

GreenStep Cities Minutes

May 9, 2020

Attending: Leslie MacKenzie, Peter Foster, Kevin Hein, Nancy Cosgriff, Anne Reich, Valoree Dowell, Greg Johnson

1. Workplan Review
 - **Business Development** workplan – approved as is
 - **Waste workplan** – add the name of the Washington County expert into the floods workplan
 - **Communications workplan** - approved
2. Planning for the **joint Council-Committee Workshop**. What do we need in place to make it a really effective session?

We should provide a sense of direction - come in with a clear plan, but just the workplans.

- Share what we think are the top priorities, 2-3-4 that we think can succeed this year
- Create a proposed timeline – 2020 – 2021 – what goes next
- Look at workplans that dovetail into current projects

We want to get council approval on things even if we can't move forward with them right now so that we are prepared to jump on them should grant funding or technical staff become available.

Some ways we might prioritize, look at:

1. what needs no budget
2. What needs no staff time
3. What needs money, needs to get on the budget

Create a scoring matrix – how we scored it and let them score it – COSTS & BENEFITS - cost savings, municipal best practice, environment benefit, community benefit, cost (direct, indirect, \$ potential), staff time

Create a powerpoint deck – one slide for each workplan, presented at the C-suite level, include matrix points

TIMELINE

- Get the matrix out today
- Get powerpoint done and out for review by Tuesday
- Pull complete packet together by Friday