



City of Salem Climate Action Plan Committee

Monday, January 23, 2023

10:00 a.m. to 11:00 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 Chris Hoy, Chair; Councilor Jose Gonzalez, Councilor Trevor Phillips, Councilor Virginia Stapleton

Staff & Guests

Brian Martin, Acting Public Works Director; Robert Chandler, Assistant Public Works Director; Heather Dimke, Climate Action Plan Manager

AGENDA

1. Welcome and Call to Order
2. Public Comment (Written Comments Received)
3. Approval of 10/3/2022 and 11/7/2022 Meeting Minutes
4. Salem 2021 Community Greenhouse Gas Inventory (Hannah Miller, ICLEI – Local Governments for Sustainability USA)
 - a. Presentation – Summary of Inventory Results
 - b. Final Report to Council
5. Discussion - 2023 CAP Workplan
 - a. Framework for key CAP efforts and future progress report
6. Staff / CAP Program Updates
7. Adjourn

Next Meeting: Monday, March 6, 2023

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

November 7, 2022

City of Salem, Public Works Department, Room 325

MEETING NOTES

MEMBERS PRESENT

Chris Hoy, Mayor
Councilor Jose Gonzalez
Councilor Stapleton
Councilor Trevor Phillips

MEMBERS ABSENT

None

STAFF PRESENT

Peter Fernandez, Public Works Director
Robert Chandler, Assistant Public Works Director
Heather Dimke, Climate Action Plan Manager
Lisa Anderson-Ogilvie, Interim Community
Development Director
Eunice Kim, Program Manager, Community
Development
Julie Warnke, Transportation Planning Manager
Judy Postier, Executive Assistant

- Welcome and Call To Order** – The meeting was called to order at 10:03 a.m.
- Public Comment** – Written comments accepted for the record.
- Approval of Meeting Minutes** - Approved by consensus.
- New Summary Sheets and 2023 CAP Meeting Discussion**
The Committee discussed the frequency of meetings and decided to meet every other month starting in January. Meeting notices to be sent out for 2023.

The Committee discussed Summary Sheets FD 07, MW 01, MW 03, MW 09, MW 13, MW 14, EC 01, TL 04, and EN 07.

Discussion included Community Gardens, diversion rate vs recovery rate for solid waste, elimination of Styrofoam, educational programs, and vendor requirements vs. requirements for City events.
- Discussion: Funding for a dedicated Climate Action Plan Position (EN 07)**
The committee agreed on the need for the position and discussed funding options. Discussion included communication planning, partnerships, outreach and education, full-time Climate Action Plan Manager recruitment planning, and budgetary issues. A motion was made by Councilor Phillips and seconded by Councilor Gonzalez recommending funding be included in the City Manager’s Proposed Budget (FY 2024) for a dedicated CAP position. The motion carried unanimously.
- Presentation and Discussion: Policy Options for Parking Reform Required by New State Rules**
Eunice Kim provided a PowerPoint presentation (on file) of current and upcoming parking reform issues associated with the recent Climate Friendly and Equitable Communities Rulemaking. The Committee discussed Options 1 – 3. Discussion included what other communities are doing, updating local zoning and development codes, repealing parking mandates. A motion to accept Option 1 (eliminating minimum parking requirements citywide) was made by Councilor Stapleton and seconded by Councilor Phillips. The motion carried unanimously.

7. Adjourn

Next Meeting: January 23, 10:00 a.m. in-person/virtual

The meeting adjourned at 11:23 a.m.

The PowerPoint presentations is available upon request. Please contact jpostier@cityofsalem.net.

You may view the recorded meeting at <https://www.youtube.com/watch?v=zMW19Bhy10g>.



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 - 2023 Work Plan (January 13, 2023)

KEY EFFORTS FOR 2023 - To be updated as adjustments and/or additions are identified.

CODE	GHG Reduction Potential	STRATEGY	LEAD	STATUS	POTENTIAL NEXT STEPS
TRANSPORTATION & LAND USE					
TL 19	Low	Review and update the Salem Transportation System Plan (TSP) goals, policies, projects, and priorities to align with Our Salem, Climate Friendly and Equitable Communities Rulemaking, Statewide Transportation Strategy, and Oregon Bicycle and Pedestrian Safety Strategy Report in the areas of walking, bicycling, and transit use.	Public Works - Transportation Planning	Climate Friendly and Equitable Communities (CFEC) rules were adopted in 2022. Multi-year effort to update the Transportation System Plan has begun. See project web page at https://www.cityofsalem.net/government/shaping-salem-s-future/salem-in-motion	<ul style="list-style-type: none"> • TSP Update Phase 1: Regional Scenario Planning Regional Work Program by June 30, 2023 • TSP Update Phase 2: Policies & Projects
TL 21	Med	Follow the DEQ rule requiring commute trip reduction program for Salem employers with more than 100 employees. City role as employer will be informed by State rules and necessary adaptations at the City-level. DEQ will require designated employers to provide employees incentives to commute to work by means other than driving alone in fossil fueled vehicles.	Public Works - Transportation Planning, Enterprise Services	DEQ Rulemaking Advisory Committee established in 2022 and includes Transportation Planning staff.	<ul style="list-style-type: none"> • Final Rule adoption anticipated in 2023 by DEQ • City to develop commute reduction program for staff
TL 24	High	Charge for city-controlled parking (starting with on-street parking) using a supply/demand model intended to reduce parking in the central business district to 70-80% of supply.	Urban Development	Review of this strategy has not yet been initiated.	<ul style="list-style-type: none"> • May require Council direction to begin and updated timeline for implementation • Consider updated cost/benefit analysis, financial analysis, cost estimates for signage/equipment, etc. • Would require a public outreach & communication strategy • Revisions to Salem Revised Code would be needed
TL 40	Med	Amend City code to eliminate parking minimums throughout Salem, with priority focus along Cherriots' Core Network. Note: Align with Our Salem.	Community Development	Parking minimums have been eliminated for all uses within 1/2 mile of 15-minute bus routes. Citywide removal of parking minimums (per CFEC Rules) recommended by Climate Action Plan Committee (November 7, 2022).	<ul style="list-style-type: none"> • Parking reform open house scheduled January 31 • Proposed code amendment expected to go to Council this spring
ENERGY					
EN 04	Low	Begin reporting community GHG emissions on a regular basis using a reporting platform that aligns with the Global Covenant of Mayors Common Reporting Framework.	Public Works - CAP Manager	Contract with ICLEI (Local Governments for Sustainability) to complete updated inventory and summary report.	<ul style="list-style-type: none"> • Provide update on inventory results to CAP Committee • Update and final report to City Council • News story/website updates - GHG Emissions and Resiliency Dashboard
EN 07	Low	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.	Public Works - CAP Manager	CAP Committee approved recommendation (November 7, 2022) to include funding for dedicated position in City Manager's Proposed Budget (FY 2024). Funds would be allocated from PW Fund 310.	<ul style="list-style-type: none"> • Draft position justification and include with proposed materials for Budget Committee review (beginning April 2023). • Pending FY 2024 budget approval post position and complete recruitment in July/August of 2023

CODE	GHG Reduction Potential	STRATEGY	LEAD	STATUS	POTENTIAL NEXT STEPS
EN 12	Medium	Develop a comprehensive approach to increasing energy efficiency in municipal buildings, including setting a goal for increased energy efficiency in all City-owned buildings, benchmarking, deep energy retrofits, policies to require energy efficient practices, and regular reporting.	Enterprise Services - Facilities & Public Works - CAP Manager	Potential first steps are under review.	<ul style="list-style-type: none"> Investigate staffing/other needs to participate in Strategic Energy Management training cohort through ETO Initiate Energy Star Portfolio Manager data input and review Determine potential energy efficiency retrofits for Civic Center as part of Community Infrastructure Bond funded seismic upgrades (costs and priority)
EN 29	Low	Work with PGE, Salem Electric, and ETO to create a network of renewable-based microgrids throughout Salem.	Public Works - Engineering	\$1M Community Renewable Energy Grant received from Oregon Department of Energy for microgrid in SE Salem (October of 2022).	<ul style="list-style-type: none"> Grant agreement with ODOE and microgrid construction (by end of 2023)
EN 30	High	In collaboration with PGE, design and adopt a Communitywide Clean Energy Program to reach 100% clean and renewable electricity for residential and small commercial customers in Salem before 2035 per guidance and requirements associated with HB 2021. (Same as Strategy EN 09)	PGE, Finance & Public Works - CAP Manager	Review of this strategy has not yet been initiated.	<ul style="list-style-type: none"> Staff will begin to investigate tariff framework under development by PGE per HB 2021 Update CAP Committee for review and consideration of potential next steps
EN 32	High	Promote the incentives offered by Energy Trust of Oregon for new construction that is all-electric.	Public Works - CAP Manager, Planning	Link to Energy Trust programs now on City website and has been shared via social media. Staff will continue to look for new/additional options (e.g., public outreach events, routine communications, permitting/planning).	<ul style="list-style-type: none"> Update webpages with links to new ETO programs Provide information at PAC Desk and early project planning phases As available, share handouts/printed materials, electronic promotions from ETO

COMMUNITY

CM 01	Low	Create an environmental screening tool identifies Salem neighborhood by census that are disproportionately burdened by, and vulnerable to, urban heat islands, flooding, and multiple sources of pollution. Formalize the use of the screening tool in City planning efforts to prioritize the needs of the most vulnerable residents.	Enterprise Services - GIS & Public Works - CAP Manager	Early identification of potential data needs provided to IT (tree canopy, heat island, floodplain, food deserts, census data).	<ul style="list-style-type: none"> Collaborate with planning staff to develop scope of mapping needs and to review existing sources of information Review other City screening tools and maps Refine tool/mapping needs and initiate project development with Enterprise Services staff
CM 37	Low	Create a public engagement campaign to educate and create behavior change among Salem residents to reduce GHG emissions.	Public Works - CAP Manager	New city webpages include information on actions individuals can take to reduce greenhouse gas emissions	<ul style="list-style-type: none"> Continued updates to website, work with communications staff on social media and other outreach materials, continue to provide information/presentations to interested community groups

MATERIALS & WASTE

MW 21	Med	Explore incentives for residences and businesses that reduce food waste, including the use of a pay structure for municipal waste disposal services based on lower overall costs for lower rates of contamination.	Finance	Staff have initiated research into pay structure programs from other jurisdictions. A Council adopted Solid Waste Policy is recommended (2023-24) to clarify the direction forward.	<ul style="list-style-type: none"> Staff to initiate Solid Waste Policy development Consider public outreach/engagement needs for potential changes in pay structure Policy review and potential adoption by City Council
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OTHER

N/A	Low	Natural Hazard Mitigation Plan Update 2022-23	Fire, PW, Community Development	Steering Committee formed. Review of hazard risk assessment and mitigation measures underway.	<ul style="list-style-type: none"> Completion of draft Plan anticipated for August 2023 (will require FEMA review/approval)
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ADDITIONAL EARLY IMPLEMENTATION STRATEGIES (REVIEWED WITH THE CAP COMMITTEE IN 2022) ARE UNDERWAY. HIGHLIGHTS AND PROJECT UPDATES FROM THESE EFFORTS WILL BE TRACKED.