

**Sustainability Advisory Board
Summary Notes
January 26, 2010**

MEMBERS PRESENT: Chairperson Glen Friedman, Michelle Wittenbrink, Susan Day, Tamara Gilbert, Rich Wilhelmi, Elaine Aye

STAFF: Shauna Shroyer, Eng. Admin. Assistant

Chairperson Friedman opened the meeting at 6:02 p.m.

Michael Babbitt was appointed to the Sustainability Advisory Board at the January 25, 2010 Council meeting. Mr. Babbitt has been advised of his new appointment.

1. Introductions

With no guests present, introductions were not needed.

2. Minutes

The minutes from the previous meeting were approved as presented.

3. Review Annual Report

The draft Annual Report was presented to the board for discussion and approval. With minor adjustments, the final draft of the annual report was agreed upon. Final draft of the Annual Report (attached) was submitted to the City Manager on January 29, 2010.

Funding dedicated to sustainability programs/projects, available through the West Linn Refuse and Recycling franchise fee, is greatly appreciated by the board for furthering sustainability efforts in West Linn.

With so many different definitions of sustainability, the group discussed a succinct tag line to use. ***Sustainability supports and encourages: Creating a viable community by ensuring that West Linn is livable, economically and environmentally healthy now and for future generations.***

4. Reports

- Green Team – The City’s Green Team submitted a list of Goals and Objectives. The Board was very pleased with the group’s accomplishments. There needs to be recognition for what has been done. The board is also interested in “follow up”... what has worked, what hasn’t, what are the cost savings, etc. Digging deeper and exploring a way of tracking lessons learned, and the processes they went through.

- CDC Update – Michael Babbitt’s planning experience will be a great benefit to this project. Would like to look at a sub-group to work on this.
- Budget – Tabled for now.
- Trails Master Plan Update – Michelle is on the technical working group for the trails master plan. In order to gather public input, information is available on the city website and several public meetings scheduled. There is a concerted effort to bring in all the stakeholders.
- Solar Highway – ODOT will have a public open house and will not be presenting to the board.
- Best Program – Rich would like to nominate a group or individual from the area. Suggestions: West Linn/Wilsonville School District, the restaurant “503”, Market of Choice, West Linn Paper Company. Need to check deadline for submissions.
- Lecture – The Chamber has invited the SAB to speak at their meeting on April 13. Glen will provide information about what the City is doing, and Rich has arranged for Jean Bauman to present. Ms. Bauman is Chair of the SAB in Lake Oswego, hosted the Solar Today television show, and is a consultant. The Library will have openings for “Author Talk” starting in June or July. The SAB would like to submit a list of authors the library can choose from.
- High School – Three students from Todd Jones’ class put together a website of resources that can be linked to the sustainability page on the City’s website. This can provide a jumping off place for additional resources and information.
- Kiosk – Tamara is continuing with this project. Her idea is to start with WebPages, then develop those into hard copies for the kiosk. The four areas Tamara is looking at are Carbon Footprinting, Watersheds, Design-Wise Buildings, and Environmentally Friendly Landscaping. Tamara will start on the first two and will be looking for assistance with the others.

5. Other

Lorie Griffith has contacted the SAB regarding a proposed community building in the old fire station on Cedaroak Drive. The SAB would like to see a proposal before weighing in.

What should the SAB do with outside requests? Look into a formal follow up.

Meeting adjourned at 7:38 p.m.

Next meeting is February 23, 2010