



**CITIZEN ADVISORY COMMITTEE – ENERGY ELEMENT
REGULAR ADVISORY COMMITTEE MEETING MINUTES
CITY HALL CONFERENCE ROOM
June 11, 2018 — 6:00 p.m.**

REGULAR ADVISORY COMMITTEE MEETING — 6:00 p.m.

1. Call to Order/Roll Call at 6:00 p.m.

Members Present:	Members Absent:
Hannah Sohl Susan Bizeau Eleanor Ponomareff Charles Roome	None
Also Present:	
Zac Moody, Community Development Director Connor Shields, RARE Participant/Energy Efficiency Coordinator Emily Berlant, City Council Liaison Sandra Spelliscy, Interim City Manager Ray Sanchez-Pescador, community member	

2. Introductions (0:52)

3. Elections (12:20)

3.1 Chairperson

Motion: Charles Roome moved to nominate Eleanor Ponomareff as chair. Susan Bizeau seconded.

Vote: All ayes. Motion passed unanimously.

3.2 Vice-Chairperson

Motion: Susan Bizeau moved to nominate Hannah Sohl as vice chair. Charles Roome seconded.

Vote: All ayes. Motion passed unanimously.

3.3 Secretary

Motion: Eleanor Ponomareff moved to nominate Councilor Berlant as secretary. Susan Bizeau seconded.

Vote: All ayes. Motion passed unanimously.

4. Overview of the Task (17:00)

- Member Sohl asked to receive files of what is presented.
 - Moody responded that the files will be posted on the CAC page on the City's website.
- Member Bizeau asked to receive email contact information for members. Shields affirmed the request.
- Member Roome asked about the meeting minute approval process. Moody responded that minutes will go out 7 days in advance of each meeting with the agenda and packet. He added that the minutes will be voted on at each meeting.

4.1 Overview of pre-CAC work (19:58)

Presentation from Energy Efficiency Coordinator Connor Shields.

- Presented on the process of developing the draft Energy Element.

Discussion:

None.

4.2 Role of the CAC (21:32)

Presentation from Energy Efficiency Coordinator Connor Shields.

- Presented on the purpose of the Oregon Land Conservation Development Commission's Statewide Planning Goal 1 on community participation.

Discussion:

None.

4.3 Desired outcomes of the CAC process (22:10)

Presentation from Energy Efficiency Coordinator Connor Shields.

- Presented on the need to develop a technically and legally sound policy document to be recommended to the Planning Commission that satisfies Statewide Planning Goal 13 on energy conservation.

Discussion:

- Member Roome asked how the group assure the legal soundness. Shields responded that they'd do research, Moody confirmed.
 - Moody added that they would verify consistency with other policies and assure no conflicts with state or city plans.

- Member Ponomareff asked if staff has already evaluated potential legal issues. Moody confirmed yes and offered possibility of passing document on to city attorney, if the committee directed.
- Member Bizeau asked for Statewide Planning Goal 13 to be included in the minutes appendix. Shields agreed. Moody shared that goals will also be linked on city website.

5. Energy Policy Development Context (27:02)

5.1 Presentation about existing Clean Energy Action Plan by Rogue Climate

- Presentation by Ray Sanchez-Pescador, Talent resident and Rogue Climate Talent volunteer, on the creation of Talent's 2018-2030 plan.
- Spelliscy asked if City also owned transmission systems. Sanchez-Pescador answered that within city limits, yes but still had some transmission fees for long distance transmission.

6. Diving into Element Draft (50:28)

6.1 Overview presentation of Element draft

Presented a formatting guide for comprehensive plan language.

Discussion (55:20):

- Moody suggested including guide for prioritization of tasks versus a date-to-be-done-by instruction.
- Member Ponomareff asked how bound council is by this document. Moody acknowledged that not all strategies are addressed in real life based on external circumstances.
- Member Roome asked if council could elect not to adopt a policy. Staff answered that yes, and that the CAC's task is to present and to the Planning Commission for recommendation to Council; this process could go back and forth a few times.
- Member Bizeau asked about implementation steps and noted that the element outlines recommendations but doesn't hold legal or financial commitments. Moody clarified that this document is not legally binding but could inspire land use regulation and show basis for decision.
- Member Sohl asked for clarity around including building codes that aren't stronger than state codes (i.e. couldn't require solar on every building because state code isn't that strong). Moody answered that the document could direct to work on developing those codes.
 - Sanchez-Pescador added that this is a strategic and guiding, not tactical, document.
- Member Bizeau asked if this was the first time to ever have an Energy Element and if there were other towns under 50,000 that we could study. Staff confirmed that this is the first and that research had been put into what other towns have done. That research was helpful but not directly comparable to what our town wants and has already identified.

- Member Roome inquired about getting items on subsequent agendas. Moody instructed to send recommended agenda items or particular questions through Connor to allow for research before attending meetings and not to “reply all” through email.
- Member Bizeau noted that Connor leaves his position at the end of July. Moody responded that there may be another RARE Participant after him to take over this work.

6.2 Discussion of Policy 1 (1:14:02)

Presented Policy 1 objectives and implementation strategies.

- Councilor Berlant asked if the introduction would be part of the Comprehensive Plan Element. Moody confirmed, yes.
 - Councilor Berlant suggested naming the Mayor in the introduction. A discussion ensued about using the Mayor’s former or current name and consensus landed on asking Mayor what name she would like used.
- Moody suggested assuring that implementation step is consistent with objective and objective is consistent with policy with a focus on the desired outcome.
- Member Bizeau asked about “steps”. Moody answered that “steps” can be developed as we go as refinement to the implementation strategies.
- Spelliscy asked about interplay between Talent’s Clean Energy Action Plan referenced in introduction and the Energy Element to be in Comprehensive Plan because policy in the action plan is specific about dates and goals whereas the energy element is not. Moody answered that this started as a 12-year plan and staff recommended adoption into Comprehensive Plan as a policy document.
- Member Sohl noted that the basic goals from Talent’s Clean Energy Action Plan should be noted in policy element.
- Member Ponomareff identified that there may need to be another committee to continue addressing and implementing as situations change in the future. Moody responded that if Council sets it as policy and directs staff, it will be addressed.
- Spelliscy noted that it may be necessary to include more explanation of how Talent’s Clean Energy Action Plan and Energy Element interplay to avoid community confusion. Moody verified that an explanatory statement could be included in the introduction.
 - Member Bizeau stated that introduction could include “see appendix” and include the Talent Clean Energy Action Plan document.
 - Sanchez-Pescador informed that since Comprehensive Plan is updated every 20 years, too much specificity could be a hindrance in the long term in response to changes in the future.
 - Moody suggested refining the introduction to provide better clarity in how Talent’s Clean Energy Action Plan applies in a summary statement.
 - Member Sohl agreed and restated that individual goals should be stated in policy.

- Councilor Berlant noted, in reference to Member Ponomareff's identification of need for ongoing staff support, that a Council goal is to "seek outside funding and partners to support hiring a full-time energy manager".
- Member Roome asked about Implementation Strategy 1.1a. A discussion ensued about wording and intent of objective and inclusion of target audiences.
 - Councilor Berlant suggested inclusion of adding "followed by other areas of highest need".
 - Member Bizeau suggested starting strategy with "educate all Talent residents and businesses on existing... while prioritizing low-income..."
 - Members consented to changing language to "Educate all Talent residents and businesses on existing EE&C programs and resources through effective and appropriate public information channels, outlets, presentations and meetings while prioritizing low-income areas and manufactured home neighborhoods."
- Member Ponomareff asked about implementation strategy 1.1b and the use of an ampersand in "property & facility managers". Consensus was to use "and".
- Shields asked to define "facility managers". Consensus was that it's sensible to include.
- Member Sohl suggested setting goals and expectations for members outside meeting. Moody instructed to send suggested language and questions to Connor via email for whole of Policy 1 10+ days prior to next meeting.
- Member Bizeau confirmed that before the next meeting the introduction will be adjusted and changes will be made to Objective 1.1.
- A discussion around scheduling the next meetings ensued. It was agreed upon that comments should be submitted by Monday night of each following week, and the group should meet the following week. Meetings were identified for June 25, July 9, and July 23 at 6-8pm. Comments should be submitted to Connor by June 17, July 1, July 15 (to allow for work on Mondays, Tuesdays, and Wednesdays). Moody said he would put the meeting dates on the City Calendar.
- Member Sohl asked if opportunity for public comment comes through Planning Commission. Moody answered that it might take direction from Council beyond anybody attending and interacting in these meetings.

7. Questions for Staff (10 mins)

None.

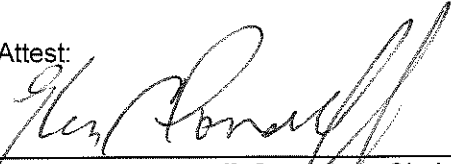
8. Adjournment at 8:06 p.m.

Respectfully submitted by:



Councilor Berlant, Committee Secretary

Attest:



Eleanor Ponomareff, Committee Chair