



Green Ribbon Committee 12-19-08

- 1. Timeline and Structure**
 - 2. Suggested Subcommittee Recommendations Format**
 - 3. Final Report Format**
-

Phase 1: (October – November 2008)

Collection of Information, Investigation, and Research

Identify key questions and information needs, receive and review community input; discussion with experts; collection of data and research; other cities investigation, identifying existing resources and programs.

Phase 2: (December - January 2008)

Subcommittees Identify Recommendations

Each subcommittee should structure their recommendations around the following:

- A small set of overarching goals (guiding principles, visions) for 2012 and 2020.
- Two longer-term major initiatives which may require extensive planning, development and funding.
- Six priorities which would require budgetary support for consideration in next fiscal year.
- Six “Quick Wins” that have little to no cost (low hanging fruit).

Phase 3: (Late January – March)

Green Ribbon Committee Subcommittee Presentations and Recommendations to Mayor

January 28: The full Green Ribbon Committee will gather on Wednesday, January 28 for subcommittee presentations of their recommendations. Each subcommittee will make a Powerpoint presentation of its suggested 14 goals and priority recommendations to achieve them.

February 2: Subcommittees send written reports to Jenna Smith by email by end of day on Monday, February 2 (see Suggested Subcommittee Report Format, p.3 below).

February 2nd - Late March: Staff and consultants will work together to draft a final report to Mayor Dean (see NGRC Report Format(Under Development), p. 4 below). By the end of February, a draft report of the Committee’s recommendations will be circulated to all NGRC members for review and comment. This report will be framed around a coherent vision or story that reflects Nashville. We will allow this theme to emerge from the recommendations of the four subcommittees as the report is drafted. We currently expect that a meeting of Subcommittee co-chairs will be held by mid-March to review how feedback has been incorporated in the next draft and that a final draft will be circulated late March so that the final report can be issued no later than April 15.

SUBCOMMITTEE GROUPS:

Natural Resources	Mobility	Energy & Building	Public Involvement, Education & Outreach
Clean Air	Mass Transportation	Renewable Energy	Public Visioning/Input Sessions
Clean Water	Non-Motorized Transportation	Energy Conservation & Efficiency	Business Participation
Land Use & Open Spaces	Alternative Fuel Vehicles	Green Building	Schools and Youth
Locally & Organically Grown Food		Waste Reduction & Recycling	Leading by Example
Trees		Greenhouse Gas Inv	Survey Response

SUBCOMMITTEES:

Natural Resources	Mobility	Energy & Building	Public Involvement, Education & Outreach
Michael Blosser*	David Williams*	Decosta Jenkins *	Greer Tidwell*
Alicia Batson*	Skip Lawrence*	Tiffany Wilmot*	Gary Gaston*
Linda Breggin	Jennifer Hagan-Dier	Anne Davis	Laurel Creech
Doug Hausken	Lawrence Jackson	Diane Miller-Mulloy	Tom Hardin
Ellen Jacobson	Bert Mathews	Mike Pearigan	Jamie Isabel
Jean Nelson	Steve Turner	Dave Pelton	Diane Neighbors
			Rose Wang

*Subcommittee co-chairs

METRO DEPARTMENT SUPPORT STAFF:

Natural Resources	Mobility	Energy & Building	Public Involvement, Education & Outreach
Denise Weyer, Parks	Craig Owensby or designee, Planning	Billy Fields, Codes	Sonia Harvat, Water
Rebecca Dohn, Water	James McAteer, MTA	Dianna Stephens, General Services	Public Works
Marne Duke, Farmer's Market	Michael Skipper, MPO	Angie Hubbard, MDHA	
Fred Huggins, Health			

Suggested Subcommittee Report Format For February 2nd:

(An outlined, bulleted format is fine for these reports; complete sentences are not required!)

I. Goals for Environmental Quality and Livability

- a. As outlined in the Executive Order, identify and briefly discuss a small set of high level goals (guiding principles or visions; however you feel most comfortable expressing this concept) for short term, mid-term (i.e., 2012) and longer term (i.e., 2020) for the topic area(s) of this subcommittee and suggest one or more metrics to measure progress toward each goal.
- b. (optional) For each goal, outline a small set of objectives to support its achievement.
- c. (optional) For each goal, briefly discuss/bullet any systemic problems you believe are keeping Nashville from moving in this direction.
- d. (optional) For each goal, briefly discuss/bullet additional supporting resources (e.g., community engagement, economic, political, education) that the community will need in parallel with the subcommittee's recommendations outlined in II, II, and IV below, in order to reach the goal.

II. Longer-Term Initiatives to Support the Targets (2)

- a. List Your Recommendations: Based on the set of goals (and objectives) in section I, recommend 2 top priority longer-term, multi-year initiatives that will have significant impact in moving Metro Nashville toward the recommended targets. These may require extensive planning, development and funding.
- b. Additional Information and Support for Each Recommendation:
 - i. Brief narrative or bulleted description of the recommendation (pull this from the recommendation checklist),
 - ii. Expected environmental and livability benefits (i.e., how it supports the goals), and
 - iii. Any additional expected benefits (e.g., energy cost savings).
 - iv. (optional) Any additional information you wish to include about the recommendation (e.g., information about other communities' experiences, sources of information about initial and annual costs, key points in subcommittee discussion about implementation).

III. Shorter-Term Initiatives/Programs (6)

- a. List Your Recommendations: Based on the goals (and objectives) in section I, recommend up to 6 top priority initiatives/programs that will move Metro Nashville toward the recommended targets. These priorities will generally require budgetary support for consideration in the next fiscal year. These may be initial steps for initiatives in Section II or may be independent of those initiatives.
- b. Same as II.b. above.

IV. Quick Win Actions/Programs (6)

- a. Recommend up to 6 priority actions or programs that can be undertaken in the near term with little or no cost to move in the direction of the recommended targets.
 - i. Same as II.b. above.

Appendix A: Subcommittee Organization, Process, and Key Decision Factors

This appendix includes lists of Subcommittee members, subcommittee meetings (date/time), and important subcommittee resources (e.g., guest presenters). As desired by the Subcommittee, it might also include a brief description of the process used by the Subcommittee to select its goals and priority recommendations, including key assumptions or other factors guiding its decisions.

Appendix B: Recommended Priorities

This appendix contains completed Recommendation Guidelines checklists for all of the Recommended Priorities

Appendix C: Lesser Priorities (Optional but highly recommended)

This appendix contains Recommendation Checklists for additional initiatives/programs/actions that the subcommittee agrees are worthy of recommendation but were not selected as top priorities. These should be organized as in the main report:

- Longer-Term Initiatives
- Shorter Term Initiatives/Programs
- Quick Win Actions/Programs

Nashville Green Ribbon Committee Final Report Format

- **Executive Summary**
 - a) Background (History, Executive Order, Green Ribbon Committee Members)
 - b) Process Description
 - c) Discussion of priority recommendations from each subcommittee
- **Greenhouse Gas Inventory (Process and Results)**
- **Citizen Survey and Public Meeting Results**
- **Metro Department Survey Results**
- **Recommendations:**
 - a) Summary of Subcommittee Work, List of Recommendations and Description of each by Recommendation Category: Goals, Quick Wins, Mid Term Priorities which would require budgetary support for consideration in next FY, and Longer term major initiatives which may require extensive planning, development and funding.
 - b) Possible Report Template within which Subcommittee Recommendations can be organized
 - Continued and Increased Public Involvement
 - Greater Mobility and Reduce Dependency on cars
 - Improve, Protect, and Preserve of Natural Resources
 - Green Building and Energy Independence
 - Savings for Business: Energy Efficient Buildings, Green Collar Jobs Program, Commercial Recycling
 - Lead By Example and Organizational: Possible Actions For Metropolitan Government
- **Action Plan and Implementation**
 - a) Discussion of Steps Required
 - b) List of lead implementation department(s)/area.