

Juneau Commission on Sustainability (JCOS)
2024 Regular Meeting
Saturday, April 3, 2024, Noon
Minutes

A. CALL TO ORDER

Chair Waldo called the meeting to order at 12:15 p.m.

B. LAND ACKNOWLEDGEMENT

C. ROLL CALL

1. Present: Nick Waldo, Gretchen Keiser, Duff Mitchell, Steve Behnke, Jim Powell, Marian Call
2. Absent: Jessica Barker, Laura Achee, David Teal
3. Staff & Others Present: Dianna Robinson, CBJ staff liaison; Matthew Sill, Docks & Harbors; Lori Sowa, AELP

D. APPROVAL OF AGENDA

Approved with added item to advance FY25 CIP recommendation.

E. APPROVAL OF MINUTES

1. March 6, 2024 - JCOS Regular Meeting Minutes. Approved as amended to reflect that JCOS' March 1 CIP recommendation was not forwarded to the PWFC as intended and addressed.
2. March 12, 2024 - JCOS Outreach Subcommittee Meeting Minutes. Approved.

F. PUBLIC PARTICIPATION

None

G. AGENDA TOPICS

1. Sustainability Sessions - Nick provided an update on the April 18 (6:30 pm) sustainability session on dock electrification. JCOS will take summer off from sustainability session and come back in fall; are discussing having a post season session on cruise ships. Need to discuss goals for it.
2. Staff Update Calendar Discussion - Dianna Robinson
3. Staff Update – Dianna Robinson
 - a. Update from Nate Abbott (see attached)
 - b. CPRG grant for MWWTP boiler submitted. Copy sent to JCOS members.
 - c. Future staff reports: Jim asked for updates on comp. plan and area plans; EV planning and EV chargers.
 - d. Solid waste update-- waste characterization study on track -- May 20-25 Cascadia consulting -- She's been working on NEPA compliance for the CDS project.
 - e. At the upcoming 4/15 PWFC -- staff will be reintroducing the big question of funding for high level study of future waste disposal options. Zach Gordon Youth center has successfully converted from Fuel Oil Boiler to an Electric Boiler, this also included a controls upgrade. We will report back in a year on what sort of energy and cost savings we are actually seeing.

4. Subcommittee Assignments - Nick Waldo -- let discussion.
 - a. Committee structure as project focused -- discussed at Jan. retreat.
 - i. Everyone responded to Nick's survey:
 - ii. Energy- Financing and CBJ decarbonization Gretchen, Steve, David
 - iii. Solid waste and public outreach -- Marian and Nick
 - iv. Sust. awards/indicators -- Jim and David
 - v. Climate preparedness and food - Jessie and Marian
 - b. Discussed how committees can work. Agreed that small workgroups of 2 members can meet without public notice.
 - i. Scheduling of comm. meetings -- Chair can let Dianna know they want a meeting.
 - ii. comm. members - Chair can let Dianna know they want a meeting.
 - iii. if only 2 involved they can meet or talk, but then bring info or proposals for action to the full JCOS.
 - iv. If a comm. is drafting a formal recommendation -- there should be public notice.
 - v. Dianna can do handle up to 3 meetings/month --
 - vi. Nick will have a standing agenda item for comm. updates --
 - vii. Small groups should do e-mail to keep people informed.
5. CBJ Fleet Electrification - Steve Behnke -- Nothing to report.
6. JCOS recommendations for FY25 CIP
 - a. Duff moved; Gretchen seconded to forward March 1 JCOS recommendation to Finance Committee. Nick will talk to JCOS liaison and Finance Chair to identify how they would like to receive the recommendation.
 - b. For background on the development of the March 1 recommendation, see attached.

H. INFORMATION ITEMS

1. Grant Update - Attachment from Ashley Heimbigner
2. Docks & Harbors Infrastructure Event - Attached Flyer from Carl Uchytel

I. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

1. Jim P. reported on JEDC Innovation Summit Mayor interested in a proposal to do scenario planning for Juneau.
2. Steve B. reported that the Planning Commission is holding a special hearing to receive public comments on the draft Blueprint Downtown area plan on Tuesday, April 23, at 5:30 p.m. in the Assembly Chambers.

J. NEXT MEETING DATE

1. Sustainability Session -- April 18
2. Regular JCOS meeting -- May 1

K. ADJOURNMENT

The meeting adjourned at 1:13 p.m.

Submitted by Steve Behnke, acting secretary.

4/3/2024 Project Update from Nate Abbott for JCOS:

- Zach Gordon Youth center has successfully converted from Fuel Oil Boiler to an Electric Boiler, this also included a controls upgrade. We will report back in a year on what sort of energy and cost savings we are actually seeing.
- Glacier Fire Station: Construction has begun on the fuel oil boilers replacement construction is planned to be completed in August, there is also a controls upgrade, electrical upgrade, and air handling upgrade that is happening as part of this project. Again we will report back on realized savings a year after the project is complete.
- Auke Bay Fire Station: Work has begun on the fuel oil boiler replacement with electric boiler. This project also includes a controls upgrade. This project is scheduled to be completed next year due to long lead items for the electrical system. So really in the very early stages of the construction.
- Here in facilities maintenance we have developed a contract with our controls contractor starting next year to performing rolling re-commissioning of our control systems.
- Next week I will be attending Daikin Training on installing and maintaining Daikin VRF Heat Pumps.

Dianna Robinson

From: Steve Behnke <steven.r.behnke@gmail.com>
Sent: Tuesday, April 2, 2024 4:15 PM
To: Dianna Robinson
Cc: Nick Waldo
Subject: Agenda addition: JCOS FY25 CIP recommendations

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Dianna, would you please forward this to JCOS members before tomorrow's meeting.

To: JCOS members,
From: Steve Behnke

I hope that JCOS will take some specific actions Wednesday to advance its FY25 CIP recommendations.

Agenda addition:

I intend to ask to add an item to the Wed. 4/3/24 agenda concerning JCOS FY25 CIP recommendations.

Correction to the minutes.

I'd also like to offer a correction to the 3/6/24 minutes. I would have added to this discussion if I'd been able to get on the meeting.

The minutes currently state:

"CIP Comments Discussion & Approval

- Nick notes that this was already submitted.
- Gretchen mentions that Steve is working with Dianna on making sure our comments are in the next public works & facilities committee meeting
- Ella responds that this will be taken up in either COW or finance committee because this is part of public comment"

The minutes should be amended to reflect that JCOS' March 1 CIP recommendation was not forwarded to the PWFC as intended and addressed.

Possible Motions concerning JCOS CIP recommendation

I expect to move that JCOS immediately forward our March 1 recommendation on the FY25CIP to the Finance Committee [20240301 JCOS CIP Recommendations.pdf](#). Since it is currently directed to the PWFC, it either needs an additional transmittal e-mail with explanation, or should be rewritten and directed to the Finance Committee.

Additionally, I intend to move that JCOS formally request CBJ staff assistance in getting meaningful consideration for the recommendation by the Finance Committee during its CIP review. The Finance Committee is meeting on Saturday, April 6 to begin the budget review, including the CIP. Our recommendation should be part of their packet.

Staff has suggested that our recommendation should be taken up as part of the Assembly's public hearing on the CIP (April 29). In my view treating a JCOS recommendation as any other public comment doesn't meet the intent of JCOS's direction to make recommendations to the Assembly. If JCOS's recommendations are to be given the same weight as general public comments, why have JCOS? As Mr. Bohan points out below, now that the CIP is public, comments can be submitted to the Assembly at any time.

Background and timeline

Feb. 7: JCOS approved sending a memo with CIP recommendations to the city manager and the PWFC.

March 1: Nick signed and submitted CIP recommendation [20240301 JCOS CIP Recommendations.pdf](#)

March 3: After learning that the JCOS' March 1 memo was not being forwarded to the PWFC, I took it upon myself to e-mail Assembly person Adkinson, JCOS liaison, asking her to bring it to the PWFC attention on behalf of JCOS.

March 6: JCOS regular meeting. I learned that Ms. Adkinson had consulted with staff and didn't feel it was appropriate to include our recommendation in the March 11 packet. Since I couldn't get on the meeting I didn't have a chance to make a case for why it should be submitted.

March 7: I forwarded the recommendation to PWFC members directly. I goofed in two ways. First, I didn't consult with Chair Waldo; secondly I identified myself as chair of the Energy Committee, although the Energy Comm. had not approved the action, and in fact I'm not sure of the status of either the Committee or my role. Mr. Waldo has appropriately chided me for these actions and I apologize for both of them.

Since then I've heard some concerns about the way the recommendation was developed and handled by JCOS and by me.

Specifically, Director of E &PW Koch, noted on March 6 that "In past years, Engineering & Public Works has not included the JCOS CIP comments in our March PWFC packet. The JCOS CIP comments will be included in the April 29 Assembly packet that includes the public comment on the CIP. That puts the JCOS comments on equal footing with other public comments on the CIP..."

However, what I said in my March 3 e-mail was "Unlike prior years, JCOS did not have a formal opportunity to comment on the draft CIP list,." I was pointing out that JCOS had not had been offered an opportunity to review or comment on Dept. recommendations, or to offer suggestions for additions as it had been in previous budget cycles.

The difference from past years is highlighted in an e-mail from Ms. Koch to Gretchen and me (Nov. 4,2022):

"CJB Departments are just starting to think about next year's CIP projects. The CIP budget and listing of projects will likely be on the agenda of the PWFC committee at the end of January. You should aim for sending a memo to Katie somewhere in mid-January outlining JCOS priorities for the CIP. Katie would include the JCOS letter/memo in the packet to the PWFC with the CIP budget agenda item."

Mr. Bohan responded, through Dianna on March 4, to my March 3 e-mail, and pointed out that this year the Planning Commission did not provide review the CIP for conformance with the Comp. Plan, and that "Basically, the CIP Resolution for the upcoming Fiscal Year is in the public hands (via the PWFC packet) around the end of January. Comments can be provided to the Assembly at any time after the draft CIP resolution becomes public at the PWFC meeting."

Sequence of events leading up to the March 1 letter

Nov. 29, 2023 JCOS Energy Committee Meeting

Discussed and approved FY25 CIP recommendations covering 5 specific areas. ([2023-11-29_JCOS-Subcommittee-Energy-Minutes-DRAFT.pdf](#))

Dec.6 2023 JCOS regular meeting

Discussed the 11/29 JCOS Energy Committee recommendations on an approach to CIP ,.. Ms.Keiser suggested that the Energy Committee and Solid Waste Committee work w/ staff to incorporate JCOS suggestions into CIP, and draft outline or submittal for the January 3, 2024 JCOS regular meeting" [2023-12-06 JCOS-Regular-Minutes-DRAFT.pdf](#)

Jan. 6, 2024 JCOS Retreat

Identified 2024 priorities including, clean Energy Financing, CBJ carbon reduction efforts and solid waste -- all areas addressed by the CIP recommendations

Jan- .Feb. 2024 -- Steve had series of e-mail exchanges and 2 meetings, including Dianna, D.Teal and others met w/ staff to discuss CIP related projects. These included a long Feb. 12 e-mail exchange with Nate Abbott -- which resulted in dropping and changing some of JCOS recommendations.

February 7, 2024 JCOS regular meeting

Discussed key points for several new CIP projects which focus on the sustainability goals, such as energy efficiency and decarbonization of buildings, electric vehicle charging, and solid waste. Approved a motion to give Nick approval for memo to be sent to staff and PWFC, in order to meet the deadline of March 11.

[2024-02-07_JCOS-Regular-Minutes.pdf](#)