



CITY OF LAKE OSWEGO
Sustainability Advisory Board Minutes

August 19, 2013

Call to Order / Roll Call

Co-chair Lisa Adatto called the August 19, 2013 meeting of the Sustainability Advisory Board (SAB) to order at 6:30 p.m. in the Conference Room of the Main Fire Station, 300 B Avenue, Lake Oswego, Oregon.

Members Present: Lisa Adatto, Sarah Asby, Andre DeBar, Jason Duhl, Vidya Kale, Mick Mortlock, E. Jay Murphy,

Members Excused / Absent: Gregory Monahan, Matthew Fischer (Youth Member), Miranda Kraus (Youth Member)

Council Liaison: Councilor Skip O'Neill

Guests: Gary Hanifan, Ron Smith, Kim Smith, Aden and Rick Eilers, Kavya Sreedhar and father, Priya Judge

Staff: Susan Millhauser, Sustainability Coordinator

Announcements from Board and Staff – None

Approval of Minutes – None

Review City Council Draft Agenda Schedule

Ms. Millhauser reviewed the draft schedule of upcoming Council meeting agenda items, pointing out the upcoming Redevelopment Agency meeting to review the Block 137 development plan, an upcoming Council presentation on the City's Sustainability Plan, as well as Comprehensive Plan update public hearing dates.

Public Comments

Kim Smith, Portland Community College professor, shared information with the Board about her work with a regional group of educators, non-profits, and government agencies, among others, to submit an application for recognition by the United Nations University system as The Greater Portland Regional Center of Expertise on Education for Sustainable Development. She provided a hand-out with details of the vision and objectives and how organizations can get more involved. She asked the Board to think about what role formal and informal education can play, and mentioned that organizations are providing letters of support for the application. Co-chair Adatto inquired when the letters were due, to which Ms. Smith said they would be needed prior to September 16. Co-chair Adatto suggested that the Board add discussion of this topic to the meeting's agenda.

Regular Business

A. Review Agenda

Co-chair Adatto reviewed the meeting agenda and added an additional item: discussion of The Greater Portland Regional Center of Expertise on Education for Sustainable Development request for support.

Ms. Millhauser noted that Scot Siegel, Planning Director, would not be in attendance so she would provide a brief (5 minute) update on the Comprehensive Plan.

A.5 Greater Portland Regional Center of Expertise (RCE) on Education for Sustainable Development

Members of the Board asked Ms. Smith additional questions about the RCE application and program. Ms. Millhauser noted that if the SAB was in favor of submitting a letter of support for the application, they would need to make a recommendation to the City Council for their approval. Ms. Smith described the program in more detail and noted its primary goal is to support education for sustainable development through a network of regional education providers. She clarified the RCE would be virtual, with a website, list serve, newsletter, etc., and that funding was mostly in-kind. She added that the RCE would receive support and mentorship from “sister city” RCE’s. She clarified that the UN University is a separate entity from the United Nations, and focuses locally to support life-long learners. Mr. Kale observed that the request and needed response time felt too fast. Ms. Smith shared that all of the application materials are available for viewing online, and that they don’t necessarily need a letter of support. Co-chair Adatto encouraged members to look at the materials, and asked for time on the next meeting’s agenda to discuss how this new group might be a good partner.

B. Chair/Vice Elections

Co-chair Adatto requested that the Board wait until its September meeting so that newly appointed members would be in attendance. The Board agreed. Ms. Millhauser noted that the interviews of Board candidates should be scheduled soon.

C. New Mission and Duties

Mr. Mortlock reported he had made a recommendation to consider updating the Board’s Mission and Duties to more clearly state how the Board provides value to the City Council, but that he had now decided he would rather not bring this to the City Council and open it all up.

D. Comprehensive Plan Update

Ms. Millhauser gave an update on the Comprehensive Plan update, based on her conversation with Mr. Siegel, Planning Director, and information included in Mr. Siegel’s August 5 City Council report (available at the web link sent with the SAB agenda). She noted that the Citizen Advisory Committee was scheduled to continue meeting through the fall to finalize its work and make recommendations to the Planning Commission, and that all of the upcoming meeting dates were included on the completion schedule included in the Council staff report. Ms. Millhauser also noted that Comprehensive Plan goals and policies related to the City’s sensitive lands program were not being updated at this point, pending resolution of program’s implementation with Metro. Mr. Kale inquired as to the status of Metro’s decision regarding

sensitive lands. Councilor O'Neill shared that the City had received comments back from Metro requesting more detail and that the ball was in the City's court.

E. Work Plan Update – Community Outreach

Mr. DeBar shared that the Green Home and Aging-in-Place tour went well, with between 40 and 50 people attending. He noted the tour highlighted the energy efficiency, solar panels, green and aging-in-place remodeling features, and water-efficient landscaping.

Ms. Adatto asked if anyone had given a Sustainability 101 presentation yet. Members noted they were having difficulty following up with people who had requested more information. Everyone agreed that summer was a challenging time to connect with people, and that the kinks were still being worked out. Ms. Millhauser noted a letter to neighborhood associations and other community groups had been drafted but not yet sent. Co-chair Adatto suggested waiting until the fall before sending.

F. Work Plan Update – 100 Mile Challenge

Mr. Kale reported that outreach is still a challenge and that he would like to reach more students. Ms. Millhauser noted that people are continuing to sign up leading to increased participation. Ms. Murphy noticed that while doing outreach at the Farmers Market and Bike Fair this year she noticed more people had heard of the Challenge than in the past.

G. Council Update

Councilor O'Neill provided the Board an update on recent Council activity. He suggested that SAB could help the City's sustainability efforts by doing additional research to bring out additional benefits for consideration, such as the LED streetlight replacement project and purchase of large vehicles, such as fire trucks.

H. City Projects of Board Interest – Status Update

Block 137 (Wizer's Block) Redevelopment

Councilor O'Neill provided an update, noting that the Redevelopment Agency (LORA) Board had agreed to contribute \$5 million, as outlined in the development agreement, to cover building permit fees, system development charges, and construction excise taxes. He observed that public testimony to the LORA Board focused on the size of the development and potential impacts. Co-chair Adatto stated the Board had submitted a letter in support of the project and wondered other ways to be involved. Councilor O'Neill suggested the Board continue to follow the project and grab onto issues they can help solve, especially if members can attend meetings and submit testimony. Co-chair Adatto mentioned she would like to find a way to meet with the developer either at the next SAB meeting or at another meeting. Ms. Millhauser agrees to follow up with Brant Williams, the City's project manager, to find out if the developer could attend the next SAB as well as if additional presentations would be scheduled.

Boones Ferry Road Improvement

Ms. Millhauser shared a project fact sheet with information about Phase 1 of the project, from Madrona to Oakridge/Reese, including planned improvements, preliminary cost estimate, and proposed funding sources. Councilor O'Neill opined that additional engineering studies needed

to be completed to establish the total cost, and he was uncertain the urban renewal district could generate enough tax increment to fund the full set of proposed improvements.

I. Progress Report – Sustainability Plan for City Operations

Ms. Millhauser gave the Board an overview of the Progress Report, noting updates made since the last Board meeting, shared the proposed process to review and update the Sustainability Plan, and asked for feedback. Board members provided feedback about some of the Progress Report's content, including how the City's employee excellence award works and recommending that the City look at centralized procurement. Regarding the process to review progress and update the Plan, the Board suggested that it would be helpful to have a Board member serve on the staff steering committee, as well as a Council member. Ms. Millhauser agreed to incorporate these suggestions in her staff report to City Council.

Ms. Asby made a **motion, seconded** by Mr. Kale, which **passed unanimously** (yes-5, no-0), as follows:

The SAB recommends that the City Council authorize the formation of an ad-hoc steering committee comprised of City staff, an SAB member, and a Council member to review the Progress Report and develop an updated Sustainability Plan for City Operations.

Adjournment

The next meeting was scheduled on September 16, 2013. There being no other business Co-chair Adatto adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Susan Millhauser
Sustainability Coordinator