

SUSTAINABILITY AND ENERGY ACTION TASKFORCE
Meeting Minutes – January 11, 2023, at 3:30 PM
City Hall, Ridge Conference Room

Member Attendance:

Robert Allen
David Bartlett
Emily Berlant
Tom Bradbeer, Vice Chair
Clair Highfield – Absent
Kayle Palmore
Jan O’Hara, Chair
Matthew Rosen
Amie Siedlecki
Catherine Vawter

Ex-Officios:

Josh Berger – Online
Karen Chase – Online
Dorothy Swain

City Staff/Council Liaisons:

Jason Canady (City Co-Liaison)
Kyrriha Sevco (City Staff)
Vanessa Ogier (Council Liaison) - Absent
Allegra Starr (City Co-Liaison)
Wendy Higgins (City PW Minute Taker)

Guests:

None

1. **Roll Call/Introductions:** Chair O’Hara opened the meeting at 3:40 pm.
2. **Public Comment:** None
3. **Approval of Minutes:**

MOTION TO APPROVE DECEMBER MINUTES

Member Rosen moved and Vice Chair Bradbeer seconded the motion to approve the December 14, 2022, meeting minutes. The vote resulted as follows: “AYES”: Chair O’Hara, Vice Chair Bradbeer, Members Allen, Bartlett, Berlant, Palmore, Rosen, Siedlecki, and Vawter. “NAYS”: None. Abstain: None Absent: Member Highfield. The motion passed.

4. **Action Items:**
 - a. Review, discuss, and make a motion on timeline(s) and municipal GhG reduction goal(s). The taskforce reviewed and discussed the handout from Chair O’Hara (attached).

MOTION TO ADOPT GHG REDUCTION GOALS

Vice Chair Bradbeer moved, and Member Berlant seconded the motion to approve the adoption of the reduction of GhG goals of 30% reduction by 2030, 50% reduction by 2035, 75% reduction by 2040, and 100% (net zero) by 2045. The vote resulted as follows: “AYES”: Chair O’Hara, Vice Chair Bradbeer, Members Allen, Bartlett, Berlant, Palmore, Rosen, Siedlecki, and Vawter. “NAYS”: None. Abstain: None Absent: Member Highfield. The motion passed.

5. **Matters from Committee Members and Staff:**
 - a. Pivot from four working groups to research projects and editing/writing. The goal is to have a draft plan by the February meeting. Agree on tasks. Chair O’Hara summarized that the four working teams have completed their work or can finish up remaining work as individuals. The teams are no longer

meeting, and tasks have been assigned to individuals. Going forward, Ex-Officio Swain, Members Allen, Rosen, Highfield, and Siedlecki will be assigned tasks as needed to complete the Sustainability Plan, Chair O'Hara, and Vice Chair Bradbeer, Members Vawter, Palmore and Berlant will be assigned to write sections of the Plan.

- b. **Project Prioritization:** Review prioritization matrix members will discuss and re-rank the projects; more importantly, we will ensure a member is assigned to each top ranked project to find any needed information. Allegra walked through the feasibility/prioritization matrix she set up using Miro software, on which all the proposed projects are shown with their relative rankings. Next step: Allegra needs each member to provide data on the projects they have worked on, particularly, an estimate of cost, if funding is available; ongoing costs/maintenance. Jason clarified that the cost estimate can be a simple 1-5 ranking of relative cost.
- c. Update on upcoming meeting with City staff and a representative of Senator Merkley's office on January 19. Kyrrha, Allegra, Chair O'Hara, and Member Rosen to attend the meeting to inquire about available funding.
- d. Member Rosen provided an update: During a peer review of the Wastewater data, they found the secondary treatment units were calculated incorrectly, because the unit is not a lagoon. Also, the acreage of forested city land is uncertain, so that calculation is being redone.

6. Agenda Building for Future Meetings:

- a. Update on upcoming meeting with City staff and a representative of Senator Merkley's office
- b. Review draft of plan outline and narrative for selected sections

7. Meeting adjourned at 5:10 PM

8. Next Meeting: February 8, 2023, at City Hall in Ridge Conference Room

Minutes prepared by Wendy Higgins, City Public Works Department.