

Oil Independent Oakland (OIO) By 2020 Task Force

Special Meeting

Thursday, May 3, 2007, 6:00 pm to 9:00 pm
Hearing Room 1, City Hall, One Frank H. Ogawa Plaza

AGENDA

Members:

Shannon Graham
Richard Heinberg
Ian Kim, Vice Chair
James Lutz
Mike Petouhoff
Patrick Tang, Esq., Deputy City Attorney
Kimberly S. Jones, Esq., City Administrator Staff

Thomas Radulavich
Richard Register
David Room
Jane Seleznow
Parin Shah, Chair

AGENDA

1. Roll Call and Establishment of Quorum.
2. Open Forum.
3. Approval of Draft Minutes of April 5, 2007 meeting. (A)
4. Confirmation of Regular Meeting Schedule. (A)
5. Proposed Process and Timeline for OIO Task Force. (I/A)
6. Global Oil Supply/Peak Oil Presentation (I)
7. Sources and Uses of Oil in the City of Oakland (I)
8. Public Meeting Training/Presentation (I)
9. Future Agenda Items (A)
10. Announcements.
11. Adjournment.

I = Informational Item

A = Action Item

Persons may speak on any item appearing on the agenda; however, a Speaker Card must be filled out and given to a representative of the Oil Independent Oakland By 2020 Task Force before that item is called. Multiple agenda items cannot be listed on one speaker card. If a speaker signs up to speak on multiple items listed on the agenda, the Chairperson may rule that the speaker be given an appropriate allocation of time to address all issues at one time (cumulative) before the items are called. All speakers will be allotted 3 minutes or less – unless the Chairperson allots additional time.

This meeting is wheelchair accessible. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meetings of the Oil Independent Oakland By 2020 Task Force, please contact the Office of the City Administrator at (510) 238-3301. Notification two full business days prior to the meeting will enable the City of Oakland to make reasonable arrangements to ensure accessibility. In compliance with Oakland's policy for people with chemical sensitivities, please refrain from wearing strongly scented products to events.

If you have questions or concerns regarding this agenda, or to review any agenda-related materials, please contact the Oil Independent Oakland By 2020 Task Force at (510) 238-4752.

Oil Independent Oakland (OIO) By 2020 Task Force MINUTES • First Special Meeting • Thursday, April 5, 2007

CALL TO ORDER Deputy City Attorney Patrick Tang called to order the first meeting of the Oil Independent Oakland (OIO) By 2020 Task Force at 6 pm on April 5, 2007, at City Hall, Hearing Room 1.

ROLL CALL Anne Campbell-Washington conducted a roll call and established a quorum.

Task Force Members Present David Room, Parin Shah, Ian Kim, Shannon Graham, Mike Petouhoff, Jim Lutz, Jane Seleznow, Richard Heinberg.

Absent Doug Boxer (District 2 appointee); Thomas Radulavich (Mayoral appointee); Kimberly Jones (City Administrator Representative).

Staff Present Patrick Tang, Deputy City Attorney; Anne Campbell-Washington, City Administrator's Office (for Kimberly S. Jones, Esq.).

WELCOME Welcome by Anne Campbell-Washington.

Each Task Force (TF) member introduced him/herself, stated by whom they were appointed, and provided brief background information of his/her expertise.

AGENDA ITEMS

1a. Election of Chairperson and Vice Chairperson

MOTION by David Room to nominate Parin Shah as Chair and Ian Kim as Vice Chair.

Parin asked if the TF could make a modification, to have him Chair tonight's meeting and the next meeting, but to have the group revisit this issue at the third meeting. This would allow time for the TF as a whole to see how the group dynamic works and where sub-committees might form, and also because the group might decide to meet more often than monthly, perhaps requiring a different member to Chair the meetings.

SUBSTITUTE MOTION by Parin Shah to elect a Chairperson and Vice-Chairperson tonight, for tonight's meeting and the second meeting, and then to revisit this issue at the third meeting. Motion seconded by Ian Kim.

All in favor. Motion approved unanimously.

2. Approval of Draft Minutes

Not applicable.

3a. Power Point Presentation By Councilmember Nadel's Office

Power Point Presentation By Marisa Arrona On Behalf of Councilmember Nadel, followed by Question and Answer Period.

3b. Draft Bylaws

Discussion of and Possible Action Regarding Bylaws:

- Patrick Tang pointed out that this draft is a template and is typical of most Boards and Commissions, but can be modified by the Task Force where necessary.

- Parin Shah had a question regarding Article 8. The draft states that the "OIO Task Force shall schedule a presentation of the action plan to the City Council within six months of the first meeting..." Parin asked if we could modify this language to say that the OIO Task Force will schedule the presentation one month after the final meeting, to allow sufficient time to draft the report. Patrick noted that this language mirrors the enacting legislation, so the TF cannot change this in the bylaws. Patrick then explained that the best solution is to amend the enacting legislation. Marisa noted that Councilmember Nadel is willing to amend the enacting legislation, since the intent of the enacting legislation was to allow the Task Force to meet for six months and allow sufficient time to then draft the Action Plan.

A **MOTION** was made for staff to draft an amending resolution that will provide this body a reasonable period of time beyond six months to present the Action Plan, with Patrick and Marisa to draft the amended resolution.

- Jim Lutz noted that the enacting resolution will place certain constraints on the TF and dictate what the TF needs to produce and by what date.

Therefore, a **SUBSTITUTE MOTION** was made by Jim Lutz to get a recommendation back from staff on the language of the amended enacting resolution, and to have the TF vote on the new language at the next meeting. David Room seconded the motion. All in favor. Motion approved unanimously.

- Parin asked if there was a motion to accept the Bylaws as presented. Mike requested guidance from counsel regarding the Chair and Vice-Chair modifications made earlier by motion, as they relate to Article V (Officers), and whether we should address that modification in the amended enacting resolution. Mike asked Patrick to research this issue, and to bring back to the next meeting, as part of the discussion regarding the amending resolution.

A **MOTION** was made by Ian to accept the Bylaws, with the pending modifications discussed. Motion was seconded by Richard Heinberg. All in favor. Motion approved unanimously.

3c. Review of Resolution No. 80305, Establishing the Task Force Procedures

Discussion of and Possible Action Regarding Resolution No. 80305:

Parin asked reason for review of this Resolution tonight. Marisa responded that this item is **informational only**. The agenda was organized before the power point was prepared, and this item was included to simply point out the issues already highlighted in the power point - namely, the format the Action Plan should be in, the particular elements that should be included. This information is contained in slide number eight (8) in the power point presentation.

3d. Discussion of proposed future agenda topics and reports

Discussion of and Possible Action Regarding Future Agenda Topics and Reports:

- Various TF members identified the following potential issues (which need to be aggregated to a certain extent) for sub-groups/ad hoc committees to discuss:
 - urban planning, including transit by proximity
 - energy standards for building
 - transportation
 - agriculture and food
 - residential and commercial buildings
 - urban design and land use planning
 - public health
 - water, including provision of water and wastewater treatment/waste-stream management
 - emergency services
 - alternative energy supply
 - education - in two senses: schools, and also if the TF is proposing behavior changes on the part of citizens then we must look at public education/outreach
 - "built environment," which would include planning and planning/building as well as energy use in residential and commercial buildings
 - Port of Oakland
- Ian pointed out that, to avoid the problem of conceptual bleed, this TF needs to establish some conceptual boundaries around what the scope of the assignment is. If the scope is not just oil, is it fossil fuels as well? Ian likes David's idea of using the Portland framework as a starting point, but we should add the Port of Oakland as another category.
- Regarding the Portland Task Force's "Economic Change" sub-committee, Ian would prefer to state that sub-category as economic change and job impacts, in order to specifically pull out the jobs piece.
- In terms of economics and jobs, that is a measure that, regardless of what the recommendations are, needs to be addressed as a metric in ANY action or policy that is recommended.

- Mike explained that the City of Oakland's General Plan includes a Land Use and Transportation Element (LUTE), so that is in fact a helpful grouping. The LUTE was last updated in 1998, so the TF recommendations could really be focused on amending and updating that portion of the General Plan. Further, how you implement your land use definitely affects your transportation.
- Parin asked Staff what might be a good framework for the TF to approach its work. Scott Wentworth responded that the data that staff is looking at is usually consistent with what the TF is looking at - greenhouse gas emissions is the umbrella under which staff has examined these issues. Beyond transportation, there are a lot of coalescing opportunities in Oakland that the TF is uniquely capable of influencing: PG&E, East Bay Energy Watch, EBMUD, ICLEI, BAAQMD, MTC, ABAG - all working jointly on convening around greenhouse gas emissions. Scott pointed out that the TF has the opportunity to make recommendations that could be potentially pivotal and influential. Other agencies include the West Oakland Environmental Indicators Project (EIP), the West Oakland Toxics Reduction Collaborative (WOTRC), the Ditching Dirty Diesel Collaborative (DDD), and Bay Localize.
- David Room stated that the TF might want to consider what we mean by "oil independence." This might help the TF understand to what extent we will focus on transportation, land use, etc., relative to the other areas. To reduce the most carbon emissions and create the most jobs, there is the possibility that those types of recommendations would come outside of the transportation sector.
- Parin explained that at the next meeting, perhaps the TF should determine several items: define oil independence - what areas (coal?); define the working groups/ad hoc committees (propose a set of 2-5 groups); other action items for the next meeting.
- Parin also noted that Portland and Sweden used their meetings as a public education forum, as well as a place to determine policy or programs or initiatives. This TF should determine the big piece of education we want to get for the next meeting and identify some organizations or individuals to come speak to that issue. To that end:
 - Richard offered presentation of any length just on global oil supply issues in general - might help inform the TF work/scope.
 - Mike noted, and Richard agreed, that Richard's presentation could be a good basis for the section of the Action Plan/Report regarding public education on the issue(s) the TF addresses, and to paint a picture of the global picture (global warming and Oakland's role in climate change, geopolitical, peak oil, CO2 emissions, etc).

- Shannon requested a **STAFF REPORT** from Public Works regarding the local picture (local data regarding impact on the issues the TF will address). Scott indicated he will present what Staff knows, as well as explain what we don't know and why and how long it might take to get that other information. Scott indicated he will also pose the question to the Port of Oakland, regarding how and where (and how much) the Port consumes oil.
 - Richard stated that, in terms of supply vulnerability, it is important to know the breakdown of gasoline, diesel, bunker oil, and kerosene/jet fuel.
- Discussion Re: OPERATING PRINCIPLES and SCOPE:
 - Various TF members agreed that that the TF should decide its scope based on what it is able to act on through the City of Oakland (municipal responsibility) and perhaps through the Port, i.e., would like to ground decisions based on what is actionable.
 - Local partnerships - e.g., the Department of Energy laboratories, which may or may not need demonstration sites, which may or may not create jobs; UC Berkeley; there may be some interest in the Mayor's Office in those types of partnerships. Local partnerships should be explored by each ad hoc committee.
 - Ian suggested an ad hoc group (a one-time "Scope and Principles" sub-committee) meet once, maybe twice, before the next meeting to prepare answers to these questions, to bring back to the next full meeting.

Motion made by Mike Petouhoff to form an ad hoc group to look at issues to be addressed by working groups, to bring back the full TF to vote on and adopt at next meeting with potential modifications. All in favor. Motion approved unanimously.

○ **AGENDA ITEMS FOR NEXT MEETING:**

- 1) Staff report on sources and uses of oil in Oakland, with a CO2 overlay. Scott Wentworth will prepare this Report.
- 2) Presentation by Richard Heinberg on global oil supply issues in general.
- 3) Report back from "Scope and Principles" ad hoc group regarding future agenda items.
- 4) Presentation/training by the City Attorney's office regarding the Brown Act, the Sunshine Ordinance, serial meetings, and general Boards and Commissions procedural rules.

Motion made by Parin Shah that TF members can accept agendas via email as E-gendas, with hard copies delivered to each TF member at each meeting. Jim Lutz seconded the motion. All in favor. Motion approved unanimously.

OPEN FORUM

Given the late hour, and to accommodate members of the public who were waiting to speak at Open Forum, the Chair moved Open Forum to item four on the Agenda.

Motion was made by Parin Shah for urgency finding to recognize that Prof. C. C. Chan was in attendance, visiting from Hong Kong, to allow Prof. Chan to speak beyond the three-minutes generally allotted for Open Forum Speakers. All in favor. Motion approved unanimously.

SPEAKERS:

- 1) Prof. C.C. Chan, *University of Hong Kong, International Research Center for Electric Vehicles, and World Electric Vehicle Association*
- 2) Celeste Ets-Hokin, Constituent
- 3) Steven Schneider, CEO of ZAP!
- 4) Stewart L. Levine, *ResolutionWorks*
- 5) Wesley A. Look, *ICLEI*

ANNOUNCEMENTS

- o Mike Petouhoff requested a Staff Report for the MAY meeting regarding renewable energy, specifically the concept of Community Choice Aggregation (CCA). Scott Wentworth agreed to provide a written summary, working with Carol Misseldine, the City's Sustainability Consultant.
- o Scott Wentworth noted that the city of Oakland has made a commitment to ICLEI to set a target on greenhouse gas emissions reduction, and to do a baseline inventory. The closest we have now to a report on reducing emissions is the City's draft Energy Efficiency Action Plan, which is document 3d-9 in tonight's agenda packet.
- o Ian indicated that he served on Mayor Dellums' Green Economy Task Forces, and is now on that implementation Task Force. Ian would like to share the Green Economy Task Force's recommendations at the MAY meeting of the OIO Task Force. This will include a 10-15 minute presentation around green-collar jobs and eco-equity, and the values and economics around those two issues.
- o Parin noted there is a lot of background information the TF needs, and asked the TF to consider whether we need another full task force meeting before the end of the month, not to discuss specifics of the working group, but a background meeting re: data from the City, Ian, Richard, etc. This would serve as a Special Meeting for purposes of a 'Study Session', to include:
 - In-depth information from ICLEI on their baseline study
 - Scott Wentworth's presentations
 - Ian's report out on the green economy task force
 - Richard's presentation on global oil supply issues in general

- Mike pointed out that the author and students behind the book, EcoCities: Rebuilding Cities in Balance with Nature, are willing to do Oakland-specific GIS work for the Oil Task Force; they would simply need access to GIS data by Staff. The TF agreed that this item would be useful on a future agenda, perhaps the third or fourth meeting.

ADJOURNMENT Chair Parin Shah adjourned the meeting at 9 pm.

Proposed Schedule of OIO Task Force Meetings
(Third Thursday of the month)

May 17, 2007

June 21, 2007

July 19, 2007

August 16, 2007

(All meetings are tentatively scheduled to take place in City Hall, 1 Frank H. Ogawa Plaza, Hearing Room 1, 6:00 pm to 9:00 pm.)

Oil Independent Oakland (OIO) By 2020 Task Force

Proposed Process and Timeline (DRAFT)

Month #1 (May)

- Research regarding best practices including Sweden, Portland, and other cities, and decide what might work in Oakland.
- Have city staff compile information on what is currently happening in Oakland that supports our goal, such as updates on Energy Efficiency improvements, Sustainable City Task Force, etc.
- Send out a request for suggestions to a wide network of groups throughout the community to ask for their ideas on ways to make Oakland oil independent. (ICLEI, Bay Localize, Sierra Club, Apollo Alliance, East Bay Energy Watch, community groups, business groups, others) Ask them to send their suggestions in writing and to provide metrics if possible. Determine format for submissions and set deadline prior to the OIO Task Force meeting in Month #3.
- Determine categories into which suggestions can be sorted.
- Solicit ideas from experts, such as Richard Heinberg.

Month #2 (June)

- Determine criteria that will be used to evaluate the suggestions. Criteria may include such things as whether the suggestion is feasible for a city to implement, how much it reduces oil use, whether it creates jobs and business opportunities for Oakland, etc.
- Hold sub-group/ad hoc meetings that enable members of the public to present ideas to Task Force members. Each meeting could cover a specific topic such as transportation, alternative energy, buildings, water, land use planning, the Port, etc.

Month #3 (July)

- Make a first cut on which suggestions might be included in the final report. Where needed, do additional research on suggestions to determine impact on oil consumption, jobs, Greenhouse gases, etc.
- Decide how final suggestions will be grouped. Can consider such things as short term, intermediate term, and long term benefits, amount of reduction in oil use, how easy or difficult the suggestion will be to implement, benefits to the economy, etc.

Month #4 (August)

- Determine which suggestions to include in the final report and group them according to the criteria determined in Month #3. Circulate draft to interested community members.

Month #5 (September)

- Make revisions to report based on feedback.

Month #6 (October)

- Finalize report.

(Informational Report by Richard Heinberg)

(Informational Report from Public Works Agency)

(Public Meeting Training)