



City of Salem

Climate Action Plan Committee

Monday, November 7, 2022

10:00 a.m. to 11:30 a.m.

Meeting will be conducted in-person and livestreamed on YouTube

In-Person Location: Salem Civic Center, Room 325 (Traffic Control Room)
555 Liberty Street SE, and

Livestream via YouTube: <https://bit.ly/salemclimatemeetings>

Submit public comment via email at
hdimke@cityofsalem.net or telephone and 503-588-6211

Si necesita ayuda para comprender esta información, por favor llame 503-540-2371

PARTICIPANTS

Committee Members

Mayor-Elect Chris Hoy, Chair; Councilor Jose Gonzalez, Councilor Trevor Phillips, Councilor Virginia Stapleton

Staff & Guests

Keith Stahley, City Manager; Peter Fernandez, Public Works Director; Robert Chandler, Assistant Public Works Director; Heather Dimke, Climate Action Plan Manager; Patricia Farrell, Climate Action Plan Advisor; Julie Warnke, Transportation Planning Manager; Eunice Kim, Long Range Planning Manager

AGENDA

1. Welcome and Call to Order
2. Public Comment (Written Comments Received)
3. Approval of 10/3/2022 Meeting Minutes
4. 2023 CAP Committee Meetings & Updates:
 - a. Any concerns moving to quarterly and/or as needed?
 - b. Final Summary Sheets: FD 07, MW 01, MW 03, MW 09, MW 13, MW 14, EC 01, TL 04, EN 07
 - c. Staff Updates
5. Discussion: Funding for a dedicated Climate Action Plan position (EN 07)
 - a. **Action Item – Vote Required:** Recommendation to include funding for a dedicated CAP Manager in the City Manager’s Proposed Budget (FY 2024)
6. Presentation and Discussion: Policy options for parking reform required by new State rules (Climate-Friendly and Equitable Communities)
 - a. **Action Item – Vote Required:** Recommendation to City Council to eliminate minimum parking requirements (TL 40) or pursue other parking reform options

7. Adjourn

Next Meeting: TBD

This meeting is being conducted both in-person and virtually, with in-person attendance by the governing body. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at hdimke@cityofsalem.net

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.



CLIMATE ACTION PLAN COUNCIL COMMITTEE
October 3, 2022
ZOOM
MEETING NOTES

MEMBERS PRESENT

Chuck Bennett, Mayor
Councilor Jose Gonzalez
Councilor Chris Hoy
Councilor Stapleton (substituted for Trevor Phillips)

STAFF PRESENT

Peter Fernandez, Public Works Director
Robert Chandler, Assistant Public Works Director
Heather Dimke, Climate Action Plan Manager
Patricia Farrell, Climate Action Plan Advisor
Judy Postier, Executive Assistant

MEMBERS ABSENT

None

1. **Welcome and Call To Order** – The meeting was called to order at 10:03 a.m.
2. **Public Comment** - None
3. **Approval of Meeting Minutes**
4. **New Summary Sheets**
Review of NR 01, NR 02, NR 03, NR 07, NR 08, NR 09, NR 10, NR 12, NR 13, NR 20, NR 23, FD 04, CM 20, CM 21, CM 22 (on file)

Discussion included questions on the provided summary sheets:

NR 03 (Integrated Pest Management) - how to maintain flexibility to control invasive species and do the most we can without doing harm. A question on burning as a means of control of invasive species.

NR 7 (Urban Forestry) - is there a need for a dedicated code compliance officer and question on Salem Revised Code Chapter 86 revisions regarding the enforcement matrix.

NR 10 (Canopy Cover) – Possibility of Care Core help with watering program. It was noted that all street trees get three years watering, and the City does pay for that service. Friends of Trees has two years of the contract.

NR 13 (Trees on Private Property) – Question on canopy after ice storm. It was noted that PW IT did inventory. This was relatively inexpensive to complete and considering doing this on a regular basis along with stream shade analysis (Goal 5). Questions on urban heat islands and stream monitoring stations. Stream temperatures are one factor, so are impervious surfaces. Heat.gov does urban heat mapping. Staff are looking into the possibility of having this information accessible from the City website.

Additional Comments – Current open public comment for Stormwater Management Plan. Concern was expressed that the notice was written for water engineers and is very technical. This limits the capacity for the public to participate in the process. Need to reach average people.

5. Early Implementation Strategies

Overall Status: Presentation on file. Provided a summary of activities underway (including Greenhouse Gas Emissions Inventory), actions not yet underway (community outreach and pending legislation), and proposed next steps (EN 32, EN 12, CM 01, EN 04, Website/Public Education, Natural Hazard Mitigation Plan, EN 07).

6. Look Ahead – 2023 CAP Committee Meetings

Discussion included communication planning, partnerships, outreach, education, full-time Climate Action Plan Manager recruitment planning, budgetary issues. Discussion of CAP Manager will be included on the November CAP Committee agenda.


7. Adjourn

Next Meeting: November 7, 2022

The meeting adjourned at 10:52 a.m.

The PowerPoint presentations and audio file are available upon request. Please contact jpostier@cityofsalem.net.

SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>FD 07– FOOD SYSTEM</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Explore public and private partnerships that encourage cooperatives or other frameworks of social and economic support for local producers, including community gardeners.	Low	\$ Less than \$200K	City/NGO		Long Beyond the next 5 years
Lead: Parks Operations and Parks Planning, Public Works Department					
Subject Matter Expert: Marion Polk Food Share: Ian Dixon-McDonald, Vice President of Programs; Ava Ryan, Farm and Garden Manager					
<p>Current Status:</p> <p>The City partners with Marion Polk Food Share (MPFS) for leasing of community gardens on city owned properties (primarily parks). There is a lease agreement between City and MPFS. City provides free water to community gardens, as well as other materials, such as wood chips. MPFS provides garden coordinators for each community garden. Currently there are 60 community gardens, 8 of which are on City property, and 500-600 people with garden plots. Gardens are full and there is high demand for additional gardens and plots.</p> <p>In addition to the Community Garden program, MPFS has three additional programs: emergency food; Meals on Wheels; and a 6-acre Youth Farm on Chemeketa College property. Food grown on the Youth Farm is provided to local groups, such as NW Human Services, Confederated Tribes of Grand Ronde, and Lancaster Family Health Center through the Veggie Rx program.</p> <p>MPFS purchases a percentage of food from local/small scale growers. The percentage varies each year, depending on funding and grants available. MPFS partners with Salem Harvest and Mill City Gleaners to distribute food that would otherwise go to waste. This gleaned food is distributed through MPFS programs.</p> <p>There is currently no local “food hub” to connect growers and buyers. There was a non-profit established, the Cherry City Food Link, however it is currently inactive.</p> <p>SEDCOR (Strategic Economic Development Corporation) is a partner in a statewide Center of Innovation Excellence planning project with VertueLab funded by Business Oregon. VertueLab’s project will focus on delivering strong support for innovators and entrepreneurs working to bring climate technologies to the market and engaging with existing industry in agriculture and the mass timber supply chain to meet their innovation needs. SEDCOR was asked to partner to help incorporate an explicit ag tech thrust to the work, given the Northwest Ag Innovation Hub initiative.</p> <ul style="list-style-type: none"> • The NW Ag Innovation Hub is a series of programming designed to build an ecosystem of relationships between agriculture, technology, and innovation with the key goal of keeping farmers and farms profitable. • This will align efforts from not only businesses and industry within ag, but also from community colleges, four-year institutions, cooperative extensions, other nonprofits, as well as businesses along the Ag Supply Chain including equipment manufacturers, ag retailers, and food processors. 					

SALEM CLIMATE ACTION PLAN

Implementation Strategies – Summary Sheet

- We're also written in as a partner for an OSU Center for Innovation Excellence planning grant for their Sustainable and Resilient Food and Beverage Manufacturing (in addition to the VertueLab Cleantech CIE).
- A five-year award from the Small Business Administration to establish a Regional Innovation Cluster around agriculture and technology in our region. This is about simultaneously help farmers have access to technology, adoption of on-farm technology, and the creation and support of small businesses looking to help farmers increase their environmental and economic sustainability. This builds on our Northwest Ag Innovation Hub programming from the last couple of years.
- Through the Regional Farmer Network, SEDCOR will connect local farmers with startup companies and specialty crop opportunities to test ideas and offer feedback to ultimately increase farm efficiencies and earning power. Farmers will collaborate with entrepreneurs to test innovative pre-commercial technologies and specialty crops on their farms. Connections forged through the network will create more opportunities for farmers to engage with novel investment models, data monetization, and new production practices.
- For instance, a Yamhill County farmer started to grow a specific kind of what that Yamasa uses for its soy sauce – that farm is now growing 100+ acres of winter red under contract to Yamasa. SEDCOR has pulled more growers together to meet with Yamasa to see if there are additional opportunities. This was done as part of SEDCOR's routine Business Retention & Expansion visits under the SEDCOR contract with Salem.
- Chemeketa Community College recently expanded their Agriculture Complex. This will serve as a hub for classes and training to meet the needs of farms and nurseries in the region. The Complex includes demonstration gardens, organic vegetable gardens and farmland plots.

Process: Establishing new community gardens on park land typically begins with the park master planning process. If new gardens are desired in exiting parks or other city-owned land, MPFS contacts the Parks Operations Manager to discuss.

Based on the Comprehensive Parks System Master Plan, community gardens are currently an optional allowed use in parks classified as Community Parks, Urban Parks, Special Use Facilities, or Historic Areas. They are not allowed in Neighborhood Parks or Natural Areas. Once a location for a garden is approved and the lease agreement completed, MPFS constructs and maintains the gardens and the City provides the water, including water line installation and water meter.

Considerations: Space for a local food hub could be provided if and when MPFS warehouse expands. This could provide space for local/small scale growers to distribute their food to local buyers. This expansion, however, is several years out.

The City's lease agreement with MPFS could be modified to allow for food raised on community gardens to be sold off-site.

Costs: City staff time for garden assistance, water lines, water costs.

Anticipated Timeline: Ongoing

Additional Information: <https://marionpolkfoodshare.org/programs/community-gardens/>
<https://www.sedcor.com/northwest-ag-innovation-hub/>

Authority: City



Public Health



Environmental Quality



Mobility Choice




Community Equity Local



Economy

SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>MW 01– MATERIALS & WASTE</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Calculate a baseline, track, and report a diversion rate for City of Salem using Marion County data.	Low	\$\$ \$200-500k	City		Short Now to 2 years
Lead: Ryan Zink (Franchise Administrator)					
Subject Matter Expert: Ryan Zink (City) and Brian May, Marion County Environmental Services					
<p>Current Status: Material recovery rates (not diversion rates) are compiled by the Oregon Department of Environmental Quality (DEQ) and calculated at the county level, not at individual city level. A baseline of material recovered from the city would need to be estimated based on total population (within the city vs County). This could be done for Marion and Polk County. The latest material recovery rates for Marion and Polk Counties have been posted in the <i>2020 Oregon Material Recovery and Waste Generation Rates Report</i> (DEQ). This report shows a 2020 recovery rate of 48.5% for Marion County (includes recyclable material burned for energy at Covanta), and a rate of 46.3% for Polk County.</p>					
<p>Process: Diversion and Recovery are similar but are not synonymous. Recovery, like recycling is a measure of how much material is removed from the wastestream and put to better use (recycled). Diversion is the measure of how much material is diverted from the wastestream and includes items/material that may not have entered the wastestream, such as clothing that was mended or electronics that were repaired that would have otherwise been disposed.</p> <p>The DEQ compiles annual data on post-consumer recycling in Oregon. A survey is sent to all collection service providers and private recycling companies who handle such material. Together, recovery and disposal numbers make up the amount of waste generated by Oregonians each year.</p> <p>Recovery information allows DEQ to determine energy savings and greenhouse gas reductions, two important environmental benefits. DEQ also calculates a recovery rate: The percentage of the total waste generated that is recovered in recycling, composting or energy recovery. Recover, disposal and generation data, as well as recovery rates, are calculated both on a statewide basis and for each of the 35 individual “wastesheds”.</p> <p>A "wasteshed" is defined in Oregon law as being an area of the state that shares a common solid waste disposal system, or an appropriate area in which to develop a common recycling system. For the most part, individual Oregon counties are designated as wastesheds. For the City there are two wastesheds: Marion and Polk Counties.</p> <p>The State of Oregon has set policy and goals about recovery of material to be consistent with the priority of solid waste management wet forth in ORS 459.015 (Policy).</p>					

SALEM CLIMATE ACTION PLAN

Implementation Strategies – Summary Sheet

Considerations: As stated above, the recovery rate for City will need to be estimated based on available data from Marion and Polk Counties.

It might be worth considering a change to the language in this strategy to use the word “recovery” rather than “diversion.”

Costs:

Anticipated Timeline: Data from 2021 is still being finalized. Staff can look to pull a baseline estimate from this data as it becomes available to initiate the tracking process.

Additional Information: https://oregon.public.law/statutes/ors_459a.010,
<https://www.oregon.gov/deq/recycling/Pages/Survey.aspx>

Authority: City



Public Health



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SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>MW 03– MATERIALS & WASTE</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Continue reducing emissions and minimizing waste through current practices, including following State guidance on prioritizing sustainable products, limiting deliveries to two days per week, and facilitating electronic RFP/bid processes.	Low	\$ <\$200k	City	 	Short Now to 2 years
Lead: Contracts and Procurement Office					
Subject Matter Expert: Shawna Self, Contracts & Procurement Manager					
Current Status: A new Administrative Policy and Procedure for Sustainable Business Operations (APP 3.11 version 1.1) is currently awaiting final approval. Once the APP is signed by the City Manager the City Recorder posts it on the intranet with new or revised APPs.					
Process: This Administrative Policy and Procedure (APP) seeks to advance sustainability performance in the City of Salem (City) by establishing guidelines for City operations that will enhance sustainable business practices. It applies to all City departments and employees. City employees will make a good faith effort to incorporate and balance the elements of this APP to the maximum extent practicable in all procurement-related activities and public improvement projects as allowed under the City of Salem Public Contracting Rules (PCR). The APP covers sustainable procurement practices such as taking sustainability factors into consideration when writing specifications for, or procuring, materials, products, or services. These factors include, for example, environmental factors, life cycle assessment, packaging, availability from local sources, and delivery. The City stopped mailing bids and began posting on ORPIN (now OregonBuys) in 2016, and in 2020 the City started receiving electronic bids/proposals through Bidlocker.					
Considerations:					
Costs:					
Anticipated Timeline: On-going					
Additional Information:					
Authority: City					

SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>MW 09– MATERIALS & WASTE</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Set goals and determine practices (e.g., using reusable materials over single-use items) to reduce waste at City-funded events, including all meetings and conferences.	Low	\$ <\$200k	City		Short Now to 2 years
Lead: Contracts and Procurement Office, Climate Action Plan Manager					
Subject Matter Expert: Shawna Self, Contracts & Procurement Manager					
<p>Current Status: A new Administrative Policy and Procedure for Sustainable Business Operations (APP 3.11 version 1.1) is currently awaiting final approval. Section 2(I) Food Vendors and Section D(2) Meetings and Employee Sponsored Functions relate to sustainable practices for City and City sponsored events. Once the APP is signed by the City Manager the City Recorder posts it on the intranet with new or revised APPs.</p>					
<p>Process: APP 3.11 applies to all City departments and employees. City employees will make a good faith effort to incorporate and balance the elements of this APP to the maximum extent practicable. The following sections are excerpted from the APP.</p> <p><u>FOOD VENDORS (Section 5.A.2.1)</u> When catering any City event or function, staff shall select food vendors that subscribe to environmentally friendly practices, as demonstrated by meeting a majority of the following guidelines.</p> <ol style="list-style-type: none"> (1) No Styrofoam products are provided. (2) Packaging is recyclable, or biodegradable. (3) Food is provided on platters that can be returned or in brown paper bags with some recycled content and no print. (4) If individual food items are wrapped, paper is used rather than plastic. (5) Purchase locally grown food when available. (6) Reusable plates, utensils, glasses, mugs and serving ware are provided. (7) Pitchers with tap water or juice are provided rather than disposable water or juice bottles. (8) Napkins, if included, are unbleached and made of at least 50% post-consumer recycled content. <p><u>MEETINGS AND EMPLOYEE-SPONSORED FUNCTIONS</u></p> <p>Food and Beverage Where food and beverage are provided at City sanctioned meetings or functions, the following practices shall be observed:</p> <ol style="list-style-type: none"> A. Mixed recycling containers shall be provided. 					

SALEM CLIMATE ACTION PLAN

Implementation Strategies – Summary Sheet

B. Styrofoam supplies shall be avoided, and attempts shall be made to adhere to other guidelines for environmentally friendly food vendors outlined in Section 5.A.2.I of the APP.

Considerations: City staff will need to be made aware of the new Sustainable Purchasing policy when planning meetings, conferences etc.

Costs:

Anticipated Timeline:

Additional Information:

Authority: City



Public Health



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SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>MW 13– MATERIALS & WASTE</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Engage City employees in activities to encourage behavior change, like training, discussion, competitions, presentations, awards, etc.	Low	<\$200k	City		Short Now to 2 years
Lead: City Manager’s Office, Communications Team					
Subject Matter Expert: Communications Team					
Current Status: Pending					
<p>Process: Education and outreach about the Climate Action Plan is a critical component of reducing Salem’s Greenhouse Gas emissions. An outreach strategy will need to be developed prior to implementing any one outreach strategy.</p> <p>Prior to initiating any programs related to behavior change, competitions, awards, presentations, etc. background information on the Climate Action Plan, climate change, and Salem specific information will need to be put on the City’s website.</p> <p>Once priorities are set, website information, social media posts and short videos may be used for initial education.</p>					
<p>Considerations: Priorities for outreach and engagement strategies need to be developed in coordination with City departments as well as partners.</p> <p>Updates to City website may include a GHG dashboard with infographics showing sources of GHG emissions, environmental/climate change vulnerability information (e.g., heat island, tree canopy information) etc.</p> <p>An online platform such as EcoChallenge.org could help to inspire employee engagement and prompt behavior change through team contests, games, and sustainability goals that can be tailored to individual organizations.</p>					
Costs:					
Anticipated Timeline: Updates to City CAP website is first step. This work is anticipated for end of 2022/ early 2023.					
Additional Information:					
Authority: City					

SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>MW 14– MATERIALS & WASTE</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Establish a city-wide waste reduction education program.	Low	\$ <\$200k	City		Short Now to 2 years
Lead: Communications Team, Climate Action Plan Manager					
Subject Matter Expert: Communications team					
Current Status: A city-wide waste education program has been implemented by the City to address State requirements from the Oregon Department of Environmental Quality (DEQ). City staff routinely coordinate with Marion County and local waste haulers on related messaging that includes information on material recycling and reuse, as well as on composting and food waste. In 2022, the City added the “Make Every Thread Count” campaign to this list with a new webpage and social marketing materials.					
Process: Oregon’s Opportunity to Recycle Act (1983) and the 1991 Oregon Recycling Act (administered by DEQ) established statewide recovery goals (55% recovery by 2025) and a list of requirements for local governments associated with recycling, reuse programs, and waste prevention. Per these requirements, all cities with populations greater than 4,000 must implement recycling programs and cities over 10,000 are further required to implement waste prevention programs. Each City is required to select from a list of detailed program options for recycling and waste prevention included under Oregon Administrative Rule 340-090-0030 through 340-090-0042. An Annual Report is submitted to the DEQ which includes a summary of waste reduction related outreach completed each year.					
Considerations: Climate Action staff can help to further amplify the needs for waste reduction and proper recycling/disposal through the City’s website, radio, short videos, and outreach materials for community events. Marion County and the DEQ have a substantial set of educational materials already created that can be shared by the City.					
Costs:					
Anticipated Timeline: Ongoing					
Additional Information: https://www.oregon.gov/deq/mm/wpcampaigns/Pages/wpcampaigns.aspx , https://www.co.marion.or.us/PW/ES/disposal/programs/reduction/Pages/default.aspx					
Authority: City and DEQ					

SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>EC 01 – ECONOMIC DEVELOPMENT</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
In partnership with LAUNCH Mid-Valley, the collaboration of partners working to support the growth of Salem area entrepreneurs, collaborate with the Chamber of Commerce, SEDCOR, local universities, and business leaders to develop, nurture and attract climate-smart entrepreneurship in Salem. Invest in a nation-wide marketing campaign (partnering with Travel Salem and the City of Salem's Cultural and Tourism Promotion Advisory Board).	Low	\$ Up to \$200K	City		Short Now to 2 years
Lead: Urban Development Department					
Subject Matter Expert: Kristin Retherford, Urban Development Director, and Erik Andersson, President, SEDCOR					
<p>Current Status: City is a partner in LAUNCH Mid Valley. The City connects businesses with a variety of local, state, and federal resources to assist with expansion, recruitment, exporting, financing and more.</p> <p>The City participates in the Commercial Property Assessed Clean Energy (CPACE) program. CPACE is a tool to finance energy efficiency and renewable energy improvement on commercial property.</p>					
<p>Process: LAUNCH Mid Valley is a regional collaborative to help launch startups and support growth businesses. Services include education and support, access to capital, innovation acceleration, co-working and business spaces. Partners in LAUNCH include SEDCOR, the Chamber of Commerce, U.S. Small Business Administration, Oregon Manufacturing Extension Partnership, Merit NW, Oregon Entrepreneurs Network, Chemeketa Small Business Development Center, McMinnville Economic Development Partnership, the Cities of Dallas, Independence, Woodburn, Newberg, as well as Marion, Polk and Yamhill Counties.</p> <p>SEDCOR (Strategic Economic Development Corporation) is a partner in a statewide Center of Innovation Excellence planning project with VertueLab funded by Business Oregon. VertueLab's project will focus on delivering strong support for innovators and entrepreneurs working to bring climate technologies to the market and engaging with existing industry in agriculture and the mass timber supply chain to meet their innovation needs.</p>					
<p>Considerations: SEDCOR, and Chamber of Commerce may be more appropriate groups to promote Salem for climate-smart entrepreneurship. The Salem Cultural and Tourism Promotion Advisory Board advised the City Council on matters pertaining to the use of the Transient Occupancy Tax for cultural activities, conventions, and tourism.</p>					

SALEM CLIMATE ACTION PLAN

Implementation Strategies – Summary Sheet

The funding for the venture catalyst contract position, which is a key resource in the climate smart business development action item, has largely been funded by philanthropy to date. The hope is that SEDCOR's Regional Innovation Hub planning process will result in some funding specifically for entrepreneurial development.

Entrepreneurial development has been added as an allowable use of SEDCOR's contract funds with the city, but as we approach contracting next year it might be beneficial to carve out a specific amount of funding and associated activities that reflect the city's Climate action Plan interest in climate smart entrepreneurs.

Costs:

Anticipated Timeline: Ongoing

Additional Information: <https://www.launchmidvalley.org/>

Authority: City, Urban Development Department



Public Health



Environmental Quality



Mobility Choice






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SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

TL 04– TRANSPORTATION/LAND USE	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Repair existing sidewalks to increase safety and mobility, include assessment and improvement of lighting along sidewalks for safety.	Low	\$\$\$\$ Over \$5m	City	  	Short Now to 2 years
Lead: Public Works Department					
Subject Matter Expert: Brandon Klukis, Street Maintenance Operations Group Manager, and Kevin Hottman, City Traffic Engineer					
Current Status: Sidewalk repairs are ongoing throughout the city. New streetlights are required for all development that requires street improvements. Additional streetlights along existing sidewalks can be requested through the City’s online portal: https://www.cityofsalem.net/community/transportation-getting-around/streets-maps/report-a-signal-sign-or-streetlight-problem					
Process: The City and property owners share the responsibility of repairing and maintaining public sidewalks (per SRC Chapter 78). Requests for sidewalk repairs can be made through Public Works Dispatch. Once a request is received the area is assessed for hazard, including type of hazard, severity of hazard, and the criteria for public use of that location, examples include a Critical ADA Route, transportation corridor, an area of public accommodation, a residential street, or a cul-de-sac. Locations are then prioritized for scheduling of repairs. Other impacts to prioritization include whether tree removals at the assessed location are already scheduled or have been completed, and whether the hazards at the location are creating a barrier for accessibility to an individual with mobility challenges. The proposed Community Infrastructure Bond includes \$157 million in funding for streets and sidewalks. A portion of these funds would be used for sidewalk infill or new sidewalks and for the replacement of sidewalk sections/panels in Salem.					
Considerations: Repairs to existing sidewalks may result in tree removals and impacts to other infrastructure. Repairs to existing sidewalk may be triggered by other infrastructure repairs adjacent to defective sidewalk.					
Costs:					
Anticipated Timeline: Sidewalk repairs are an ongoing program across the city.					
Additional Information: https://www.cityofsalem.net/community/neighborhoods/report-concerns/repair-or-report-damaged-sidewalks					
Authority: City, Public Works Department					

SALEM CLIMATE ACTION PLAN
Implementation Strategies – Summary Sheet

<u>EN 07– ENERGY</u>	GHG Reduction Potential	Cost	Lead Agency	Co-Benefits	Suggested Timeframe
Hire a full time City Climate Action Plan Manager to implement Council plan priorities, track progress, establish and manage a CAP work group with agency/implementation/equity partners.	Low	\$\$ \$200-500k	City		Short Now to 2 years
Lead: Public Works Department and City Manager					
Subject Matter Expert: City Manager					
<p>Current Status: Public Works staff is leading early implementation for FY 22/23. Examples of dedicated Climate Action job descriptions are being researched. An example from the City of Olympia, WA (2020), and recent examples of posted positions from Multnomah County and the City of Ashland OR are attached.</p>					
<p>Process: A full-time permanent position funding source will be needed before advertising the position. This funding would need to be recommended for the next fiscal year budget (FY 23/24).</p> <p>The overarching job function is to continue to implement the Salem Climate Action Plan strategies. This will include, at a minimum:</p> <ul style="list-style-type: none"> • Establishing metrics and tracking progress towards meeting Council-set GHG reduction goals • Communication with City Council • Communication, coordination and partnership building with key partners • Education and outreach to the public • Coordination across city departments • Managing grants and consultant budgets • Research and staying current on state of science around climate change and GHG reduction strategies <p>Other relevant duties (as pulled from the examples found) include the following:</p> <ul style="list-style-type: none"> • Responsible for overall program strategy, evaluation, budget preparation and monitoring, cost-estimating and problem-solving. • Measures and tracks metrics for success; uses technical software to conduct and analyze greenhouse gas emissions inventories, and model, monitor and evaluate the City’s progress towards meeting climate goals. • Coordinates with City departments to evaluate, develop and strengthen departmental and city-wide policies, procedures, and regulations in support of the Climate Mitigation Plan and other program goals. • Distills and translates complex information into clear, compelling materials for diverse audiences. • Develops strategic partnerships within the community to facilitate and expand emissions reduction and energy conservation efforts in support of the Climate Mitigation Plan. • Monitors federal, state and/or local regulations and guidance and recommends actions to achieve compliance with climate and energy policies and practices. 					

SALEM CLIMATE ACTION PLAN

Implementation Strategies – Summary Sheet

- Incorporate an equity lens into policy work, aligning initiatives to the diverse communities that *Multnomah County serves*
- Facilitate stakeholder engagement and lead community-based development of policies, practices, and plans that advance community climate resilience
- Works closely with a broad spectrum of businesses and community groups to communicate the goals of the Climate and Energy Action Plan and to assist those businesses and groups with implementation of activities to achieve those goals.
- Designs, develops, implements, analyzes, evaluates and implements strategies for outreach, public involvement and education programs for both internal and external audiences.

Considerations: This position will be working with all City departments, department directors, and City Council, as well as external partners. Therefore, a senior level manager position is recommended.

Costs: For purposes of budget estimating a Program Manager III (Class B25, Step 3, Non-Represented) was used. This level, at 2022 budget levels, equals \$150,759, including all benefit and PERS costs. Annual inflation rates will apply but are not known at this time.

Anticipated Timeline: Beginning FY 23/24

Additional Information:

<https://www.somervillema.gov/residents/job-postings/climate-change-program-manager>

Authority: City



Public Health



Environmental Quality



Mobility Choice



Community Equity Local



Economy



CITY OF OLYMPIA
invites applications for the position of:

Climate Program Manager

SALARY: \$37.64 - \$45.76 Hourly
\$6,524.27 - \$7,931.73 Monthly
\$78,291.20 - \$95,180.80 Annually

OPENING DATE: 09/22/20

CLOSING DATE: 11/08/20 12:00 AM

DESCRIPTION:

About the Position

The Climate Program Manager provides leadership directing and coordinating implementation of the Thurston Climate Mitigation Plan and energy and sustainability programs across all City departments and the community. This position will concentrate on education and outreach, advancing a legislative agenda, and working with elected officials and regional partners to implement the Climate Mitigation Plan. Develops strategic partnerships to meet the carbon emissions reduction goals of the Climate Mitigation Plan, energy conservation programs, sustainability initiatives and associated education and outreach programs. Serves as a City-wide resource for emissions reduction and sustainability efforts. Responsibilities include program development, implementation and reporting. Uses technical software to model, monitor and evaluate progress towards meeting goals. Serves as staff liaison to both internal and external community partner organizations. Reports on compliance with state and federal laws and regulations.

Ideal Candidate Profile

The ideal candidate will have the following knowledge, skills and abilities:

- Ability to lead multidisciplinary teams and exercise informal influence without having direct supervisory responsibilities
- Ability to see and understand the overall picture and has the attention to detail to move Climate Mitigation Plan forward
- Ability to develop systems to track progress and report the status of the Climate Mitigation Plan to team members, decision makers, partners and the community
- Thorough understanding of climate change and its short- and long-term impacts
- Understanding of comprehensive planning, strategic planning, master planning and program and project management
- A passion for the work that will have an organization-wide, community-wide and global impact
- Understanding that climate change is a social justice issue and brings that lens to the work

To Apply

- Submit a resume and cover letter by attaching them to your electronic application.
- The cover letter must be no more than two pages long and include specific examples of how you meet the **Ideal Candidate profile** (above).
- This is a continuous recruitment. In order to be considered for the first round of interviews, **submit your application by 5 pm October 16, 2020.**
- **Only electronic applications are accepted.**

Contact Information

If you have questions about the position and/or requirements, please contact Keith Stahley, Assistant City Manager, via email at kstahley@ci.olympia.wa.us, or by phone at 360.753.8227.

EXAMPLES OF ESSENTIAL DUTIES:

The essential functions of this position include but are not limited to:

1. Directs, develops, plans, organizes, and implements the Thurston Climate Mitigation Plan, emissions reductions and renewable energy supply, climate adaption planning, data collection and modeling efforts, and other environmental sustainability initiatives.
2. Responsible for overall program strategy, evaluation, budget preparation and monitoring, cost-estimating and problem-solving.
3. Responds and adapts to changing program priorities and goals as set by Council and the City Manager.
4. Considers the impacts of project and program actions on marginalized groups and seeks their involvement in decision making processes.
5. Measures and tracks metrics for success; uses technical software to conduct and analyze greenhouse gas emissions inventories, and model, monitor and evaluate the City's progress towards meeting climate goals.
6. Implements program revisions and updates based on the effectiveness of current program elements.
7. Facilitates implementation of the Climate Mitigation Plan and sustainability goals and measures across all city departments.
8. Meets with department leadership across the City, researches strategies and recommends changes to departments, helps problem-solve implementation issues, and tracks progress towards goals.
9. Coordinates with City departments to evaluate, develop and strengthen departmental and city-wide policies, procedures and regulations in support of the Climate Mitigation Plan and other program goals.
10. Conducts research, analyzes information and data, and synthesizes research findings into high quality work products, including informative summaries, fact sheets, presentations, and reports.
11. Distills and translates complex information into clear, compelling materials for diverse audiences.
12. Performs research and analysis of emission reduction measures to inform program implementation efforts.
13. Conducts greenhouse emissions assessments using industry standard software for municipal and community emissions.
14. Works closely with Education and Outreach staff to plan and develop education programs to promote implementation of Climate Mitigation Plan measures and other sustainability initiatives including public awareness and behavior change programs.
15. Develops and manages contracts and interlocal agreements to implement Climate Mitigation Plan measures as needed.
16. Develops, writes, and administers grant applications in support of the City's climate and energy programs.
17. Serves as the City's climate and energy programs liaison to outside entities including jurisdictions, agencies, contractors and non-governmental partners.
18. Develops strategic partnerships within the community to facilitate and expand emissions reduction and energy conservation efforts in support of the Climate Mitigation Plan.
19. Monitors federal, state and/or local regulations and guidance and recommends actions to achieve compliance with climate and energy policies and practices.

TYPICAL QUALIFICATIONS:

Knowledge/Skills/Abilities:

1. Knowledge of current trends, practices, technology, and information affecting the climate, sustainability and energy fields.
2. Extensive knowledge and understanding of multiple City department's roles and responsibilities specifically related to energy/resource conservation including knowledge of

- comprehensive and technical plans and work programs which are interconnected to the multifaceted program.
3. Knowledge of current principles, practices, strategies and techniques related to energy conservation, specifically which is derived from fossil fuel sources.
 4. Knowledge of federal, state and local energy and climate change codes, regulations, and policies.
 5. Demonstrated understanding of climate change issues, including greenhouse gas inventories and strategies for reducing greenhouse gas emissions.
 6. Excellent interpersonal skills and ability to handle challenging situations with tact and sensitivity.
 7. Excellent organizational and documentation skills, with great attention to detail.
 8. Excellent project management skills, including skill in planning, organizing, evaluating and analyzing problems and implementing plans and programs and resolving issues.
 9. Excellent oral and written communications skills.
 10. Comfort in working with diverse and marginalized community members.
 11. Work independently, with minimal guidance, as well as an ability to work effectively in a team.
 12. Demonstrated ability to manage multiple tasks or projects, balance competing demands, set priorities, and meet deadlines.
 13. Communicate complex information clearly using simple, commonly accepted language. Ability to make effective, polished public presentations.
 14. Make effective and appropriate decision based on available data. Ability to maintain professional functions of position in changing and uncertain organizational conditions.
 15. Envision, develop, write and administer grant applications in support of the Thurston Climate Mitigation Plan.
 16. Proficiency in using software applications such as spreadsheet, database management, presentation and word processing programs.
 17. Use tact, discretion, persuasion, diplomacy, respect and courtesy to gain the cooperation and commitment of others; facilitate groups; and to establish and maintain effective working relationships and rapport with departments, officials, the media, representatives of other groups, agencies, entities or businesses, and diverse members of the public.
 18. Organize, prioritize and coordinate work projects, plans and assignments while maintaining a high degree of accuracy and attention to detail.
 19. Research, collect, analyze, organize, synthesize and present a variety of research data accurately and clearly in written or graphic form including computer-generated products.
 20. Remain flexible while working in a multi-task environment, easily adapt to shifting priorities, maintain an objective perspective, set and achieve goals, and adapt to new and changing technology.
 21. Read, understand, interpret and apply appropriately terminology, instructions, policies, procedures, legal requirements and regulations pertinent to energy/resource conservation programs.
 22. Work independently or cooperatively as a member of a team.
 23. Maintain regular consistent and punctual attendance.

Experience/Education:

1. Bachelor's degree in Environmental Science, Environmental Policy, Environmental Management, Energy Studies or related field; and
2. Four (4) years of progressively responsible experience, including program management, in emissions reductions programs, sustainability, climate management or related field.
3. Requires knowledge of emission reduction strategies and practices.
4. Master's degree in a related field is preferred.
5. Knowledge of common functions and issues in city government is preferred.
6. A combination of experience and training that provides the applicant with the knowledge and skills to perform the job will be considered.

Special Requirements:

1. Valid Washington State Driver's License.
2. Successful completion of criminal background check.

SUPPLEMENTAL INFORMATION:

Contacts:

1. Contacts include senior management staff, City staff at all organizational levels, elected officials, community groups, agency staff, boards, commissions, interagency groups, volunteers, and the general public.
2. Contacts are established and maintained for short- and long-range planning, direction and supervision of subordinates, communication of program activities and services, project coordination, effective teamwork, policy development, and information exchange.
3. Contacts are made in person, via telephone and computer networks, through printed and presentation materials, and are an integral part of all duties.
4. Contacts may involve controversial policies or policy changes, politically sensitive issues, and may be difficult and potentially confrontational.

Supervision:

1. May supervise assigned staff in professional, technical, skilled craft/trade, and administrative classifications.
2. Focus on the importance of coordination across departments and influencing skills when not directly supervising.

Accountability:

1. Climate Program Managers are accountable to senior management for the efficient, cost effective, and thorough design, planning, and implementation of assigned programs, operations, facilities, services, projects or policy initiatives.

Working Conditions:

1. Work time and effort is exclusively devoted to planning, directing, controlling and organizing the work of other employees.
2. Work is mainly performed indoors, in settings such as offices, conference rooms, or project dedicated working areas.
3. Work will sometimes involve travel to various locations including outdoor settings, activity at field or program service delivery or work sites, and occasional evening and weekend hours.

The City of Olympia is an Equal Opportunity Employer, committed to a diverse workforce. Women, minorities, and people with disabilities are encouraged to apply.

In order to participate in the recruitment process, accommodations for people with disabilities may be made by contacting Human Resources at (360) 753-8442.

The City of Olympia is an Equal Opportunity Employer, committed to a diverse workforce. We strongly encourage people who are Black or Indigenous, people of color, transgender, non-binary, LGBTQ, people with disabilities, and women to apply.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.olympiawa.gov>

Position #2000067
CLIMATE PROGRAM MANAGER
CW

PO Box 1967
Olympia, WA 98507
360-753-8305

Senior Climate Resilience Coordinator (Multnomah County)

Portland, OR
Full time
Posted 18 Days Ago
R-9311

Current employees: Please apply through the employee portal to be considered for this opportunity.

Pay Range:
\$37.50 - \$46.17 Hourly

Department:
Non-Departmental

Job Type:
Regular Represented

Exemption Status:
United States of America (Non-Exempt)

Closing Date (Open Until Filled if No Date Specified):
October 31, 2022

The Opportunity:

OVERVIEW

Working for a Sustainable Future.

Over the past several years, Multnomah County has experienced unprecedented impacts from the climate crisis. Wildfire smoke, worsening air quality, extreme cold, and dangerous heat are just some of the risks to County services and residents. The [Office of Sustainability](#) is seeking a Senior Climate Resilience Coordinator to catalyze long-term partnerships, policy development, and program implementation in order to address the vulnerabilities of the climate crisis.

The Senior Climate Resilience Coordinator will serve as the senior policy analyst and subject matter expert to County leadership and staff on the local impacts of the climate crisis and on strategies to mitigate those impacts. You will develop innovative policies and programs to make residents safer from climate related disruptions. In this capacity-building role, you will seek funding opportunities for climate resilience projects such as resilience-hubs, wildfire mitigation, low-income weatherization, and heat island mitigation strategies.

The Senior Climate Resilience Coordinator will have a justice-centered approach to climate resilience. In this role, you will ensure that diverse and underrepresented voices from across the County are represented in climate resilience initiatives, including residents in geographic locations that historically have not had equitable access to services. You will collaborate with local and state agencies and community-based partners to develop long-term strategies that will make Multnomah County more resilient to the impacts of a warming climate.

As the Senior Climate Resilience Coordinator, you will:

- Make recommendations on program or policy design
- Incorporate an equity lens into policy work, aligning initiatives to the diverse communities that Multnomah County serves
- Provide oversight and direction of research activities related to the impacts and feasibility climate resiliency.
- Prepare analytical reports and communications of policies for elected officials, community groups, and County staff
- Manage cross-departmental and multi-jurisdiction projects, including project plans, timelines, project budgets, and project reporting to the Director, other departments, and elected leaders.
- Facilitate stakeholder engagement and lead community-based development of policies, practices, and plans that advance community climate resilience
- Serve as an advocate for the incorporation of community voices and priorities in decision making.
- Lead complex and multi-partner grant implementation projects, including researching funding opportunities, writing grant proposals, and preparing RFP applications.

About the Office of Sustainability

The Multnomah County Office of Sustainability works with the community and County departments to help make Multnomah County a better place to live, work, and do business. We firmly connect our work of contributing to a healthy planet with Multnomah County's mission to protect the most vulnerable in our community. This mission shapes the way we approach sustainability, which is based on achieving social, economic, and environmental justice.

TO QUALIFY

We will consider any combination of relevant work experience, volunteering, education, and transferable skills as qualifying unless an item or section is labeled required. Please be clear and specific about how your background is relevant. For details about how we typically screen applications, review our overview of [the selection process](#) page.

Minimum Qualifications/Transferable Skills*:

- A Bachelor's Degree or equivalent years of experience.

- Five (5) years of increasingly responsible policy and program development, implementation and/or evaluation experience in climate resiliency, environmental sciences, public administration, natural resources and/or a related field.
- Strong written communication, including experience preparing clear, concise, and comprehensive reports, and/or policy papers.

Preferred Qualifications/Transferable Skills*: You do not need to have the following preferred qualifications/transferable skills to qualify. However, keep in mind we may consider some or all of the following when identifying the most qualified candidates. Please clearly explain on your application how you meet any of the following preferred qualifications/transferable skills. We will consider any combination of lived experiences, relevant work experience, volunteering, education, and transferable skills

- Ability to navigate a complex political environment with a high level of savviness.
- Advanced knowledge and skills related to:
 - Pertinent federal, state and local programs, policies, laws, codes and regulations related to climate policy, hazard mitigation, and/or environmental policy
 - Project management principles and practices
 - Community engagement and ability to work effectively with diverse cultures
 - Climate change policy and practices that limit emissions and increase community resilience.
 - Sustainability principles (3Es: environment, economy, equity) and effective, culturally appropriate and innovative implementation techniques

*Transferable skills: Your transferable skills are any skills you have gained through education, work experience (including the military) or life experiences that are relevant for this position. Be sure to describe any transferable skills on your application and clearly explain how they apply to this position.

COVID-19 Vaccination Requirement: To protect the health of the community and employees, Multnomah County requires employees to be fully vaccinated against COVID-19 or have an approved medical or religious exception as a qualification of employment. The rule applies to all employees, as allowable by law. Candidates who receive an offer of County employment must provide proof of vaccination upon hire or submit an exception request prior to their start date.

SCREENING AND EVALUATION

Keep in mind we use your application materials as evaluation tools. The quality and strength of your application will determine if you move forward in the process. Respond to each section completely and concisely. Refer to your relevant experience (paid or unpaid) and training.

Application Packet: The application packet consists of the following documents:

- A completed online application and/or resume covering relevant experience and education. Please be sure your resume includes the following for each employer: name of employer, location, dates of employment, your title, a brief summary of your responsibilities.
- A cover letter that expands on your resume and addresses:
 - How your professional and/or lived experiences demonstrates your commitment to environmental justice;
 - Your collaborative approach to work and community projects; and
 - Your interest and experience with policy work related to climate change mitigation and/or adaptation.

Note: The application, resume and cover letter should demonstrate your work experience/skills and how it is related to those shown in the Overview and To Qualify sections of the job announcement. Please be thorough, as these materials will be scored and determine your eligibility to advance in this recruitment process.

Internal candidates: After you have submitted your application, please check your Workday inbox and complete the Veterans' Preference Questionnaire prior to the application deadline.

Veterans' Preference: Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference page](#) for details about eligibility and how to apply. The recruiter as listed on the job announcement must receive all required documentation by the closing date of the recruitment.

The Selection Process: For details about how we typically screen applications, review our overview of the selection process page. We expect to evaluate candidates for this recruitment as follows:

- Initial review of minimum qualifications: We may do an additional preferred review and/or send out additional supplemental questions to identify those highest qualified.
- Consideration of top candidates: We will consider qualified candidates in order of rank and score from the list of eligible candidates. This may include panel interview(s), a hiring interview, and/or additional testing to determine the best candidates for a position.
- Professional reference checks

Type of Position: This hourly, union-represented position is eligible for overtime.

Location: This position is eligible for routine telework, however the incumbent must reside in Oregon or Washington. There may be occasions where you will need to come into the office. The onsite work location for this position is at the Multnomah Building: 501 SE Hawthorne Blvd., Portland, OR 97214.

Additional Information: The eligible list created from this recruitment may be used to fill future regular, limited duration, full or part-time, temporary, or on-call positions.

Diversity and Inclusion: At Multnomah County, we don't just accept difference; we value it and support it to create a culture of dignity and respect for our employees.

We are proud to be an Equal Opportunity Employer. We evaluate qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran or protected veteran status, genetic information and other legally protected characteristics. The [EEO is the Law poster](#) is available for your reference. Multnomah County is a VEVRAA Federal Contractor. We request priority protected veteran referrals.

Veterans' Preference: Under Oregon Law, qualifying veterans may apply for veterans' preference. Review our [veterans' preference page](#) for details about eligibility and how to apply.

Accommodation under the Americans with Disabilities Act: We gladly provide reasonable accommodation to anyone whose specific disability prevents them from completing an application or participating in this recruitment process. Please contact the recruiter below in advance to request assistance. Individuals with hearing or speech impairments may contact the recruiter through the Telecommunications Relay Service by dialing 711.

Questions?

Recruiter:

Ashleen McGirk

Email:

ashleen.mcgirk@multco.us

Phone:

+1 (971) 2218641

Application information may be used throughout the entire selection process. This process is subject to change without notice.

Disclaimer: This announcement is intended as a general descriptive recruitment guide and is subject to change. It does not constitute either an expressed or implied contract.

Job Profile:

6088 - Program Specialist Senior

Climate & Energy Analyst (City of Ashland, OR)

Salary

\$57,128.00 - \$71,442.00 Annually

Location

Community Development & PW Building, OR

Job Type

Hourly Full-Time

Department

Administration

Job Number

001

Closing

11/1/2022 5:00 PM Pacific

DESCRIPTION**Description**

Performs a variety of program and technical work in the development, promotion, implementation, monitoring, and measurement of a City-wide climate action program that incorporates strategies and tactics into City operations and community initiatives aimed at continually advancing the City toward the goals of reducing greenhouse gas emissions in the community and in City operations, and becoming more environmentally, socially, and economically sustainable.

SUPERVISION RECEIVED:

Receives direction from City Administrator or designee.

Essential Job Functions

Plans, performs data collection, analysis, research activities and reporting related to the Climate and Energy Action Plan focus areas of buildings and energy, urban form (land use and transportation), consumption and materials management, health/social systems and natural systems.

Develops and assists with implementation of climate action program focus areas and related practices within the organization and throughout the community. Recommends and prepares for the City Administrator and City Council policies, plans and ordinances related to implementation of the Climate and Energy Action Plan.

Works closely with a broad spectrum of businesses and community groups to communicate the goals of the Climate and Energy Action Plan and to assist those businesses and groups with implementation of activities to achieve those goals.

Provides staff support to the City boards and commissions working on climate action related matters. Leads effective meetings with relevant agendas. Coordinates work efforts, provides information and analysis, produces meeting notes to capture agreed upon action items, and solicits input and participation in planning and prioritizing for integration into City policies and procedures.

Designs, develops, implements, analyzes, evaluates and implements strategies for outreach, public involvement and education programs for both internal and external

audiences.

Conducts research and develops new initiatives; gathers and analyzes information about systems, operating procedures and practices; prepares recommendations for proposed changes that include estimated fiscal and organizational impact. Assists the City in the use of life-cycle costing for analysis in the selection of materials and services consistent with climate action goals, expectations and targets.

Establishes and maintains measurable tracking methods for organizational climate action goals. Develops and adjusts measurable performance objectives; analyzes and measures progress; and evaluates cost-effectiveness of programs and progress towards goals. Assists departments in development of metrics specific to their work areas.

Plans and coordinates special projects, presentations, and activities for the Climate and Energy Action Program, ensuring goals and actions in the Climate and Energy Action Plan are implemented, tracked and monitored. Represents the City and/or Administration Department by attending and participating in related meetings and community events. Makes public presentations to community groups, stakeholder groups, educational institutions, and various other organizations. Stays abreast of new regulations, trends, and innovations in climate action, both at the City operations and community levels.

Administers program budget and projects, and participates directly in budget development. Researches alternative funding opportunities; identifies and applies for grant opportunities to support program areas.

Drafts, develops, prepares and reviews reports, policy updates, planning documents and other written materials and communications for a variety of internal and external audiences such as staff, stakeholder groups, the City Council and the public. Provides training, marketing materials and press releases for various venues and audiences. Designs, develops and maintains content for City website pages. Drafts policies, procedures or ordinances related to specific climate and/or sustainability projects. Reviews, prepares and provides input on technical reports and collaborates on the development of policies and programs.

Coordinates and cooperates with other City department representatives in the preparation and dissemination of climate and sustainability information and documentation. Responds to community members' calls and concerns, conducts site visits as needed.

Works closely with other City departments to ensure that Climate and Energy Action Plan goals are incorporated into land use plans, Public Works projects, economic development initiatives, Electric Utility plans and programs, and all other aspects of City operations.

AUXILIARY JOB FUNCTIONS:

Complies with all safety rules and performs work in a safe manner.

Delivers excellent customer service to diverse audiences. Responds to customer service requests, questions and complaints. Maintains a positive customer service demeanor and delivers service in a respectful and patient manner.

Performs as a member of a team, assisting with development of division goals and objectives and contributes to the achievement of goals and objectives. Maintain proficiency by attending training conferences and meetings, reading materials, and meeting with others in areas of responsibility.

Maintains effective work relationships.

Required Minimum Qualifications

MINIMUM QUALIFICATIONS:

EDUCATION, TRAINING AND EXPERIENCE

Education: Bachelor's degree in Environmental or Climate Science, Sustainability, Business Administration or a related field.

Experience: Two years of work experience in at least one of the following: climate or sustainability program administration, resource conservation, renewable energy, green building, life-cycle analysis or a related field. Experience must include communication with the public in a customer service, public outreach/engagement capacity and knowledge of the design of public outreach programs.

Substitution: Any satisfactory equivalent combination of education, training and experience that demonstrates the knowledge, skills and abilities to perform the duties of the job proficiently may substitute for the above requirements.

Desirable Qualifications: Master's degree in a related field and/or previous program level administrative experience in a local government organization.

SPECIAL REQUIREMENTS

License: Possession of, or the ability to obtain and retain, an Oregon driver license by the time of appointment.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

Principles of analytical research, writing, and editing.

Mid to high level spreadsheet/database skills

Independently coordinate administrative projects involving a wide variety of programs and operational issues.

Understanding of carbon accounting protocols and best practices

Understand and analyze oral and written information referring to municipal issues in order to present and discuss them with others; research, develop, evaluate, and present complex information; record and deliver information and explain procedures.

Prepare a variety of documents including statistical and narrative reports, newsletters, brochures, articles, memoranda, etc.

Applicable federal, state, and local policies, procedures, laws, and regulations.

Ability to:

Ability to work independently, research and identify and design new programs, adapt to changing priorities and work focus as needed.

Ability to work with little supervision, exercise independent judgment and provide effective leadership and coordination in developing solutions, recommending new techniques and managing the public information process.

Ability to establish, facilitate and maintain effective working relationships with customers, stakeholders, vendors, coworkers and other agency and government representatives.

Ability to design, coordinate and implement program requirements. Ability to learn and interpret City policies and procedures, organize and present ideas and recommendations effectively both orally and in writing.

Ability to set goals, plan, establish procedures and anticipate and implement changes as needed, within clearly-established program boundaries and delegation of authority.

Good oral and written communication skills; ability to develop clear and concise written policy, reports, recommendations or other information summarizing technical issues to a general audience. Ability to make effective public presentations to varied audiences including City administration, elected officials and various community groups.

Ability to analyze and develop recommendations from collected data and to propose and implement adjustments to programs; interpret and explain City and department policies related to assigned projects, activities and procedures to a variety of audiences.

Ability to use a computer to perform the essential functions of the position.

PHYSICAL DEMANDS:

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this classification. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

(1) Mobility: frequent sitting for long periods of time; occasional bending or squatting. (2) Lifting: frequently up to 10 pounds; occasionally up to 25 pounds. (3) Vision: constant use of overall vision; frequent reading and close-up work; occasional color and depth vision. (4) Dexterity: frequent use of keyboard; frequent repetitive motion; frequent writing; frequent grasping, holding, and reaching. (5) Hearing/Talking: frequent hearing and talking, in person and on the phone. (6) Emotional/Psychological: frequent decision-making and concentration; frequent public and/or coworker contact; occasional working alone.

WORKING CONDITIONS:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this classification. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed in a typical office environment and is subject to moderate noise. Must be able to travel out of the area for attendance at educational conferences or meetings outside of normal work hours.

Application and Selection Process

Applications will be accepted online at: www.governmentjobs.com/careers/ashlandor. Please include a resume and cover letter. We encourage you to use your cover letter to discuss why this position appeals to you and how you meet the qualifications for the position. Your resume should summarize the talent, experience, knowledge, and skills you bring to this work.

The City of Ashland will make reasonable accommodations upon request. Individuals requiring accommodation in the application or testing process are encouraged to notify Human Resources via email (human_resources@ashland.or.us) no later than the final filing date posted on the job announcement.

The City of Ashland follows Oregon law regarding Veterans' Preference in Public Employment. The City of Ashland is an equal opportunity employer and will not discriminate against an employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, age, marital status, national origin, or mental or physical disability unless based on a bonafide occupational qualification.

A thorough background investigation will be completed on the candidate selected for hire.



Parking Reform Summary

July 11, 2022

Rules Implementing

OAR 660-012-0400 through 0450 (see also definitions in 0005 and deadlines and processes in 0012)

Who do the rules apply to, and when is action needed?

The parking reforms apply to the 48 Oregon cities in Oregon's eight metropolitan areas (Albany, Bend, Corvallis, Eugene/Springfield, Grants Pass, Portland Metro, Rogue Valley, Salem/Keizer), and counties in these areas, with more than 5,000 people inside the urban growth boundary but outside city limits with urban sewer and water services (Clackamas, Marion, Washington).

Some of the rules take effect December 31, 2022; others require action by March 31, 2023 or June 30, 2023.

Why reform costly parking mandates?

Parking mandates, also known as minimum parking requirements, are a one-size-fits-all approach that ends up hiding the costs of parking in other goods, from housing to business costs to wages. That means the costs of car ownership and use are subsidized, leading people to own more cars and drive more than they would if they were aware of the true costs. Providing 300 square-feet of parking lot for each car that wants a parking spot is a significant cost – in the thousands, and often tens of thousands, of dollars.

Because of the cookie-cutter approach of mandates, parking is often over-built, adding unnecessary costs, while pushing apart buildings and making areas less walkable. That means more driving, and more pollution.

A better approach, one that has been used by communities around the world for decades, is to let the free market provide parking where there is demand. Experience shows lenders usually require sufficient off-street parking, and developers will build it, especially when the on-street parking is properly managed.

How do cities and counties amend their codes to meet the requirements in the rules?

The cleanest path to meet rules requirements is to update local zoning and development codes to meet the requirements in OAR 660-012-0405 through 0415, and repeal all parking mandates. The provisions of 0425 through 0450 do not apply to communities without parking mandates.

Many of the requirements in 0405 through 0415 may already be in city code, as some of those provisions have been required by the Transportation Planning Rules for many years.

If a community prefers to keep some mandates, the provisions in 0425 through 0450 reduce the mandates and the negative impacts of remaining mandates.

Questions?

Evan Manvel
Climate Mitigation Planner
evan.manvel@dlcd.oregon.gov
971-375-5979

Phase 1 – Reform Near Transit; Certain Uses by December 31, 2022

Apply to development applications submitted after December 31, 2022 (amend code or directly apply these rules)

0430 Cannot mandate more than 1 space/unit for residential developments with more than 1 unit
No mandates for small units, affordable units, child care, facilities for people with disabilities, shelters

0440 No parking mandates allowed within ¼ mile of rail stations or ½ mile of frequent transit corridors

Phase 2 – More Reform, Choose an Approach by June 30, 2023 or alternative date

0405 Parking Regulation Improvement

- Preferential placement of carpool/vanpool parking
- Allow redevelopment of any portion of a parking lot for bike or transit uses
- Allow and encourage redevelopment of underused parking
- Allow and facilitate shared parking
- New developments with parking lots more than ¼ acre in size must install 50% tree canopy OR solar panels; requires street trees and street-like facilities along driveways
- Parking maximums in appropriate locations (in existing TPR)

0410 Electric Vehicle Charging **due March 31, 2023*

- New private multi-family residential or mixed-use developments install conduit to serve 40% of units

0415 Provisions Specific to More Populous Cities

- Cities >25,000 in metro or >100,000 outside set certain parking maximums in specified areas
(additional provisions for 200,000+ population cities, i.e. Portland, are not listed here)

0420-0450 Three options for parking reform

Option 1 660-012-0420	Options 2 and 3 660-012-0425 through 0450	
Repeal parking mandates	Reduce parking burdens – reduced mandates based on shared parking, solar panels, EV charging, car sharing, parking space accessibility, on-street parking, garage parking. Must unbundle parking for multifamily units near frequent transit. May not require garages/carports.	
	Climate-friendly area parking – remove mandates in and near climate-friendly areas or adopt parking management policies; unbundle parking for multifamily units	
	Cities pop. 100,000+ adopt on-street parking prices for 5% of on-street parking spaces by September 30, 2023 and 10% of spaces by September 30, 2025	
No additional action needed	Option 2 enact at least three of five policies	Option 3 all of the below
	<ol style="list-style-type: none"> 1. Unbundle parking for residential units 2. Unbundle leased commercial parking 3. Flexible commute benefit for businesses with more than 50 employees 4. Tax on parking lot revenue 5. No more than ½ parking space/unit mandated for multifamily development 	<p>No mandates for a variety of specific uses, small sites, vacant buildings, studios/one bedrooms, historic buildings, LEED or Oregon Reach Code developments, etc.</p> <p>No additional parking for changes in use, redevelopments, expansions of over 30%.</p> <p>Adopt parking maximums.</p> <p>No mandates within ½ mile walking distance of Climate-Friendly Areas.</p> <p>Designate district to manage on-street residential parking.</p>