



# OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Sustainability Committee of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the: **SUSTAINABILITY COMMITTEE OF THE CITY OF STOUGHTON**

Date/Time: **Monday, August 22, 2022 @ 6:00 p.m.**

Location: The meeting of the Sustainability Committee will be conducted as a hybrid meeting.

**In person:** City Council Chambers

**Via Zoom:** Join the meeting from your computer tablet or smartphone:

<https://us06web.zoom.us/j/85100776841?pwd=d01rbGlvVkRoTjJ5aEhkdkp1Y2FMUT09>

Meeting ID: 851 0077 6841

Passcode: 682556

One tap mobile

+19292056099,,85100776841#,,,,\*682556# US (New York)

+13017158592,,85100776841#,,,,\*682556# US (Washington DC)

Members: Ben Heili, Rachel Venegas, John Hallinan, Donelle Scaffidi, Stephen Jackson, Denise Duranczyk, Scott Taylor, Jeff Leverich, Jen Cummings, Heath Massey, Sharon Lezberg, Michelle Probst

## Item # AGENDA

1. Call to Order
2. Land Acknowledgment
3. Communications
4. Approve July 25<sup>th</sup> Minutes

## OLD BUSINESS

## NEW BUSINESS

5. Public Engagement Update
  - a. Overview
  - b. Table Hosts and Recorders
  - c. Outreach Calendar
6. Agenda items for next meeting

## FUTURE AGENDA ITEMS/Guests:

7. Adjournment

cc. Mayor Swadley, Department Heads, Council, Attorney Matt Dregne, Library Clerical Asst., Receptionists, Stoughton Newspapers/Wisc State Journal \*Note: An expanded meeting may constitute a quorum of the Council. Meeting may close per Statutes 19.85 (1)(b) to consider the licensing of a person, then reopen for regular course of business.

Find your local number: <https://us06web.zoom.us/j/km4p9ML73>

6:12 call to order  
Land acknowledgement  
Present: Donelle Ben Jen John Steve Scott  
Kathy Kuntz from county office of energy and climate change

### **Communications**

Clarifying council's decision from last meeting

Motion to approve minutes: Steve motion Scott second. Unanimous passed

### **Kathy presentation on ARPA money possibilities**

Dane county climate action plan was released 2020 - cut in half total countywide emissions by 2030  
Breakdown of emissions  
Committed to making it easier for local government  
Middleton is using TIF policy to encourage solar  
Presentations are on youtube

ARPA - guidance has gotten progressively more lenient  
Middleton - Solar power at water utility stations  
Affordable housing efficiency & solar upgrades  
Sun Prairie - \$1m on community investment program  
Energy management software  
Fitchburg- B-cycle bike share expansion  
HVAC repairs  
Dane county has spent much of it on food and shelter  
Milwaukee - Net zero energy modular housing  
Low income energy efficiency

Stoughton possibilities:  
Transportation? Solar?

Park and ride  
Ride share program  
Put a chunk of money aside for sustainability projects as ?

Fund energy audits for older homes?

Finding and identifying low hanging fruit

Small groups working on open house and survey in parallel  
Tim suggests having groups in same night at public space to best follow open meetings law

Adjourn 7:53

Ben

- Note: we will be adding information about a separate virtual Community Dialogue option, for those who are not comfortable attending in person. This will happen later on (after survey launch)

## Stoughton Sustainability Committee Community Dialogue Action Plan

**Goal:**

1. Providing context about environmental issues; Letting the public know about the sustainability efforts that the City of Stoughton has already done;
2. Connect and inspire the community around these efforts;
3. Harvest ideas & generating innovative actions for each of the focus areas.
4. Share the vision statement and goals developed by the committee for each focus area, and provide opportunity for the public to weigh in on this.

**Target audience:**

- As many people as possible; all ages (youth to elderly)
- Renters/Homeowners
- Businesses / local business owners
- New residents/long-term residents

<b>How?</b> What do we need to do to reach our goals?	<b>When?</b> When do these tasks need to be done by	<b>Who?</b> -Who will help lead each action? -Who else in the group will need to be involved? -Who outside of the group will need to be involved?	<b>Resource?</b> What additional resources are needed?
<input checked="" type="checkbox"/> <del>Write blurb about SSC and open house</del>	ASAP	Donelle will send it to Sharon and Michelle. They will put in a google doc to send out for comments	
<input type="checkbox"/> Review <a href="#">Blurb</a>	Aug 8	Scott	
<input checked="" type="checkbox"/> <del>Solidify date and location for open house</del>	ASAP	Donelle	Funding to rent event space  Tables and chairs?  Food (potentially pizza, veggie tray, beverage)
<input checked="" type="checkbox"/> <del>Create flier about</del>	Aug 1-12	Sharon and Michelle	Will create a pdf for

Draft document, 8-5-2022 (Community Dialogue Action Plan, Outreach Calendar, Agenda)

open house			distribution; Will send flier for translation
<input type="checkbox"/> Workgroup review <a href="#">flier</a> and <a href="#">social post</a>	August 15-19	Entire workgroup	
<input type="checkbox"/> Update Stoughton Sustainability Committee webpage to include detailed info about the open house	August 15-19	Someone on workgroup contact Stoughton to post on website	
<input type="checkbox"/> Determine if rsvp is needed and create event brite	August 15-19	Workgroup decides on rsvp. Michelle and Sharon can create eventbrite.	Eventbrite
<input type="checkbox"/> Make final edits to flyer and print	August 19-23	Michelle and Sharon	Printing assistance from Dane county or the City
<input type="checkbox"/> Start outreach. See calendar below	Aug 11-Sept	Everyone, make notes in the outreach table below	
<input type="checkbox"/> Contact speakers for: 1) Intro about Stoughton Sustainability Committee 2) Context on Environmental issues and 3)What the City is doing (see agenda below)	Aug 1-19	Open House Committee	
<input type="checkbox"/> Recruit table hosts and recorders	August 22nd	Michelle and Sharon will recruit at next Committee meeting	
<input type="checkbox"/> Train table hosts & recorders	September	Michelle and Sharon will organize a zoom training so that table hosts and recorders know what they will be doing	
<input type="checkbox"/> Create detailed	Beginning September	Michelle and Sharon	

facilitator agenda			
<input type="checkbox"/> Order food and refreshments	Mid-September	Open House Committee	
<input type="checkbox"/> Create 'displays' and other materials for outreach events and Open House	August, ASAP	Donelle (assistance available from Michelle and Sharon, and possibly printing)	

DRAFT

## Outreach Calendar

Flyer. Size is 11x17 We can get this printed through Dane County

Note: QR code needs to be updated to a website that can house the entire blurb about the open house

Facebook image to post with the following caption:

Did you know that the City of Stoughton recently formed a Sustainability Committee? The committee will be writing a Sustainability Plan, considering the long term impact of actions and policies on our community's environmental, social, and economic health... And we want your participation!

Join us for an evening of community dialogue as we kick off our public engagement process on Wednesday Sept. 21st from 5:30-7:30pm at Chorus Public House

Learn more here: **\*\*Insert link to website\*\***

To request an interpreter for this event, please contact Dane County Extension at 608-224-3704 or Extension@countyofdane.com

Event or Venue	Type of Media	Who	When	Status
Gazebo Musikk Series: Thursday Events in August	Table, with a poster board and flyers to hand out	Donelle; Team	August 11 - Sept. 1	
	Fliers and physical advertising at local community spaces	Team	Week of Aug 22	
	Get word out to <a href="#">organizations</a> (e-mail, social media, print press)	Team	Week of Aug 22	
	School district		See when we	

	newsletter		need to get on their newsletter	
	Library email		End of August (Library e-newsletter will be sent out the first of the month)	
	Agency email lists (the City, utilities, etc)		End of August	

## **Open House Draft Agenda**

Date: Wednesday Sep 21, 2022

Time: 5:30-7:30pm

Venue: Chorus Public House (\$200) 154 W. Main Street

Food: Pizza, Vegetable tray, beverages (water, soda)

[120 min. Total - does not include food time and transition times]

Materials:

Agenda Item	Time	Process
Welcome & Speakers	30 min	<p>Sustainability Committee Intro</p> <p>Big picture context on environmental issues</p> <p>What the City is currently doing</p>
Discussion tables on issue areas	<p>55 min total</p> <ul style="list-style-type: none"> <li>● Intro, 5 min</li> <li>● Table 1, 20 min</li> <li>● Table 2, 15 min</li> <li>● Table 3, 15 min</li> </ul>	<p>Introduce each issue area (vision and goals)</p> <p>First facilitated and recorded table discussion. Participants choose the top they are most interested in</p>

		Participants rotate to their next top interesting topic  Participants rotate to their third top interesting topic
Gallery Walk/Break	15 min	Recorded notes from each topic are posted  People can walk around and add comments using sticky notes
Report out/Conclusion	20 min	

DRAFT





.....  
 .....  
 .....  
 .....  
 .....  
**SUSTAINABILITY  
 COMMUNITY  
 DIALOGUE**

**Wednesday Sept. 21, 2022**

**5:30–7:30pm**

**Chorus Public House  
 154 W. Main Street**

Pizza and light refreshments  
 provided

**We want your participation!**

Did you know that the City of Stoughton recently formed a Sustainability Committee? The committee will be writing a Sustainability Plan, considering the long term impact of actions and policies on our community’s environmental, social, and economic health.



**SCAN TO  
 REGISTER  
 & LEARN  
 MORE**



**Join us for an evening of community dialogue as we kick off our public engagement process**

- Learn more about our vision and goals for each of our focus areas: Energy, Transportation, Water, Solid Waste, Land Use & Development, and Community Engagement & Education
- Learn about what the City has done to advance the goals of sustainability
- Share your ideas for how to make Stoughton a more sustainability city.

*To request an interpreter for this event, please contact Dane County Extension at 608-224-3704 or Extension@countyofdane.com*

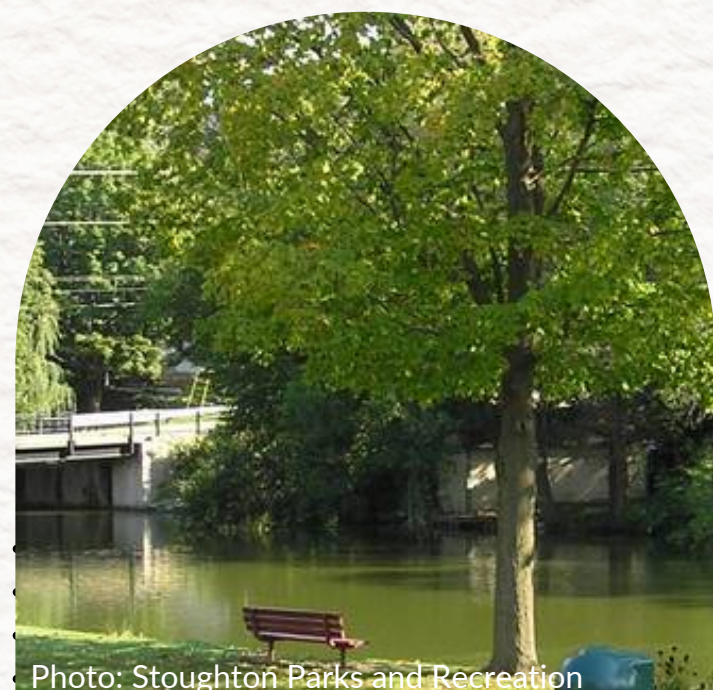


Photo: Stoughton Parks and Recreation

An EEO/AA employer, University of Wisconsin-Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX, the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act requirements.

