

Climate and Environment Policy Advisory Committee (CEPAC)

Draft Minutes

November 14, 2024, 4:00 pm – 6:00 pm
51 Winburn Way - Ashland, Oregon 97520

1. Call to Order

1.1. COMMITTEE MEMBERS-

PRESENT: Kip Barrett, Gary Shaff, Bryan Sohl, Richard Barth, Sidney Brown, Mark Morrison, Eric Ahnmark, Jennie Christopherson

OPEN POSITIONS: 2

ABSENT: Piper Banks, Kiera Reitz, Becs Walker, Sharon Dohrmann

1.1. CITY COUNCIL: Bob Kaplan and Jeff Dahle

1.2. STAFF: Chad Woodward & Sabrina Cotta

2. Consent Agenda

2.1. Minutes- Approved.

Motion to approve made by Mark Morrison. Seconded by Sidney Brown. Approved unanimously.

3. Meet your City Manager- Sabrina Cotta

3.1. Council is the policy setting body, then staff and city manager operationalize, with guidance, policy set by council. CEPAC provides recommendations to council as requested. Collaborative process with CEPAC as the experts to provide background information.

3.2. Prioritizes climate change mitigation, adaptability & resiliency. Hope for continued support for existing programs. 2025 priority is the roll out of the USDA loan. Good communication & word of mouth is important to make the program successful. She is eager to see a reduction in energy costs, therefor reducing Ashland's carbon footprint.

3.3. Water & Electric Conservation Departments will be merging under The City Manager's Department. There will be a conservation manager appointed due to a need for more staff input on building upgrades due to differed maintenance. Contract with Medford water will be ending and an in-house water conservation specialist will be a permanent addition to the city.

3.4. CEPAC is an advisory to City Council with City Manager interaction as needed. Main interaction via city staff has been through Chad Woodward.

3.5. Workplan focus is to provide guidance & knowledge to council, ensure council adheres to CEAP goals, supporting other committee goals as they overlap with CEPAC's area of expertise, focus on community incentives vs. mandates.

3.6. Outline workplan with Council, attend other committee meetings & voicing CEPAC support via public comment, speak to agenda items. CEPAC is to never draft a resolution or ordinance, as this is a staff function.

3.7. Discussion followed regarding communication expectations between Staff, Council, and CEPAC members.

4. Climate Analyst Q&A.

4.1. Main priorities are the Energy Retrofit Ashland Program (RESP Loan dispersal), home energy score incentive fund program, reinvigorate free EV chargers around the city, outreach & education around incentive programs, and continuing to work on CEAP update & annual reports.

4.2. The role of the CEPAC has already been defined in the Charter. Looking at carbon footprint of programs and having thoughtful conversations to determine where time is most effectively spent. Educate and advocate for programs & incentives.

4.3. CEPAC & staff can work together to improve programs.

4.4. The more that can be done during business meetings, the better. Pursue upgrading charter to the best of CEPAC's abilities.

5. Updates/Announcements

5.1. Council Update –

5.1.1.Bob Kaplan- Three meetings since last CEPAC meeting. Nothing critical to report.
Discussed market study from consultants on Climate Friendly Area (CFA) suggested areas.
Downtown Historic District suggested to not be a CFA due to code already in place
allowing maximum densities.

5.2. Staff Update –

5.2.1.Chad Woodward-

5.2.1.1. Ordinance work has been passed on to Legal for draft review. CEAP update was
tweaked.

5.2.1.2. OLLI course presented.

5.2.1.3. RESP Loan rollout has begun. Present to council a timeframe and plan for the
future.

5.2.1.4. Monthly conservation meetings will begin taking place to have team discussion.

5.3. Chair Update –

5.3.1.Bryan Sohl- City council study session on December 16-committee & commission
appreciation.

6. Old Business

6.1. Climate Friendly Areas- Shaff's recommendation letter to officials was discussed. Designated
CFA areas were discussed based on impact and ROI's. Shaff requested council reevaluate
denying the downtown district as a CFA, due to the area being an existing business district.

7. New Business

7.1. Workplan priorities-

7.1.1.Discussed need to have a more effective meetings with more strict discussion time limits to
cover a broader list of topics. More in depth discussion on CEPAC's recommendations to
council regarding Avista's franchise agreement with the city.

Motion to adopt the 2025 workplan, with edits discussed, made by Ahnmark. Seconded by Brown.
Approved unanimously.

Motion to change the two existing work study meetings to one per month with a separate meeting for
CEPAC leadership to meet with community groups, made by Ahnmark. Seconded by Brown.
Approved unanimously.

8. Wrap Up

9. Adjourn-6:00pm

Climate and Environment Policy Advisory Committee (CEPAC)

Work Session Minutes

November 13, 2024, 3:00 pm – 5:00 pm
51 Winburn Way, Ashland, OR 97520

- 1. Call to Order 3:00**
- 2. Attendance**
 - 2.1. **COMMITTEE MEMBERS:** Mark Morrison, Sidney Brown, Bryan Sohl, Gary Shaff
 - 2.2. **CITY COUNCIL:** N/A
 - 2.3. **STAFF:** Chad Woodward
 - 2.4. **OTHER COMMITTEE MEMBERS:** N/A
- 3. Small Engines General Discussion**
 - 3.1. Gary opened the meeting with a review of public input and the task to determine if there is a recommendation to CEPAC.
 - 3.2. There was general discussion about the public input received and the topic generally. Including:
 - 3.2.1. The pros/cons of having implemented deadlines
 - 3.2.2. What city council may want to take on
 - 3.2.3. Working on an educational level about the need to curb small combustion engine usage.
 - 3.3. Discussion of what to bring to the full CEPAC meeting for deliberation:
 - 3.3.1. Whether to move forward with only non-ordinance options or to present a range of options.
 - 3.4. Discussion of how to fund a potential program and if this would displace something else.
 - 3.5. Gary shared some additional data on emission from small engines.
- 4. Adjourned 5:00**