

It is expected that a Quorum of the Personnel Committee, Board of Public Works, Plan Commission and Administration Committee will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

**Tuesday, January 15
6:00 PM**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD
(five (5) minute time limit for each person)
- D. MINUTES TO APPROVE
 - 1. [Nov. 20, 2012](#)
 - 2. [Dec. 18, 2012](#)
- E. COMMUNICATIONS
- F. REPORTS
 - 1. Update on River-Gen project and board involvement in potential project outcomes
- G. ACTION ITEMS
- H. DISCUSSION
 - 1. Updating Sustainability Board Website
 - 2. Sustainability Board Annual Report and future work plan
 - 3. [Complete Streets/Active Communities - Linda Stoll](#) (Including ECWRPC - Fox Cities & Oshkosh Urbanized Area Bicycle and Pedestrian Plan)
 - 4. Waste Management
 - 5. City of Menasha future recycling events
- I. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

**Tuesday, November 20, 2012
Minutes**

A. CALL TO ORDER

Meeting called to order by Kathy Thunes at 6:32 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Ed Kassel, Roger Kanitz, Kathy Thunes, Paul Van de Sand

Also Present: Mayor Merkes

Excused: Danielle Handler, Linda Stoll

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

No one spoke

D. MINUTES TO APPROVE

1. Motion to Approve the September Sustainability Board minutes by Paul Van de Sand, seconded by Roger Kanitz, motion carried

E. Reports

1. Ed Kassel provided synopsis of progress to date on the River-Gen project. Contact will occur in upcoming weeks with renewable energy groups, local businesses, suppliers and educational institutions.

F. DISCUSSION

1. Sustainability Board Annual Report and future work plan
Board members are working to create a listing of accomplishments, in process projects, and goals to present to the community and common council.
2. Complete Streets
Committee members reviewed maps provided by community development noting that walkability and bikeability generally decrease the further East and North one progresses through the city. Consensus among board members was that a determination of priorities, goals, and financing plan were needed in order to bring a recommendation to the common council. Other items needed would be ordinances from similar communities and destination listings/locations.
3. Waste Management
No report.
4. Report on City of Menasha facilities energy usage intensity
Based on survey, work buildings with the highest energy per square foot are the Hart Park Shelter, Public Protection Facility, Library, City Hall, Memorial Building, Health Department, and the Public Works Facility. Based on total use and use compared to similar building types in other communities, the buildings with the most opportunities for energy and financial savings are City Hall, Library, Public Protection Facility, Public Works, a 1% reduction would be reasonable, a 3% would be considered aggressive. Potential areas to explore would be HVAC, occupancy/light sensors, insulation, ceiling fans, air compressors, and sodium lighting fixtures. The Mayor will work with the buildings superintendent to identify items with the best ROI from this list and earlier survey work and identify budget capacity for installation in 2013 or placement into 5 year CIP.

5. City of Menasha recycling event

Past events have been very successful, discussion if next event should be at the same time as our neighboring communities or if we should coordinate the events for consecutive weekends with members of all three communities being able to participate at any of the three events.

G. ADJOURNMENT

Motion made by Paul Van de Sand and seconded by Roger Kanitz to adjourn at 7:45 p.m.
Motion carried.

Minutes submitted by Mayor Merkes

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

**Tuesday, December 18, 2012
Minutes**

A. CALL TO ORDER

Meeting called to order by Linda Stoll at 6:04 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Danielle Handler, Roger Kanitz, Linda Stoll, Kathy Thunes, Paul Van de Sand

Also Present: Mayor Merkes

Excused: Ed Kassel

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

No one spoke

D. MINUTES TO APPROVE

1. The November 2012 minutes will be approved at the January 2013 meeting.

E. Reports

1. Ed Kassel provided a summary report of progress to date via email of the River-Gen project. Contacts have been made with multiple organizations including MREA, American Hydro, Menasha Utilities, and local businesses. Contacts will be made with engineering schools regarding partnership opportunities for student projects. A cost outline for the project is under development as well as a listing of performance requirements.

F. DISCUSSION

1. Sustainability Board Website
Danielle offered to bring suggestions to the next meeting making our website more user friendly and providing additional helpful information for residents.
2. Sustainability Board Annual Report and future work plan
Board members are working to create a listing of accomplishments, in process projects, and goals to present to the community and common council.
3. Complete Streets
Linda presented Active Community Environments workbook as a guide that other communities have used to implement both healthy community concepts and complete street concepts.
4. Waste Management
Danielle reported that the survey is underway. Survey results will include information on collection frequency adequacy, bin size adequacy, why types of materials are recycled and why.
5. City of Menasha recycling event
Discussion regarding best format 3 consecutive weeks that all Menasha, Town, and Neenah residents could use any location or concurrent events on one date. Events would be jointly advertised. Questions regarding clean sweep locations and medical disposal locations.

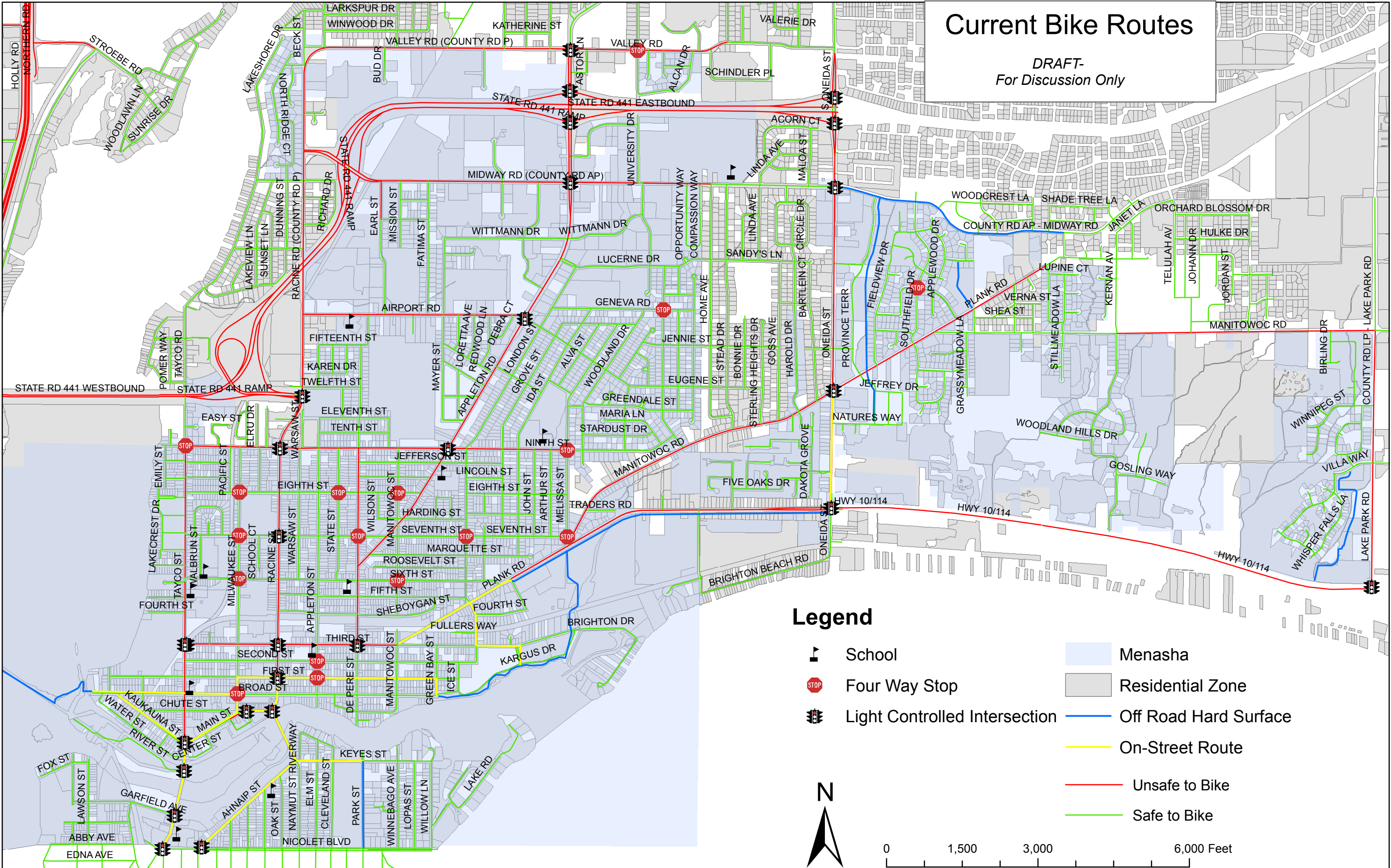
G. ADJOURNMENT

Motion made by Kathy Thunes and seconded by Paul Van de Sand to adjourn at 7:45 p.m.
Motion carried.

Minutes submitted by Mayor Merkes

Current Bike Routes

DRAFT-
For Discussion Only



Legend

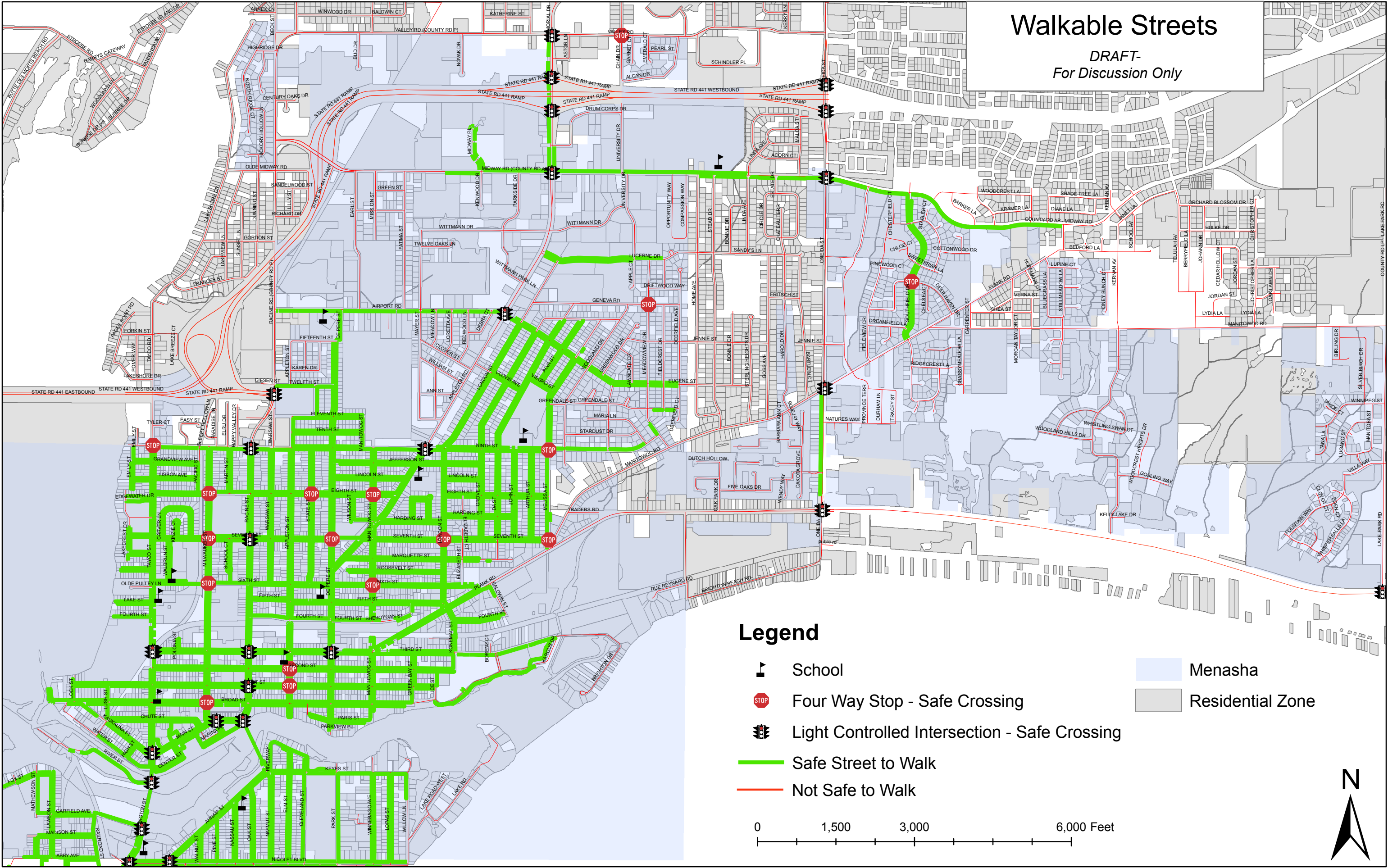
- School
- Four Way Stop
- Light Controlled Intersection
- Menasha
- Residential Zone
- Off Road Hard Surface
- On-Street Route
- Unsafe to Bike
- Safe to Bike



0 1,500 3,000 6,000 Feet

Walkable Streets

DRAFT-
For Discussion Only



Complete Streets for Manitowoc

Posted on [April 2, 2012](#) by [Dave Schlabowske, Communications Director](#)

Bike Fed member and Manitowoc [Alderman Matt Kadow](#) sent the Bike Fed the good news that Manitowoc passed a Complete Streets policy. Alderman Kadow first introduced the policy in February. You can read the full resolution below near the end of this post

" I'm happy to let you know that the Manitowoc City Council adopted the Complete Streets resolution by a 7-2 vote (one member absent). In the motion to approve the Committee Chairman included direction that a Complete Streets Advisory Committee be formed to advise the Streets & Sanitation on Complete Streets issues. The committee make up will be a total of 6 members: 1 Alder from Streets/Sanitation, the Deputy City Planner and 4 citizens.

*The Mayor will make his appointments in May, waiting until after the new council is sat at the end of April and his standing committee assignments are approved. We will then begin a local education campaign on the effort, combined with general bike safety education to kick off the cycling season. I'm also still having discussions with local shop owners and cycling groups, and it looks as though we will likely form an advocacy group as well that entails advocacy throughout Manitowoc County, working to complete the trail and route network throughout Manitowoc, Two Rivers and Manitowoc County among other issues. I will continue to keep you all updated to our progress. My term on the Council ends on April 16th. Contact email for me past that date is: matt@mattkadow.com"Best,
Matt*

*Matt Kadow,
Alderman – District 5;
City of Manitowoc
[920/629-1602](tel:9206291602)*

"Let me state here the initial reason that got me working on this issue: \$1.5 Billion. Cycling is a \$1.5 billion dollar industry in the state of Wisconsin. A \$924 million dollar economic impact from bicycle recreation. \$535 million of that is out-of-state tourism dollars. Manitowoc needs to lay the policy foundation to begin getting some of that action. That's why I'm introducing the following resolution:

RESOLUTION

WHEREAS, in 2000 the United States Department of Transportation (DOT) approved a policy statement on bicycle and pedestrian accommodations stating that every local government has the responsibility to improve conditions and opportunities for walking and bicycling, and to integrate walking and bicycling into their transportation system (now more commonly known as “Complete Streets”); and

WHEREAS, in 2009, the Wisconsin Legislature approved Act 28, which created a Complete Streets

statute stating that the Wisconsin DOT shall ensure that bikeways and pedestrian ways are established in all new highway construction and reconstruction projects funded in whole or in part from state or federal funds, except in certain circumstances; and,

WHEREAS, the City of Manitowoc Comprehensive Plan, which was adopted by ordinance on December 21, 2009 recommends that the City of Manitowoc develop an interconnected sidewalk and trail network, carefully considering the needs of bicyclists and pedestrians in road design and requiring designs of new developments that have the pedestrian in mind; and

WHEREAS, the City of Manitowoc Bicycle Facilities Plan, which was adopted by resolution on November 6, 1995, recommended immediate and continued street enhancement to accommodate bicyclists; and

WHEREAS, bicycling is an important and valuable mode of transportation that benefits the City economically and environmentally, as well as through social recreation attracting City residents and tourists; and

WHEREAS, the Common Council recognizes the financial impact that cycling has on our community and wishes to continue to promote bicycling and walking as modes of transportation within the City; and

WHEREAS, the Common Council recognizes the positive effects that Complete Streets have on mobility in our City, as well as on reducing environmental pollution and stormwater runoff;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS by the Mayor and the Common Council of the City of Manitowoc that the City shall, wherever possible and feasible, construct appropriate pedestrian and bicycle paths, lanes, and facilities to improve the ability for citizens and tourists to travel by foot and by bike.

BE IT FURTHER RESOLVED that whenever a street is built or improved in the City of Manitowoc, the City shall review the following criteria when considering street design:

- 1. The current accessibility and safety of the street for pedestrians and bicyclists.*
- 2. The connection of the street to currently existing bicycle lanes or pedestrian walkways.*
- 3. The need for pedestrian walkways or bicycle lanes on the street.*
- 4. The location of the street relative to schools and parks which attract pedestrians and bicyclists.*
- 5. Grant funding available to improve pedestrian and bicycle access to the street.”*