

# Commission Meeting Minutes

Wednesday, May 20, 2020 - 5:30 p.m.

Zoom Webinar

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**In attendance:** Chair-Kelsey Zlevor, Vice-Chair- Zach Mulholland, Howard Saxion, Ralph McDonald, Art Farley, Laura Allen, Louisa de Heer, Julia Johnson, Doug Edwards, Greg Ringer

**Staff:** Chelsea Clinton, Samantha Roberts

**Absent:** Councilor Emily Semple, Jon Kloor, Kevin O'Brien

## **Call to Order:**

Chair Zlevor called the meeting to order.

## **Action Item: Approve Agenda**

Moved: Chair – Kelsey Zlevor

Seconded: Howard Saxion

Vote: All in favor

## **Action Item: Approved February Minutes**

Moved: Chair – Kelsey Zlevor

Seconded: Louisa De Heer

Abstained: Greg Ringer

Vote: All in Favor

## **No public comment or Commissioner Response**

## **Letter to the Budget Committee and Budget Update**

Kelsey presented about the community support fund update in the FY21 Budget Proposal related to the approved line item and potential Thank You letter to City Council and Budget Committee from the Commission.

Staff updated commissioners about budget process and the sustainability budget approved for FY21; addressed status of community support fund and importance of thank you letter to the City Council and Budget Committee.

Julia addressed history of the community support fund ask as well as the need in the future to follow up with bylaws. Kelsey agreed with Julia that the conversation needs to be had and added to a future agenda.

Laura thanked everyone for jumping into the process.

Staff addressed the process and that bylaws should be passed addressing how the money is going to be spent for Fall Work Plan.

Art inquired how specific the parameters are about spending the money from the budget. Staff said there could be conversation about how it is spent, but in general it needs to be spent based on the language used in the original ask. Art spoke about his thoughts regarding additional ways to spend money which could be addressed in the bylaws.

Louisa inquired if the City budget is on track or if there will be a trickle-down effect of COVID impacts. Staff responded that the city is in good financial shape overall but is looking at impactful cuts to materials and supplies while not cutting back services. Staff said the city is in a good position for next year but is being proactive about where cuts can take place if needed.

Julia asked if Commission needed to make a motion to approve the letter.

Staff discussed working agreement and need to be consistent with working agreement.

Kelsey asked if anyone had feedback on the letter.

### **Action Item: Approve Thank You Letter to Council**

Moved: Julia Johnson

Seconded: Ralph McDonald

Vote: All in Favor

Kelsey expressed thanks to contributors and staff for assistance.

Staff followed up with previous conversation about the working agreement and said all looked well in the agreement as long as everyone agrees it is time sensitive. Staff inquired about who would send the letter to City Council and Budget Committee.

Kelsey agreed to send the thank you letter to City Council and Budget Committee.

Staff reminded commissioners they can provide public comment at the next budget committee meeting May 27th.

### **Work Plan Update**

Kelsey introduced the work plan update and spoke about future considerations. She inquired about everyone's wellbeing and thoughts for the future.

Louisa reviewed work from February to be done before July and expressed the need to close first round of committees and subcommittees, and to make presentations of those recommendations. She suggested putting committees from February aside and pick up again in the new fiscal year in July.

Laura inquired if subcommittees could meet over Zoom. Staff addressed the city's capability conducting Zoom meetings, licensing, and hosting capabilities.

Howard expressed interest in prioritizing what is important given current circumstances and limitations in meeting as a commission; expressed favor for in person meeting. He discussed considerations about the future impacting development of a new work plan, and the completion of previous work plan. He expressed that he doesn't feel an urgent need to complete some items on existing work plan.

Art spoke about CAP 2.0 draft in July and the city council work session. He mentioned the next commission meeting should prioritize looking at that draft and how the commission wants to respond to city council about the draft and urgency of climate work. He asked how the commission will get organized to provide this feedback.

Ralph discussed previous work by commissioners and himself, and expressed desire for subcommittee chairs to draft a letter to city council for items related to air quality for the summer.

Louisa discussed her work on drafting a letter for the subcommittee on air quality, and the need for the subcommittee to meet to take considerations to council. She expressed that work should not stop because disasters are not predictable or care if another disaster is currently happening. She discussed timing of feedback to council.

Laura expressed agreement to drafting a letter regarding work and recommendations before the end of the year, and committed to sending out a draft for consideration by commissioners.

Julia discussed conversation in February about committees related to budget committees and asked Zach if there was anything that needed to be worked on. Zach responded that it was not organized in time to present to budget committee.

Staff said the budget process is ongoing and that there is work that can be done to get plugged into budget cycle without having to wait until the next adoption process.

Zach said it could be brought back again for the retreat in the Fall.

Kelsey discussed next the Commissions steps for the next few weeks. She said to do what they can individually and as subcommittees to close out their work and produce final products from those. Kelsey suggested bringing those to June commission meeting but that she is leaving it to chairs of subcommittees to wrap up work to present for next meeting. She told commissioners to reach out to add to agenda items for next month and inquired if there were additional comments.

## **Council communications and upcoming items**

Staff discussed work with city council and upcoming dates for CAP 2.0 presentation. Staff said they will inform commissioners about new dates to present and mentioned an upcoming public hearing on June 15th related to alternative non fossil fuel forms of transportation. Staff discussed the June 24th natural hazards mitigation plan presentation. Staff reminded the commission of the Council's break beginning July 29<sup>th</sup>, and ending September 9<sup>th</sup>. Staff discussed CAP 2.0 updates including Mayor's CRO Ad Hoc Work Group meeting details, revision process, and upcoming meetings, as well as using Public Forum to inform council of recommendations related to CAP 2.0 draft.

Laura asked if natural hazard mitigation plan is a good place to get information about fossil fuel risks. Staff offered to connect Laura to staff person to investigate question.

Zach expressed excitement to see how community actions will be incorporated into document and the commission's work to put in comments to Council. He discussed thoughts about planning a subgroup to write a letter to Council to support approving document.

Staff addressed the process about who would bring forth proposal when document comes out.

Zach offered to bring forth proposal when document comes out.

Staff addressed upcoming commissioner elections in July and the need for commissioners to express interest in running for Chair or Vice Chair position at June meeting. Staff discussed which seats are up to term out and next steps for approval.

Louisa asked if it is possible to delay voting until August meeting given the nature of July.

Staff discussed procedure of vacations from seats related to bylaws and that staff will look into this.

Julia reiterated Louisa's comments about a subcommittee to look at bylaws, and what will happen moving forward. She asked if there is a suggestion for work moving forward to make delaying a vote if possible and if there is a subcommittee to review bylaws.

Staff supported idea of setting up bylaw review subcommittee.

Kelsey discussed timing of the subcommittee's work.

Staff believe it is too late to do this work within this fiscal year, but staff can look into this.

Julia discussed previous conversation, and that this question comes up each year: terming aligns too quickly with voting for members to be on long enough before new elections. She asked if there can there be overlap.

Kelsey discussed worst case scenario is to make this conversation a first priority at the August retreat.

Staff confirmed voting must be done at 1st regular meeting after commissioners are approved.

Kelsey suggested adding this item to the list of work for August retreat to address bylaws.

## **Commissioner Updates**

Ralph spoke about movie, Michael Moore's "Planet of the Humans".

Laura spoke about Bill Mckibben's response to Michael Moore's film and potential inaccuracies.

Doug spoke to the movie and thoughts about the movie.

Louisa spoke about Drawdown's 2020 recent update and that she will send the link for the commission to read it.

Doug inquired about how much carbon emissions have dropped; spoke to lack of data and thoughts about data; inquired if anyone had seen data about this.

Ralph spoke about figures he saw in Register Guard at 17% reduction worldwide.

Staff spoke to piece in Register Guard and further considerations that emissions will only drop 4-7%.

Julia expressed appreciation to see everyone and impacts of COVID.

Louisa discussed need to apologize to Mark Robinowitz about disregard for comments at previous meeting related to COVID.

### **Closing**

Kelsey discussed next steps for commission for June meeting to include wrapping up subcommittee work, addressing the CAP 2.0 revisions and statement to council, and space for commissioners to express interest in running for chair/vice chair in July.

**Meeting adjourned**