



Eugene Sustainability Commission

MINUTES

Eugene Sustainability Commission
Campbell Center, Elsie Room
Eugene, Oregon

August 8, 2018
4:00 p.m.

PRESENT: Howard Saxion, Kevin O'Brien, Thomas Price, Ralph McDonald, Art Farley, Sue Wolling, Zach Mulholland, Kelsey Zlevor, Jon Kloor, Doug Edwards, Jennifer Hayward, Chelsea Clinton-staff and Ethan Nelson-staff.

ABSENT: Councilor Emily Semple, Greg Ringer

Opening

- Chair Zlevor called the meeting to order at 4:10pm.
- Agenda Review. Commissioner O'Brien moved to approve the agenda. Seconded by Commission Saxion. Approved unanimously.
- Commissioners shared motivation for serving on the Commission and what they hope to accomplish during upcoming year.

Review of Sustainability Commission Mission Statement and Purpose

- Chair Zlevor led a review of the mission statement and purpose of the Commission as stated in the bylaws.
- Commissioners discussed the importance of focusing on environmental health and the triple bottom line.

Meeting Structure

- Chair Zlevor shared she had received feedback on the length and structure of meetings. She shared some ideas about how to shorten meeting lengths and/or provide more time for discussion about proposals. She asked for feedback about whether or not Commissioners supported the ideas.
- The ideas included:
 - o Reducing the number of presentations during the year (including a presentation only when it is relevant to policy issues being discussed at the meeting);
 - o Implementing time limits on commissioners during our discussion (2-3 minutes each);
 - o Finding some way to indicate someone agrees with someone else's comments, without them having to put their card up and say, "I agree with everything XYZ said;"

- Supporting the use of "point of order" or other agreed upon phrase to indicate when a comment is straying from the topic at hand;
 - Other ideas.
- Commissioners discussed the ideas and were all in agreement aside from limiting Commissioners' time to speak to 3 minutes.
 - Other ideas included shortening presentations and making each agenda the work plan.

Review Working Agreements

- Commissioners agreed that the Working Agreements had been very helpful in keeping the Commission organized and moving forward in a productive manner.
- Some commented that the liaison process was particularly positive.
- Page 1 – should add a step 6 and add how to work with staff to do final formatting and get proposals to Council

Suggestions for improvement of Working Agreements

- Under the Committee Process under point 6, add a (d) bullet that expresses how to get the proposal to Council
- At the first Committee Meeting, make a plan to identify a City Councilor who will ask for a Work Session Poll and/or will be a sponsor for the idea
- Create a flow chart to make Working Agreements less confusing.
- There should be a two tiered system – proposals that need a Committee and those that don't.

Other questions and comments included

- Council Engagement
 - How can the Commissioners encourage and remind each other to connect with City Councilors?
 - Can we get Council to commit to competing a Work Session Poll within 60 or 90 days of receiving a proposal?
 - How do we get Council to engage with us more? Let's update the Working Agreements after we come up with a strategy for that.
 - The working agreements already ask for Commissioners to meet with Councilors regularly.
 - If we had less recommendations, would we have more success? Some Commissioners said no.
 - Commissioners should interview Councilors on what would work better.
 - Hearing about the same issue from multiple angles may be more effective.
 - It's helpful to consistently work with City Council
 - Are there avenues besides work sessions to move proposals forward?
 - Commission never receives acknowledgement of work products from Mayor and Council.
 - How can the Commission connect with other Boards and Commissions to ask for more time with Council?

- The Commission needs additional time to discuss how to be more effective with Council and coordinate requests.
- Remember to use the filters to prioritize work
- How do we align our work with our work plan?
- Are there PR opportunities?
- How do we invite different demographics to participate in public comment? How do we make people feel welcome?
- How do we balance the “big issues,” like those on the work plan, with other ideas? Through Committees or detailed work plans on items?

Review of FY18 Accomplishments

- Chelsea led a discussion about accomplishments from the past year with the goal of informing the FY18 Annual Report City Council.
- Commissioners were provided a list of proposals that the Commission sent to City Council during the past year as a part of their meeting materials.
- The discussion focused on items that Commissioners felt were missing from the list of proposals and any areas Commissioners wanted to highlight.
- Comments included:
 - Working agreement implementation
 - Council action on recommendations
 - Council Work Session on EV-Ready Homes proposal
 - Council designating the Riverfront development plaza as park space and adding a 10th of an acre to the park space.
 - Work Sessions scheduled for Home Energy Score proposal
 - Council action on housing on land owned by places of worship
 - Engaged in the CAP2.0 process
 - Proposal around Northwest Natural contract coming up, which warns Council of an upcoming opportunity for action
 - Development of the CRO Questionnaire for the banking RFP Process.
- There was a request to include a matrix of the work plan and what was accomplished in the Annual Report.

Draft FY2019 Work Plan

- Commissioners came up with the following list of topics for the FY19 work plan.
- Names next to each item show which Commissioner will draft one to two bullet points about what the item includes.

1. City Council Engagement – Kevin/Kelsey
2. Climate Change Policy
 - a. CAP2.0 Outreach and Policy Input - Sue
 - b. Waste Reduction Policy – Ralph
 - c. TSP Implementation – Howard
 - d. Biophilic Design – Thomas

- e. Neighborhood Preparedness – Ralph
 - f. Natural Gas – Zach
- 3. FY18 Follow-Up- Chelsea
- 4. Monitor
 - a. Envision Eugene – Howard
 - b. Housing – Sue
- 5. Emerging Issues
 - Address unforeseen, but important sustainability-related items presented by the Mayor, City Council, City Manager, Commissioners, or the public, in accordance with the Commission’s adopted operating procedures.

DRAFT