

**CITY OF MONONA**  
**Sustainability Committee**  
**Thursday, January 21, 2016**  
***MINUTES***

1. **6:30 PM - Meeting called to order by committee Chair, Mary O'Connor**

2. **Roll Call:**

**Members Present:** Chair Mary O'Connor, Suzanne Wade, Teresa Radermacher, Pat Howell, Andrew Kitslaar, Brooke Logan, Brian Holmquist, and Sue Vogt

**Members Excused:** Teresa Radermacher, Leslie Busse

**Staff Present:** Brad Bruun, April Little

**Guests:** None

3. **Approval of Minutes:**

Motion to approve by Andrew, Second by Suzanne

4. **Appearances:**

Introduction of new City Administrator, April Little to the committee.

5. **Unfinished Business**

**A. Progress Report on the Annual Report**

Brad gave a brief summary of progress that had been made by the Sustainability Intern, Mike. The report is estimated to be 75% of complete. It was mentioned that certain data is being waited on that includes municipal and community water usage, fuel consumption, waste data, and commuter and other transportation data needed to fill the metric. Brad inquired to how often a comprehensive annual report should be done and it was advised and generally agreed upon that they should be carried out each year.

Brad stated that some of the more difficult data to aggregate or find was data on fuel usage and transportation data. It was suggested that fuel usage should be documented continuously per fill up instead of deriving usage data from invoices. Benchmarking and logging fuel use data is a very important piece of information and could become very useful to the City. Suzanne suggested that there is possibly a mobile application for tracking fuel use. Having an app. may ease frustration, paperwork, and time spent logging information. It was also mentioned that fuel use data should be aggregated per department and possibly per vehicle. Pat stated that tracking fuel usage would provide accountability and education to department heads and staff. Brad suggested we approach it one department at a time.

**B. Progress Report on the Green Tier Legacy Communities - Energy Task Force Benchmarking**

Brad reported that the Energy Task Force energy benchmarking effort was close to getting feedback from the auditing process through Kevin Splain. Brad and Mike finished aggregating energy use data and have sent in the results to Megan Levy and the Dept. of Energy. Progress results will be shared soon with participating communities. Brad explained the use value of the results of the benchmarking effort and the process of utilizing the GTLC Energy Task Force in that effort. Grant funding will be easier to apply for using the results of the audit provided by the GTLC Energy Task Force and Kevin Splain. Brad stated that water use data could also be included in the benchmarking but was unavailable to the City until mid-March.

### **C. UniverCity Alliance Project Progress Report**

Brad updated the committee on the status of the project to date and upcoming meetings and agendas. Brad will be meeting with Jason Vargo and faculty staff and professors in coming weeks to review project scope and deliverables. Interest has been raised by University of Wisconsin-Madison's Geography and GIS departments toward participating in the project. The urban planning department is providing a Fall workshop that will split students into groups to work on the housing and transportation projects.

## **6. New Business**

### **A. Committee Member Additions**

Brad brought the current vacancies of the Sustainability Committee forward to be discussed. Suzanne Wade updated committee that April would most likely be her last month. Currently 3 vacancies are open. Brian suggested that areas of expertise or professional background should be considered based on what the committee is currently lacking. Advice was given that subject areas from the plan should be considered in evaluation of those applying. Possibility of utilizing Next Door Monona, Aldo Leopold, or EcoAction Tuesdays to find interested applicants. Question was raised about city residence and answered the applicant does not necessarily need to be from Monona. It was discussed to get advice from the Mayor also discussed leaving a window of time for applicants. Mary was going to check with Natural Step and Suzanne with Next Door Monona.

### **B. MPOWER Projects – Suggestions toward Report for the Public Showcase**

Brad gave an update on the MPOWER Report for the Public Showcase and asked for suggested revisions. There were none. The Sustainable Purchasing Plan was asked about. It was suggested that once finished is should be brought to committee for approval. Also, reminded that sustainability should be included in staff reviews and Sustainability Purchasing Plan was a way to create accountability with staff.

### **C. Bike Friendly Report Card**

Brad presented the Bike Friendly Report Card from the American League of Bicyclists. Committee reviewed the attempt to get BCycle at Schluter Park. Suggestion to review and add more bike friendly laws and designated bike lanes. Brad mentioned the possible additions of bike lanes on Bridge Rd. and Frost Woods Rd. Brad suggested bike route revisions or additions, Tonyawatha Trl. Hill as a barrier to use value of the current recreational lake loop route. Brad also reminded that signage and wayfinding is important and currently there is old wayfinding signs incorrectly placed on non-designated bike routes. Re-routing the bike route on Coldspring Ave. was suggested. Winnequah Rd. should become a targeted corridor for improvements to biking and utilize UniverCity Year to accomplish this task. Devise a comprehensive survey for each project in UniverCity Year. Establish more accurate ridership counts and devise ways of doing so. Brad inquired as to how they were done for the application. Clickers and volunteers were used. For next time replicate the process and strategic planning should be done as to where the location of counts should be taken. Brad wondered who did it and what bicycle advocacy groups or volunteers were involved? Where were they found and what outreach was done to find them? Suggested that we ask Shannon Haydin.

Safe routes to school was mentioned and it was suggested that we need to pay attention to planning bikeability based on all rider types and uses. Brad inquired as to where they get the

crashes data and how it was calculated. Events were reviewed as based on suggestions in the BFC Report Card. Summary of what's been done for community ride days and what could possibly be improved. It was suggested Monona create a Ad Hoc Bike Committee and communicate with local bicycle advocacy groups on who would sit on it.

#### **D. Implementation Plan for 2016 – Update and suggestions**

Business survey for Monona Green Map was brought up by Brad. Brad suggested the application and survey be left less stringent to get businesses on board and in the door. Suzanne warned that this would not create a level field of applications and that the applicants should be weighed using a scale or tier system devised in previous attempts at the making of the Monona Green Map. The tiers were based on the Natural Step process. Green washing is diverted this way. Being a part of the program should mean something. Links for information on levels of importance of practices should be provided to the committee and to the applicant business. The results of the business survey could not be found by Brad. Suzanne said that she had copies from the last attempt. These were distributed to Brad. Suggested to find examples of this type of initiative from other cities and use them as example moving forward. Revamp the business survey and utilize MESBA.

Water star application was presented as an item to pursue for 2016. The annual report should be placed on the Implementation Plan along with the Sustainable Purchasing Policy. UniverCity and strategies/timeline for objectives should be placed on the Implementation Plan. Certain Community events and outreach efforts should be placed on the implementation plan with strategies they are tasked to accomplish. Suggested to utilize the radio station as a resource for community outreach and education. PSA program was suggested to be placed on the Implementation Plan and they should include utilizing Facebook and the website. April mentioned that there is a MMSD wish list for items for improving water quality and that certain items would be good projects to place on the implementation plan, IE – Salt reduction, pharmaceutical drop off sites, etc. Planning for a community rain garden and workshops to develop residential rain gardens were suggestions for the Implementation Plan. Suzanne brought a point that rain gardens are not easy and people seldom do them correctly. Warned about the effort it takes to make rain gardens successful in doing what they are meant to do. Brian encouraged the committee to stick to strategies laid out in the Sustainability Plan when looking at what projects should be implemented.

**9:00 PM - Motion to Adjourn:** Pat first and second by Sue

*Any questions or additions please notify Brad Bruun, [bbruun@ci.monona.wi.us](mailto:bbruun@ci.monona.wi.us) – Thank you.*