



CITY AND BOROUGH OF SITKA

Meeting Agenda Sustainability Commission

Officers: Chair Katie Riley, Acting Vice Chair Elizabeth Bagley, Secretary Carol Voisin

Members: Aurora Taylor, Fernanda Zermoglio, Lilli Garza, Erik de Jong

Staff Liaison: Bri Gabel, Sustainability Coordinator

Assembly Liaison: Kevin Mosher

Tuesday, December 5, 2023

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

Approve the November 7, 2023 Minutes

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

V. REPORTS

VI. UNFINISHED BUSINESS

A. Update and Next Steps From Working Groups

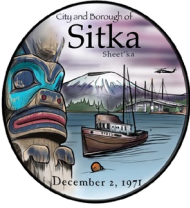
VII. NEW BUSINESS

B. Recommend Approval of the Scope of the Sitka Community Renewable Energy Strategy

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

Officers: Chair Katie Riley, Vice Chair (Vacant), Secretary Carol Voisin

Members: Elizabeth Bagley, Aurora Taylor, Fernanda Zermoglio

Staff Liaison: Bri Gabel, Sustainability Coordinator

Assembly Liaison: Kevin Mosher

Tuesday, November 7, 2023

6:00 P.M.

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Staff Liaison Gabel called the meeting to order at approximately 6:03 P.M.

Present: Elizabeth Bagley, Katie Riley (Telephonic), Carol Voisin, Fernanda Zermoglio, Kevin Mosher (Assembly Liaison)

Absent: Aurora Taylor (unexcused)

Staff: Bri Gabel (Sustainability Coordinator)

Public: Bruce Belley, Barb Bingham, Erik de Jong, Larry Edwards

II. ELECTION OF ACTING VICE CHAIR

Voisin moved to nominate Bagley as Acting Vice Chair; Bagley accepted the nomination. Bagley was ELECTED as Acting Vice Chair by 4-0 roll call vote.

III. CONSIDERATION OF THE AGENDA

Gabel proposed that unfinished business be addressed after new business. Seeing no objections, the agenda was changed.

IV. CONSIDERATION OF THE MINUTES

Approve the October 16, 2023 minutes.

Bagley moved to approve the October 16, 2023 minutes.

Motion PASSED 4-0 by roll call vote.

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

None.

VI. REPORTS

Staff: Gabel updated on the commission on seat applications and that the appointment of new commissioners would occur at the next Assembly meeting the following week.

Commissioners: Voisin invited all attending to an event hosted by Transition Sitka on November 12th.

Riley announced that she would give a report to the Assembly at their next meeting summarizing the accomplishments of the Commission since their annual work plan was approved six months prior.

Zermoglio described some resources from her recent work that could be useful for the Sitka Community Renewable Energy Strategy (SCRES) scoping.

Assembly: Mosher thanked Kent Barkhau for his service on the Commission.

Tourism Task Force: Barb Bingham announced an upcoming town hall on November 13th.

VII. UNFINISHED BUSINESS

A. Updates and Next Steps for Working Groups

Greenhouse Gas Emissions Inventory: Did not have a report.

Public Energy Education: Did not have a report.

Public Engagement Planning: Communicated with the technical team for requests for some potential events and outlined avenues they identified for more engagement.

Gabel announced that members of the technical team would be in Sitka on December 4th and 5th and that she would coordinate with the working groups to schedule some public engagement. She added that she was working on getting a site put together for the SCRES.

Working groups were reorganized; Greenhouse Gas Emissions Inventory was dissolved and Zermoglio joined Riley and Taylor on the Public Engagement Planning working group.

VIII. NEW BUSINESS

B. Review Community Scoping Survey for the Sitka Community Renewable Energy Strategy

Gabel gave a brief introduction to the survey draft and explained how questions in the survey aimed to help answer the guiding questions approved by the Commission at their previous meeting. Commissioners provided feedback on the content, length, and flow, focused on increasing clarity and succinctness of the overall survey.

C. Review Community Greenhouse Gas Emissions Inventory Draft Scope

Andrea Mott introduced the draft of the Greenhouse Gas Emissions Inventory, provided a brief overview of definitions, and explained the reasoning behind some of the omissions. Commissioners provided Mott with feedback and suggestions to make the inventory more specific to Sitka, such as adding propane for heating, an emphasis on wastewater, and including air and marine transportation and shipping as much as possible.

Larry Edwards advocated for air travel and marine shipping to be included in the inventory.

IX. PERSONS TO BE HEARD

Bruce Belley emphasized the question should be how much do citizens want to add to the electric demand and what renewables can meet immediate demand?

Edwards asked that the term “energy” be clarified in the survey.

Zermoglio urged the Commission to standardize its messaging with clear talking points and without alarm.

X. SET NEXT MEETING DATE AND AGENDA

The next meeting was scheduled for December 5, 2023 at 6:00 P.M., in Harrigan Centennial Hall.

XI. ADJOURNMENT

Bagley moved to adjourn the meeting.

Seeing no objection, the meeting ADJOURNED at 8:02 P.M.

Minutes By: Carol Voisin, Secretary

ETIPP Technical Assistance Project

Scope

Community: Sitka, AK

Project Title

Sitka Community Renewable Energy Strategy

Points of Contact

Below are the individuals who can be contacted to obtain information about any aspect of the project. If the people below do not have an answer, they can ask the people who do.

- Community Representative: Bri Gabel, Sustainability Coordinator, City and Borough of Sitka, bri.gabel@cityofsitka.org
- Regional Partner: Haleigh Reed, Microgrid Project Manager, Renewable Energy Alaska Project, hreed@realaska.org
- Technical Lead: Molly Gear, Environmental Engineer, Pacific Northwest National Laboratory, molly.gear@pnnl.gov

Background

Community

The City and Borough of Sitka is a remote community off the southwest coast of Alaska, accessible only by boat or plane. As a self-sustaining grid, Sitka relies almost entirely on local hydropower generated at the Green and Blue Lake dams and uses diesel as needed.

ETIPP Project Summary

The ETIPP program is a multi-organizational collaboration to provide technical assistance to Sitka for energy assessments, greenhouse gas inventories, and assist in public outreach and energy education. These projects aim to provide critical expertise in engineering, grid resilience, and energy use to understand current use, future needs, and options for meeting those needs. Sitka was part of the ETIPP Cohort 1 in 2021 which focused on renewable energy assessments in the area and is now participating in cohort 3, a more directed effort to expand public awareness around their energy use, gather public input on strategic vision, and explore opportunities for expanding and strengthening their power generation profile long-term.

The material contained herein is submitted for informational purposes and is not binding on Pacific Northwest National Laboratory or the U.S. Department of Energy. Binding commitments can only be made by the submission of a formal proposal that sets forth a specific statement of work, estimated cost, and contract documents and that is signed by a Pacific Northwest National Laboratory Contracting Officer and transmitted by the U.S. Department of Energy.

Goals & Anticipated Impacts

- Establish a shared vision of Sitka’s energy future to guide energy-related community decisions.
- Shape a roadmap for community and policy actions that advance the shared energy vision.

Stakeholders

Name	Org	Title	Email	Role	Expertise
Bri Gabel		Sustainability Coordinator			
Katie Riley		Sustainability Commission Chair			
John Leach		Acting Electric Department Director and City Administrator			
Amy Ainslie		Planning Department Director			

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Implementation: Activities and Deliverables

Activity 1: Community Engagement

Pacific Northwest National Laboratory (PNNL) will assist the City and Bureau of Sitka (CBS) in the development and implementation of a multifaceted approach for public engagement in Sitka while reviewing energy status, needs, energy potential, and scoping of future energy goals as they are developing the Sitka Community Renewable Energy Strategy (SCRES). This effort aims to utilize surveys, in-person events, and educational outreach materials to increase energy literacy in the community and engage as many perspectives as possible to inform a community vision for renewable energy. The precise nature of what events, methods, and objectives in this process will be determined alongside the community throughout the project. As this process progresses, PNNL will provide analysis of the community's energy portfolio or potential opportunities to inform community visioning and decision making, as well as support in facilitation and community engagement.

Deliverables:

- 3-4 site visits, including workshops, events, and working meetings
- Analysis to support data driven decision making for the community

Activity 2: Energy Education

PNNL will partner with REAP and CBS to provide materials and events to increase the energy literacy of the community. 4 topic areas of focus will be developed around energy education and grid resilience. These may include but are not limited to: renewable energy basics, Sitka energy grid 101, rate demystification, and a history of hydropower in Sitka. PNNL will provide analysis to support energy education on these topics, as well as instruction or trainings in collaboration with REAP and CBS. Energy education topics will be aimed at multiple demographics, including school age and the public, throughout the project.

Deliverables:

- Learning material posted to SCRES website
- On site education events

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Activity 3: Greenhouse Gas Emission Inventory

PNNL will develop an updateable Greenhouse Gas Inventory. The inventory will include sources of emissions shown in the following table.

Proposed GHG Included Sectors		
SCOPE 1		
Sector	Details	Potential Data Source*
Electricity Consumption	Utility owned by the municipality	Total electricity generated from the utility annually, with percentage of diesel generation.
Heating Oil Combustion	Fuel is imported to Sitka	Total heating oil imported annually to Sitka from gas station data, with assumption on % that goes to heating.
Land Transportation	Include cars, trucks, buses, snow mobiles	Total gasoline and diesel sold annually at gas station with assumption on % to land transportation. Alternatively, utilizing NEI data.
Water Transportation	Ferries, boats that leave and return to Sitka	Total gasoline and diesel sold annually at gas station with assumption on % to water transportation. Use database of registered vessels and their approximate uses.
Wastewater	Wastewater treatment plant is owned by the municipality	Total gallons of wastewater treated annually.
SCOPE 3		
Sector	Details	Potential Data Source*
Waste	Exported through shipping to Washington	Total tons of waste shipped to WA. Estimated break down on waste type by percentages
Air Travel	Flights to and from Sitka	# of flights in/out of Sitka, with estimates of fuel consumption on trip
Marine Shipping	Included shipping materials such as heating oil, food, and consumer products to Sitka	# of barges in/out of Sitka with estimates of fuel consumption on trip

**Potential data sources may change after discussion and availability of data.*

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Deliverables:

- Report detailing GHG Inventory Assumptions and methods
- Excel spreadsheet that can be updated for future year's inventory

Activity 4: Development of Community Renewable Energy Strategy

PNNL will assist in the development of the final SCRES document outlining the vision for the community's energy future. PNNL may provide inputs on the document, such as background data analysis about the community's energy portfolio, baseline GHG inventory, results of community engagement work, and modeling potential future energy scenarios for Sitka.

CBS is ultimately responsible for the final strategy document.

Deliverables:

- 3-4 future energy scenarios and energy generation mix

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Schedule:

The Period of Performance for this effort is 18 months

Activity	Description	2023		2024			2025	
		Q4	Q1	Q2	Q3	Q4	Q1	Q2
0	Scoping	■						
1	Community Engagement							
	1.1 Survey & Analysis	■	■					
	1.2 Site Visits			■				■
	1.2 Analysis to support community engagement	■	■	■	■	■		
2	Energy education							
	2.1 Development of education material	■	■	■	■	■		
	2.2 On site events			■		■		■
3	GHG inventory							
	3.1 Data Collection		■					
	3.2 Creating of inventory			■	■	■		
	3.3 Community training on reusable spreadsheet					■		
4	Community Energy Strategy							
	4.1 Scenario Planning				■	■	■	■
	4.2 Strategy Document					■	■	■

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THE SITKA COMMUNITY RENEWABLE ENERGY STRATEGY SCOPING SURVEY

Learn more at cityofsitka.com/SCRES

This survey will take only approximately 10 minutes

Want to save some paper?



Scan to take the survey on your phone

Citizens of Sitka are being asked to contribute to developing Sitka's first Community Renewable Energy Strategy (SCRES)! This project aims to establish a shared vision of Sitka's energy future to guide energy-related community decisions. Your input will help determine what kind of energy education is needed, how to conduct public outreach best and assess interest in energy conservation. This project is being spearheaded by the City and Borough of Sitka (CBS) in collaboration with the CBS Sustainability Commission, the Department of Energy, the National Renewable Energy Laboratories, and the Renewable Energy Alaska Project.

Your completion of this completely voluntary and you may stop taking the survey at any time. All responses are anonymous. If you choose to leave your email to receive updates, they will not be connected to your responses. All responses will be used for general analytical purposes only.

If you need assistance completing the survey, please call (907) 747-1856 or email sustainability@cityofsitka.org

Please indicate your level of agreement with the following statements.	Strongly Disagree	Disagree	Neither Agree/ Disagree	Agree	Strongly Agree
Energy conservation is important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
In my home, I take actions to conserve energy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am not willing to conserve energy at my home if that comes at any cost to my comfort.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I encourage my friends and family to make energy-conservation choices.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The effort I make to conserve energy will have a <u>positive effect on the environment.</u>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The effort I make to conserve energy will have a <u>positive effect on my community's health.</u>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The effort I make to conserve energy will have a <u>positive effect on my utility bill.</u>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I think about my energy use every day.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am too busy to be concerned with my energy usage.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
It is too inconvenient to reduce my energy usage.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
It is too expensive to reduce my energy usage.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I would do more to save energy if I knew how.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What, if any, are some energy conservation actions have you taken? Do you have any other comments?

The Sitka Community Renewable Energy Strategy (SCRES) Scoping Survey

My home is primarily heated by:

- | | |
|---|---|
| <input type="radio"/> Electric- Resistance baseboard heaters | <input type="radio"/> Propane |
| <input type="radio"/> Electric – Boiler/radiant heat | <input type="radio"/> Wood stove/fireplace(s) |
| <input type="radio"/> Electric Heat pump(s) if yes, how many? _____ | <input type="radio"/> Fuel Oil (Diesel) |
| <input type="radio"/> I don't know | <input type="radio"/> Other: _____ |

My home is secondarily (or has a back-up system) heated by:

- | | |
|---|---|
| <input type="radio"/> Electric- Resistance baseboard heaters | <input type="radio"/> Propane |
| <input type="radio"/> Electric – Boiler/radiant heat | <input type="radio"/> Wood stove/fireplace(s) |
| <input type="radio"/> Electric Heat pump(s) if yes, how many? _____ | <input type="radio"/> Fuel Oil (Diesel) |
| <input type="radio"/> I don't know | <input type="radio"/> Other: _____ |

My kitchen cooktop is:

- | | | |
|---|---|-------------------------------|
| <input type="radio"/> Electric- Resistance -Resistant Coils | <input type="radio"/> Electric- Induction | <input type="radio"/> Propane |
| <input type="radio"/> I don't know | <input type="radio"/> Other: _____ | |

My primary vehicle is:

- | | | |
|--|--|--|
| <input type="radio"/> Gas powered (internal combustion engine) | <input type="radio"/> All electric vehicle | <input type="radio"/> I don't have a vehicle |
| <input type="radio"/> Gas/Electric hybrid | <input type="radio"/> I use public transit | |
| <input type="radio"/> I don't know | <input type="radio"/> Other: _____ | |

Most of the lights in my home are:

- | | | | |
|------------------------------------|--------------------------------------|------------------------------------|------------------------------------|
| <input type="radio"/> LED | <input type="radio"/> Florescent/CFL | <input type="radio"/> Halogen | <input type="radio"/> Incandescent |
| <input type="radio"/> I don't know | | <input type="radio"/> Other: _____ | |

My hot water is heated by:

- | | | |
|---------------------------------------|---|--|
| <input type="radio"/> Electric boiler | <input type="radio"/> Instant electric hot water heater | <input type="radio"/> Heat pump hot water heater |
| <input type="radio"/> Propane boiler | <input type="radio"/> Instant propane hot water heater | |
| <input type="radio"/> I don't know | <input type="radio"/> Other: _____ | |

Please indicate your level of agreement with the following statements.

	Strongly Disagree	Disagree	Neither Agree/Disagree	Agree	Strongly Agree
I can explain where Sitka's electricity comes from.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I know how Sitka's electric grid gets electricity to my house.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

In one sentence, how would you explain where Sitka's energy comes from to someone new to town?

How much of Sitka's energy needs do you think are met by renewable energy?

- 0-20%
 21-40%
 41-60%
 61-80%
 81-100%

Please explain why you chose this amount.



The Sitka Community Renewable Energy Strategy (SCRES) Scoping Survey

What, if any, specific questions do you have about Sitka’s energy and/or electricity?

Please indicate your level of agreement with the following statements.

Strongly Disagree Disagree Neither Agree /Disagree Agree Strongly Agree

The city has a strong role to play in the community’s energy efficiency.

I believe that I can contribute to solving energy problems by making appropriate energy conservation choices and actions.

Sitka needs to invest more in energy generation resources.

The way I personally use energy does not really make a difference to the energy challenges that may face Sitka.

I believe I have a voice in helping to impact energy policies.

Do you have any other thoughts on energy planning and/or policies that you would like to share?

Would you like to participate in energy planning or addressing energy issues in your community?

Yes No Maybe

Would you like to receive updates about upcoming energy discussions and planning events?

(Emails will be separated from your responses. Your email will not be shared with any third parties)

_____@_____

What are you most interested in learning about over the next year? (Select all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Energy efficiency | <input type="checkbox"/> Energy safety |
| <input type="checkbox"/> Environmental impacts of energy actions | <input type="checkbox"/> Renewable energy technologies |
| <input type="checkbox"/> Economic impacts of energy actions | <input type="checkbox"/> How to read my utility bill |
| <input type="checkbox"/> Energy trends | <input type="checkbox"/> Sitka’s electric grid |
| <input type="checkbox"/> Energy resources | <input type="checkbox"/> Other <i>(please specify)</i> : _____ |
| <input type="checkbox"/> I am unlikely to gather any information about energy | |

When you have a question about energy, where do you go for information? (Select all that apply)

- | | |
|---|--|
| <input type="checkbox"/> By talking to my friends and family | <input type="checkbox"/> Personal social media feeds (e.g. Facebook) |
| <input type="checkbox"/> Search engines (e.g. Google, Yahoo, Bing) | <input type="checkbox"/> Government websites (e.g. CBS website, Dept. of Energy) |
| <input type="checkbox"/> Scholarly research databases | <input type="checkbox"/> Professional or industry websites |
| <input type="checkbox"/> Online or print encyclopedias (e.g. Wikipedia) | <input type="checkbox"/> Non-profit agencies |
| <input type="checkbox"/> I am not interested in energy | <input type="checkbox"/> Other <i>(please specify)</i> : _____ |



The Sitka Community Renewable Energy Strategy (SCRES) Scoping Survey

If you wanted to engage in discussions about energy in Sitka, how would you like to do it? (Select all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Attending in-person meetings and/or workshops | <input type="checkbox"/> Attending virtual meetings (zoom) and/or workshops |
| <input type="checkbox"/> A presentation to my community group or organization (please write the name below)
_____ | <input type="checkbox"/> Engaging online via social media |
| <input type="checkbox"/> Other (please specify):
_____ | <input type="checkbox"/> Watching video recordings |
| | <input type="checkbox"/> Reading information online |
| | <input type="checkbox"/> Listening to the radio |

Do you have any other comments you would like to share?

Have more questions or comments? Contact sustainability@cityofsitka.org or (907) 747-1856

END OF SURVEY. THANK YOU!

Demographics

Reaching the community in its entirety is key to the success of the SCRES. Please consider helping us ensure that as much of the community is represented by providing your demographics.

(All demographics are optional; skip those you do not wish to share.)

How long have you lived in Sitka?

- Less than 1 year 2-5 years 6-10 years More than 10 years

What is your age?

- 17 or younger 18-24 25- 34 35-44 45-54 55-64 65 or older

What is your housing status?

- Homeowner Renter Liveaboard Currently unhoused

Which option most closely aligns with your gender?

- Woman Man Non-binary Prefer to self-describe: _____

How would you describe yourself? (check all that apply)

- | | | |
|---|---|---|
| <input type="radio"/> White or Caucasian | <input type="radio"/> Black or African American | <input type="radio"/> Middle Eastern or North African |
| <input type="radio"/> Asian or Asian American | <input type="radio"/> Native American or Alaskan Native | <input type="radio"/> Native Hawaiian or other Pacific Islander |
| <input type="radio"/> Hispanic, Latino, or Spanish origin | <input type="radio"/> Prefer to self-describe: _____ | |

What is your approximate average household income?

- | | | |
|---|---|---|
| <input type="radio"/> Less than \$24,999 | <input type="radio"/> \$75,000 - \$99,999 | <input type="radio"/> \$150,000 - \$174,999 |
| <input type="radio"/> \$25,000 - \$49,999 | <input type="radio"/> \$100,000 - \$124,000 | <input type="radio"/> \$ 175,000 – \$ 199,999 |
| <input type="radio"/> \$50,000 - \$74,000 | <input type="radio"/> \$125,000 - \$149,000 | <input type="radio"/> \$More than \$200,000 |

Thank you for providing your demographics.

