

Climate and Environment Policy Advisory Committee (CEPAC)

Draft Minutes

September 11, 2025, 4:00 – 6:00 PM

51 Winburn Way Ashland, OR 97520

1. Call to Order

- **COMMITTEE MEMBERS PRESENT** – Mark Morrison, Gary Shaff, Sharon Dohrmann, Sidney Brown, Jennie Christopherson
- **ABSENT:** Kip Barrett, Bryan Sohl
- **OPEN POSITIONS:** 2
- **CITY COUNCIL:** None
- **STAFF:** Chad Woodward

2. Consent Agenda.

- Minutes- Approved.
 - Motion to approve by Christopherson, seconded by Dohrmann.
Approved unanimously.

3. Updates/Announcements

- Council Update – N/A
- Staff Update – Woodward:
 - Shared that electric vehicle chargers grants for 10 new chargers has been secured. Also shared that Charing Smart process plans to be done in October.
 - Provided an update on on-bill financing project. In particular, the program is still a go but presents a unique situation that USDA's depleted staff is having a difficult time moving forward and invited the city to help develop the relevant loan document language.
 - Home Energy Score update shared that working with Earth Advantage continues and that everything is moving forward according to the plan.
- CEPAC Vice-Chair Update – Morrison
 - Schedule of upcoming meetings was discussed and members were asked to think about food options and bring back ideas at the October meeting.
 - Provided a reminder that annual elections are upcoming and to think about if anyone wanted to be chair or vice chair in 2026.

- Shared that Morrison and Sohl would reach out to members for 1:1 discussions for the 2026 work plan.
- There was a reminder to encourage people to apply to be on CEPAC as we are down 2 members.
- Discussed the letter in the Ashland Chronicle and Next Door post deriding the work of CEPAC. CEPAC chose not to take action to respond.

4. **Unfinished Business**

- Ashland Waste Characterization:
 - Staff provided a brief synopsis of the document written by former CEPAC member Ahnmark. The study highlighted opportunities to increase recycling rates by 27% in residential and 32% in commercial areas through better systems and outreach. They also discussed expanding food scrap programs, which could reduce landfill waste by 74% in both residential and commercial sectors, and considered the environmental benefits of reducing methane emissions through these initiatives.
- Urban Land Use and Transportation:
 - The committee discussed collaboration with SERJAC and CEPAC to address transportation issues, including a potential electric bike incentive program. They reviewed a response letter from the TAC regarding collaboration opportunities, noting some misunderstandings about their intentions. The TAC chair provided an update on the website development, which is facing delays due to budget issues. The committee also discussed the upcoming transportation system plan update, emphasizing the need for their involvement in making the system more equitable and suitable for walking and biking.
 - The discussion then focused on the role of CEPAC in the transportation system plan process. The TAC chair clarified that while CEPAC has an advisory role, the Transportation Advisory Committee (TAC) makes policy recommendations, and the city council ultimately adopts the transportation plan. The group discussed whether CPAC should have a decision-making role, with some members advocating for more involvement while others expressed concerns about overstepping TAC's authority.
 - Motion to petition city council to ask city council to be a vital part of the TSP update process. Seconded by Christopherson. Vote failed 4-1.

- Gas Powered and Garden Equipment (Sidney). Staff reviewed the Commission and Committee handbook language regarding how a recommendation to council will proceed. The committee must make a motion to proceed to council and then it will be up to the Council Liaison to request that it be on a future agenda. A brief discussion on funding for a new incentive followed with the observation that how much funding could be available is unclear.
5. **New Business**
 - City Facilities tour – Brief discussion revealed that there was interest in still pursuing this and staff would look into the matter.
 6. **Adjourn–6:00 pm**

Climate and Environment Policy Advisory Committee (CEPAC)

Work Session – Draft Minutes

September 24, 2025, 3:00 – 5:00 PM

51 Winburn Way Ashland, OR 97520

1. **Call to Order**
 - **COMMITTEE MEMBERS** – Bryan Sohl, Mark Morrison, Sidney Brown, Gary Shaff, Dylan Dahle
 - **CITY COUNCIL:** N/A
 - **STAFF:** Chad Woodward
 - **OTHER:** Madeline Rutlai -broker with Gateway interested in city committees
2. **Discussion:** Urban, Land Use and Transportation:
 - 2.1. Shaff presented some information related to biking requirements and a list of possible options that a small cohort had ranked. The list of numerous options was discussed in detail with conversations about how to group similar items and make the document more digestible.
3. **Adjourned: 4:30**

Climate and Environment Policy Advisory Committee (CEPAC)

October 9, 2025, 4:00 – 6:00 PM

51 Winburn Way Ashland, OR 97520

1. Call to Order

- **COMMITTEE MEMBERS PRESENT** – Bryan Sohl, Kip Barrett, Gary Shaff, Jennie Christopherson, Sidney Brown, Mark Morrisson, Sharon Dohrmann
- **ABSENT:** N/A
- **OPEN POSITIONS:** 2
- **CITY COUNCIL:** Jeff Dahle
- **STAFF:** Chad Woodward

2. Consent Agenda – none.

3. Presentation – Becs Walker– Southern Oregon University:

- – Received 2025 Gold rating from AASHE. Discussed 2025–2027 Applied Sustainability plan. In the process of developing a sustainability masterplan on the academic side. Four new solar arrays installed in 2025 with an energy storage system. 1 more array will get them to their 1mw production goal. CREP fourth round closed, and the fourth round of installations wrapped up two weeks prior on The Hawk building. Scheduling replacement of first solar array that was installed in 2000. Roof of building needs to be updated. Array will be updated to 29KW from existing 6kw installation, with the same footprint. Replacement funded by students.

4. Public Forum– none.

5. Updates/Announcements

- Council Update –
 - Jeff Dahle– Disappointed in Council’s need to reschedule CEAP plan. Facilities masterplan look through in progress. Jeff to follow up with City staff regarding administrative policy 2018.12.18– carbon-emitting fuels in city facilities for the emergency housing building.
- Staff Update –
 - Chad Woodward– Council pushed him to 10/21 agenda. RESP– emailed bond attorney for the city: Working on a draft resolution. The attorney Should have a draft next week. USDA cut funding from OLLI which resulted in Forth’s “Charging Smart” program being cut. State challenging “Solar for All” removal. Home energy score working with Earth Advantage going well. Press release coming soon regarding

energy score program rolling out in January. Circular Action Alliance opening State's first of its kind, recycling center.

- Chair Update –
 - Bryan Sohl- None stated.

6. Old Business

- 2026 CEPAC Elections–
 - **Barrett nominates Morrison** for 2026 CEPAC Chair. Seconded by Brown. Approved unanimously.
 - **Brown nominated Dohrman** as 2026 Vice Chair. Seconded by Shaff. Approved unanimously.
- Amended Meeting Times–
 - **Motion** to move official meeting time to the second Thursday of each month, from 5pm to 7pm, starting in January, made by Morrison. Seconded by Barrett. Approved unanimously.
- Study Sessions –
 - Mutual agreement to continue work sessions, with amendments to the meeting times, as well as the topics to be discussed.
- CEPAC Applicants–
 - Dahle, Kaplan, and Sohl met with potential new applicant. Poised to go through Council, however applicant is doing a semester abroad and will reach out when they return. Second applicant available, just needs to have meeting scheduled.
 - No high school applicants at this time. 2 positions still open. RCAT has been notified of openings.
- Gas Powered Lawn and Garden Equipment –
 - The committee discussed the process for moving forward gas-powered lawn and garden equipment, focusing on the need for Council support to allocate staff time for implementing the initiatives. Dahle clarified that Council would likely direct staff to investigate further. Staff expressed that the current focus should be on buildings and transportation, with incentives analysis guiding future efforts. There mention of the importance of Council's support before investing further resources.

7. New Business- None discussed

8. Wrap Up – N/A

9. Adjourn-7:30pm

Climate and Environment Policy Advisory Committee (CEPAC)

Work Session - Draft Minutes

October 10, 2025, 3:00 – 5:00 PM

51 Winburn Way Ashland, OR 97520

1. Call to Order

- **COMMITTEE MEMBERS** – Bryan Sohl, Mark Morrison, Gary Shaff
- **CITY COUNCIL:** N/A
- **STAFF:** Chad Woodward
- **OTHER:** N/A

2. Discussion: Urban, Land Use and Transportation:

- Shaff presented two documents (a vision/guiding policy document and consolidated transportation strategies. The discussion covered topics of existing street standards policy and funding sources of areas that are independent of the Transportation System Plan (TSP). The discussion also covered parking in Bend, upcoming plans to rebuild N. Mountain St and Oak St.

3. Adjourned: 4:30

