

West Linn Sustainability Advisory Board Meeting

West Linn City Hall
11/15/2018, 6:30-8pm

Attendance **Board:** Cindy Ellison, Glen Friedman, Sara Harding Mihm, Alex Mihm, John Rose, Terry Shumaker
Council Liaison: Russ Axelrod
Staff Liaison: Darren Wyss
Guests: None

Mission [From the Charter \(Mission\):](#) The Sustainability Advisory Board is committed to collaborating with government and residents to improve the quality of life in West Linn by advancing stewardship of our environmental, social, and economic resources that is equitable for all present and future generations.

1. Public Comment (5 minutes)

- None.

2. Check-ins / Updates (5 minutes)

- Russ shared that within the MMC, a subset of Mayors have been working to support cap and invest.

3. Review Action Items from past meeting(s) (5 minutes)

<u>Month</u>	<u>Action Item</u>	<u>Status</u>
July	<ul style="list-style-type: none"> • Alex and Darren Wyss will coordinate on updating the City's website that shares information on recycling and garbage, to align it with the Clackamas County's website. 	Pending
July	<ul style="list-style-type: none"> • Russ will connect with the C4 (Clackamas County Coordinating Committee) to understand where other cities within Clackamas County stand on a plastic ban. 	Pending; Russ will connect at the upcoming meeting. A Clackamas Commissioner asked Russ to look into it and he's interested to move it forward. Discussed a plastic bag survey for general interest and feedback.
July	<ul style="list-style-type: none"> • Sara HM send some information on plastics bans to Russ in preparation for talking with the other Mayors. 	Link to statewide bans
July	<ul style="list-style-type: none"> • Sara HM to ask Eileen Stein when a good time to get in front of 	Base this on

	Council would be on plastics, pending their 2019 goal setting.	outcome of annual report.
July	<ul style="list-style-type: none"> ● Sara HM and Alex to meet about the Council and Staff education series and put together a proposal to move forward on topics or tours to include. <ul style="list-style-type: none"> ○ Update November 2018: Invite Council to community-facing educational events. Alex to email John Williams regarding staff participation in an NWEI discussion course. Glen offered to discuss how it worked before, with Alex. 	In progress, pending November election
August	<ul style="list-style-type: none"> ● Darren will ask the City Manager if we need to go through a formal process to approve our charter. 	Pending
August	<ul style="list-style-type: none"> ● Darren will email the bullet points about what should be included in the draft proposal. 	Done
August	<ul style="list-style-type: none"> ● Glen will check in with the Library about hosting the Reduce, Reuse, Recycle workshop in Spring 2019. (amended to say: he'd ask about multiple workshops) 	Complete
August	<ul style="list-style-type: none"> ● Alex will send an invitation to the September 6 panel in Lake Oswego about a plastic bag ban. 	Done on 8/16/18
August	<ul style="list-style-type: none"> ● Alex to send a meeting request to Jenny Slepian for Glen, Alex, and Sara HM to meet about the CAP. 	Done
August	<ul style="list-style-type: none"> ● Alex will send out EcoChallenge registration information to SAB members to join. 	Done on 9/26/18 and 10/2/18
August	<ul style="list-style-type: none"> ● Alex will speak with his Clackamas County colleague, Stacy, about the recycling website. 	Done

4. Review / Approve October Meeting Notes (10 minutes)

Summary October minutes were approved unanimously.

Discussion None.

5. Discussion: Sustainability Education Series (20 minutes)

Summary Terry, Alex, and Sara HM met regarding the first workshop, Reduce, Reuse, Recycle (RRR). Additional topics were discussed.

Discussion

- The group agreed to publish all of the dates for the education workshops at the same time to help promote the entire series.
- All SAB members are encouraged to meet with their workshop buddies to start working on details.
- Advertising
 - Sara HM can make flyers.
 - Consider using City branding, but run it by Russ and Darren first.
- Notes from Glen's outreach to the Library:

- We can select either the 1st or 4th Wednesday of the month, any month. The group selected the 1st Wednesday of the two options.
- Start as early as 6pm, but need to be out of the Library by 8pm.
- RRR
 - The group decided that this would take place in February.
 - Content for the RRR workshop would include a presentation, hands-on activity, like a sorting game, and time for Q&A.
 - Will provide resources for local reduce and reuse options, as well as info on recycling.
- Toxics/Pollinators
 - Cindy expressed interest in refocusing the topic to include pollinators, which is likely to draw a bigger crowd than toxics alone.
- Get Involved
 - Russ mentioned e-bikes as a potential topic to include, and the group expressed interest in bulking up the Get Involved event with vendors, as well as local resources for residents to volunteer. The group discussed holding a bike-only event that covers physical limitations, cost, and getting around West Linn (tie in with TSP and plans). Discussed times to hold this event other than Earth Month, and locations like the Old Time Fair, or including e-bikes in the parade
- Weatherization
 - Either Clackamas County or Community Energy Project can facilitate.
- Climate Change
 - Glen has a contact at OSU regarding a speaker for the climate change event. Russ recommended NOAA as another option.
 - Glen and Sara HM will meet to discuss additional details.

6. Discussion: Annual Letter (45 minutes)

Summary SAB's annual letter is due by December 15 via [this webform](#).

- Discussion**
- Accomplishments
 - Refer to the [Goals & Accomplishments](#) spreadsheet, and add the following:
 - Solar Feasibility study
 - Researched the feasibility of the Climate Action Plan, including other plans and meeting with local CAP authors (stick to the Sustainability Plan and update it) - benchmarking
 - Created a plan and develop the Sustainability Education Series
 - Had an article written by Patrick Malee in the WL Tidings on the education series, as well as EcoChallenge
 - Pesticides inventory with Val/Sharon?
 - Challenges
 - Milestones were determined to be bigger than a volunteer Board can handle.
 - Prioritizing: Organizing our goals into what is doable and realistic has been challenging, as there are so many goals and opportunities.
 - Budget: Going several months without knowing whether or not we had a budget to move forward on our milestones.
 - Website: Updating and maintaining the sustainability portion of the website.
 - Goals:
 - Include 3-5 so that Council can see what SAB thinks is important, and hopefully include one or more as a Council goal.
 - Benchmarking for City operations (Resource Conservation Report).

- Implementing the education series (public and staff).
- Update the Sustainability Plan to include climate actions.
- Participation in the PGE Clean Wind program.
- Implement the recommendations from the Solar Feasibility study.
- Update the Appendix D in the Sustainability Plan.

7. Review New Action Items (5 minutes)

- **All SAB members** are encouraged to meet with their workshop buddies to start working on details.
- **Sara HM** to email SAB:
 - [Goals & Accomplishments](#) (action items from past SAB meetings) to review
- **Glen & Sara HM** to meet regarding advertising of the upcoming education series, and the climate change work group
- **Glen** will email the group with the dates that are available at the Library, as well as with an outline with which topics will be in which month
- **Sara HM** to get a draft of the Annual Letter to SAB for review by Saturday, December 1. SAB members will have 2-3 days for review. Put “URGENT” in the subject.
- **Darren** to schedule a date to have a joint work session with City Council.
- **Alex** to write an updated PGE recommendation for the proposal (budget ask).

Decisions Made

- **Alex** will apply for SAB but pull out of the application process if we find out that others have applied to join the Board.

Notes

- Darren said that SAB should decide on top 3-5 things we'd like the City to tackle in the short term, and ask Council to include one of them as a Council goal.