
West Linn Sustainability Advisory Board Meeting Minutes

Date: November 21, 2024

SAB Members present: Mike Carlson, Victoria Meier, Greg Smith, Kate Jaspers

SAB members not present: Dan Reesor, Tiffany Haley

Staff Liaison: Dylan Digby

Council Liaison: Councilmember Lou Groner

Parametrix: Tracy Lunsford and Grace Thirkill

1. Call to Order

- Meeting called to order at 6:03 PM.
 - No public comments were received.
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2. Approval of October Minutes

- Motion to approve October minutes passed unanimously.
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3. Presentation by Parametrix

Presenters: Grace Thirkill and Tracy Lunsford

Topic: Sustainability Strategy Prioritization

- **Overview:**
 - Initial review of 71 sustainability strategies.
 - Prioritized based on city operations, greenhouse gas reduction potential, and resiliency co-benefits.
 - Focus on achievable actions due to limited staff capacity and resources.
- **Key Recommendations:**
 1. Develop policy for electric/hybrid vehicle purchases.
 2. Incorporate sustainability in new Public Works and Parks building design.
 3. Complete LED upgrades in city facilities.
 4. Focus on HVAC and solar installations for public buildings.
 5. Establish ongoing sustainability funding mechanisms.

- **Community-Wide Strategies:**

- Encourage EV charging station installations with businesses.
- Promote product repurposing, repair services, and sharing initiatives.

Discussion Points:

- Funding challenges for sustainable design.
 - Importance of external grants and cost-benefit analysis for decisions.
 - Examples like tool libraries and repair fairs were highlighted.
 - Board members emphasized maintaining urban canopy (tree code) and addressing wetlands preservation.
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4. Community and Board Updates

- Community Garden: End-of-season wrap-up completed.
 - Legislative Updates: Oregon's Climate Protection Program reinstated with a 90% reduction goal by 2050.
 - Climate Friendly Communities: Council passed zoning changes to encourage EV charging and public transit access.
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5. Annual Report and 2025 Goals

Reviewed Draft Goals:

1. Review recommendations from Parametrix and integrate into board priorities.
 2. Advocate for the tree code revision.
 3. Improve sustainability metrics transparency (annual reporting).
 4. Enhance engagement with the City Council through structured feedback loops.
 5. Support electrification of city landscaping tools and vehicles.
 6. Advocate for sustainability in city building designs.
 7. Monitor Waterfront development feedback and incorporate resiliency planning.
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6. Additional Notes

- Discussed procedural improvements for communication with Council, such as sending highlights post-meetings.

- Agreed on a follow-up meeting to finalize the annual report on **December 11, 2024**, from 10:00–11:00 AM.
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7. Adjournment

- Meeting adjourned at 7:35 PM.