

# EUGENE CITY COUNCIL

## AGENDA ITEM SUMMARY



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### Work Session: Sustainability Commission Work Plan

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Meeting Date: August 9, 2010  
Department: Central Services  
*www.eugene-or.gov*

Agenda Item Number: C  
Staff Contact: Keli Osborn  
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#### **ISSUE STATEMENT**

The Sustainability Commission reports annually to the council on its progress, accomplishments and challenges – and obtains direction for its pending work plan.

#### **BACKGROUND**

In January 2007, the council adopted the Sustainability Initiative goal to develop the Office of Sustainability and the Sustainability Commission. The council adopted Ordinance No. 20379 establishing the Sustainability Commission as a policy advisory body to the council and City Manager to assist in the development of programs to create or enhance sustainable practices within the community. The Sustainability Commission is charged with advising on policy matters related to sustainable practices, businesses that produce sustainable products and services, City building design and infrastructure, and related issues that directly affect sustainability efforts considered by the City Council.

The commission first met in November 2007. Its 13 members include eight appointed by each individual councilor, a council liaison, and four at-large members. Monthly meetings typically include public comment, reports from commissioners, and discussion of a wide range of topics – with emphasis this last year on climate change, and land use and transportation policies.

Challenges in developing an achievable work plan are to:

- ensure integration of social, economic and environmental considerations into any action proposed;
- establish priorities, given the enormous scope of potential work;
- link effectively with related efforts of other advisory groups, other agencies, City staff, community groups and elected officials; and,
- respond strategically to time-sensitive items and longer-term issues.

In addition, commission members continue to stress that more resources are needed to support the Sustainability Commission and the City's sustainability work. The commission recognizes the work of many staff throughout the City organization in supporting sustainability goals and indirectly supporting the commission's work plan. While all City departments contribute significantly to sustainable policies and practices, there are not sufficient staff resources for in-depth research of specific issues that the commission may wish to take action on or dedicated staffing for multiple commission subcommittees.

During the last year, the commission received direct staff support from an interim Sustainability Manager and other City Manager's Office staff. A new Sustainability Liaison (Babe O'Sullivan,

formerly with the City of Portland’s Bureau of Planning and Sustainability) has joined the City organization, and will provide direct support to the commission with assistance from others. The liaison’s key responsibilities also will include coordinating continued progress on the Community Climate and Energy Action Plan, Internal Climate Plan, and education and analysis using a triple bottom line framework that considers social equity, economic and environmental impacts.

### **RELATED CITY POLICIES**

The Sustainability Initiative Goal supports and builds on the numerous sustainability resolutions that the council has adopted. On February 28, 2000, the City Council adopted Resolution No. 4618, which outlined a definition and statement of intent regarding the application of sustainability principles to the City of Eugene, and affirmed the commitment of City elected officials and staff to uphold these principles. To further this commitment, the City Council adopted Resolution Nos. 4884 and 4887 in the summer of 2006 regarding a sustainable buildings policy for City-owned and -occupied buildings.

In November 2006, Resolution No. 4893 was adopted, committing the City to sustainable practices and to businesses that produce sustainable products and services. This was followed in February 2007, by Ordinance No. 20379 which created the Sustainability Commission.

### **TRIPLE BOTTOM LINE IMPACTS**

Although the work plan does not explicitly describe how the commission will address social equity, economic prosperity and environmental health, these considerations would be woven into the group’s work. Work plan themes include: Land Use and Transportation; Outreach and Education; and Ongoing Initiatives – Monitoring and Support. The first theme includes Envision Eugene, the West Eugene EmX and the TransPlan update. The outcomes of these efforts have significant “triple bottom line” implications. The same is true for Ongoing Initiatives, including the Community Climate and Energy Action Plan, Food Security, and Waste. Council feedback on particular concerns is welcomed.

### **COUNCIL OPTIONS**

The council could:

1. Approve the proposed work plan as a framework. This would require council establishment of a joint subcommittee of the Sustainability Commission and Planning Commission.
2. Approve the work plan with changes.
3. Request changes to the work plan before approval

### **CITY MANAGER’S RECOMMENDATION**

The City Manager recommends Option 1.

### **SUGGESTED MOTION**

Move to approve the Sustainability Commission FY11 work plan.

*or*

Move to approve the Sustainability Commission FY11 work plan with council-determined changes.

**ATTACHMENTS**

- A. Sustainability Commission FY11 Work Plan
- B. FY10 Work Plan Progress Report

**FOR MORE INFORMATION**

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# City of Eugene Sustainability Commission

## FY '11 Work Plan

### BACKGROUND

The Sustainability Commission was established in 2008 as a policy advisory body to the City Council and City Manager in the development or initiation of programs or actions that will enhance and create sustainable practices within the City and the community. The commission shall advise on policy matters related to:

- a) sustainable practices
- b) businesses that produce sustainable products and services
- c) City building design and infrastructure
- d) related issues that directly affect sustainability efforts considered by the council

The mission of the Sustainability Commission is:

*The Sustainability Commission works to create a healthy community now and in the future by proposing measurable solutions to pressing environmental, social and economic concerns to the City of Eugene, its partners and its people.*

### PROPOSED WORK PROGRAM

The City of Eugene Sustainability Commission proposes to complete a number of specific tasks under each of the following broad themes in Fiscal Year 2011: (1) Land Use and Transportation, (2) Outreach and Education and (3) Ongoing Initiatives - Monitoring and Support. This section is organized by theme, with specific tasks described under each.

### THEME I – LAND USE AND TRANSPORTATION

The twin challenges of global climate change and long-term energy security come together in land use and transportation. Over the past year, the Sustainability Commission researched these issues and developed a set of broad recommendations for Council to consider when making decisions related to Land Use and/or Transportation (Outcome 2 – FY 10 Work Plan). With a number of key land use and transportation policy efforts underway or expected in the coming year, the Sustainability Commission will focus on reviewing and assessing the policy and investment recommendations coming before Council and will provide guidance and advice in an effort to ensure that sustainability issues are being considered and prioritized by Council.

Most of the following tasks will, we anticipate and hope, involve the Coordinated Land Use and Transportation Action Committee (CLUTAC), a joint committee of the Planning Commission and the Sustainability Commission.

### **Task 1.1: Envision Eugene**

The City of Eugene is actively engaged in a process to determine how the city will accommodate commercial, residential, industrial and associated growth over the next 20 years. Over the past year, the Sustainability Commission has maintained commission member participation on the Eugene Comprehensive Lands Assessment. The Sustainability Commission will remain actively engaged in the Envision Eugene process with the following:

- Delegate members of the Sustainability Commission to serve on a joint land use and transportation subcommittee with members of the Planning Commission.
- Receive periodic reports from the joint SC/PC subcommittee regarding Envision Eugene.
- Receive regular updates from staff regarding the Envision Eugene process.
- Maintain individual commissioner involvement in Envision Eugene committee work.
- Review and comment on final Envision Eugene policy recommendations to council.

Product and timeline to be determined.

### **Task 1.2: EmX**

Implementation of Lane Transit District's (LTD) Bus Rapid Transit (BRT) system, EmX, is fundamental to the City's long-term growth management strategy. With discussions and policy decisions related to corridor prioritization, route selection and land use policy expected in the coming year, in FY11 the Sustainability Commission will advise and engage the process generally and the council specifically in the following ways:

- Delegate members of the Sustainability Commission to serve on a joint land use and transportation subcommittee with members of the Planning Commission.
- Receive periodic reports from the joint SC/PC subcommittee regarding EmX.
- Maintain commission member participation in an LTD EmX steering committee.
- Review and comment on final EmX corridor prioritization, route selection and related land use policy recommendations to council.

**Product(s):** Steering Committee Meeting #1  
Draft Community Base Map

**Timeline:** Summer 2010

### **Task 1.3: TransPlan**

In the coming year, the City of Eugene will begin review and update of TransPlan, the metro area comprehensive transportation system plan. The commission will engage in the TransPlan process and:

- Ensure suitable representation of alternative modes (pedestrian, bicycles, transit) in the process.
- Receive periodic reports from the joint SC/PC subcommittee regarding TransPlan.
- Receive regular updates from staff regarding the TransPlan update process.
- Establish individual commissioner involvement in TransPlan committee work.
- Review and comment on final TransPlan policy recommendations to council.

Product and timeline TBD.

#### **Task 1.4: Car-sharing**

In December 2009, council requested a report from the Sustainability Commission on the opportunities and challenges associated with implementing a car-sharing program in Eugene. In particular, council seeks to understand the opportunities to address parking scarcity in certain neighborhoods. The commission has convened a subcommittee to study the issue. In FY 11, the Sustainability Commission will prepare a memo with findings and recommendations for council consideration.

#### **Task 1.5: Electric Vehicles**

The Sustainability Commission has received regular reports from EWEB and other groups on local efforts related to Electric Vehicle infrastructure, manufacturing and commercialization. In addition, individual members of the Sustainability Commission have been actively engaged in local and statewide electric vehicle initiatives. The commission will continue to participate actively on these issues and inform council whenever relevant.

## **THEME II – OUTREACH AND EDUCATION**

In line with its charge, the Sustainability Commission will pursue increased outreach and education activities, to include:

#### **Task 2.1: Refine Core Messages for Use in Outreach and Education**

The commission will develop and refine a series of messages about City activities and initiatives, key sustainability and climate issues, and on-going community processes for communication in community forums, in other formal speaking engagements, and with community liaisons. The existing draft communications plan will inform this process. The commission will also seek to strengthen its web presence.

#### **Task 2.2: Maintain Community Liaisons**

The commission will track and provide guidance on the Joint Elected Officials (JEO) report implementation / economic development strategy . We will also monitor/collaborate with (and use as a partner/venue) the Chamber, GreenLane, JEO and Metro Partnership.

There may be additional community liaison opportunities, including but not limited to: partnering with the County on community solar; working with EWEB and others to foster a culture of energy efficiency; and working with the Neighborhood Leaders Council Committee on Sustainability (NLCCS), City leadership and internal City structures or teams that coordinate sustainability efforts.

#### **Task 2.3: Community Forums**

Working with community partners (e.g. City Club, Chamber, City Council, NLCCS), the Sustainability Commission will aim to develop and deliver two community forums/town hall style meetings. The meetings will be open to the public and will bring together people representing a variety of interests. The intent of the meetings will be to (1) share information related to the Sustainability Commission's work plan and mission, (2) provide a forum for input on community sustainability issues, and (3) solicit input on sustainability goals and priorities.

## **THEME III – ONGOING INITIATIVES - MONITORING AND SUPPORT**

Tasks under Theme III monitor and follow up on activities begun in FY10.

### **Task 3.1: Community Climate and Energy Action Plan**

In FY11, the Sustainability Commission will:

- Continue to assist in the implementation of the Community Climate and Energy Plan. The commission will receive periodic updates.
- Develop, in conjunction with City Staff, measures for tracking success in implementing internal climate and energy action plan.

### **Task 3.2: Food Security**

In FY11, the Sustainability Commission will:

- Track and support staff efforts on food security.
- Review and comment on draft Food Security Plan if funded.

### **Task 3.3: Waste**

In FY11, the Sustainability Commission will:

- Review and comment on draft internal Waste Reduction Action Plan to reduce City operations waste to landfill 90 percent by 2020.
- Develop, in conjunction with City Staff, measures for tracking success of Waste Reduction Plan.

### **Task 3.4: TBL Tool**

In FY11, the Sustainability Commission will:

- Continue to advocate for use of the TBL tool by staff and council wherever relevant.
- Monitor the city's TBL implementation and integration process.
- Periodically review and comment on the TBL tool.
- Seek to make the TBL tool and framework increasingly transparent and available over time in order to strengthen both internal City decision making and community understanding of sustainability issues.

### **Task 3.5: Respond to time-sensitive and emerging issues and/or issues as requested by the City Council and/or City Manager**

In FY11, the Sustainability Commission will:

- Investigate issues as appropriate.

## Sustainability Commission FY10 Work Plan - Progress Report

8/3/2010

Desired Outcomes & Actions		Progress
1	<b>Build community understanding of the triple bottom line (social equity, environmental health and economic prosperity).</b>	
	<ul style="list-style-type: none"> <li>Develop and implement the first phase of the Commission's Communications Plan</li> </ul>	Sub-committee developed and discussed a draft plan. CMO staff developed talking points, and an intern arranged several speaking engagements before commissioners paused to work more on messages.
	<ul style="list-style-type: none"> <li>Assist with education and outreach for the Community Climate and Energy Plan (including to the business community, neighborhood associations, not for profit groups, education sector, etc.).</li> </ul>	see above
	<ul style="list-style-type: none"> <li>Maintain established commission liaisons</li> </ul>	Commissioners continue to connect to Neighborhood Leaders Council Sustainability Committee and others (education sector, Chamber of Commerce, GreenLane, Planning Commission, Food Policy Council).
	<ul style="list-style-type: none"> <li>Hold joint meetings with the Planning Commission and Human Rights Commission and assess ways to work together to support the other groups' missions and outcomes while advancing a more sustainable community</li> </ul>	February 2010 joint meeting with Planning Commission. Human Rights Commission request to postpone joint meeting until after January 2010; not scheduled to date.
	<ul style="list-style-type: none"> <li>Hold a joint meeting with the Sustainability Board, maintain board liaisons and create common messaging for the community around sustainability issues.</li> </ul>	Joint meeting with board occurred in 2009. Joint meeting of Sustainability Commission and Executive Managers planned for September 2010 as alternative.
2	<b>Link land use and transportation planning more closely with sustainability goals.</b>	
	<ul style="list-style-type: none"> <li>Delegate the Land Use and Transportation Subcommittee to research and prepare recommendations for discussion by the full commission and then make recommendations to council on land-use and transportation issues.</li> </ul>	Memo completed, work session with council occurred on 4/28/10. Commission proposes continued work in this area as part of FY11 work plan.
	<ul style="list-style-type: none"> <li>Maintain Commission member participation on the Eugene Comprehensive Lands Assessment</li> </ul>	Howie Bonnett participated on ECLA Committee. Members involved with Envision Eugene.
	<ul style="list-style-type: none"> <li>Strengthen relationship with Planning Commission around sustainability issues</li> </ul>	Joint meeting with Planning Commission in 2/10, continuing conversations (e.g. West Eugene EmX, Envision Eugene, etc.). Request to convene a joint PC/SC subcommittee underway.

## Sustainability Commission FY10 Work Plan - Progress Report

8/3/2010

Desired Outcomes & Actions		Progress
3	<p><b>Develop more sustainable businesses, including creation of “green” jobs and “greening” of existing jobs and businesses.</b></p> <ul style="list-style-type: none"> <li>Review University of Oregon MBA business school report commissioned by the City, Sustainability Commission and partners on the tools desired by businesses to help them become more sustainable. Assess role of commission in development/delivery of tools identified by businesses</li> <li>Work collaboratively with city and community partners to advance economic development in Eugene with a focus on green job creation.</li> </ul>	<p>Review occurred. No further action slated.</p> <p>Commissioners participated in economic summit, received updates on regional plan from staff. No further action slated.</p>
4	<p><b>Partner with groups and agencies working on social equity issues.</b></p> <ul style="list-style-type: none"> <li>Consider the request from the Eugene Springfield Solidarity Network to develop performance measurements and standards related to wages, benefits and other employment aspects for the City of Eugene</li> <li>Develop the partnership with the Human Rights Commission and investigate ways to collaborate on advancing social equity aspects of a sustainable community</li> <li>Explicitly connect social equity as part of the sustainability triple bottom line in all communications to council and the community.</li> </ul>	<p>No action to date. Staff shared info on potential Helios Network partnership on sustainability indicators.</p> <p>Commission liaison participated in planning for April 2010 Human Rights Summit.</p> <p>Commission attempts to incorporate social equity message.</p>
5	<p><b>Decrease Eugene community and city organization carbon emissions, including decreasing fossil fuel use 50% by 2030, and plan for adaptations.</b></p> <ul style="list-style-type: none"> <li>Assist in the development of the Community Climate and Energy Plan. A commissioner will participate in the task team helping to develop the plan</li> <li>Review and comment on draft Community Climate and Energy Action Plan before June 2010</li> <li>Review and comment on draft Internal Climate and Energy Action Plan (to achieve carbon neutrality by 2020)</li> <li>Develop, in conjunction with Sustainability Board, measures for tracking success in implementing internal climate and energy action plan</li> </ul>	<p>Several Commissioners actively participated in public forums, with liaison to advisory team.</p> <p>Ongoing updates and comments have occurred.</p> <p>Commissioners provided comments to staff. ICAP accepted by City Executive Team. City staff to coordinate implementation, measures, reporting.</p> <p>Staff to periodically report on plan and progress.</p>

## Sustainability Commission FY10 Work Plan - Progress Report

8/3/2010

Desired Outcomes & Actions		Progress
<b>6</b>	<p><b>Develop and implement triple bottom line assessment tool and waste reduction goal.</b></p> <ul style="list-style-type: none"> <li>Develop, in conjunction with the Sustainability Board, measures for tracking use and application of the triple bottom line assessment tool in City decision making</li> <li>Review and comment on draft internal Waste Reduction Action Plan to reduce City operations waste to landfill 90 percent by 2020</li> <li>Develop, in conjunction with the Sustainability Board, measures for tracking success in implementing internal Waste Reduction Plan.</li> </ul>	<p>TBL framework &amp; tools in use; reports to Sustainability, Planning &amp; Human Rights Commissions, others. Feedback from Sustainability Commission included request for simplified version, increased use/communication. Information Services staff addressing broader access to online version, also looking at proprietary issues (Councilor Zelenka request). Sustainability staff will provide periodic reports. Work session on TBL with council 9/28/10.</p> <p>Sustainability Board discussed plan 4/26/10. Operational issue; not currently scheduled for commission.</p> <p>No action to date. Staff to develop measurements.</p>
<b>7</b>	<p><b>In conjunction with a wide variety of community partners, develop a community food security scoping and resource plan.</b></p> <ul style="list-style-type: none"> <li>Meet in fall 2009 with community groups and organizations focused on food security</li> <li>Review and comment on food security scoping report prepared by staff for development of a food security plan.</li> </ul>	<p>Community groups already meeting, commission liaison to efforts.</p> <p>Occurred at 2/10 Commission meeting. Staff has revised report, provided to interested parties and City Council.</p>
<b>8</b>	<p><b>Respond to time sensitive and emerging issues and/or issues as requested by the City Council and/or City Manager</b></p> <ul style="list-style-type: none"> <li>Investigate issues as appropriate.</li> </ul>	<p>Add assignment from Council: Car-sharing. Commission also has discussed ODOT, transportation funding, and other items.</p>