

ad hoc CLIMATE AND ENERGY ACTION PLAN IMPLEMENTATION COMMITTEE**Thursday, Oct 18, 2018 | 5:00 PM – 7:00 PM****Siskiyou Room, 51 Winburn Way****Meeting Goal**

- Review revised draft ordinance for permanent climate commission.
- Make recommendation on long term structure and format for permanent advisory structure.

Meeting Agenda

- I. **CALL TO ORDER**: 5:00 pm, Siskiyou Room, 51 Winburn Way
- II. **ANNOUNCEMENTS** (5:00-5:05)
 - a. ASSIGN roles for timekeeper and action item keeper
- III. **CONSENT AGENDA** (5:05-5:10)
 - a. APPROVE meeting minutes from Sept 21, 2018
- IV. **PUBLIC FORUM** (5:10-5:20)
 - a. RECEIVE Public Forum input
- V. **NEW BUSINESS** (-)
- VI. **OLD BUSINESS** (5:20-6:20)
 - a. REVIEW revised draft ordinance for permanent climate commission.
 - b. RECOMMEND long term structure and format for permanent climate commission.
Goal: Identify key functions of future advisory CEAP group.
- VII. **INFORMATIONAL ITEMS (if time allows)**
 - a. RECEIVE Updates relevant to CEAP implementation (Stu)
 - i. Climate Dashboard development
 - ii. Municipal Administrative Policies
 - iii. EV programs
 - iv. Residential investment financing research
 - b. Update from stakeholder representatives (Forest Lands, Conservation, School District, others)
- VIII. **OPEN DISCUSSION (if time allows)**

IX. FUTURE MEETINGS (6:55-7:00)

- a. ANNOUNCE next regular meeting is scheduled: Thursday, November 15, 2018
- b. REVIEW schedule look ahead

Oct – Recommendation of permanent advisory structure

Nov – CEAP 2 Draft report

Dec – CEAP 2 Final report

X. ADJOURN: 7:00pm

Ad hoc Climate and Energy Action Plan Implementation Committee

Charge and Scope of Work:

The Ad-Hoc Climate and Energy Action Plan Implementation Committee shall be charged with the following scope of work:

- Review, provide input and make recommendations as appropriate on the following:
 - Development of benchmarks and indicators for identified actions within the [Climate and Energy Action Plan](#).
 - Phase I implementation plans presented to the committee by staff.
 - Co-benefits and equity considerations for all phase I action implementation.
 - Development of measurement and reporting protocols and systems.
 - Development of a public outreach and education plan for the Climate and Energy Action Plan and its implementation progress
 - Coordination and communication structure between Climate and Energy Action Plan ad-hoc and other existing City Advisory Commissions in Climate and Energy Action Plan implementation
 - Long term structure and format for citizen advisory role in Climate and Energy Action Plan implementation
- Review, analyze and address public input received by the committee.

**DRAFT MINUTES FOR THE ad hoc CLIMATE & ENERGY ACTION PLAN
IMPLEMENTATION COMMITTEE**

**Thursday, September 20, 2018
Siskiyou Room, 51 Winburn Way**

1. Call to Order

The ad hoc Climate & Energy Action Plan Implementation Committee meeting was called to order at 5:02 p.m. by James McGinnis, who volunteered to serve as Chair in place of Chair and Vice Chair being absent at the beginning of the meeting.

Committee members Rick Barth, Shannon Downey, James McGinnis, Ben Scott, Les Stone were present. Committee members Pat Acklin and Cindy Bernard were absent. Staff members Stu Green and Adam Hanks were present. Committee members Chris Brown, Jordan Ely, and Councilor Stef Seffinger arrived later in the evening.

2. Announcements

McGinnis called for a timekeeper and action item keeper. Downey volunteered as a time keeper. Green volunteered to be an action item keeper. McGinnis asked for any announcements from Committee members. Stone passed out and relayed information about upcoming candidate forums for the State Legislative and County elections.

3. Approval of Minutes

McGinnis mentioned that the last action item of the August 16 meeting was completed before the minutes were made available to the Committee. Barth moved to approve the minutes as written with Stone providing a second. A vote was taken with all Committee members in favor of approving the minutes.

4. Public Forum

Louise Shawkat, 870 Cambridge Street – discussed the recent Smoke and Fire Public Forum held at SOU. She mentioned that wildfires and smoke are going to become recurring events each year affecting individuals with asthma and COPD as well as the general population. Louise emphasized the importance of reducing emissions from transportation since residents are in more control of transportation emissions instead of smoke from the wildfires.

Huelz Gutcheon, 2253 Highway 99 – mentioned the local forums for the 2018 election coming up. Gutcheon is hoping to have a forum based on Climate and Energy questions only. He has started to send a list of items to the City candidates including questions for the candidates.

Ray Mallette, 314 Luna Vista Street – looked over the materials for the meeting and was wondering if there is a set timeline for implementing CEAP 1 plan. Mallette was also curious about the education piece of the plan and how it will be enacted.

5. New Business

a. REVIEW comments and questions from CEAP 1 commission recommendations

b. REVIEW and GIVE INPUT on potential configurations for future CEAP commission

McGinnis introduced the task at hand and Green presented a slide show of the CEAP 1's recommendation to Council.

Committee member Chris Brown arrived at 5:12 p.m.

Green mentioned that CEAP 1 had a lot of recommendations for the Council, but did not address how the Conservation Commission and a future CEAP Commission or ad hoc Committee would interact. On CEAP 1's recommendation for membership, many Committee members thought the original diversity of age and population was a good idea.

Committee member Jordan Ely arrived at 5:14 p.m.

Green stated that CEAP 1 had three high school students on the Committee. Downey said that an SOU student would be a good fit for the permanent Commission. McGinnis brought up that Jim Hartman, an Ashland High School teacher who teaches climate classes, would be a good resource for finding students at the high school. Hanks mentioned that the municipal code for Commissions needs to be taken into account when trying to get students on the Commissions as well as permission from the schools themselves.

Green presented the Powers and Duties section of the CEAP 1 recommendation. McGinnis emphasized that the conversation is about the opinions of the committee members and not a formalized vote. A comment was submitted beforehand that item F "work to ensure the plans are socially equitable for all community members including low-income, young people, persons of color, elderly and those living with disabilities" was similar to item D "work to ensure that the CEAP considers public input and long-term social, economic and environmental impacts" and that item g "work to ensure the CEAP protects Ashland's quality of life by identifying, benefiting, and preserving long-term natural resources, services, amenities, institutions, industries, and community characteristics valued by Ashland residents" was too broad. Stone suggested that items F and D should stay separate, but that item G could be used as a preamble to the other powers. Barth reiterated that F and D were similar and could be combined whereas G could be taken out completely.

CEAP 2 recommendation for Commission structure was introduced next. Green presented that a CEAP Commission could be responsible for Municipal Code Ch. 9.40.040 Climate and Energy Action Plan Contents and Updates. Whereas the Conservation Commission could become responsible for Municipal Code Ch. 9.40.020 Climate Recovery Goals - Community. Green also offered four options for recommending commission restructures:

- Option A: Original CEAP 1 Recommendation
- Option B: City/Community

Example: City focuses on Technical input for initiatives, facility recommendations, and procurement and utility policies. Community focuses on outreach for household emissions and energy reduction, initiate community conservation, efficiency, and waste prevention activities, and support and develop sustainable local businesses.

- Option C: Mitigation/Adaptation
Example: A permanent CEAP Commission would recommend mitigation goals, policies, and actions as well as monitor GHG emissions. The Conservation Commission would recommend adaptation goals, policies, and actions and monitor preparedness and engagement.
- Option D: Commissions Involved by Focus Area of CEAP Plan
Example: CEAP Commission focuses on implementation, plan/GHG updates, oversight; Planning focuses on land use; Transportation focuses on transportation; Conservation focuses on consumption emissions and community outreach; Forest Lands and AWAC focuses on natural systems; Wildfire focuses on public health, safety, and wellbeing.

Councilor Seffinger arrived at 6:14 p.m.

After ample discussion about overlap between Commissions, the members dictated their opinions of what they would like to see in the CEAP 2 recommendation. Scott was in favor of option B, and emphasized his preference of a permanent CEAP Commission versus another ad hoc Committee. Stone stated that she liked option A, but that option B was her preference. McGinnis preferred option B, but not in favor of adaptation to Conservation instead he would like to see EMPOWER action items to the Conservation Commission. Ely favored option B. Brown like option D with the division of roles to all of the Commissions. Downey agreed with Brown and stated that option D more explicitly pulls in aspects of the plan. Barth asked for more time to make a decision, but would like to see some combination of options B, C, and D. Ely mentioned that option D spells out execution, but he is still firmly in support of option B. Seffinger stated that she would like to see the aspects of D added to CEAP 2's recommendation. Green will bring back a draft of options B and D for the next meeting. Green also mentioned that a permanent CEAP and Conservation Commissions could have the same staff liaison and hold meetings every other month (still once a month just not the same Commission). All Commissions could meet once or twice a year to make sure they are all on one page.

6. Old Business

- a. Form for Social Media suggestions*
- b. Form for Community Story nominations*
- c. Committee homework*

Green created a google doc for social media content and community story recommendations. Green asked all members to send at least one recommendation for a story by next meeting. The information needed would include name, contact information, and some background on the climate action taken. Some examples were building or remodeling houses to become decarbonized, food waste projects, and other interesting climate action items.

7. Informational Items

- a. RECEIVE updates relevant to CEAP implementation*

Green presented the following items to the Committee:

- City's launch of the Electric Vehicle incentive

- OpenGov “stories” platform was adopted and will allow for better information displays and dashboards for the CEAP and EMPOWER webpages
- Home energy survey tool from eNorthwest is being brought back

Stone left at 6:46 p.m.

- Ameresco talks have continued and would help with financing projects and developing large renewable energy projects
- Working with GHG inventory and Good Company is still on retainer

b. Update from stakeholder representatives (Forest Lands, Conservation, School District, others)

Downey gave an update on Forest Lands and the data on natural systems and benchmarks that Commission has and would be willing to share. She expressed an interest in Forest Lands helping take over some of CEAP charges.

Ely informed the Committee about the Ashland School District’s bond for \$1.9 million dollars that is on the 2018 ballot. Ameresco is also working with the School District to help them with renewable energy projects. Willow Wind is looking into a solar farm behind the school, but before the freeway. The School District is hoping to use the City’s virtual net metering program for this solar farm.

McGinnis presented information on the Conservation Commission. He is hoping to give some opportunity to the Commission with the educational and action piece of CEAP.

8. Future Meetings

McGinnis announced the next regular meeting is scheduled for Thursday, October 18, 2018.

McGinnis reviewed the schedule look ahead for future meetings:

- October – Final Recommendation of Commission Structure
- November – CEAP 2 Final Report

Some discussion surrounded rescheduling the November and December meetings. The Committee members decided to keep November’s meeting scheduled for November 15 and to move the December meeting to December 13.

9. Adjournment

McGinnis officially adjourned the meeting at 7 p.m.

Action Items

- Green will bring back a draft of options B and D for the next meeting.
- All members should send at least one recommendation for a story by next meeting.

ORDINANCE NO. _____

AN ORDINANCE CREATING THE CLIMATE POLICY COMMISSION

2.27 – Climate Recovery Commission

2.27.005 – Purpose

Upon adoption of this ordinance, the Mayor shall establish a permanent Citizen Commission to support the integrity and focus of Ashland’s Climate and Energy Action Plan (CEAP) Contents and Updates. The Commission shall provide climate plan implementation process oversight and recommend updates to the CEAP in pursuit of meeting the Climate Recovery goals, objectives and targets established in AMC 9.40.040.

The Commission shall work to ensure the CEAP continues to function as a successful strategic roadmap to meet the Climate Recovery goals and objectives through research, analysis, communication with other advisory commissions and community groups.

2.27.010 – Establishment – Membership

The Commission shall reflect and represent a wide range of community interests and perspectives, including environmental, energy efficiency, renewable energy, academic and business, low income, equity, and health, communities of color and elderly. The Commission shall consist of nine (9) voting members, including at least two (2) of whom shall be 35-years-old or younger at the time of appointment. Eight (8) of the members shall reside within the City, and one (1) may be an at large member living within the Ashland urban growth boundary. One (1) Mayor or City Councilor and one (1) City staff person shall serve on the Commission as non-voting, *ex-officio* members. The Commission may optionally include two (2) student members representing the Ashland School District or SOU. Student members under the age of 18 shall serve as non-voting, *ex-officio* members. The primary staff liaison shall be appointed by the City Administrator and shall serve as Secretary of the Commission. Voting and *ex-officio* members shall be appointed by the Mayor with confirmation by the City Council

2.27.020 - Powers and Duties

- A. Develop recommendations for Ashland’s Climate and Energy Action Plan contents and updates (as established in AMC 9.40.040).
- B. Recommend modifications to benchmarks, targets, or actions contained in the climate plan as needed to incorporate the best available science and practices to achieve Ashland’s climate related goals and targets.
- C. Manage a process for considering Plan amendments and updates.
- D. Monitor and make recommendations on the implementation of adopted Climate and Energy Action Plan for the Community and City Operations
- E. Periodically review progress toward achievement of the CEAP’s GHG and fossil fuel reduction targets.
- F. Recommend changes in city ordinances, rules, and processes that facilitate and/or incentivize residents and businesses to reduce their GHG emissions.

- G. Work to ensure that the CEAP considers public input and long-term social, economic and environmental impacts.
- H. Work to ensure the plans are socially equitable for all community members including low-income, young people, persons of color, elderly and those living with disabilities.

DRAFT

ORDINANCE NO. _____

AN ORDINANCE CREATING THE CLIMATE OUTREACH COMMISSION

2.18 – Climate Outreach Commission

2.18.005– Purpose

Upon adoption of this ordinance, the Mayor shall establish a permanent Citizen Commission to support assist in the achievement of Ashland’s Community Climate Recovery Goals (AMC 9.40.020). The Commission shall actively encourage Community entities and individuals to incorporate and make progress toward Ashland’s Community Climate Recovery Goals, as set forth in the most current City Council-approved version of the Climate and Energy Action Plan.

2.18.010 – Established Membership

The Commission is established and shall consist of nine (9) voting members including one representative of the solid waste franchisee for the City; and one representative from Southern Oregon University; and one representative from the Ashland School District and six (6) other voting members. At least five (5) of the other members shall reside within the City. The primary staff liaison shall be appointed by the City Administrator and shall serve as Secretary of the Commission. Voting members shall be appointed by the Mayor with confirmation by the City Council.

(Ord. 3003, amended, 02/18/2010; Ord. 2981, added, 04/06/2009; Ord. 3100, amended, 2014)

2.18.040 – Powers and Duties Generally

- A. Consistent with City policies and procedures, educate and advocate for Ashland’s Community Climate Recovery Goals (in accordance with AMC 9.40.020)
- B. Consistent with the CEAP, make recommendations on strategies, actions, and programs related to the wise and efficient use of resources by all Ashland citizens, including:
 - a. Consumption of goods and services,
 - b. Materials management, waste prevention, reduction, and recycling,
 - c. Conservation and efficient use of electricity, water, and natural resources
 - d. Promotion of community, residential, and commercial renewable resources
 - e. Air quality awareness,
 - f. Climate resilience and preparedness.

(Ord. 3003, amended, 02/18/2010; Ord. 2981, added, 04/06/2009)