

CITY AND BOROUGH OF SITKA
Climate Action Plan Task Force
Minutes of Meeting
February 5, 2010
Centennial Building

I. Call To Order and Roll Call

Quorum Present: Kerry MacLane, Michelle Putz, Dave Nicholls, Kenyatta Bradley, David Neel,
Norm Campbell

Members of the Public: Jack Ozment

II. Approval of Agenda:

Agenda was approved

III. Approval of the Minutes

- **Minutes will be approved at next meeting**

IV. Meeting with Assembly Members

The CAPTF desired more time to assemble a quality CAP to present to the Assembly. Instead, the CAPTF plans on inviting all members of the Assembly to a meeting open to the public on March 3 at 5 pm in Harrigan Centennial Hall. This eliminates the need for the February 9 work session with the Assembly, but the CAPTF will still have the option to work with the Assembly at a later time with a quality document. A draft copy of the CAP will be done and sent out to Assembly members by February 28. This will allow the Assembly members (and City employees) a few days to look over the plan and prepare any comments. A hard copy will be available to all of the Assembly members, as well as an electronic copy.

V. Member Reports

Michelle: Updated members about the past meeting and what the CAPTF accomplished. The group decided that the best projects to include in the CAP are the projects that have at least a 10% savings compared to the initial costs of the project. However, it was unclear whether or not this was voted on at the previous meeting. At the past meeting, it was also decided to keep all Energy Audit projects in the CAP, but in an easy to read table. Energy Audit projects will also not receive a project sheet within the CAP.

Michelle also presented a table to the committee and discussed how she prioritized the projects (the most cost effective and saves the most CO₂ are closer to the top). The table of projects was those for Blatchley Middle School.

Also in Michelle's report, she noted that a lot of the projects on the "ongoing" list may not be funded.

David Nicholls: Gave a presentation about his most recent draft of his transportation report. His current plan is to convert a total of 6 vehicles by 2020 with 4 vehicles being hybrid and 2 vehicles switching to electric. He also noted that the Sitka load forecast (for electricity) will have a 2.1% load growth if 50% of cars were electric.

Jack noted that the 1/3 electric and 2/3 hybrid option needs to be more specific (vehicle type) along with what to recommend and when. He also noted that we should make sure that the vehicles we use in our report are vehicles and not just trailers and big rigs.

VI. CAP formatting

The CAP can be divided into many different sections and can be organized in various ways. The format that the CAPTF decided to use is very similar to that of the Brattleboro, Vermont plan, complete with individual project sheets for proposed projects not in the Energy Audit.

Based on the tables formatted by Michelle, David Nicholls suggested that the list should be divided by department and make a table based on department, followed by more detailed spreadsheets about the specified projects.

David Neel suggested that the CAPTF divide the table into sections similar to how Michelle sorted the BMS projects to simplify dividing work for the individual project sheets.

As for the types of projects the CAPTF want to include in the CAP, all projects that will help the group reach their target CO₂ reduction. However, the projects that are not funded will not receive a specified project page within the CAP. Whatever projects are left from the Initiatives Spreadsheet will be divided up and given a project page.

It was brought to the attention of the CAPTF that 2006 was a big snow year and should not be considered “business as usual”, therefore, half of the 2006 diesel usage will be considered. This left a 2006 baseline of 144 tons of CO₂. This also changed the current target reduction value to 700 CO₂ tons. The CAPTF decided to shoot for 789 tons just to be on the safe side.

VII. Member Duties

Ken: Talk to Chris Brewton about the streetlight project and the progress on that. Talk to Chris Wilbur and discuss which projects will be funded from the Energy Audit. Talk to Kelly Cropper about the projects occurring at BMS.

Kerry: Re-write Table of Contents.

Michelle: Work on table formatting.

David Neel: Work on incorporating assigned CAP section into the first chapter of Paul’s version of the CAP.

David Nicholls: Continue to refine and revise the transportation report based on information discussed at meeting.

VIII. Adjournment

Meeting was adjourned at 7pm

Respectfully submitted,
Juliet Agne - Task Force Intern
AmeriCorps Intern with Sitka Conservation Society/City and Borough of Sitka