

**City of Bend  
Environment and Climate Committee  
January 11, 2024**

The meeting of the Environment and Climate Committee (ECC) was called to order at 11:09 a.m. on Thursday, January 11, 2024 in the City Council Chambers, 710 NW Wall Street, and online.

- 1. Roll Call:** Neil Baunggard, Mark Buckley, Andrew Calise, Kavi Chokshi (present virtually), Serena Dietrich, Lauren Fraser, Rory Isbell, Kellie Jensen (present virtually), Smita Mehta (present virtually), Alex Cerussi (present virtually), Laura Tabor

**2. Approval of Minutes**

The November 9, 2023 minutes will reflect 2 changes under agenda item 4, ECC Schedule Updates and Planning. Lauren Fraser will be added to the Electrification Committee. Laura Tabor's last name will be corrected.

Chair Baunggard moved to approve the November 9, 2023 minutes with the above corrections as well as the December 14, 2023 meeting minutes. **Voice Vote** – Chair Baunggard, Vice Chair Chokshi, Members Buckley, Calise, Dietrich, Fraser, Isbell, Jensen, Mehta, Cerussi, Tabor Yes 11 No 0

**3. Public Comment**

No public comment was submitted.

**4. Election of Officers**

Chair Baunggard provided an overview of the election process for ECC Chair and Vice Chair.

One nomination was received for the ECC Chair position from current Chair, Neil Baunggard via email.

Statements regarding Chair Baunggard's efforts and success in the position were provided by Member Calise and Vice Chair Chokshi.

The nomination served as a motion to nominate Neil Baunggard to serve as ECC Chair. Member Calise seconded the nomination. **Voice Vote** – Chair Baunggard, Vice Chair Chokshi, Members Buckley, Calise, Dietrich, Fraser, Isbell, Jensen, Mehta, Cerussi, Tabor Yes 11 No 0

The motion was carried, and Chair Baunggard will serve the next year as ECC Chair.

One nomination was received for the ECC Vice Chair position. This was received from Lauren Fraser via email. There were no other nominations.

The nomination served as a motion to nominate Lauren Fraser to serve as ECC Vice Chair. Member Dietrich seconded the nomination. **Voice Vote** – Chair Baunsgard, Vice Chair Chokshi, Members Buckley, Calise, Dietrich, Fraser, Isbell, Jensen, Mehta, Cerussi, Tabor Yes 11 No 0

Member Isbell and Chair Baunsgard thanked Fraser for stepping up as well as thanking previous Vice Chair Chokshi for time served.

Vice Chair Chokshi expressed gratitude for the last year and will consider leadership roles in the future as time allows.

The motion was carried, and member Fraser will serve the next year as ECC Vice Chair.

## **5. Look Ahead to 2024**

Cassie Lacy, Senior Management Analyst, presented the look ahead plans for 2024:

- **Current Planned Activities:**
  - Natural gas public process: 4 to 6 months
    - This process will require a lot of support from the legal team.
  - Begin CCAP Update process: 6 to 9 months
  - Work session: March 20, 2024: propose process, schedule, and scope to Council for natural gas policy options and CCAP
    - Natural Gas Working Group

Member Buckley asked if the CCAP Update process is being re-evaluated and compared to the methods of other cities. Lacy explained that other cities are providing information on their update processes, but the city will more than likely update the form to be more streamlined and keep the same sectors. There is always a focus on obtaining more data and information.

Member Calise commented that the last 6 months have been spent on understanding what the most cost-effective way to spend the committee's time and resources is. The more data behind each of those decisions, the better justification.

Vice Chair Fraser would like to see funding strategies as a part of the process so that each project's funding is predetermined.

Member Tabor asked how much of a public input process will take place for the CCAP update.

Lacy explained that the process will be light and nimble which will be lower on the public engagement side. There was heavy public engagement in the CCAP development with topic specific working groups.

Member Chokshi Kavi asked how the purposed timelines for the natural gas public process and the CCAP update are defined to begin.

Lacy explained that the timeline is not fully developed but a proposed timeline should be prepared by the February meeting. Lacy explained that the update will include the whole committee with working groups focusing on different areas as needed.

Member Chokshi expressed concern that the CCAP update, and the natural gas project will take up most of the work for the year. Lacy explained that the proposed timelines that will be presented next month and will allow for better planning moving forward.

Member Tabor asked about how much of the scoping process needs to be completed before heading to contracting. Lacy explained that the process needs to be well defined before heading to procurement. The hope is to have the process figured out by the March 20<sup>th</sup> meeting.

Members discussed the possibility of adaptation.

Lacy shifted to a status update on working groups.

Member Jensen provided an update on the Waste and Materials Group. They have been re-evaluating and prioritizing what actions remain on the CCAP and what other recommendations they may make for future CCAP inclusion. This group will hold a public meeting on February 5<sup>th</sup>. Lacy added that next month, this group will provide recommendations about what the top initiatives are as well as the beginning of a work plan.

Vice Chair Fraser provided an update of the actions from the Energy Workgroup. For education and outreach, an action includes working with the city to launch a web page and initiate communications outreach. They are also examining what options there are for grant funding as well as supporting an energy audit and revolving loan funding programs. The environmental center is working on building out a low-income home energy assessment program and a revolving loan fund paired with that to support those upgrades. Another activity includes exploring an energy audit program for the city.

Member Calise discussed the potential of a community green tariff which will be a struggle to implement.

Chair Baungard presented for the transportation group.

Member Chokshi continually looks for visible actions that are recognized by the community. Many people drive their own cars to Mr. Bachelor, a bus system/ride share program would be beneficial and visible. Member Buckley noted that the Forest Service is interested in this as well.

Lacy will attend future working group meetings to assist with coordination.

Members broke for lunch at 12:09pm. The meeting resumed at 12:21pm. Due to technical issues related to the audio system, no audio can be heard for 20 minutes.

## **6. Potential Funding Opportunity**

Member Tabor started a document listing grant opportunity which cannot be shared over google due to city system restrictions. Lacy tracks ongoing grant opportunities which can be added to by other member's input.

Member Calise stated that the committee needs to draw lines between actions and funding sources.

City Attorney, Mary Winters, explained that all city departments now have a process to go through before they apply for grants.

Potential funding options and outreach was discussed amongst the committee.

**Audio resumed at 12:44pm.**

#### **7. ECC Rep Report**

Due to delays related to the audio, rep reports were not discussed.

#### **8. Agenda Review**

Lacy stated that the February meeting will include a Natural Gas and CCAP update process with a proposed approach. In addition, there will be a Tree Code letter review and the recommendations from the Waste and Materials Working Group.

A communication discussion will take place in March.

Andrew – getting ahead of some of the funding opportunities – prioritize actions –

#### **9. Adjourned at 12:58 p.m.**

Respectfully,

Samantha Gamelgaard  
Senior Administrative Support Specialist