

CITY AND BOROUGH OF SITKA

Meeting Agenda Sustainability Commission

Officers: Chair Katie Riley, Vice Chair Angie Bowers, Secretary Carol Voisin

Members: Elizabeth Bagley, Kent Barkhau, Aurora Taylor, Fernanda Zermoglio

Staff Liaison: Bri Gabel, Sustainability Coordinator

Assembly Liaison: Kevin Mosher

Monday, October 16, 2023

6:30 P.M.

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

Approve the September 5, 2023 minutes

IV. PERSONS TO BE HEARD (*not to exceed 3 minutes on topics off the agenda*)

V. REPORTS

VI. UNFINISHED BUSINESS

A. Updates and Next Steps From Working Groups

VII. NEW BUSINESS

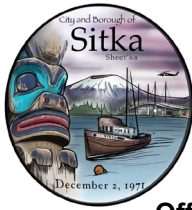
B. Approve Community Scoping Survey Guiding Questions

C. Approve Community Renewable Energy Strategy Name, Mission, and Vision

VIII. PERSONS TO BE HEARD (*not to exceed 3 minutes on topics on or off the agenda*)

IX. SET NEXT MEETING DATE AND AGENDA

X. ADJOURNMENT



CITY AND BOROUGH OF SITKA

Meeting Minutes Sustainability Commission

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Tuesday, September 5, 2023

6:00 P.M.

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Chair Riley called the meeting to order at approximately 6:02 P.M.

Present: Katie Riley (Chair), Elizabeth Bagley, Kent Barkhau, Angie Bowers (arrived at 6:06 P.M.), Aurora Taylor (telephonic, left at 7:43 P.M.), Carol Voisin, Fernanda Zermoglio (telephonic, left at 8:40 P.M.), Thor Christianson (Alternate Assembly Liaison, left at 7:57 P.M.).

Staff: Bri Gabel (Sustainability Coordinator)

Public: Bruce Belley, Barb Bingham, Kord Christianson, Jayden Cooper, Tukaan Dan, Joel Hanson, Leah Mason, Lisa Sadlier-Hart, Mell Sommer, Gavin Toche

II. CONSIDERATION OF THE AGENDA

Riley proposed to move old business after new business. Seeing no objections, the agenda was changed.

III. CONSIDERATION OF THE MINUTES

Approve the August 1, 2023 minutes.

Taylor moved to approve the August 1, 2023 minutes.

Motion PASSED 6-0 by roll call vote.

IV. PERSONS TO BE HEARD *(not to exceed 3 minutes on topics off the agenda)*

Joel Hanson spoke to concerns that new electric generation might lead to increased consumption rather than decreasing it.

Lisa Sadlier-Hart gave an update on the progress for the community food assessment that is moving right along with young people involved encouraged those in attendance to take the survey.

V. REPORTS

Chair: Riley congratulated the Sitka Tribe of Alaska on contributing \$150,000 towards helping Tribal Citizens install heat pumps.

Staff: Gabel attended a beach clean-up hosted by the Ocean Conservancy and the Sitka Sound Science Center where they removed 1,500 lbs of marine debris on Kruzof Island. She completed a report for CBS comparing the Ford 150 with the F150 Lightning to help inform decision makers for upcoming vehicle replacements to the city fleet.

Commissioners: Zermoglio announced a “Waste 4 Change” program that was a holistic waste management program in Indonesia and suggested that Sitka could learn from them as they have similar solid waste issues.

Leilani Chow, Energy Coordinator at Sust’ainable Molokai on Their Process for Developing the Molokai Community Energy Resilience Action Plan: Chow presented on the overall approach Sust’ainable Molokai took to creating a Community Energy Resilience Action Plan between 2021-2022. Commissioners asked questions pertaining to community engagement, energy education campaign, specific challenges, and any suggestions for the commission as they began the ETIPP project.

VI. UNFINISHED BUSINESS

A. Updates and Next Steps for Working Groups

Public Engagement: Did not have a report.

Solid Waste: Bagley reported that she met with Bowers to discuss what questions they would like to see for the city, specifically around what an ideal Sitka might look like in terms of waste? They suggested it would be a good topic for a joint work session between the Sustainability Commission and the Assembly. They also discussed how waste management may play a role in the Community Renewable Energy Strategy.

EV Fleet Electrification: Did not have a report.

Riley recommended to reorganize working groups to align with the needs of the ongoing Energy Transition Initiative Partnership Project (ETIPP) work as the annual work plan indicated that the goals would be worked on sequentially. Topics included those that became apparent during the initial scoping exercise.

Commissioners volunteered for the following informal working groups:

Public Engagement Planning – Bowers, Riley
Energy Education – Bagley, Voisin
Greenhouse Gas Emissions Inventory – Barkhau, Zermoglio

Taylor was absent.

Gabel indicated that she would coordinate with each of the informal working groups to find a time to meet with applicable ETIPP experts to begin initial discussions to help further scoping in between regular meetings.

Leah Mason expressed interest in helping the Commission tie municipal solid waste to energy.

VII. NEW BUSINESS

B. Initial Community Renewable Energy Strategy Questions For Project Scoping

Gabel outlined the structure of the various partners within the ETIPP network. Technical team representatives from the National Renewable Energy Laboratory (NREL), Pacific Northwest National Laboratory (PNNL), and Renewable Energy Alaska Project (REAP) virtually introduced themselves to the commission. Gabel described the commission as an intermediary between the technical team and

the community and would be critical in connecting the two. She continued to provide an approximate timeline of the ETIPP project.

Gabel led commissioners through a discussion exercise to start asking questions based on aspects of CRES and CERAP that apply to Sitka and gaps that need to be addressed. The RACI matrix was introduced: Responsible, Accountable, Consulted, Informed as a tool to discern tasks.

Zermoglio proposed an alternative approach gap between the ETIPP technical report and what the ongoing ETIPP grant proposed to do and should include the vision and aspirations of the community. Gabel noted that this was the goal.

Under public comment, Zermoglio suggested that different philosophical views be considered alongside the economic costs for renewable energy in Sitka and emphasized the Tribe's involvement.

Sadler-Hart asked that with the big players demanding more electrification what can the utility payer be expected to pay for expanding their service? She expressed gratitude for the many questions and cautioned that the answers to them not be rushed and noted that it takes time to develop trust with the community.

Bruce Belley asked how the public will be informed of what is going on and what progress is being made moving forward. He emphasized that citizens need to know the costs for any changes or additions to energy sources and to their electric rates citing the cost of the Blue Lake Expansion Project. He raised issues with the findings of the initial ETIPP report.

Mason wanted to know how the community would be involved. She suggested that before any action is taken that there should be a vision and values process that engages the public.

VIII. PERSONS TO BE HEARD

None.

IX. SET NEXT MEETING DATE AND AGENDA

The next meeting was scheduled for October 16, 2023 at 6:00 P.M., in Harrigan Centennial Hall.

X. ADJOURNMENT

Chair Riley moved to adjourn the meeting.

Seeing no objection, the meeting ADJOURNED at 8:44 P.M.

Minutes By: Carol Voisin, Secretary



**Pacific
Northwest**
NATIONAL LABORATORY

GHG Inventory Discussion with Commissioners

Andrea Mott, Molly Grear

9/22/2023

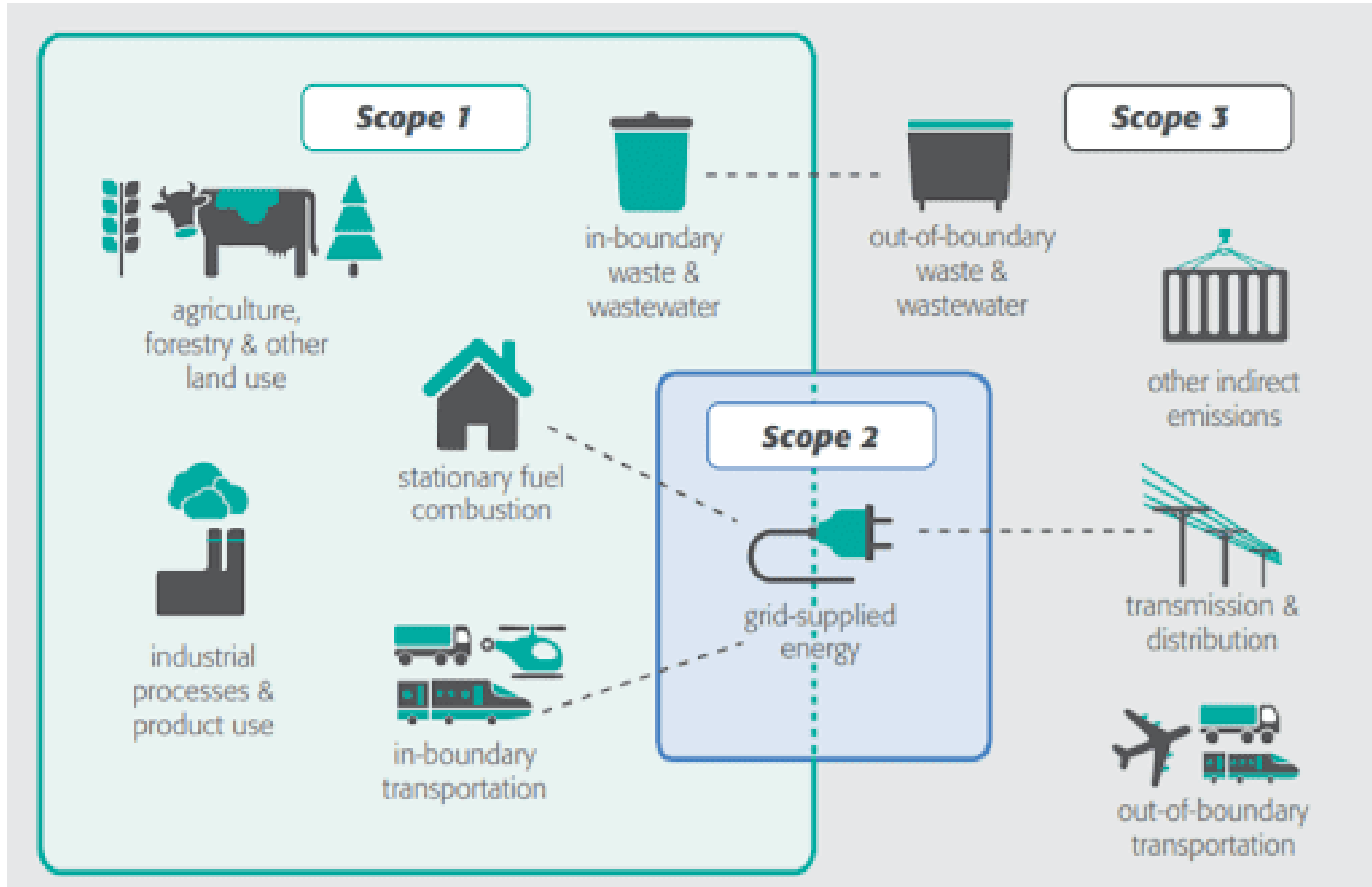


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GHG Inventory Scopes



What an inventory typically entails:

- Electricity consumption
 - Need: All electricity consumption within Sitka (Residential, commercial, etc.)
 - *Gain values from utilities?*
- Stationary fuel combustion (natural gas, fuel oil, heating oil, propane)
 - Need: all stationary fuel combustion within Sitka (residential, commercial fossil fuel consumption, etc.)
 - *Gain values from utilities?*
- On-road transportation
 - Need: Fuel consumed or vehicle miles traveled.
 - *Estimate from # of people? Gain from gas station sales?*
- Solid waste
 - Need: Total waste landfilled. Landfill waste composition. Waste incinerated.
 - *Gain values from landfill/waste collection?*
- Waste and wastewater treatment
 - Need: Tons of waste? Gallons of water treated? Type of treatment
 - *Gain values from WWTPs and solid waste?*

What an inventory typically entails:

- Boat and ferry transportation
 - Need: fuel consumption or vehicle miles traveled
- Agriculture/forestry/land
- Industrial processes

Other considerations (frequently scope 3)

- Airplane travel
- T&D
 - Just distribution for Sitka (and not Scope 3, since all distribution occurs within Sitka's boundaries)
- Cruise ships
- Construction/procurement of materials
- Waste transported outside the inventory's boundaries

- Sequestration of surrounding forest
- Just anthropogenic? (Natural wildfires occur?)

Discussion questions

- How large of a scope? Community wide? Municipality wide?
- How frequently should the inventory be repeated?
- Inventory for the most recent year? Historically? Different baseline?
- How comfortable with estimates? Alright to use and state assumptions?
 - Ex: if unable to obtain actual vehicle fuel consumption, make an assumption of average miles traveled per person x # of people x average fuel efficiency
- Just scope 1 emissions (based on how we define community inventory)?
 - Electricity emissions would be considered scope 1 for Sitka since all energy is generated within the inventory's boundaries.
- How will we receive data? Who's in charge of data collection?
 - Can we get actual data from the electric utility? Diesel transportation? Landfills?
- How do you intend the inventory to be used?

Other considerations

- GHG inventories can be very data/time intensive, depending on scope...
- Assumptions/estimations need to be made with lack of data



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

MEMORANDUM

To: Sustainability Commission Members
From: Bri Gabel, Sustainability Coordinator
Date: October 13, 2023
Subject: **Draft Community Scoping Survey Guiding Questions**

Background

After meeting with each working group and follow up discussions with them, the need and desire for early community input during the technical assistance scoping phase for the Community Renewable Energy Strategy became clear. Based on the initial scoping questions asked at the September Sustainability Commission and the desire to merge the content of the [Juneau Community Renewable Energy Strategy \(CRES\)](#) with the approach [Molokai Community Energy Resilience Action Plan \(CERAP\)](#) to community engagement, the need for a survey to aid the development of public engagement and education also became clear.

The first round of CERAP work was identifying initial preferences and priorities. They did this through a variety of workshops, briefs, and other events while circulating a survey.

To support community engagement during the scoping phase that is specific to Sitka, the Technical Team and Sustainability Coordinator drafted the following guiding questions:

- 1a.** What are the gaps in the community's understanding of Sitka's energy landscape?
- 1b.** What are gaps in the community's energy knowledge that inhibit informed decision making?
- 2.** What are the best ways to increase understanding and share energy knowledge with the community?
- 3.** What values does the community want to guide the development of the Community Renewable Energy Strategy?

The goal of these questions is to help shape the scope of the Community Renewable Energy Strategy to meet the needs of the community through tailored public energy education (Q1a,b), relevant public engagement (Q2), and root the project in community values (Q3).

These questions will not be asked directly to the public, rather they will be used to shape the tools used engage the community during the scoping phase, particularly the anticipated survey.

WHY ARE WE DOING THIS?

- Provide clarity to the public and others, like the technical team.
- Will help us build interest in the project.
- Distinguish the project from similar work that has been done, is on going, or upcoming.

VISION

The *WHY*



Our motivation for doing this project, a vision of the future this project hopes to achieve. Why we are doing what we are doing.

Should be: aspirational, broad, long-term

MISSION

The *WHAT*



What is this project going to do to bring us closer to the vision?

Should be: a statement that summarized the scope of the project

VALUES

The *HOW*



How should we achieve the mission?
The tools we use to get there

Should be: rooted in the community

Sustainability Commission 9/5/23 Initial Scoping Questions for Community Renewable Energy Strategy Project

GUIDING QUESTION: WHAT APPLIES TO SITKA?		Example Documents	
Questions	Information	Juneau Community Renewable Energy Strategy (CRES)	
		Things that applied/were good	Not great
The overarching questions of the Juneau CRES should be explored	Community GHG Emissions Inventory		
How does owning our utility change our planning process?	Economic Analysis	Community Wide GHG Inventory	Needs better visualizations for data
What are our options?	Marine Transportation	Narrowed down on energy solutions	
Where are we now in terms of energy self-reliance?	Future Projections	Linear question layout	
What levels of change, during and post ETIPP 2021 were identified?	Stakeholder Mapping	Outlined previous efforts	
Who are our biggest energy users?	Load Profile -> fine tune ETIPP 2021	Clear metrics for success	
How do we engage with the limitations and constraints of this being a city project? (in reference to acknowledging the city has done harm to some and they may be standoffish to engage)	Education Materials for current system	Outlined possible paces to achieve their goals	
Where do we want to go? Divide into sectors, what is each sectors willingness for change?	Methods for prioritizing levels of influence for the commission (behavioral change)	Molokai Community Energy Resilience and Adaptation Plan (CERAP)	
		Things that applied/were good	Not great
How do we get community input on this?		Narrowed down on energy solutions	
How does tourism impact our expected load growth?		Excellent visualizations	
How do efficiency measures impact our future load?		Rooted in values	
What role does emergency preparedness play?		Outlined previous efforts	
How do we keep the public informed?		Clear metrics for success	
		Increased community energy literacy	
		Had 3 main focuses: Energy conservation, renewable generation, clean transportation	

Sustainability Coordinator's Interpretation: Based on the questions posed above, my initial thought is following a similar route the CRES took but with the community engagement strategy Molokai took. What this project aims to do is more in line with what Juneau set out to do but Molokai did better community engagement throughout.

Sustainability Commission 9/5/23 Initial Scoping Questions for Community Renewable Energy Strategy Project

Questions from the Public:
What/when will rate payers be told before projects move forward? How will they be informed?
What are the types of projects, priorities for each group?
How is the community going to be involved?
How can we consider electric barges and ferries?
How can we determine what the public needs to know to make informed choices?
What are our avenues for education?
What are some methods to look at economic realities and community values?
What energy preserving structures are already in use here in Sitka?
How can we as a community help institute programs that originate from ETIPP?
How exactly does ETIPP work?
How do we get the broader community to engage in energy preservation?
Can more rural Alaska communities and villages join ETIPP? If they have in the past were there any challenges?
In a perfect world, where do you see Sitka, in terms of energy preservation, in 5 years?
In what ways can we improve programs already in use?

Early Scoping Questions Analysis- By Bri Gabel October, 2023

Engagement	Understanding what currently exists	Future scenarios, projections	Feasibilities of future, paths/steps to get to it
Questions			
<p>How do we engage with the limitations and constraints of this being a city-run project? How do we get community input on this? How do we keep the public informed? What/when will rate payers be told before projects move forward? How will they be informed? How is the community going to be involved? How can we determine what the public needs to know to make informed choices? What are our avenues for education? How do we get the broader community to engage in energy preservation? How can we determine what the public needs to know to make informed choices? How do we get the broader community to engage in energy preservation?</p>	<p>How does owning our utility change our planning process? Where are we now in terms of energy resilience? Who are our biggest energy users? What role does emergency preparedness play? Are there areas that have more vulnerable electric infrastructure than others? Where should we be planning below-grade redundant systems? How can we marry those projects with street replacement projects? What energy preserving structures are already use here in Sitka?</p>	<p>How does tourism impact our expected load growth? How do efficiency measures impact our future load? How can we consider electric barges and ferries? How do we factor in technology changes/estimates that are now on the horizon?</p>	<p>What is each sector’s willingness to change? What policies can we have in place to use our energy most efficiently? What are the consumer savings/costs associated with goals and policies? Can we create a comprehensive model that includes all of the supply and demand factors so that we can do financial modeling on an ongoing basis? How can we as a community help institute programs that originate from ETIPP?</p>
Supporting Elements			
<p>Stakeholder mapping Rooted in values</p>	<p>GHG emissions inventory Educational materials for current system Outline previous efforts Increase community energy literacy</p>	<p>Costs of each scenario Fine tune load projections</p>	<p>Economic analysis Methods for prioritizing levels of influence for the commission Outlined possible paces to achieve their goals</p>

DRAFT COMMUNITY RENEWABLE ENERGY STRATEGY SCOPE

Guiding Questions

Where are we now?

- What is our current firm generation capacity? How much do we currently use?
- What has been Sitka's historic and current energy demand?
- Where are we now in terms on energy resilience?
- Where do we have vulnerable infrastructure?
- What energy preserving structures are already used here in Sitka?

Where are we going?

- How does historic energy demand inform future use trends?
- How does tourism and other economic growth impact our expected load growth?
- What role does emergency preparedness play?
- How do efficiency measures impact our future load?

Where do we want to go?

- What is the energy demand of a decarbonized Sitka be given different socioeconomic factors/scenarios?
- How can we factor in opportunities for marine transportation?
- How do we factor in technology changes/estimates that are now on the horizon?

How will we get there?

- What policies can we have in place to use our energy most efficiently?
- What are the consumer savings/costs associated with goals and policies?
- Can we create a comprehensive model that includes all of the supply and demand factors so that we can do financial modeling on an ongoing basis?

Questions for Technical Experts

ETIPP 2021

What are our potential renewable energy resources?

- What do and don't citizens understand about our energy system?
- How do we get citizens engaged in energy planning?
- What energy preserving measures are citizens already taking?

- What does and doesn't work for citizens in our current system?
- How can we determine what the public needs to know to make informed choices?

- What are the community's priorities for electric energy use?
- What is each sector's willingness to change?
- What is the community's willingness for trade-offs to reach decarbonization?

- Which energy preservation policies are supported by the community?
- What is the suggested pace for policy implementation?

Questions for the Commission

Potential Activities/Deliverables

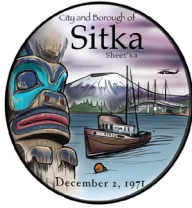
- Stakeholder mapping
- Outline previous efforts
- Increase community energy literacy
- GHG emissions inventory
- Community condition report

- Establish baseline load projection, identify variability
- Outline what we need to preserve and change in our current system

- Create scenario-based load projections
- Costs of each scenario
- Community priorities and boundaries
- Outlined possible paces to achieve their goals

- Economic analysis
- Policy analysis
- Policy recommendations and implementation plan

Project SCOPE



CITY AND BOROUGH OF SITKA

Agenda Item Requests Sustainability Commission

Monday, October 16, 2023

6:30 P.M.

Harrigan Centennial Hall

1. Invite Kord Christianson to the October 16 Sustainability Commission meeting to give a summary of his project (C2C) and ask him how or if the Commission can assist or share the communications and educational components of these projects (C2C and ETIPP).

Date Requested: 10/06/23

Rationale: Overlap between Planning/Commission work on ETIPP and Electric Department work on C2C.

Response from the Municipal Administrator, 10/06/23:

I wanted to provide you with an update on recent developments in our Electric Department.

First, I'd like to inform you that our Electric Director, Scott Elder, has recently resigned from his position. In light of this, I have taken steps to restructure the department and make some important leadership changes. Our primary focus during this transition is to address our most critical issues, with a keen emphasis on enhancing reliability and cost-efficiency in delivering essential electricity services to our community.

During this interim period without a Director, I am actively overseeing and prioritizing the various tasks within the department, including grant work. I want to clarify that our involvement with the C2C project is not in the form of a grant but rather as a subcontractor to the NREL project. It's worth noting that this arrangement appears unusual, as we are required to provide matching funding to participate as a subcontractor.

I have communicated with NREL about postponing the preparation of a contract scope for the C2C project for at least the next 60 days. Currently, we do not have an accepted agreement in place, and we lack the dedicated staff resources to proceed with this project. Furthermore, I am actively engaging in discussions with the DOE to align the scope of this project with our other DOE-funded initiatives.

Regarding requests from the Sustainability Commission for CBS staff time, I want to emphasize that the allocation of staff time is at my discretion. Any such requests should be directed to Bri, who will then discuss them with me. Unfortunately, at this time, we are unable to accommodate requests related to the C2C project due to the reasons mentioned earlier. As soon as we have fully restored our staffing levels and appointed a new Director, we can resume our efforts to develop the scope of the C2C program.

I appreciate your understanding and patience during this transitional phase. Rest assured, our commitment to delivering reliable and cost-effective electricity services remains unwavering, and we will continue to work diligently to achieve that goal.

Thank you for your cooperation.

Best,

John M. Leach

Outcome: Not added to Agenda.