



**CITY OF PORT WASHINGTON
ENVIRONMENTAL PLANNING COMMITTEE**

**Wednesday, December 2nd, 8:30 – 9:30 a.m.
City Hall – Lower Level Conference Room**

MINUTES

1. **Roll call:** Don Voigt, Derek Strohl, Tom Mlada (phone), Anthony Young, Sarah Deering, Loras Lux, Christina Brickner, Patti Lemkuil, Eric Ryer, Allison Reichert, Shawn Graff, Lisa Rathke (left early), Katie Macek (special guest - TownNews)
2. **Approve minutes from November 4th meeting:** Derek completed some corrections; approved with correction
3. **Budget Update:** No changes since last month; Invoices to be submitted to Rob for approval
4. **Public Comments:** Introduction of Katie Macek
5. **Relevant Committee updates**
 - **Update:** Local Government Summit on Energy & Resilience: Don provided overview of the conference, shared reference handouts, and referred committee to presentations available online (<http://www.wisconsinacademy.org/localgovernmentsummit2015/agenda>);
 - Recommended actionable items by Don included:
 - Benchmark City's Energy Consumption in Port Washington - by "department."
 - Have all department budgets include a line item for monthly energy costs (including fuel for vehicles, natural gas, and electric).
 - Monitor and report – annually – on the consumption/improvements for each department.
 - Offer incentives for department managers for improvements.
 - Have any proposed building or addition submitted for building permit in the city be reviewed by a LEED certified architect for energy footprint (not necessarily to disapprove or approve but to comment/suggest ideas to reduce energy footprint).
 - Ask for a meeting with Megan Levy (megan.levy@wisconsin.gov) – for state funding ideas for our list of initiatives for our committee (do we have such a list?). Divide up the above amongst committee members and ask for each to provide objectives/deadlines.
 - Tom is meeting with Green Tier on Friday to advance some partnership opportunities; will have update out of that meeting for energy analyst - recommended that Don's recommendations are tabled following status of Green Tier; Don to contact Megan Levy (CC Tom & Derek)
 - **Update:** NOAA National Marine Sanctuary Public Scoping meeting: 80 people joined in the meeting at the Wilson House; Public comment period open until January 15th; Expanding reach within four communities and inviting additional stakeholders - mapped out specific areas where we would like to have smaller group discussions (ie education, tourism & economy) - *request that we give thought to serving in these smaller discussion groups; if interested, email Tom*
 - **Update:** North breakwater lighthouse: Working on lighthouse application, due December 25th; *Requesting letters of support from community, including EPC (Tom would be willing to draft); ask Derek & Rob to sign* - Committee approves endorsing proposal; Pushing to complete application by December 15th so that City Council can approve; Have no clear indication whether Michigan entity will move

forward with application - Can only assure maintained public access to the lighthouse & control future ownership/maintenance if Port owns it

6. Old business

- **UPDATE:** Earth Week planning with TJMS: There is high interest in establishing this as an annual activity and that EPC remain an invested and committed in moving forward; Next steps include: *identify date when we can meet with TJMS; Lisa to serve as POC for EPC; EPC to craft response to provide reassurance to TJMS that EPC is committed to moving forward*
- **UPDATE:** City-owned parcel review: Derek spoke with Ross; Ross to receive GIS data from County which will enhance his ability to complete quick processing on parcels; *Derek to talk with EPC in early January for next steps; Goal to collect full data and build recommendations based on research*
 - For future discussion & recommendation:
 - Properties adjacent to homeowners should be given first opportunity to purchase lots
 - Grand Ave & Corner of Jackson & Milwaukee should be left alone
- **UPDATE/REVIEW:** Sister City - Define goals: Initiative was founded on our desire to learn from advancements driven within international communities; Questions from committee:
 - Should this be at Chamber of Commerce level?
 - Should next steps be to invite delegation from Sassnitz to come here in 2016 and us to travel there in 2017?
 - Is there opportunity to start Pen Pal program with students in Sassnitz?
 - What do we need to do to formalize relationship?
 - *Derek to contact other relevant city committees to inform them of our progress and gauge their interest in participating*
 - Do we need Sister City International membership to continue nurturing the Sassnitz relationship? *Don to research*
 - Need to identify what other sister cities are doing to develop those relationships.

7. New business

- Review and discuss Fundraising Plan for 2016 (including corporate model outreach)
- Composting revisited - *seeking one member to attend a partner meeting and coordinate program development; Sarah volunteered after meeting adjourned.*

8. Next meeting and future topics of discussion

- Discuss "Sustainable Design Guidelines"

9. Adjourn

Committee mission:

The Environmental Planning Committee's mission is to advance policies that will foster environmental, economic, and social sustainability by identifying and promoting the most efficient and responsible stewardship of our resources. The Committee aims to nurture a culture of sustainability in which a balanced approach to best management practices along with smart growth and education engages and leads our city towards an environmentally enhanced future.