

SUSTAINABILITY ADVISORY BOARD
SUMMARY NOTES
FROM
December 8, 2008

MEMBERS PRESENT: Chairperson Glen Friedman, Bob Adams, Rich Wilhelmi, Susan Day, Elaine Aye, Michelle Wittenbrink

GUESTS: Dawn Adams, Andrew Bush

STAFF: Gene Green, Shauna Shroyer

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

Members and guests introduced themselves. Minutes from the previous meeting were approved as presented.

Gene Green advised the group that with the increased franchise fee coming from the West Linn Refuse and Recycling contract renewal, the City Manager is asking for recommendations from the board for ways to use \$20,000 for sustainability programs. This report is due by December 10, 2008.

Due to the short turn around time, Glen had asked members for suggestions prior to the meeting then compiled a list for the group to discuss. Projects should meet the overall goals of the group, be visible and provide the most "bang for the buck". Suggestions broke down into two topics – educational (mobile trailer, Kiosks in public places or community bulletin board, grants for schools or community groups, marketing plan-consultant, purchase resource materials, training for city staff, reusable bags) and building (improvements based on energy audits, greening of the code-consultant).

After much discussion, the suggested Sustainability Projects to present to the City Manager are:

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|---|-----------------|
| 1. Energy Audit Recommendations | Total: \$10,150 |
| City Hall - #2 (\$9,500), #1 (\$350) | |
| Library - #1 (\$300) | |
| 2. Reusable Bags | Total: \$2,000 |
| 1,000 with Sustainable WL Message | |
| 3. In-House Training for City Employees | Total: \$1,000 |
| Basic Training by NW Earth Institute | |
| More Detailed Training by SAB Members | |
| 4. Educational Resources – Library/Public Outreach | Total: \$1,000 |
| Purchase resource materials to educate the public. | |
| Create Sustainability area of resources in the library | |
| DVD's, books, magazines, etc. | |
| 5. Mobile Kiosk | Total: \$2,850 |
| Provide Sustainability kiosk that can be moved | |
| around to different public places (schools, library, businesses). | |
| 6. Lecture Series | Total: \$ 3,000 |
| Bring in speakers with diverse information | |
| that can reach the greatest audience. Record and play on public | |
| access channel. Post Carbon, Edible Landscaping, etc. | |

If Energy Audit Recommendations should be covered by facilities maintenance, then:

- Sustainable Assessment of 1 building - \$5,000. 2 buildings - \$10,000 (step 1)
- Develop Policy \$3,000 (step 2)
- Certify Buildings (step 3)

Glen provided an overview of the information he would present to Council at the annual meeting on December 15, 2008.

Meeting adjourned at 7:40 p.m.

Next meeting – January 20, 2009