CALL TO ORDER – BUSINESS MEETING:
Tom Atkins, Chair, called the meeting to order at 6:30.

APPROVAL OF AGENDA:
With no changes to the agenda, it was unanimously approved.

APPROVAL OF MINUTES FROM JUNE 23, 2010:
With no changes, the minutes were unanimously approved.

PUBLIC COMMENT:
Bob Wilson asked to give a presentation by power point tonight but since the meeting was being held in the conference room, Tom asked to re-schedule to the next meeting in Council Chambers. Bob agreed to come back and discuss sustainable transportation.

Matt Burde – Several months ago, Matt and Bob attended a CSAB meeting and requested financial support to have RTD equip the new Jefferson County Fastracks parking structure with pre-wired conduits. Matt came back to this meeting to update that RTD’s contractor has agreed to add these features at no extra cost. They will make provisions for conduit to run from the roof for future rooftop solar and conduit to parking structure for future plug in power.
BOARD UPDATES:

Karen – Sent an email to several board members regarding an EPA grant program (it is to promote projects to reduce greenhouse emissions). Deadline is at the end of this month and the application is vast, so we may not be able to participate this year.

Hillary – Met recently with Mayor Smith because she was feeling a disconnect between this Board and other boards and staff. Example; GURA’s recent project for the recycle signs/cans downtown. She felt this project and others should be brought to this Board for discussion. A discussion then ensued on this Board’s role with Council.

Tom – Thanked Hillary for the guest column regarding PAYT that was in the recent Transcript.

ACTION ITEMS:

A. Strategic Plan

The Board continued with efforts to develop a Strategic Plan to provide guidance in achieving the City’s Sustainability Goals.

The first thing done was to finalize the list of point person and backup for each area:

<table>
<thead>
<tr>
<th>Strategic Goal Area</th>
<th>Point Person</th>
<th>Backup</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buildings</td>
<td>Gunter</td>
<td>Tom</td>
</tr>
<tr>
<td>Economic Health</td>
<td>Hillary</td>
<td>Gunter</td>
</tr>
<tr>
<td>Education &amp; Communication</td>
<td>Susan</td>
<td>Karen</td>
</tr>
<tr>
<td>Energy</td>
<td>Karen</td>
<td>Chuck</td>
</tr>
<tr>
<td>Solid Waste</td>
<td>Chuck</td>
<td>Hillary</td>
</tr>
<tr>
<td>Transportation</td>
<td>Tom</td>
<td>Scott</td>
</tr>
<tr>
<td>Water</td>
<td>Scott</td>
<td>Susan</td>
</tr>
</tbody>
</table>

There were several different templates for completing these strategic goals in the packet that was sent prior to this meeting. Tom agreed to forward the template that he preferred be used. It is as follows:

**STRATEGIC PLAN OUTLINE**

Resource documents [in brackets]

**GOAL**

State the actual goal as given in Res. 1793. If appropriate, provide any additional explanation or conditions. [Strategic Goal Areas] [Resolution 1793]

**METRICS**

Explain the metrics used to measure performance for this goal. Refer to our metrics statement adopted and report to Council. [METRICS FOR MEASUREMENT OF GOAL ACHIEVEMENT]
BASELINE AND TARGETS
Provide baseline values and explanation as it is in our baseline document. [BASELINES]. Show the corresponding 10-year target values, with the reductions specified in the goal(s).

STRATEGIES
Identify and describe the specific strategies that will be pursued. The strategies are approaches that make up the plan of action for how we think the City will work toward achieving this goal. A strategy may be a specific approach, like “encourage increased residential participation in Windsourse”, or it might be undertaking an evaluation of the most effective approaches and prioritizing them, like “Analyze energy consumption by sector (e.g., residential, non-municipal governmental, commercial, industrial) to determine relative contributions to energy use. Prioritize sectors according to percent contribution.”

METHODOLOGIES OR ACTION PLANS
For each of the strategies identified above, describe the action plan required to implement that strategy. For example, if a strategy is: Residential Demand-Side Management – reduce demand for heat and electricity with assistance from Xcel
One methodology might be to develop a plan for conducting or supporting home energy audits, along with follow-up to implement those plans. Another might be to publicize specific programs and assistance available from Xcel.

STRATEGIES and METHODOLOGIES are not two separate sections. They are integrated, with each strategy followed by its action plan.

PROJECTS
List projects that have already been identified, as well as a plan for new possible projects. Each project should be in support of one or more strategies, so this can exist either in a separate section or integrated with the strategies. If the projects tend to be one-for-one with strategies, it would make more sense to integrate them. If individual projects support multiple projects, provide them in a separate section.

Each point person will report back to Theresa with their text for the document and she can add graphics, etc. Theresa also encouraged everyone to contact her to use her as a resource. Have draft to Theresa by next meeting (2 weeks)

B. Solar Permit Rebate Program

The Board reviewed the results of a one-year pilot to waive building permit fees for solar photovoltaic and solar thermal systems and consider future actions to incentivize solar projects.
Theresa provided a draft memo in the packet and asked for comments/suggestions from this Board.

Everyone agreed that this was a pilot program, and it was valuable for those people who participated, but it was felt that money should be used on a different program in the future that may be just as important and valuable to a different audience and may be more successful.

Theresa will capture all that was said and re-do the memo and send out to Board for approval.

**STAFF UPDATE:**
Karen asked for more information on the MIE properties and Scott said he could get feedback on the tubes form NREL. Theresa discussed doing videos and and Gunter felt maybe a video on how to recycle and do the PAYT. How best to pack the containers, how you can recycle the most things, etc. could be valuable information.

**NEW BUSINESS**  
*Agenda topics for next meeting July 28th*

**ADJOURN:**  
Meeting was adjourned at 8:30.

**NEXT MEETING:**  
Wednesday, July 28, Council Chambers, at 6:30pm