

**Sustainability Advisory Board
Summary Notes
October 6, 2009**

MEMBERS PRESENT: Rich Wilhelmi, Michelle Wittenbrink, Susan Day, Tamara Gilbert, Robin Rabirot

MEMBERS ABSENT: Chairperson Glen Friedman, Elaine Aye

STAFF: Shauna Shroyer, Eng. Admin. Assistant

Chairperson Friedman was unable to attend. Michelle Wittenbrink served as Chair and opened the meeting at 6:05 p.m. The minutes from the previous meeting were approved as presented.

The Lecture Series subcommittee is planning to meet Monday, October 12 at 5:30 pm.

Updates:

--Energy Audit – Reports have been submitted to facilities maintenance. Shauna to follow up. There is a deadline to complete items in order to avoid paying for the audit. Measures 1 and 2 at City Hall and Measure 1 at the Library were identified by the SAB to be completed.

--Micro-Hydro Project – Robin reported through a conversation with the ETO that they would like to revive the project. Betsy Kauffman of the ETO stated that the project had stalled due to the City not providing enough information. The project would provide 5 KW of power that would be put back into the grid. It was believed to have been approved by Council and funds dedicated to the project. Shauna to follow up.

Advisory Board Summit:

There was discussion about changing the proposed day from a Saturday morning to a weeknight. November 17 was the date of choice. It is also a day that the facilitator and Council Chambers are available. The SAB retreat will follow shortly after the summit.

Sub-Committee Report:

Training: NW Institute – The group is interested in starting this for city employees. It is a self directed group that meets 4 – 8 weeks. Optimum group size is 8 – 12 people. Looking at starting in January. Class descriptions are available on the website. Maybe a box lunch could be provided for the first session since employees would be giving up their lunch hour to participate. Glen to follow up.

Solar Highway:

Tamara updated the group on what has transpired since the Council meeting discussing the Solar Highway. The City had a meeting with the BHT neighborhood association. Tamara did not think the meeting accomplished what the City would have liked. There needs to be more follow up, a more cohesive message and a defined process/timeline. The trail is still

the main concern. Other concerns are that the Solar Highway is already a done deal, and that the neighbors are not being heard. Michelle will contact the Parks Department to see if there is a schedule yet.

There is still concern on the Sustainability Advisory Board's part that the draft NEPA report to be presented in February, be a Town Hall type of meeting rather than presenting the report at a regular SAB meeting.

Kiosk Discussion:

Tamara provided additional details about the Kiosk project key concepts. She feels it will take about a year to get everything together and in total, the kiosks will be on a 2 – 3 year cycle. The goal is to make the kiosks simple, educational and attractive. Tamara would like to present information that is topical for today but will still be relevant until it is changed out. The research for information to be presented will need to be ongoing. Rich suggested including site-specific stories, for example, the new Willamette Fire Station. The new facility is being built LEED Silver and with the amount of foot traffic in the area, would be a great location for a kiosk. At this time, the allotted funds will likely be used for graphic design. There was discussion of how the schools could be involved.

Meeting adjourned at 7:34 p.m.

Next meeting is October 27, 2009, 6 – 7:30 p.m.