipal buildings (20 percent by 2011). (<http://www.legis.state.wi.us/lrb/pubs/Lb/06Lb7.pdf>)
2. **Increase Utilization of Renewable Fuels in Vehicles Owned and Operated by the local government (EO 141)** by 20% by 2010 and by 50% by 2015. (http://www.wisgov.state.wi.us/journal_media_detail.asp?locid=19&prid=1781)
3. **Creation of High Performance Green Building Standards and Energy Conservation for Municipal Facilities and Operations (EO 145).** (http://www.wisgov.state.wi.us/journal_media_detail.asp?locid=19&prid=1907)

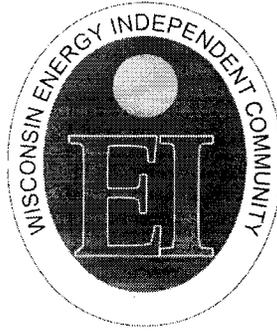


1. Agree to evaluate their current energy use and sources; determine an energy efficiency and savings strategy; and, using a checklist, determine the community potential for energy independence. The five-step process follows:
 - a. Define community boundaries
 - b. Inventory energy uses
 - c. Design an energy efficiency and savings strategy
 - d. Evaluate potential energy technologies
 - e. Match energy needs to capacity
2. Prepare energy independent plan with projected savings and costs to implement
3. Help shape state policy for the future on funding and legislation to help further the energy independence goals of the state.
4. Designate Energy Independence Coordinator (EO 192) (http://www.wisgov.state.wi.us/journal_media_detail.asp?locid=19&prid=2611)

Energy Independence: One Community at a Time

Office of Energy Independence
17 West Main St. • Madison, WI 53702

<http://power.wisconsin.gov>



**Wisconsin Energy Independent Community
Expression of Support**

Community (city, town, village, county, etc)	
Population	
Contact Person	
Contact Phone	
Contact Email	
Leadership	

Expression of Support

Pass resolution adopting the national 25x25 goals

Draft Resolution

Prepared from Concurrent Resolution, United States Congress, March 2006; Wisconsin Executive Order 192, April 2007

The _____ resolves to advance Wisconsin's vision for energy independence by generating 25 percent of _____ electricity and 25 percent of our transportation fuels from renewable resources by 2025.

Community:

Date:

Signature:

**Please electronically return completed
Expression of Support**

Office of Energy Independence

Brian Driscoll

608-261-8146

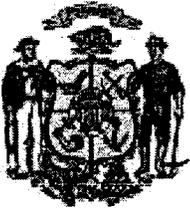
brian.driscoll@wisconsin.gov

Energy Independence: One Community at a Time

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State of Wisconsin
Jim Doyle, Governor

Office of Energy Independence
Judy Ziewacz, Director

Energy Independent Communities: 25% by 2025 Plan Request for Applications

In April 2007, Governor Doyle created the Wisconsin Office of Energy Independence (OEI) to take on the challenge of leading the State to replace its current electricity and transportation energy use with 25% renewable sources by 2025.

On Wednesday, October 15th, 2008 the OEI will release a Request for Application (RFA) on the first grants available for a 25% by 2025 Plan. At this time the OEI has approximately \$500,000 available for five to ten Energy Independent Communities.

To assist future applicants, here are a few Frequently Asked Questions (FAQs):

Who is eligible?

Only local units of government recognized by the State of Wisconsin.

This includes all counties, cities, villages, towns and First Nation Tribes. Communities are encouraged to seek joint applications with other communities, for example, a county could apply with a city, or a city could apply with a neighboring city. Communities that are interested in partnering with a local university or technical college are encouraged to do so as well.

What is a 25% by 2025 Plan?

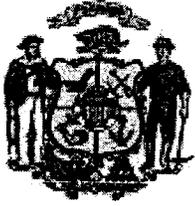
By the end of 2009, your community will have amassed enough data to forecast your community's top priorities so you can create a plan to achieve 25% by 2025. The plan is the final product following a 10-12 month process.

Throughout 2009, your community will have an Energy Independence Coordinator and an Energy Independence Team, working with your local unit of government, to create a baseline of information regarding your community's energy consumption. Data will be collected on the consumption of electrical energy, liquid fuels, and potential feedstocks, or renewable sources of power, for future use.

Where will your community find data?

All buildings, facilities, infrastructure (e.g., streetlights, traffic lights, etc.) and vehicles that your community is responsible for will be documented. The OEI will provide each community with the template to assist in your data collection.

Promoting Our Wisconsin Energy Resources: Achieving 25 x 25
17 West Main St. • Madison, WI 53702 • 608-261-6609
<http://power.wisconsin.gov>



State of Wisconsin
Jim Doyle, Governor

Office of Energy Independence
Judy Ziewacz, Director

When are applications available? When are the applications due? When is the 25 by 2025 Plan expected to be complete?

Applications will be available on the OEI website: <http://power.wisconsin.gov> on Wednesday, October 15th, 2008.

Applications are due by Monday, December 15th, 2008. Grant awardees will be notified during January 2009.

The completed 25% by 2025 Plan documents will be received by the OEI no later than December 1st, 2009.

Why is the OEI offering this grant?

As the State of Wisconsin's Energy Office, OEI is responsible for all energy-related data. We have been meeting and working with local leaders from around the state who asked for assistance to meet the demands of a new, clean energy future.

The Wisconsin Office of Energy Independence will use collected data, as well as the information gathered during the planning process to help Governor Doyle shape the State's future energy policies. These unique perspectives from local officials and citizens will help frame Wisconsin's energy needs.

How will the work for the 25% by 2025 Plan be completed?

The WI OEI is working with several stakeholder groups and with the University of Wisconsin Extension to create Resource Teams. The Resource Teams will be available to communities receiving awards under this program. The Teams include experts on: energy conservation, efficiency, and renewables.

If you have any questions, please contact:

Brian Driscoll
Wisconsin Office of Energy Independence
17 West Main Street
Office #429
Madison, WI 53703
(608)-261-8146
brian.driscoll@wisconsin.gov

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2009

Wisconsin Office of Energy Independence

**Wisconsin Energy Independent Community
Partnership**

Request for Applications

Grants for an EI Community 25X25 Plan

Issue Date: October 15th, 2008

Application Due Date: December 15th, 2008

Wisconsin Office of Energy Independence
Application Form
 Due December 15th, 2008

ATTACH NARRATIVE TO APPLICATION FORM		Application Date:
Community Name:		
Primary Contact Name (First, Last):		
Primary Contact Title:		
Mailing Address:		
City:	Zip:	County:
Phone:	Fax:	Email:
Employer ID Number (W-9) :		Amount Requested: \$
(NARRATIVE SECTION)		
Governmental facilities inventory (i.e. 3 offices, 2 garages, 1 public health facility, etc. and approximate total square footage.)		
Technical Requirements (contracted from 11-23-2003 to the present)		
(Describe existing energy conservation, energy efficiency, and renewable energy efforts -- policies, ordinances, etc.)		
Buildings/facilities/infrastructure		
Vehicles/fuel		
Generation (if applicable)		
Costs associated with an EIA. (Provide/attach quotes, if available)		
Population (of all communities serviced by this award, please list individually, and provide total citizens impacted)		
Leveraged funds (list all sources and amounts)		
Energy Independence Coordinator and Energy Independence Team **Please see definitions section (Describe how your community will develop the EI Coordinator and EI Team. If you already have a sustainability task force, committee, etc, please list all personnel involved and work-related experiences.)		
Other Information (Demonstrating exceptional efforts, programs or projects)		
Signature:		Date:

Application Due by December 15th, 2008. Submit completed application to:

Brian Driscoll
 Office of Energy Independence
 17 West Main St. Room #429
 Madison, WI 53703
 608-261-8146
 brian.driscoll@wisconsin.gov

For Internal Use Only		
Date Received:	Reviewed by:	Score: <input type="checkbox"/> A <input type="checkbox"/> R
<input type="checkbox"/> Letter Sent Date:	Contract Start Date:	Contract End Date:

Introduction

The Wisconsin Office of Energy Independence (WI OEI) administers energy programs to assist Wisconsin to profitably and sustainably promote conservation, energy efficiency and renewable energy resources. The goal of this opportunity is to have 5-10 pilot communities complete a 25% by 2025 Plan. This award will go to a community or group of communities to complete an energy audit of all buildings/facilities and infrastructure, as well as assessment of all fleet vehicles. The completion of baseline data templates will help communities move forward with conservation, energy efficiency, and renewable energy opportunities. By the end of the 10-12 month process an award winner will complete the necessary data collection and research to create a baseline of information to organize an estimate of the community's top priority projects or opportunities. The expected product at the end of this process is, An EI Community 25 by 2025 Plan.

Definitions

- **Energy Independence (EI)** – the goal of achieving at least 25% renewable, domestically produced energy.
- **Energy Independent Community (EIC)** – a community that is willing to set a goal of “25 by 25” to increase our energy independence, and promote a sustainable energy policy for the State of Wisconsin
- **Energy Independence Assessment (EIA)** – an energy audit plus an assessment of vehicles, which includes conservation, energy efficiency, and renewable energy opportunities.
- **Energy Independence Coordinator** – the single point of contact for all EI-related activities for the WI OEI and the EI Team in the community (e.g., Mayor, Director of Public Works, Transit Director)
- **Energy Independence Team (EIT)** – the group of elected officials, community staff, and citizens that are responsible for all EI-related activities, especially coordinating the 10-12 month 25 by 2025 Plan process. Activities include: data collection, presentations to councils and/or boards, facilitating education and outreach in the community, and completion of baseline data templates.

Objectives

- Increase the use of renewable energy and renewable fuels by 25% by 2025 in across the State of Wisconsin.
- Increase and promote public awareness regarding the benefits of increased energy conservation, energy efficiency, and renewable energy use by counties and municipalities around the state. These benefits include and are not exclusive to: clean air and water, intelligent land management, rural and urban economic development, as well as state and national energy independence.

Eligible Participants

Applicants must be a Wisconsin county, city, village, town, school district or university, a First Nation Tribe, or any combination thereof that has shown willingness to improve the community's efforts related to energy conservation, efficiency and potential renewable opportunities. Applicants, if they are responsible for their own municipal water, sewer, or electrical system, must be in compliance with all appropriate state and federal regulations.

Eligible/Ineligible Expenses

Funding must be used towards the cost of administering and conducting an EIA. Funding will not cover expenses of existing conservation, efficiency or renewable projects in progress. Funding is available solely for the completion of an EIA.

Cost-Sharing

Although, there are no cost-sharing requirements under this program, participants are encouraged to report all public and private foundation dollars, other government grants, and any energy performance contracting dollars that are being pledged. The amount of dollars leveraged will increase point totals in the evaluation process.

Obligations/Responsibilities:

An EIC that receives an award to complete an EIA is responsible for quarterly updates. A brief written update as well as a verbal presentation by the local leader are required. Updates will take place during the months of March, June, September and December. Coordination with The University of Wisconsin Extension and the Local Government Institute is required and expected. Engagement with the local UW-Extension agent is necessary as well as any local government association staff. (It is recommended to include letters of recommendation from these individuals.)

Application Guidelines

Technical Requirements

- Applicants must demonstrate existing energy conservation, energy efficiency, and renewable energy efforts.
- Recommendations or support letters from all major governmental department leaders such as, public works director, facilities manager, fleet manager, utility manager and maintenance director will be considered in determining ability to follow through on potential recommendations from the energy independence assessment. This is necessary to judge the sustainability of a community's efforts

regardless of political leadership or change in governmental staff. Besides governmental department leaders and the local utility and coops, letters of support from local businesses and industry would be applicable when necessary (i.e. woody biomass supplier, biofuels resource).

- **Cost Proposal:** Applicants must provide a cost proposal which summarizes the estimated cost of completing an EIA for all buildings, vehicles, appliances, and generation facilities a community is responsible for. The total grant award being applied for should be clearly identified.
- **Award Recipients:** Recipients will be based on the "Evaluation Criteria." Please be sure to include in your community description the population size. If there are joint applicants (i.e. a town and a county; multiple cities; a university and a city) please be sure to include a total number of citizens serviced by the "community" whether it be a town resident, county resident, university student. More detail will provide a clearer picture about potential impacts on the community.
- **Employee Training:** Applicants must provide training to an employee or employees that will be designated an "Energy Independence Coordinator" or a member of the "Energy Independence Team." This could include staff from Public Works, Facilities, Comptroller and Fleet Management. This could also include citizen members, or a community action organization.
- **Promotion and Education:** Applicants must promote and educate community members outside of the governmental staff to engage in greater dialogue and create a stronger potential for long-term viability. Working with University Extension offices is recommended as well as representatives from your local unit of governmental associations (WI Counties, WI Towns, League of Municipalities, Alliance of Cities, Local Government Institute).

Qualifications

- Describe your community's experience, capabilities, and potential to become energy independent. List any specific projects that have been completed to improve conservation, encourage efficiency and promote renewable energy use.
- **Personnel** - Establish at least one key staff member to coordinate and serve as a point of contact for this opportunity. List all personnel who will be working on the grant activities, their title, a list or description of their work duties/responsibilities. Please provide details about work-related experience.
- **Other Information** - Include any other information you believe demonstrates that this proposal meets the application criteria as set out in the program description.

Proposal Selection

Applications will be ranked and considered for awards according to the following criteria. The weight of each criterion is shown in parentheses. An application must receive a score of at least 80% to be considered for funding.

*Only applications that document the commitment to a 25 by 2025 resolution at the end of this process will be eligible. (i.e. item of discussion on council agenda)

Evaluation Criteria:

Description		Points	Percentage Weight
General Requirements	Demonstrated ability for Organization/ Planning Capabilities	25	25%
	Staff Qualifications	10	10%
Technical Requirements	Recommendation Letters (Level of Commitment)	10	10%
	Number of citizens serviced (description of region: rural, urban, other)	20	20%
	Cost Proposal	20	20%
	Education & Promotion	5	5%
	Other funds leveraged	10	10%
Total		100	100%

Contract Terms and Funding:

The OEI will allocate funds to take advantage of the most cost effective opportunities that will positively impact the State of Wisconsin. A contract between each grantee and the WI OEI will cover the community's scope of work, timetable and budget. Contracts cover from the date of award to December 1, 2009. The contract will stipulate that the community has until December 1, 2009 to complete the EIA and must provide the proper documentation to prove that any and all actions deemed necessary were performed. Payment to the

community will be 100% upfront and immediate. Future grant awards may depend upon the success and timeliness of the full completion of the EIA.

Application Submittal

Grant applications are due by December 15th, 2008. All applicants will be notified of status by February 15th, 2009. For those awarded, preparation of contracts will take approximately one month. Final EIA's must be completed by December 1, 2009.

Submit completed application to:

Brian Driscoll
Office of Energy Independence
17 West Main St. Room #429
Madison, WI 53702.
608-261-8146
brian.driscoll@wisconsin.gov

If you have other questions please go to: <http://power.wisconsin.gov> click on Energy Independent Communities locate FAQs on An EI Community 25 by 2025 Plan