

# MINUTES

## SUSTAINABILITY TASK FORCE

AMES, IOWA

MAY 9, 2011

Merry Rankin called the meeting to order at 11:40 a.m. Those in attendance Tom Elston, Gerry Peters, Erv Klaas, James Gaunt, Mary Jean Baker, Carolyn Raffensperger, Andrew Tulp, Cory Metzger, Christopher Knorowski, Don Kom, and Steve Schainker

### Approval of April 11, 2010 Minutes

Moved by Gerry Peters and seconded by Jim Gaunt to approve the April 11, 2011 meeting minutes. The minutes were amended to note that Gerry Peters was present at the last meeting. The motion was approved unanimously.

### Changes in Task Force

Merry Rankin informed the group about changes in the Task Force membership. No replacement will be made in the Civic Sector at this time (in consideration of Eve Doi's resignation). Tom Elston noted his willingness and ability to complete their report by himself. John Rodillo, from Mary Greeley Medical Center, will be the new representative for the Non-City Government sector (replacing Irina Bassis). In addition, Allison Kraft will be the ISU student representative during the summer months while Matt Santee is completing an out-of-state internship.

### Sector Reports – Next Steps

Merry Rankin lead a discussion about how the sector reports should approach incorporating discussion and information related to “suggested next steps”. She indicated to consider this section within three areas of focus:

- Adding another building block to the current building block of electrical consumption that has been the building block for this year (water, gas, etc.);
- Considering the “big picture” of sustainability in terms of a vision/plan for the city and community as a whole; and/or
- Offering suggestions regarding rules or ordinances of the City that need to be changed or adjusted to accommodate and encourage sustainable practices.

### Comments About Current Sector Report Drafts

Merry Rankin offered the following comments after reviewing the draft sector reports:

- Sectors should refer to the template fields that were provided to the Task Force and utilize those to ensure consistency among sector reports;
- Electric reduction goals should be included in all sector reports;
- Reduction goals should be stretch goals, but should be achievable;
- If making comparisons with other cities, it is important that the cities cited are applicable to the City of Ames in terms of size, population, complexity of organization, etc.; and
- Remember the target audience (includes non-experts) of this report and make sure your report is accordingly.

Merry noted that the group is coming down to the last couple of months with presentation to the Council scheduled in July. She encouraged the sectors to get her reports ASAP to allow her time to review them and provide feedback. Once she has approved drafts, she will provide to Steve for his review and information. The full report cannot be completed until Merry has received all the final reports.

### City Council Presentation

A discussion ensued regarding the presentation to the City Council. Steve Schainker indicated that the Task Force Report will be presented at a workshop setting.

There were various ideas shared regarding the presentations. Carolyn Raffensperger suggested that the presentation focus on the recommendations. Mary Jean Baker thought the presentations could be limited to 5 minutes per sector. Gerry Peters emphasized that they should highlight what the private sectors should be doing since the City has already focused on their internal operations.

Steve Schainker reviewed the Task Force's charge from the City Council. Based on this Council directive, each sector report should include:

- electric reduction goals for each sector
- strategies from implementing the goals for each sector
- best practices will be offered for each sector
- identification of city ordinances that impede electric reduction

It was determined that each sector would take 5-7 minutes to discuss their goals, action steps, and recommendations. The presentation will be put together in a PowerPoint template. Merry will begin the presentation with an overview of the process and the outcomes and introduce each of the sector representatives. Merry will also offer a summary and close the presentation. Once all the reports are in, Merry and Steve will work on putting the PowerPoint presentation together for Task Force review.

Presentation discussion and finalization will be a topic of discussion at the June and July Task Force Meetings.

### Progress Reports

Jim Gaunt and Mary Jean Baker from the Faith-Based Sector reported they had provided their final document to Merry. Mary Jean Baker asked if it was alright for the faith-based sector to distribute a letter to their sector identifying techniques for reducing electric consumption, based on information included in their report. Merry indicated this would be fine, if they first checked with Steve Wilson at Electric Services to see if he wanted to offer anything in addition and for his awareness and information.

Corey Metzger from the Residential Sector reported that they were almost done with their report. They were looking at using the City's website and working with the Ames School District to disseminate information.

Andrew Tulp from the Building Contractors/Developers Sector explained that they have been exploring what other cities are doing in regards to energy reduction, not necessarily only electric reduction and would be paring their information down to be specifically applicable to the focus at hand. He noted their focus has been on new construction. It was noted by Erv Klaas that renovation of existing buildings was also an important consideration. Don Kom noted that there are rebates available for energy efficient construction as well as commercial rebates for developers.

Tom Elston of the Civic Organization Sector reported he is reworking their report based on comments provided by Merry and is working on establishing goals.

Gerry Peters of the Schools Sector reported that Karen Shimp was completing their report.

Merry Rankin relayed that the Business Sector is working on best practices and redoing the residential “energy efficiency (box) kits” that are distributed by Electric Services in order to offer a hands-on resource kit for businesses.

Public Forum

There were no public participation requests.

Adjournment

Corey Metzger moved to adjourn the meeting. Tom Elston seconded. The meeting was adjourned at 1:10 p.m.