

## CBJ Commission on Sustainability (COS)

Minutes - DRAFT

October 3, 2007

Downtown Public Library Conference Room

Meeting opened by Maria Gladziszewski, in the absence of a Chair, at 5:05

Present: Linda Kruger, Sandy Boyce, Carol Anderson, Sally Schlichting, Catherine Fritz (left at 6:00), Bob Doll, Rick Wolk, Jonathan Kamlen, Gayle Wood.

Absent:

Guests: Susanna Montana and Ben Lyman, Planners for the CBJ.

- I. Introduction of Committee Members
- II. Public Participation on Non-Agenda Items
  - A. Bill Leighty recommended that the COS promote to the Assembly the completion of an energy audit for the city. This would result in a baseline from which decisions could be made regarding the long-term sustainability of Juneau's energy sources and uses.
- III. Comments by Mayor Bruce Botelho
  - A. The Mayor was unable to attend, but offered written remarks.
- IV. Review of Resolution Establishing the Sustainability Commission
  - A. Questions about meeting protocol
    1. When a quorum is met, must motions be passed by a majority of the full COS or of those present? **Ms. Gladziszewski to follow up.**
    2. If the COS has subcommittees convened to gather information for the group, are the subcommittees held to the open meetings requirements for notification? **Ms. Gladziszewski to follow up.**
    3. Is it possible to have a discussion group on the public website for some ongoing discussions? What kind of public notice would be required for this, if it were allowed? **Ms. Gladziszewski to follow up.**
- V. Discussion of Sustainability and the Comprehensive Plan
  - A. Intro to the Comp Plan (July 2007 draft) by Susanna Montana, Planner for the CBJ.
    1. Ms. Montana has been the Project manager for the Comp Plan to date, but, because she is leaving her position, Mr. Lyman will take over for her. He will attend COS meetings as an interested party and to assist the COS in addressing Comp Plan issues.

2. In Comp Plan (p. 9), strengths/assets, weaknesses, and threats are outlined. Ms. Montana offered three weaknesses/threats that she feels are the most pressing for Juneau:
  - a. Compact development in the Urban Service Area (to address potential sprawl, protection of natural lands, need for higher density housing and development along transportation routes, etc.)
  - b. Fuel independence (to address the use of expensive, imported fuels, the levels of availability of our locally-generated energy, the use of renewable power sources)
  - c. Food independence (to address the high cost of importing goods, increase long-term sustainability and affordability of life in Juneau)

#### B. Chapter 2: Sustainability

1. The current July 2007 draft of this chapter was amended by the Planning Commission in August 2007. The August draft is the most current version.
2. The Comp Plan would be most helped by the COS through the writing of Chapter 2 and the development of sustainability indicators and measurements that can be used by the City (at all levels) for the assessment of decisions and development.

#### C. Changes to Comprehensive Plan

1. Ben Lyman emphasized that the Comp Plan is intended to be a “living” document. The Sustainability chapter and other references to sustainability throughout the plan can and should be updated whenever necessary.
2. If COS members, as individuals, want to make changes/additions to the Comp Plan, please send them to Ben Lyman.
3. For changes made to the Comp Plan by the COS, as a body, a deadline will be determined towards which the COS can work, to get changes into the published version. **Ms. Gladziszewski** to follow up.

#### D. Indicators and measurement

1. It was discussed that the indicators and measurements could have a great impact on City decisions, from City departments to the Planning Commission and the Assembly.
2. Through COS work in the near future, the scope of these indicators must be determined, with a balance between breadth and focus.
3. Some indicators will likely be tied to specific schedules or milestones, others may be guidelines or “check-in” methods.

4. In determining “measurables” it will be important to know what data is already being gathered so we can collaborate with other groups.
5. A possible goal: that the indicators and measurements drafted by the COS be approved by the Assembly. This would increase the level to which they are followed and possibly result in appropriations for data collection or other COS goals.

E. American Institute of Architects (AIA), Sustainable Design Assessment Teams (SDATS)

1. Catherine Fritz brought to the Commission’s attention the SDAT program sponsored by the AIA. The 2008 SDAT Request for Proposals is currently out, soliciting applications from communities for assessment in the upcoming year. The proposal is due by November 16.
2. Sarah Lewis moved that the COS create a subcommittee to determine the feasibility of drafting a proposal. The body agreed and **Ms. Fritz, Ms. Schlichting, and Mr. Doll** joined the subcommittee to research the requirements (planning, applying, and financial details) of the RFP.
3. **The SDAT subcommittee** will report back to the COS at the next meeting.
4. **Ms. Gladziszewski** will determine the availability of the CBJ Energy fund for COS uses, and whether these funds could be used as the local contribution required by the SDAT program.
5. CBJ Staff time is very limited for the COS, so the majority of any work involved in completing this application would fall to the COS members.

F. Presentations/information about the following requested by the COS:

1. The City’s ICLEI membership.
2. The **Mayor’s Panel on Climate Change** joined by Mayor Botelho.
3. Plans for a City carbon audit.
4. Jim Powell’s work on indicators for sustainable communities.

G. General Discussion & Comments

1. Mr. Wolk asked the group about the scope of “sustainability,” and whether others felt it included the concept of “independence,” such as fuel or food independence. The group generally agreed that it did, but with a recognition that it would be difficult to impossible for Juneau to reach this goal in some areas (food being a good example).

2. Mr. Boice introduced ideas to the group regarding investment in innovative technologies that may have promise in Juneau.

## VI. Action Items

### A. Election of Officers

1. It was agreed that the first officers would be volunteers, committed to their positions until the 1<sup>st</sup> or 2<sup>nd</sup> meeting in January 2008. At that time, official elections will be held. The following COS members volunteered to be interim officers:
  - a. Chair: Gayle Wood
  - b. Vice Chair: Catherine Fritz
  - c. Secretary: Sarah Lewis

### B. Set Meeting Dates, Time, Location

1. It was agreed by the group that COS meetings will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of each month, at 5 PM, beginning in November.
2. The second October meeting will be held on the 25<sup>th</sup>.
3. **Ms. Gladziszewski** will research available meeting locations.

### C. Next Steps

1. Review the sustainability indicators of other cities (Seattle, Portland, and Salt Lake City, for example).
2. Brainstorm on sustainability indicators appropriate for Juneau.
3. Review Chapter 2 of the Comp Plan
4. Review the other sustainability references in the Comp Plan.
5. Post documents of interest on the web site. Documents can be sent to **Ms. Gladziszewski** for posting.
6. Add “Information Sharing” to the agenda, to allow a time at each meeting where COS members can bring items of interest to the attention of the group.
7. Plan for a COS retreat.
  - a. Saturday, November 17<sup>th</sup> selected. Location to be determined.
8. New Secretary, **Ms Lewis**, to make nametags for each member, so she can take better minutes!