

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
Common Council Chambers
140 Main Street, Menasha**

**Tuesday, December 18, 2012
6:00 PM**

AGENDA

- 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
 - 1. Nov. 20, 2012 – To be received
- E. COMMUNICATIONS
- F. REPORTS
 - 1. Update on River-Gen project and board involvement in potential project outcomes
- G. ACTION ITEMS
- H. DISCUSSION
 - 1. Updating Sustainability Board Website
 - 2. Sustainability Board Annual Report and future work plan
 - 3. [Complete Streets/Active Communities - Linda Stoll](#) (Including ECWRPC - Fox Cities & Oshkosh Urbanized Area Bicycle and Pedestrian Plan)
 - 4. Waste Management
 - 5. City of Menasha future recycling events
 - 6. Potential involvement of Sustainability board members on other city committees
- 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
Common Council Chambers
140 Main Street, Menasha**

**Tuesday, November 20, 2012
Minutes**

A. CALL TO ORDER

Meeting called to order by Kathy Thunes at 6:32 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Ed Kassel, Roger Kanitz, Kathy Thunes, Paul Van de Sand

Also Present: Mayor Merkes

Excused: Danielle Handler, Linda Stoll

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

No one spoke

D. MINUTES TO APPROVE

1. Motion to Approve the September Sustainability Board minutes by Paul Van de Sand, seconded by Roger Kanitz, motion carried

E. Reports

1. Ed Kassel provided synopsis of progress to date on the River-Gen project. Contact will occur in upcoming weeks with renewable energy groups, local businesses, suppliers and educational institutions.

F. DISCUSSION

1. Sustainability Board Annual Report and future work plan
Board members are working to create a listing of accomplishments, in process projects, and goals to present to the community and common council.
2. Complete Streets
Committee members reviewed maps provided by community development noting that walkability and bikeability generally decrease the further East and North one progresses through the city. Consensus among board members was that a determination of priorities, goals, and financing plan were needed in order to bring a recommendation to the common council. Other items needed would be ordinances from similar communities and destination listings/locations.
3. Waste Management
No report.
4. Report on City of Menasha facilities energy usage intensity
Based on survey, work buildings with the highest energy per square foot are the Hart Park Shelter, Public Protection Facility, Library, City Hall, Memorial Building, Health Department, and the Public Works Facility. Based on total use and use compared to similar building types in other communities, the buildings with the most opportunities for energy and financial savings are City Hall, Library, Public Protection Facility, Public Works, a 1% reduction would be reasonable, a 3% would be considered aggressive. Potential areas to explore would be HVAC, occupancy/light sensors, insulation, ceiling fans, air compressors, and sodium lighting fixtures. The Mayor will work with the buildings superintendent to identify items with the best ROI from this list and earlier survey work and identify budget capacity for installation in 2013 or placement into 5 year CIP.

5. City of Menasha recycling event

Past events have been very successful, discussion if next event should be at the same time as our neighboring communities or if we should coordinate the events for consecutive weekends with members of all three communities being able to participate at any of the three events.

G. ADJOURNMENT

Motion made by Paul Van de Sand and seconded by Roger Kanitz to adjourn at 7:45 p.m.
Motion carried.

Minutes submitted by Mayor Merkes

DRAFT