



SUSTAINABILITY COMMISSION

AGENDA SECTION	BUSINESS ITEMS
MEETING DATE	08/12/2025

ITEM:	Partners in Energy Grand Opening Discussion	
DEPARTMENT:	Community Development	BY/DATE: Mitchell Forney, 8-6-25
CORE CITY STRATEGIES:		
_Community that Grows with Purpose and Equity	<input checked="" type="checkbox"/> Engaged, Effective and Forward-Thinking	
_High Quality Public Spaces	<input type="checkbox"/> Resilient and Prosperous Economy	
_Safe, Accessible and Built for Everyone	<input type="checkbox"/> Inclusive and Connected Community	

BACKGROUND

At the July 8th, 2025, Sustainability Commission meeting, City staff informed the Commission that the City had officially entered into an agreement and Memorandum of Understanding (MOU) with Partners in Energy (PIE). As part of our involvement in this program, PIE and City staff discussed hosting a grand opening to launch the work plan initiatives. Rather than hosting an opening immediately after signing the MOU, staff concluded it would be more effective to plan a larger event. This event would include members of the Energy Action Team, the City Council, and the community, serving as a true “grand opening” for the partnership and the energy initiative. As discussed at the last Sustainability Commission meeting, the goal is to host an event that highlights early successes from the work plan while using the momentum of the event to promote and accelerate other key initiatives.

Between Sustainability Commission meetings, staff distributed a set of planning questions to the Commission to guide discussion. These questions are listed below:

- Who should our intended audience be.
- How to we reach out and get that audience involved.
 - o Ask friends and neighbors how they receive information regarding city events r communications
 - o Which mediums do we use to reach out to possible attendees
 - o Who are some community champions that should be invited to the event
- What does the format of a successful meeting look like
 - o What events or presentations should be held
 - o What activities should be involved
 - o What content do we want to focus on
- What does success look like and how do we measure it
- Which of the attached PIE goals can be moved forward prior to the launch that would be able to capitalize on the momentum of the launch
- What does the execution of this goal look like after the launch
 - o What would people be signing up for at the launch

At the August 12, 2025, Sustainability Commission meeting, City staff would like to further develop the event plan and establish a few achievable goals as we prepare. PIE will be able to assist with planning capacity, provide guidance, and offer limited funding for light refreshments. Attached is a letter from the Partners in Energy team outlining how similar events have been successfully executed in other communities. Staff would like to come away from the meeting with the following decisions made

- Date time and location of the event
- Clarifying the event goals.
- Establishing the event format.
- Identifying the “value add” for attendees.
- Selecting work plan items to advance and present at the event.
- Developing an outreach and invitation strategy.
- Identify a planning team and the role of staff and commission members.

Staff recognize that the Commission may have additional ideas or questions. Our goal is to have an open, productive discussion that will set this event up for success.

ATTACHMENT(S)

1. Partners in Energy Letter