



## Commission Meeting Agenda

Wednesday, May 15, 2019 - 5:30 p.m.  
Saul Room, Atrium Building, 3<sup>rd</sup> Floor  
99 W. 10<sup>th</sup> Ave., Eugene

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**Sustainability Commissioners:** Chair-Kelsey Zlevor, Vice-Chair-Sue Wolling, Howard Saxion, Ralph McDonald, Zach Mulholland, Thomas Price, Art Farley, Jennifer Hayward, Doug Edwards, Kevin O'Brien, Jon Kloor, Greg Ringer, and Councilor Emily Semple **Staff:** Chelsea Clinton, Mark Nystrom, Elena Domingo

	<u>Starting time</u>
1. <u>Opening (5 minutes)</u>	5:30 p.m.
- Action item: review agenda	
- Action item: approve minutes from April Meeting	
2. <u>Public comment (10 minutes)</u>	5:35 p.m.
3. <u>Commissioner response to public comment (5 minutes)</u>	5:45 p.m.
4. <u>Lane Transic District: Transit Tomorrow presentation (45 minutes)</u>	5:50 p.m.
- Tom Schwetz, LTD Director of Planning and Development	
5. <u>Break (10 minutes)</u>	6:35 p.m.
6. <u>Committee Reports (15 minutes)</u>	6:45 p.m.
- Working Agreement Revisions Committee	
- Food Waste Committee	
- Natural Gas Committee	
- CAP 2.0 Review Committee	
7. <u>Council communications and upcoming items (10 minutes)</u>	7:00 p.m.
- Update from Councilor Semple (see <u>Council Tentative Working Agenda</u> )	
8. <u>Items from commissioners and staff (15 minutes)</u>	7:10 p.m.
- Staff Updates	
- Commissioner Updates	
9. <u>Closing: next meeting, other follow-up</u>	7:25 p.m.

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**The next scheduled meeting of the Sustainability Commission is on June 19, 2019, in the Saul Room, Atrium building.**

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*El sitio de la reunión tiene acceso para sillas de ruedas. Hay accesorios disponibles para personas con afecciones del oído, o se les puede proveer un interprete avisando con 48 horas de anticipación. También se provee el servicio de interpretes en idioma español avisando con 48 horas de anticipación. Para reservar estos servicios llame a la recepcionista al 541-682-5649.*



## Eugene Sustainability Commission

### MINUTES

Eugene Sustainability Commission  
Atrium, Saul Room  
Eugene, Oregon

April 17, 2019  
5:30 p.m.

**PRESENT:** Kelsey Zlevor, Sue Wolling, Howard Saxion, Kevin O'Brien, Zach Mulholland, Doug Edwards, Greg Ringer, Ralph McDonald, Jennifer Hayward, Jon Kloor, Art Farley, Thomas Price, Mayor Lucy Vinis (substituting for Councilor Emily Semple), Mark Nystrom – staff, and Elena Domingo-staff

**ABSENT:** Councilor Emily Semple

#### Opening

- Chair Zlevor called the meeting to order at 5:31 p.m.
- Chair Zlevor asked if anyone would like to declare a conflict of interest. Commissioner Kloor declared a potential conflict of interest because he is currently employed by NW Natural.
- Chair Zlevor asked if any liaisons from other boards and commissions were present, none were present.
- Agenda Review. Commissioner Mulholland asked for an additional 10 minutes during Committee Reports to talk about the NW Natural Gas Franchise Agreement. Commissioner Saxion moved to approve the agenda and Commissioner Wolling seconded. Approved unanimously.
- Minutes Approval. Commissioner O'Brien moved to approve the March meeting minutes and Commissioner Kloor seconded. Approved – Commissioners O'Brien, Farley, and Hayward abstained.

#### Public Comment

Mark Robinowitz talked about individuals who have influenced him and done important sustainability work. He spoke about overpopulation and overconsumption and how we have reached the limit to growth. He challenged the Sustainability Commission to ask City Council to ban fireworks before the start of the fire season.

Jim Ball shared observations from sitting in on the NW Natural Franchise Agreement Committee meetings. He said that he does not think there is enough information for the Sustainability Commission to make a recommendation with confidence. He asked the Commission to make a recommendation to City Council to ask EWEB to do an integrated resource update, specifically addressing the goal of shifting fossil fuel use to electricity.

## Public Comment Response from Commissioners

Commissioner McDonald responded to Mark Robinowitz's suggestion of banning fireworks. He said that Councilor Taylor has introduced a firework ban on many different occasions, but City Council has never passed it. They have reduced the number of days fireworks can be used around the 4<sup>th</sup> of July and fireworks can be banned on a temporary basis based on temperatures and humidity. Commissioner McDonald said he would personally like to see a firework ban for our city, like other cities have done.

Commissioner Mulholland responded to Jim Ball and said that the Sustainability Commission will be asking the City to get the costs and real numbers needed to make a final decision about the franchise agreement. He hopes this action will be doing what Jim is recommending.

The presenter for the evening had not yet arrived, so Chair Zlevor jumped forward in the agenda and started committee reports.

## Committee Reports

### Working Agreement Revisions Committee

Chair Zlevor gave the committee update. The committee has met and put together suggested updates to the working agreements. They will send out the updates to the full Commission to be reviewed. The committee will ask for approval of the updates from the Sustainability Commission at May's meeting.

### Food Waste Committee

Commissioner McDonald gave the committee update. The committee met on April 10<sup>th</sup> and draft minutes were emailed out to the Commission. At this meeting, the committee decided that they'd like to draft a letter with general recommendations to City Council. The letter will be drafted and reviewed at the next committee meeting before being presented to the full Commission. The committee needs approval of one more meeting to draft and review a letter.

Commissioner McDonald moved to allot the Food Waste Committee an additional May meeting to wrap up their work. Commissioner Farley seconded. Approved unanimously.

Commissioner Wolling asked a question about submitting a letter on plastics to the City Council, as proposed at the last Sustainability Commission meeting. Commissioner Mulholland said that he forgot to draft the letter. There was discussion about whether a letter can be voted on without being vetted through a subcommittee. It was decided that Commissioner Farley will rewrite the letter and it will go on the agenda for May for the Commission to approve.

The presenter arrived.

## Emergency Management Presentation

Kevin Holman, the City of Eugene's Emergency Management Program Manager, presented information about emergency management and the preparation involved for both natural and human caused disasters. He talked about how the more prepared our community is at an individual level, the less strain there will be on the system and the more time responders will have to bring in food, etc. Kevin spoke about the Community Emergency Response Team (CERT) Program, which educates people about disaster preparedness and basic disaster response skills.

Commissioners asked questions related to emergency communications and information being shared, how and if resources will be available, how many days of food to keep on hand, and how CERT members play a part in a disaster.

## Committee Reports Continued

### Natural Gas Committee

Commissioner Mulholland gave the committee update. In doing research to make recommendations to City Council, the committee realized that there is not enough data available to finalize a recommendation. The committee recommends sending a letter asking City Council to direct staff to perform policy analysis on the proposed natural gas policies, including the benefits to energy savings, cost, scalability, political feasibility, and equity implications before the franchise agreement expires in October. This information would have to get to the PUC by June to inform the franchise agreement negotiations.

Commissioner Farley proposed sending a letter to City Council with the background information the committee has gathered. Commissioner Price added that the committee could ask City Council to dive deeper. Commissioner Mulholland said that it would make sense for EWEB staff and City staff to work together and answer questions for City Council.

Commissioner Kloor said that the Commission has a duty to do its due diligence and it has not done that in this case. After the NW Natural City Council work session on May 22, more information will be available including viable solutions.

Commissioner Mulholland responded that if these questions are answered from NW Natural at that work session, that would be great, but the Sustainability Commission should still be asking for this information. Commissioner Edwards said that this ask wouldn't preclude NW Natural providing more information at the City Council meeting.

Mark Nystrom asked a clarifying question, making sure that "proposed policies" to be analyzed were those policies provided to City Council in a grid at their January work session.

After further discussion, Commissioner Mulholland clarified that the Commission is asking for costs and benefits to EWEB and NW Natural customers –i.e., the public cost-benefit. The point is that they want to look at this holistically.

Commissioner Saxion moved that the Sustainability Commission send the NW Natural Franchise Agreement letter to the City and direct minor wordsmithing to reflect that the Commission is asking for a cost-benefit analysis. Commission Edwards seconded.

Commissioner O'Brien asked if the Sustainability Commission will see a final copy before it is sent to the City. The answer was no.

Approved. Commissioners Ringer and Kloor – abstained.

#### CAP 2.0 Review Committee

Commissioner Mulholland reported that once the CAP 2.0 comes out, the committee plans to have a short timeframe to have a series of meetings to prepare questions and recommendations for the Eugene Climate Collaborate (ECC) (formerly known as Large Lever Shareholders or LLS). They are assuming that the review process will be long enough to submit recommendations.

Commissioner Saxion talked about the Transportation System Plan (TSP) Implementation Strategy Committee. City Council directed the City Manager and staff to create implementation strategies for the TSP, including CRO, Vision Zero, and others. In September 2018 at a City Council work session, staff briefed City Council on the TSP implementation and committed to having a draft of the strategy by January. Commissioners have met with Public Works, but it appears they have done little on TSP implementation strategy. The Committee would like to work collaboratively with City staff on the TSP Implementation plan, similar to when the Commission worked with staff on the TSP itself. The transportation sector accounts for a large part of ghg emissions and it's frustrating that the TSP implementation hasn't been a priority and won't come out at the same time as the CAP 2.0 update. The City Council should inquire of the City Manager about why they haven't seen a draft of the TSP implementation plan. The committee will continue to reach out and see if there's a way to work on this.

#### Council Update

Mark Nystrom shared that Sustainability Manager Chelsea Clinton will be back from maternity leave on Monday. He highlighted a few things, including an updated fossil fuel and greenhouse gas reduction forecast memo that is posted on the City's website. The CAP 2.0 update is not complete because we are learning that this is a very iterative process. Additionally, the City has not received a 2017 consumption-based inventory from DEQ. The gaps analysis is also posted on our webpage. Staff continue to meet with ECC members.

Commissioner Price asked questions about the funding set aside for marketing in the CAP 2.0 process and how that will be used. Mark responded that the City is currently working on a draft of a marketing platform.

Commissioner Mulholland asked about the planning process for the CAP 2.0 update. As previously envisioned, there would be a draft, community review, then ECC response to the community review process.

Mark said there will be a process for the LSS to respond to public comments. The CAP 2.0 will include plans the ECC have already committed to, it won't be directing other entities to take action.

Commissioner Mulholland would like to see the ECC respond to public comments and potentially do more than they've committed to. He wants the public comment to be taken seriously and potentially affect change in the final document.

Commissioner McDonald asked about any legislative updates related to single-use plastics. City Council is scheduled to have a public hearing on May 20<sup>th</sup> regarding plastics, informed by actions taken at the state level. He asked for an update about which bills have gone forward or died in session.

Mark said that he did not have the update but would ask Ethan Nelson, the City's Intergovernmental Relations director for an update about these bills and send it out to the Commission.

#### Updates from Commissioners and Staff

Commissioner McDonald said that Michael Wisth from the City's Waste Prevention and Green Building department spoke to the Food Waste Committee. Based on the letter the Commission sent to City Council, Commissioner McDonald would like to see a robust ordinance covering single-use plastics. He would like to see the City address anything not addressed by the state. He said we should be using this window to act before we're preempted. We need people to go to City Council meetings and ask them to do something about plastics.

Mayor Vinis said that City Council had deferred making a decision about single-use plastics until they saw what was happening in the state legislature. They didn't want to move forward on policy that would then be preempted by the state. Instead, the City has focused its efforts lobbying at the state level in opposition to preemption on these issues.

Chair Zlevor announced that she will not be present at next month's meeting. Also, her office is starting a redevelopment project of the park blocks and will be doing a town square innovation lab at Whirled Pies on May 22<sup>nd</sup> from 5:30-8:30pm. She would love for people to attend and give feedback. She will abstain from any Commission action related to the Town Square project going forward.

Commissioner Saxion asked if it would be possible to ask Ethan Nelson to provide an update on the status of the plastics related bills to the commissioners.

Mayor Vinis replied that that information should be accessible, and that Ethan meets with the Intergovernmental Relations Committee on regular basis. She thanked the commissioners for the work they are doing. She said the NW Natural conversation is hard,

but essential and she appreciates the Sustainability Commission’s devotion to doing this work.

Adjourned 7:50pm

Recorded by Elena Domingo

DRAFT

## Draft Letter to Mayor and City Council re: Plastics

Eugene Mayor, City Council and City Manager  
Eugene, OR

*While the Sustainability Commission is pleased to see the Eugene City Council move forward on an ordinance that would require customers at restaurants to request plastic utensils, lids and stirrers, we see this response to the need to reduce plastic pollution to be very minimal. We urge the Council to move forward on an ordinance that would ban the serving of food in single-use polystyrene or other plastic containers and with plastic utensils, unless such items are compostable or recyclable in Eugene. Action by Eugene could serve to move the state legislature to approve similar restrictions.*

### Background Facts:

Many plastics and polystyrene do not biodegrade readily; they break into tiny pieces that persist in the environment, are swept into waterways and the air, kill wildlife who ingest or are entangled in them, and enter the food chain when birds and marine mammals mistake them for food. Plastic fragments have been found in hundreds of species, including humans and nearly half of all seabird and marine mammal species.

Polystyrene is based on styrene, a known neurotoxin and likely carcinogen (according to the International Agency for Research on Cancer). It can negatively affect both workers who manufacture the products and consumers who might be exposed to toxins that can leach into foods. There are alternatives to plastics and polystyrene foam. Nationally and internationally, food chains such as McDonald's, Dunkin and Whole Foods have moved away from polystyrene.

Many other communities have already banned polystyrene. At least 65 communities in California, as well as cities in Washington, Massachusetts, Florida, New York and New Jersey have polystyrene ordinances in effect. Recently, Maine became the first state to ban the plastic for food serving. In Oregon, Portland banned polystyrene in 1989; Florence and Medford recently adopted plastics-ban ordinances.

### Triple Bottom Line Considerations:

**Environment:** As described above, plastics and polystyrene have environmental consequences for human health, wildlife, oceans and waterways. A reduction in use could also lower associated greenhouse gas emissions, depending on the substitutes that are used.

**Economy:** Since plastics and polystyrene are typically less expensive than alternative products, there is the potential for increased costs. Other cities that have enacted bans have found that any negative economic impacts can be mitigated by (1) allowing a transition period long enough for businesses to identify sources of alternative products (2) offering services to small businesses to assist in the transition (3) and offering an economic hardship exemption in certain cases. In Eugene, a number of small business have voluntarily adopted alternative products with no apparent economic damage.

**Social Equity:** Cities that have enacted polystyrene bans report minimal price increases passed on to consumers. Since many high-end, "green" brands have already moved away from polystyrene, enacting a ban might help "level the playing field", so that low-income consumers are not disproportionately exposed to potential toxins

Sincerely,  
Eugene Sustainability Commission

## Draft Letter to Mayor and City Council re: Food Waste

Dear City Council,

As we work to help you achieve the goals of the Climate Recovery Ordinance, the Sustainability Commission has learned that wasted food is a major source of greenhouse gases. In fact, the U.N. Food and Agricultural Organization reports that if food waste were a country, it would be the world's third largest greenhouse gas producer, behind only the U.S. and China! Eugene sends more than 40 millions pounds of food to the landfill each year.

The carbon footprint from food comes not only from the methane released when it decomposes in a landfill, but from the much larger energy use involved in producing, processing, packaging, shipping, storing, and cooking it. When food is wasted, all of this embodied energy is also wasted. In addition, the City's own analysts report that wasted food can cost a family of four up to \$2,275/year.

For this reason, while the Sustainability Commission applauds the City's commitment to offering city-wide food composting in 2019, we hope you will also endorse further efforts to reduce the amount of food wasted in the first place. We offer the following suggestions:

1. With the rollout of composting, apply an educational sticker to the food waste collection bins. These stickers, designed by the experts at "Love Food, Not Waste", could encourage residents not only to avoid contaminating their compost, but also to develop household habits to reduce their waste of food. Since the waste hauler's contract will be negotiated later this year, the requirement to have these stickers prominently displayed on all bins used for collecting compost could be included in the contract.
1. Implement the Food Rescue app developed for the City in the 2018 Hack for a Cause challenge. This app would help reduce wasted food and alleviate hunger by linking people/sites who have excess food with people/groups who can use that food.
1. At every opportunity, educate the public on the environmental benefits of a plant-based diet—specifically, that greenhouse gas emissions could be reduced by up to 70% through adoption of a vegan diet, and 63% for a vegetarian diet that includes milk, cheese and eggs.

While the Commission recognizes the difficulty of educating the public to change its habits, we cannot ignore the importance of reducing food waste in addressing climate change. We look forward to helping you develop strategies to reduce food waste in Eugene.

Sincerely,



## Eugene Sustainability Commission

To: Mayor Vinis and Eugene City Council  
From: City of Eugene Sustainability Commission  
Date: 4/17/2019  
Subject: Recommended process for determining how to regulate natural gas

### Introduction

The City of Eugene Sustainability Commission at its April 17<sup>th</sup>, 2019, meeting, adopted the following recommendations for consideration by the Eugene City Council. These recommendations, if implemented, will result in the research and drafting of policies on natural gas sufficient to meet the City's greenhouse gas reduction goals.

### Problem

The City is interested in potentially regulating natural gas to help meet its climate recovery goals but knows very little about what the actual costs and feasibility of various options for regulating natural gas are, the deadline for franchise agreement renewal is fast approaching, and the City is already falling behind on its climate goals. The Sustainability Commission has done its best to put together some preliminary cost estimates for use in a policy analysis but City Staff would be in a better position to perform this research, including consulting with EWEB and NW Natural as to the potential cost and energy savings to Eugene residents and businesses generated by the proposals.

### Recommended Council Action

- Direct City Staff to conduct a policy analysis of proposed policies to regulate natural gas (those reviewed at Council's January 30<sup>th</sup>, 2019, Work Session on Natural Gas) and return this analysis to Council by the beginning of June, 2019. This analysis should evaluate costs and benefits to the community, scalability, technical feasibility, political feasibility, and equity implications. Potential funding mechanisms should be identified where appropriate. The analysis should also evaluate the pros and cons of using a franchise agreement vs. switching to an excise tax system.
- Direct staff to begin drafting ordinances for the policies that would have to go through the PUC for potential Council action in June (early enough to hear back from the PUC prior to the current franchise agreement expiring).

## **Background Research**

### Cost

Preliminary cost estimates for use in a policy analysis are shown below.

-Converting to Biogas - \$226.42/ton reduced

Calculated using NW Natural's information on the cost of conventional gas vs. biogas. At a cost of \$15/dekatherm, the low end given for biogas, and \$3/ dekatherm for conventional gas, the marginal cost of biogas is \$12/dekatherm, or \$1.20 per therm. At an emissions rate of .0053 tons/therm, converting to biogas would cost \$226.42 per ton reduced.

-Energy Efficiency - \$25.80/ ton reduced (doesn't include energy savings)

EWEB currently spends \$4 million per year on energy efficiency to meet 0.5% demand growth that would otherwise occur. EWEB suggested that EWEB and NW Natural's power demand is roughly equal. Assuming a \$4 million investment would result in 0.5% reduction in NW Natural demand equates to \$25.80 per ton reduced, assuming the energy efficiency improvements last 10 years. EWEB, NW Natural, and other literature should be consulted on the actual cost implications for their customers and systems of investments in energy efficiency or greater capacity.

-Offsets - \$19.81/ton offset

Calculated using \$.105/therm cost for offsets and an emissions factor of 0.0053 tons/therm.

### Funding Mechanisms

Some initial ideas for inclusion as potential funding are listed below.

Energy Trust of Oregon – It may be possible to get more money from the Energy Trust of Oregon invested in Eugene

Franchise Fee – Use franchise fee funds for energy efficiency improvements. This could be funds from current 5% rate or this could be increased to generate additional funds.

Property Assessed Clean Energy (PACE) Loans – The City could work to set up a low interest loan program, potentially backed by property values and paid back through property tax bills.

EWEB - If the City regulates or incentivizes people to switch to electricity, EWEB will have to react by increasing investments in energy efficiency or improved infrastructure to handle the additional demand.

Private Individuals and Companies – It may be possible to educate, incentivize, or require energy efficiency improvements in private buildings that would be paid for, at least in part, by the building owner. These opportunities should be explored in more detail. Some of these opportunities could include requiring home energy scores, requiring large buildings to report their energy use, and working with large emitters in the area to reduce their emissions.

Communications with NW Natural

*Information from NW Natural in response to questions sent by the Sustainability Commission.*

Cost of Gas: Fossil v. RNG

**Kloor, Jonathan R.**

Wed, Mar 13, 2:05 PM

to Commissioner Zach Mulholland

There is a pretty large spread - fossil gas is currently selling at close to \$3.00-\$3.15 per dekatherm at Henry Hub (a good indicator for commodity index price)

Conversely, rock bottom prices for RNG- think landfill gas- come in at a market price of \$12-15 per dkth. Dairy and other cellulosic can demand much greater value with fully loaded credits anywhere from \$30 in long term contracts to greater than \$60 per dkth and greater for spot sales

Jon Kloor  
NW Natural

*NW Natural Response to Sustainability Commissioner questions*

**Kloor, Jonathan R.**

9:27 AM (7 hours ago)

to Sustainability Commissioners

Thanks for following up with these questions. There's a lot of information here and we plan to cover more ground during next month's presentation to City Council, but I hope this helps in the meantime.

I will bring printed copies to our noon meeting today.

1. [How much would switching to biogas at various levels over 10 years potentially cost Eugene customers? Please include 25%, 50%, and 100% price points.](#)

Renewable natural gas – which is biogas that has been cleaned and conditioned to produce pipeline-quality gas – is a resource seeing substantial growth over the last few years. As such, the market is maturing and the prices of renewable natural gas vary tremendously depending on its source, location, and the state policy and regulatory framework. Much of the work that will determine our ability to purchase varying volumes of renewable natural gas and its costs is being done right now in Oregon through state legislation such as HB 2020, the proposed cap and trade bill, and SB 98, the proposed renewable natural gas bill. If passed, both bills will trigger rulemakings that will establish how natural gas utilities in Oregon can procure renewable natural gas for their customers.

When considering viable target volumes of renewable natural gas, it may be helpful context to first examine how much of Oregon's electric generation comes from wind and solar energy today. According to the Oregon Department of Energy's last release of electric generation data, it's about 7% of all electricity generated in the state. With new hydroelectric generation largely capped, the focus on wind and solar energy is essential and we would expect significant growth over the next three decades to achieve the state's electric renewable energy goals, but it will take time. This is also true for the development of renewable natural gas.

The good news is that the recent deep decarbonization study conducted by E3 shows that getting to 25% renewable natural gas in the pipeline by 2050 is the volume needed to help the Pacific Northwest most cost effectively and reliably achieve an 80% reduction in GHG emissions from a 1990 baseline. We expect reaching that 25% volume is quite possible by 2050, but we also imagine there is potential in working with communities that may wish to invest in even larger

volumes voluntarily. In our view, the opportunity for local renewable natural gas projects is substantial, as there is waste methane produced from many different processes – wastewater treatment, agricultural activities, landfills, etc. – that lend themselves well to productive capture and use to displace fossil natural gas.

2. [How much money do Eugene customers pay into Energy Trust? It is my understanding none of this money currently comes back to Eugene. Is this correct? How much reductions in natural gas could this amount of money achieve if applied to energy efficiency in Eugene?](#)

Actually, all of NW Natural's residential, commercial and industrial sales customers in Eugene (and elsewhere) have access to Energy Trust of Oregon offerings. What we know from ETO is that 31% of our residential customers, 14% of commercial customers and 9% of industrial sales customers in Eugene have taken advantage of such offerings so far. These customers saved around \$2,089,000 on utility bills in 2018, with savings that represent about 16,000 tons of carbon dioxide kept out of the atmosphere – equivalent to removing 3,000 cars from Oregon roads for a year.

3. [The City's franchise contract says the franchise fee is 5%, but your bill says it is 2%. Can you explain the discrepancy?](#)

Oregon allows the first 3% of city fees/taxes to be included as an operating expense and is therefore included as part of the rate charged to everyone in the state. Any excess, in this case 2%, is direct billed to the customer as a line item charge on the bill.

4. [Doug's question from the other night. In the scenarios discussed in the Deep Decarbonization study, what would natural gas emissions be in 2050 under the various scenarios compared to today? How much of this reduction is due to reduced demand vs renewable gas displacing fossil gas?](#)

The E3 study found that in 2050, emissions from the direct use of natural gas are expected to be reduced between 35-50% relative to today, even after factoring in population growth. In the scenarios with “gas furnaces” and “gas heat pumps,” roughly half of the emissions reductions come from energy efficiency and the other half come from using renewable natural gas and renewable hydrogen.

5. [Does NW Natural have customers in Eugene that pay you to transport gas rather than supply it? Who and how much?](#)

The majority of our customers are residential, but we do have a sub-set of transport customers who purchase their own natural gas supplies – that makes up about 22% of NW Natural's emissions in Eugene.

We believe it's important to clarify that all of the deep decarbonization studies conducted for the Pacific Northwest show the use of natural gas is essential to achieving the 80% GHG emissions reduction goal in 2050 – rather than a barrier. The question raised in these studies is how will that natural gas be used – in existing and new natural gas power plants, or directly and most efficiently in the pipeline infrastructure already in place. The E3 study found that blending in 25% renewable natural gas into the existing pipeline system allows us to achieve the economy-wide goal in Oregon most cost effectively.

We appreciate your questions and the opportunity to respond.

Thank you,

**Jon Kloor**

NW Natural – Community Affairs Manager  
541.342.3661 x8300 | [nwnatural.com](http://nwnatural.com)

## Interview with EWEB General Manager Frank Lawson

Interviewing Frank Lawson resulted in the following information:

If all of NW Natural's demand were converted to electricity, it would essentially double EWEB's peak demand. If EWEB were to try to take on some of this demand, it would likely have to be met by increased efficiency investments or infrastructure improvements to handle the additional load.

EWEB spends approximately \$4 million per year to absorb 0.5% electricity demand growth that would otherwise occur.

Some parts of town have capacity to meet additional demand and some parts would need additional investment for the infrastructure to be capable of meeting increased demand.

Water heating may be easier for EWEB to electrify than space heating as water has more "thermal inertia" than air, in that you can heat water in the early morning when electricity demand is low and it will retain most of its heat into the morning, whereas heated air will dissipate.

EWEB would be interested in figuring out how to make home energy use data available to potential renters and buyers, in addition or as an alternative to a Home Energy Score.

### Additional Information from research

Approximately half of Eugene's Commercial/Industrial natural gas emissions come from just 13 entities emitting more than 2,000 tons each. These entities are required to report their emissions to DEQ. It may be possible to require these entities to submit their emission reduction plans to the City or require them to create plans to reduce these emissions. Alternatively, these entities could be approached about potential technical assistance, low interest loans, or award programs that help them to reduce emissions.

Portland requires large buildings (those over 20,000 square feet) to track their energy use and report their energy performance information annually to the City (<https://www.portlandoregon.gov/bps/68329>). Eugene may want to replicate this policy.

# Incorporating climate change goals and emissions tracking into your CIP

**Matt Rodrigues**, P.E., ENV SP, City Engineer, Public Works Engineering, City of Eugene, Oregon, and Chair, APWA Center for Sustainability

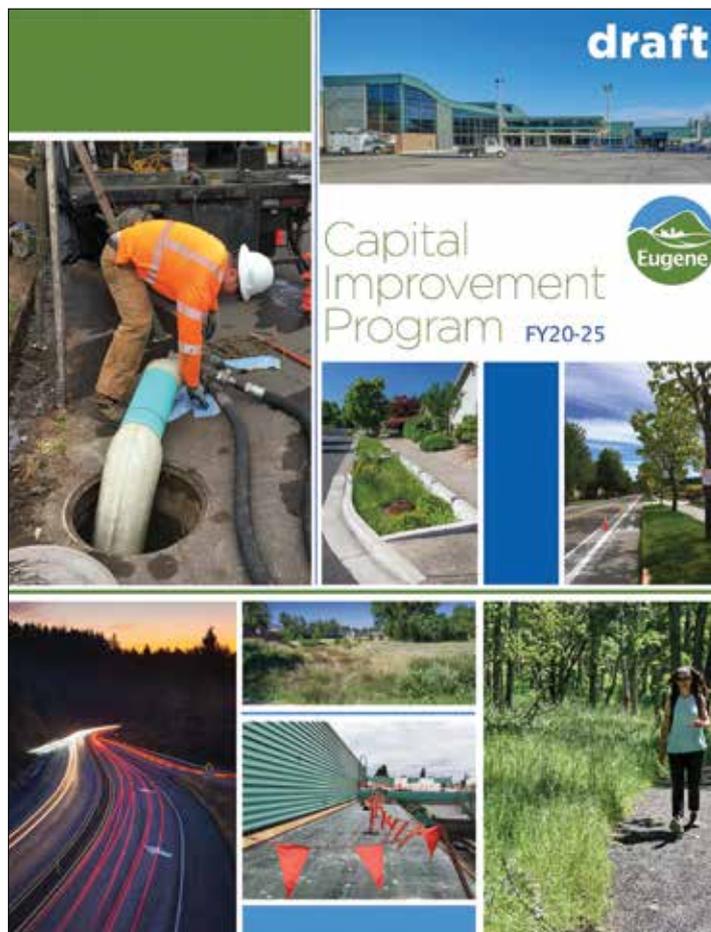
**A**s communities grapple with the effects of climate change, local governments have emerged as leaders in establishing sustainable practices that reduce greenhouse gas (GHG) emissions and implement adoption strategies to build community resilience.

In 2017 the City of Eugene, Oregon Budget Committee, comprised of City Council members and community volunteers, directed staff to move forward with the following changes to our Capital Improvement Program (CIP):

1. Create GHG estimates and reduction metrics for CIP projects;
2. Track projects that help meet our Climate Recovery Ordinance goals; and
3. Prioritize projects that help us meet our Climate Recovery Ordinance Goals.

This direction was the next step in moving the City forward to meet its aggressive Climate Recovery Ordinance goals to reduce community fossil fuel consumption 50% by 2030, reduce community GHGs by 7.6% annually, and establish carbon-neutral City facilities by 2020.

The City has a long history of implementing sustainable practices that reduce GHGs as part of capital projects. However, incorporating GHG estimates for construction and operations of building and infrastructure projects and identifying and prioritizing projects that align with the City's Climate Recovery Ordinance as part of the CIP development process represented a significant challenge.





## Development Process

The City's CIP forecasts capital project needs over a six-year period and is updated every two years. While adoption of the next update to the CIP was not scheduled until March 2019, the process to develop it would begin in early 2018 leaving little time to assemble a strategy and process for incorporation of the new requirements.

Finance staff responsible for coordinating the CIP process set to work establishing an advisory group consisting of budget and capital program area leadership and staff skilled in GHG calculations and experienced with internal climate action planning efforts.

The advisory group identified the process and tools that would be used to calculate greenhouse gas emissions and set the framework for identifying and selecting projects that would help meet Climate Recovery Ordinance goals.

After the general framework was complete a CIP development coordination meeting was held with staff leads responsible for each capital program area: Airport, Facilities, Parks and Open Space, Stormwater, Transportation and Wastewater. At the training an overview of the prioritization framework was presented and examples of GHG calculations were reviewed. While facility projects had long integrated energy efficiency modeling calculating energy use, which could easily be converted to equivalent GHG emissions, estimating emissions from building and infrastructure construction materials was a relatively new concept for most staff.

A spreadsheet-based tool created by local Eugene sustainability consulting firm Good Company was used for calculating construction-related emissions. The tool was designed to include emissions factors for common infrastructure and

## GHG emissions per a dollar of estimated project cost were calculated using historic unit costs and material quantities from similar past projects.

building construction materials including a menu of options for concrete, asphalt, steel, wood, electrical equipment and plastics as well as construction equipment fuel usage.

While staff generally expressed enthusiasm for the intention of the work, there was concern about the complexity of calculations and the amount of work required to produce GHG estimates. In addition, some projects and program areas were challenging to estimate as the scope of the projects was not detailed enough to identify specific design choices that would influence GHG emissions from construction and operations.

To support staff developing each capital program area a technical liaison was assigned to assist with GHG calculations and provide consistency. To account for the high-level scope of projects and programs in the CIP, estimates of GHG emissions per a dollar of project cost were developed for common project types such as pavement rehabilitation and reconstruction, shared-use paths, water quality facilities, stormwater and wastewater pipe repairs and parks projects. These GHG emissions per a dollar of estimated project cost were calculated using historic unit costs and material quantities from similar past projects.

Projects were then mapped to applicable plans and policies including those that were expected to contribute to meeting Climate Recovery Ordinance goals and prioritized. Where feasible GHG estimates for construction and operations were calculated and tracked by project and program area. Additionally, narratives were developed for each capital program area providing an overview of the program and highlighting the current efforts and future opportunities to reduce emissions.

The Draft CIP was presented to the Budget Committee in February 2019 and adopted by City Council in March 2019. Budget Committee and City Council members were very supportive of staff's work to formally incorporate Climate Recovery Ordinance goals and greenhouse gas estimates into the CIP and encouraged continued further refinement of processes and development of decision-making tools to help reach our Climate Recovery Ordinance goals.

### Lessons Learned

**Pay attention to greenhouse gas-intensive construction materials.** The voters of Eugene have generously passed three five-year street paving bonds with the latest passing in 2017 and funding construction projects in 2018 through 2023. These street paving bonds have helped the City reduce our street maintenance backlog by over \$200 million. In addition, these investments drastically reduce the number of streets requiring reconstruction by rehabilitating the pavement before complete failure occurs reducing costs and GHGs from materials. Additionally, the street paving projects provide opportunities for implementation of Vision Zero transportation safety and complete streets improvements.

However, due to the GHG intensiveness of asphalt and concrete, street paving was responsible for the majority of GHGs in the CIP. To help mitigate paving GHGs, Eugene has established standards for reduction of emissions through use of the warm-mix asphalt process and high recycled content ( $\geq 30\%$ ) in asphalt and use of substitute cementitious materials, such as slag cement and fly ash, in place of Portland Cement in concrete.

**GHGs from construction are typically smaller than GHGs from long-term operations.** It is common knowledge that GHGs to construct buildings are typically dwarfed by operational emissions from electricity and natural gas usage over the life of a facility. Similarly, GHG investments to maintain streets and paths and build new active transportation infrastructure are likely very small compared to the emissions for the transportation sector as a whole in your community. Eugene's annual average GHGs from transportation infrastructure construction were approximately 1,800 metric tons of carbon dioxide (does not include emissions from state highway infrastructure) while in 2017 community transportation sector GHGs (vehicle fuel use) were estimated at over 532,000 metric tons of carbon dioxide.

**Develop more consistent and transparent metrics for project selection.** While each of Eugene's capital program areas have a framework for decision making and prioritizing projects in the CIP, more work is needed to develop consistency across program areas and provide for improved transparency.

We developed a shared understanding of how our project and material choices influence progress toward our climate recovery goals.

**Tracking, analysis and decision-making tools will continue to evolve.** Currently, tools allow for estimation of GHGs from common construction materials and energy and fuel use. More complicated tools, such as the Oregon Department of Transportation's VisionEval Model, can analyze the impact of transportation outcomes, such as tripling the number of trips by bike. However, even complicated models are not yet able to estimate how projects individually or as a whole influence community transportation choices to reach this goal.

Over time, greenhouse gas analysis and estimating tools will continue to evolve, giving agencies more certainty as to how projects and programs affect outcomes and the choices people make each day.

### In conclusion

The process to incorporate climate recovery goals and GHG tracking in Eugene's CIP required a significant investment in process development, training and staff time. While achievable, it was a challenge for staff, who like most agencies, are tasked with meeting numerous competing community priorities with limited resources.

In addition to delivering a CIP that meets City Council, Budget Committee and community expectations, the most beneficial outcomes of the process were greatly expanding organizational knowledge of tools and methods for estimating greenhouse gas emissions for CIP projects and developing a shared understanding of how our project and material choices influence progress toward our climate recovery goals.

*Matt Rodrigues can be reached at (541) 682-5243 or MRodrigues@eugene-or.gov. *

# Sustainability Commission Working Agreements

Adopted by the Sustainability Commission on August 16, 2017

## Process to Take Idea to Council

1. An idea or proposal is sponsored and sent by a Commissioner to the Chair, Vice-Chair, and staff liaison in writing (by email) with context about why it is relevant to the Commission. **If the proposal is considered time-sensitive, this should be indicated in email. For more information on the time-sensitive track, see Addendum I.**
2. Commission Leadership will either 1) accept the proposal and put it on a future agenda or 2) not accept the proposal and send a response to the entire Commission explaining why. (See filters developed in Task 2 for guidelines the Chair and Vice Chair will use to make this determination). 3) If Leadership has not accepted the proposal, any Commissioner can notify the rest of the Commission (at least one week prior to the Commission meeting) that s/he plans to make a motion that the rejected proposal be placed on a future agenda. S/he will then make that motion at the meeting, and if it passes, then Leadership will place the proposal on a future agenda for discussion.
3. To move the proposal forward, the Commission needs to pass a motion to form a committee. The motion shall include a timeline for completion of work and identify a minimum of three and not more than six Commissioners to serve on the committee. (See committee process) Note: It is the prerogative of Chair, in consultation with the Vice-Chair, to expedite this process if the need arises

(The committee will then carry out its work plan and develop a recommendation as described in "Committee Process".)

4. When scheduled on the agenda, the committee will present their recommendation to the Commission.
5. A motion and second on the recommendation will have one of the following outcomes:
  - a. Proceed
  - b. Stop
  - c. Committee is instructed to further research the issue and amend the recommendation

## Committee Process

1. Committees are created by a majority vote of the Commission.
2. The Commission will identify the Chair of the Committee.
3. The Chair will work with staff to schedule a meeting time and location which are subject to public meeting requirements.
4. At the first meeting of the Committee, the Committee will:
  - a. Formally elect a chair and vice chair as required by the Commission by-laws.
  - b. Create a concise work plan that aligns with the motion adopted by the Commission. The adopted Commission's motion should provide the recommended goals and schedule for committee. **Designate a commissioner to perform TBL analysis for committee review.**
  - c. Schedule future meetings. Ideally, future meetings will have a regular recurring date and time, not to exceed the timeframe indicated by the Commission or the by-laws.
  - d. Identify who the Committee should hold discussions with in order to gather information needed to inform their proposal. These could include conversations with other boards, commissions, stakeholders and/or elected officials.
5. Committee shall inform the Commission of the results of their first meeting and provide updates as warranted.
6. The final Committee recommendation to the Commission should include:
  - a. Clear recommendation,
  - b. 1-2 page factsheet that summarizes the issue
  - c. Concise discussion of triple bottom line aspects of the issue.
  - d. **City Council strategy (i.e. email, memo, sit-down meeting, public forum)**
  - e. **Involved/contributing stakeholders**
7. Once the recommendation is complete, committee leadership should request Commission Leadership put the committee's recommendation on the Commission's agenda. To be considered for agenda time, recommendations need to be sent to leadership no later than one week prior to the Commission meeting.

\*\*The Commission and staff will collaboratively develop work plan and recommendation/factsheet template for use by committees.

## Communications Expectations

### Communications with Outside Groups and Elected Officials

1. Be clear for whom you are speaking (as a private citizen, as a Commissioner, or representing the Commission).
2. You are not speaking for the Commission unless authorized by the majority of the Commission.
3. Commissioners are encouraged to communicate with elected officials and outside groups often, but not on behalf of the Commission unless specifically directed.
4. If in doubt, ask the Commission staff liaison and Commission Leadership for guidance.

### Commissioner Communication with City Staff

1. Written communications (e.g., email) with City staff should always include copying the chair, vice-chair, and the Commission staff liaison.
2. City staff time is limited and information requests should be carefully evaluated.

## Filters for Issues to Address

When deciding whether to take on a new issue/request, the Commission will consider the following questions:

- Is it on our work plan, or very closely associated with a work plan item?
- Is it aligned with the charge of the Sustainability Commission?
- What other groups are already working on the issue?
- How will it affect City Council policy-making? (I.e., is it likely to lead to Council action? Would it be legal for Council to take the requested action? What does the Sustainability Commission have to add that would inform Council deliberation? Etc.)
- Is it timely? Is it the right time to act?
- Do we have the capacity to take on this new issue?
- What is the potential impact on sustainability?
- \*For the time-sensitive track: why is this issue time-sensitive? What is the negative outcome if the commission does not act now?

## Coordination with Other Bodies

Building relationships is critical to the Commission's success, therefore volunteers will be sought to serve as liaisons for a one year term to other bodies whose work is related to the Commission's work. Liaisons will be appointed by a vote of the Commission on an annual basis, closely aligned with the timing of the annual work plan. These groups include (but are not limited to):

- Planning Commission
- Human Rights Commission
- Active Transportation Committee
- Housing Policy Board
- Budget Committee

Volunteers will seek to develop relationships with members of these boards and provide a recognizable contact for them. Expectations for volunteers include:

1. Attending a meeting of the designated group at least quarterly,
2. Providing a written quarterly report to the Sustainability Commission on how the work of the designated group relates to the Commission's work, as well as any opportunities for coordination. Leadership will develop a template for the written report.
3. At the Commission discretion, a liaison may be replaced if they are not fulfilling their commitment.

## Commissioner Expectations

- Do your homework. Come prepared.
- Be engaged. Participate by listening and sharing your thoughts.
- Be concise, stay on topic. Leave space for everyone to participate.
- Work gets done in committees.
- Commissioners should periodically be on committees.
- All committee members should contribute to the work.
- Materials for agenda and discussion should be distributed at least one week prior to the meeting. This is in support of 'no surprises' efforts.
- Chair should delegate the work.
- Make efforts to meet with the Councilor who appointed you, or if an At-Large Member, a Councilor of your choice, on at least a quarterly basis.

## Addendum I Track Descriptions

### Time Sensitive Track

1. Commissioner prepares a proposal ready for submission to City Council, and a description of how well it meets the “Filters” of the Working Agreements, specifically addressing the issue of time sensitivity. Commissioner sends the proposal and filter description to all members of the Commission, preferably in time to be included with the meeting materials, but at least a day or two before the Commission meeting.
2. At the “Review of Agenda”, the Commissioner moves to add the time-sensitive proposal to the agenda. If that motion is seconded and approved, the proposal is added to the agenda.
3. When the proposal is addressed, discussion will first center around whether or not it meets the “Filters” well enough for the Commission to take action on it. The Commission then votes on whether or not to address the proposal.
4. If a majority of Commissioners vote to address it, then after a brief discussion of the content of the proposal, the Commission will vote on the proposal itself. This should be essentially an up or down vote—any modifications of the proposal should be quite minor. Since there will be limited time for commission deliberation, examples of proposals/proposed actions include:
  - Sign on to an existing letter or statement presented by another group
  - Issue a general statement that the Commission is “concerned” or “generally supportive” or “has heard a significant amount of public concern,” but do not propose specific actions or positions (for lack of due diligence)
  - Request a deadline extension for input to allow time for the Commission’s normal process.
5. If a majority of the Commission votes in favor of the proposal, it will be sent to Council.

In any case, Commissioners are welcome to express viewpoints as individuals even if the Commission cannot take action on the issue.

#### Detailed Sequence for Usual Track:

1. Commissioner sends idea/proposal to Chair/Vice-Chair.
2. Chair/Vice Chair accepts proposal and place it on an upcoming Commission agenda. Proposal will be included in packet for Commission meeting.  
Note: To be considered for the earliest meeting, the proposal must be submitted to leadership at least one week before that meeting.
3. At Commission meeting, a Commissioner moves to form a committee to act on the proposal.
4. If the motion passes, Commission will approve a tentative timeline for the committee and 3-6 Commissioners to serve on the committee, including an acting Chair.
5. Acting Chair will coordinate with staff to schedule first meeting, in accordance with open meeting requirements.
6. At first meeting, the committee will:
  - Elect a Chair and Vice-Chair
  - Create a concise work plan consistent with the Commission's motion
  - Schedule future meetings. If possible, select a consistent day/time
  - Identify people/groups the Committee hopes to consult in carrying out its work.
  - Identify minutes recorder (may rotate) and possible TBL monitor
7. Committee Chair will update Commission of Committee's progress at next Commission meeting and as needed thereafter.
8. When Committee has completed its work, Committee Chair will contact Commission leadership to request time on the agenda. This request, including approximate time required, must be received at least one week prior to Commission meeting.
9. The Committee Chair will submit the following to staff by at least the Thursday before the Commission meeting for inclusion in the meeting packet:
  - Clear and Concise Recommendation/Proposal
  - 1-2 page fact sheet providing background information
  - Concise TBL summary
  - Proposed City Council strategy
  - List of Stakeholders involved or affected
10. Commission acts on Committee proposal. Potential actions are:
  - Approve—if so, identify schedule for presenting to Council
  - Reject—thank committee for their time
  - Revise—direct committee to re-convene to modify or refine the proposal