

Commission Meeting Minutes

Wednesday, May 19, 2021 - 5:30 p.m.

Zoom Webinar

In attendance: Chair-Zach Mulholland, Vice-Chair- Mtima Richardson, Howard Saxion, Art Farley, Laura Allen, Louisa de Heer, Kelsey Zlevor, Mike McFarlane

Absent: Karyn Kaplan, Doug Edwards, Councilor Semple, Drew Johnson

Meeting began at 5:30 but adjourned until 6 PM due to lack of quorum.

Mtima Richardson and Mike McFarlane joined the meeting at 6 PM.

Staff: Samantha Roberts

Call to Order:

Chair Mulholland called the meeting to order at 6 PM.

Chair Mulholland called for a motion to approve the May Agenda, with a motion to amend the agenda: approve Committee Updates first, postpone annual report until June.

Action Item: Approved May Agenda with amendments

Moved: Zach Mulholland

Seconded: Louisa De Heer

Vote: All in favor

Abstain:

Chair Mulholland called for a motion to approve April minutes or request for discussion.

Action Item: Approved April Minutes

Moved: Art Farley

Seconded: Louisa de Heer

Vote: All in favor

Abstain:

Public Comment

No public

Committee Updates

Fossil Fuel Risk Bond Committee Recommendations

Commissioner Allen provided an update about the work of the Fossil Fuel Risk Bond Committee, including the recommendations for City Council to initiate a Fossil Fuel Risk Assessment and Gap Analysis process.

Action Item: Approved Fossil Fuel Risk Bond Committee Recommendations

Moved: Art Farley

Seconded: Laura Allen

Vote: All in favor

Abstain:

GreenFund Packet Discussion

Staff presented on the progress of adding the GreenFund Application to the Sustainability Commission Website. Staff presented suggested edits to the ESC bylaws to support easier application processes moving forward. Commissioners discussed the topic and provided feedback to staff. The proposed changes are:

Article X: Fiscal Policies

Section 3. The commission may endorse and provide recommendations to staff for financial support to events that meet the criteria of the City and the commission. Levels of support include:

- A. Endorsement--the commission may endorse specific events whose values it supports but to which it does not contribute money. The commission's name may be used in advertising for these events.*
- B. Support – The commission may award local groups up to \$1000 to support local sustainability events.*

Commissioners added their thoughts and values to the conversation about what the language meant.

The Commission would like to add a section to the 2019 Working Agreements about encouraging commissioners to participate in grant approved events to support the original intent of using grant funding to increase Commissioner participation in the community. Commissioners and staff discussed updating the 2019 Working Agreement at the 2021 August Retreat, including this new change.

Action Item: Approved Bylaw Updates to support moving GreenFund application forward

Moved: Art Farley

Seconded: Louisa de Heer

Vote: All in favor

Abstain:

Updates from staff and commissioners

Staff Updates

Samantha provided updates on the following:

1. Reminder to Commissioners to be thinking about upcoming Commissioner elections. Expressed support for connecting with Chair Mulholland or Vice Chair Richardson for more information.
2. Website updates coming soon:
 - a. Recommendations
 - b. Bios not added because after several requests, staff could not get every Commissioner to send information. Samantha sought Commissioner approval to add those pieces without bios from each Commissioner.
3. Staff provided update about recent meeting with the City Manager and Mayor and made points about process:

- a. Refining policy recommendations to three items per year
- b. To move items forward faster, policy recommendations should be in alignment with CAP2.0 policy
- c. Staff will create two recommendation templates using guidance from the 2019 Working Agreement – one with language that staff have vetted the recommendation, and one with language that staff have not yet vetted the recommendation.
- d. Formatting for Annual report

Commissioner Updates

Commissioner Farley provided an update about the Food Security Committee.

Chair Mulholland provided the Commission an update about the quarterly meeting with the Mayor and City Manager. The update included a change in process with the annual report wherein the report will be created at the end of the fiscal year and presented to Council in June or July. The update also includes a change in how information is shared with council: a change in visual representation of workplan progress. Chair Mulholland also discussed presenting in the annual report an update about previous workplan progress.

Commissioners and staff further discussed meeting with Mayor and City Manager and potential changes in process.

Commissioner McFarlane let the Commission know about the upcoming Urban Forestry committee meeting.

Chair Mulholland provided an update about the Citizen Involvement in Waste Management committee meeting.

Meeting Adjourned at 7:00 PM.