

**Sustainability Advisory Board
Summary Notes
April 27, 2010**

MEMBERS PRESENT: Chairperson Michelle Wittenbrink, Susan Day, Glen Friedman, Tamara Gilbert

MEMBERS ABSENT: Elaine Aye, Michael Babbitt, Rich Wilhelmi

STAFF: Gene Green, Public Works Director

Chairperson Wittenbrink opened the meeting at 6:04 pm.

1. Introductions

With no guests present, introductions were not needed.

2. Approval of Minutes

Minutes from April 6, 2010 were approved as presented.

3. Status Updates

a. Events –

Preparing Willamette Community Systems Lower Columbia Workshop – Glen attended this workshop being offered at several locations discussing what climate change issues are ahead for the area and what needs to be done now. A report will be assembled once the all the information is compiled.

Cedaroak Primary School Earth Day Event – There were many stations, presenters and activities. Approximate 300 people attended.

Chamber Lecture – Jean Baumann had a great presentation for businesses and individuals.

EV Charging Stations – Zach Pelz from the West Linn Planning Department attended. Will try to have Zach attend the next meeting or submit a report.

b. Action Item Assignments-

- i. City of West Linn Business Sustainability Resources – handout is done.
- ii. Sustainability Action Council Plan – The next meeting date is May 11, 2010, 7 – 8 pm.
- iii. Lecture Series Schedule – No report.
- iv. Website Development – Tamara and Michelle working with City contacts on this. Would like to see an expanded Sustainability page.
- v. NW Earth Institute Green Team Staff Contact – Susan met with Ken Warner. Would like to have the City Green Team be the first group to work with NW Earth Institute. Susan and Ken also discussed

procurement. Ken is going to meet with the Sustainability Coordinator at Lake Oswego regarding their procurement policy.

c. Planning/CDC – Summary of Review on White Paper –

Michael Babbitt will be returning to the Planning Commission, but has provided suggestions regarding the Sustainable West Linn Strategic Plan and is willing to serve as a resource. This leave a position open on the SAB. The City will advertise the opening and members are encouraged to recruit for the spot.

d. Procurement –

Elaine, Susan and Glen will meet soon to discuss this now that Elaine is back in town. Michelle will draft an email to send to the City Manager.

e. Sustainability Fair –

May 19, 2010 at Wilsonville High School 4 – 8 pm

4. Action Items

- a. Citizens and Households Sustainability Resources Flyer – Looking to develop a flyer for residents: either a generic flyer with resources, a flyer about watersheds, or a flyer about carbon footprinting. Boris Piatski or Shaun Rohret from the Engineering department can provide information about watersheds and what the City is doing.
- b. Sustainability Fair “Water” Theme – Shauna to provide information about a banner or tablecloth (for 6’ table) with the City logo.
- c. Sustainability Advisory Board Bookmarks – Michelle will update the current bookmark.
- d. Research Options for Sustainability Business Certification – Looking to develop an awards program for businesses.

5. Other Items/New Business

The Public Safety Advisory Committee is hosting a “shred” day at the Police Station on Saturday, May 8th from 11 am to 2 pm. They are looking to partner with the SAB to promote recycling, safely disposing of documents to prevent identity theft, and highlighting the need to replace the old police station and the LEED standards proposed for city facilities.

Glen has talked with Clackamas County about performing a waste audit at City Hall. This would need to be coordinated with West Linn Refuse & Recycling. Volunteers would sort through the garbage, then the hauler can weigh the sorted trash and haul it away. Looking at late May or early June.

Meeting adjourned at 7:29 p.m.

Next meeting is May 18, 2010