



JUNEAU COMMISSION ON SUSTAINABILITY AGENDA

September 06, 2023 at 5:30 PM

Downtown Library - Large Conference Room

Meeting Room: Downtown Large Meeting Room at the Public Library

292 Marine Way

Juneau, AK 99801

<https://juneau.zoom.us/j/9947166989>

Meeting ID: 994 716 6989

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

C. ROLL CALL

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

- [1.](#) August 2, 2023 - JCOS Regular Meeting Minutes
- [2.](#) August 8, 2023 - JCOS Outreach Subcommittee Minutes
- [3.](#) August 22, 2023 - JCOS Solid Waste Subcommittee Minutes

F. AGENDA TOPICS

4. CBJ Proclamation for National Drive Electric Week and September 23 Event – Duff Mitchell (JCOS)
5. JCOS Organization, Operations, & Communications – Gretchen Keiser (JCOS)
- [6.](#) JCOS Subcommittee Reports – Nick Waldo, Marian Call, Steve Behnke, Jim Powell, Gretchen Keiser
- [7.](#) Outlook on JCOS Formal Input to CBJ – Gretchen Keiser (JCOS)
8. JCOS Sustainability Indicators/Climate Mitigation Subcommittee – Jim Powell (JCOS)

G. PUBLIC PARTICIPATION

H. INFORMATION ITEMS

I. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

J. NEXT MEETING DATE

9. September 19, 2023 - JCOS Solid Waste Subcommittee Meeting
10. October 4, 2023 – JCOS Regular Meeting

K. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.

Juneau Commission on Sustainability (JCOS)

DRAFT - MINUTES

Wednesday, August 2, 2023, 12:00 p.m. (Noon) Zoom

A. CALL TO ORDER

Chair Keiser called the meeting to order at 12:02 pm.

B. LAND ACKNOWLEDGEMENT

C. ROLL CALL

Present: Laura Achee, Jessica Barker, Steve Behnke, Gretchen Keiser, Duff Mitchell, Jim Powell, Nick Waldo

Absent: Marian Call, David Teal

A quorum was present.

Staff & Others Present: CBJ Staff Liaison Denise Koch, CBJ staff Dianna Robinson, CBJ Tourism Manager Alix Pierce, Lori Sowa (AEL&P)

D. APPROVAL OF AGENDA

Approved without objection.

E. APPROVAL OF MINUTES

Minutes for the following meetings were approved without objection as amended.

1. July 5, 2023 – JCOS Regular Meeting
 - [2023-07-5 JCOS Minutes.pdf](#) (0.20 MB)
2. July 11, 2023 – JCOS Outreach Subcommittee
 - [JCOS Outreach Subcommittee Minutes 07112023 DRAFT.pdf](#) (0.09 MB)
3. July 25, 2023 – JCOS Solid Waste Subcommittee
 - [2023-07-25 JCOS Solid Waste Subcommittee Minutes.pdf](#) (0.19 MB)

F. PUBLIC PARTICIPATION

None

G. AGENDA TOPICS

4. Tourism Update - Alix Pierce

- Mærsk Mc-Kinney Møller Center has been engaged to conduct a feasibility study of the use of low carbon fuels in the Seattle-Vancouver-Southeast Cruise Ship Green Corridor.
- The circulator study technical memo is due this summer, and the draft will be shared for comment. The memo will include proposed routes for the circulator bus service to transport visitors to Juneau to frequently visited sites.
- The Port of Victoria sets a maximum age for the engines in vehicles permitted to operate on the docks.

5. JCOS Subcommittee Chair Reports – Nick Waldo, Marian Call, Steve Behnke (JCOS)

- Nick Waldo: Solid Waste Subcommittee is discussing the next opportunities to be proactive on solid waste issues, including the upcoming CBJ solid waste characterization study that will be conducted this winter and next spring. Subcommittee is starting to consider input into the JCOS annual goals-setting for the upcoming annual planning cycle, and is discussing how to best provide information to Juneau residents on making sustainable solid waste decisions, including posting on the JCOS website.
- In response to a question, Jim Powell expressed interest in JCOS committee work to continue pursuing the concept of a dashboard that provides updates on a handful of sustainability indicators. There is some interest within the context of an update to the CBJ Comprehensive Plan.
- Steve Behnke: AHFC has been awarded a Dept. of Energy grant to update building energy codes and will be spearheading the effort in 2024 to incorporate the 2024 international codes. Subcommittee will be monitoring this as Juneau's energy code is 11 years old and needs to be updated.
- Steve and Gretchen met with CBJ Docks and Harbors regarding dock electrification, and received an update on progress in: 1) identifying and addressing the several technical components & implementation steps, and 2) meetings with infrastructure providers and other ports' officials. They anticipate increases in the estimated costs of the project to electrify both CBJ cruise docks.
- Marian Call: was not available to provide a verbal report. Chair Keiser referred JCOS members to the Subcommittee's submitted minutes.

6. JCOS participation in 350Juneau Climate Event – Marian Call (JCOS)

Marian Call, Steve Behnke, and Laura Achee will staff the JCOS table at the event. JCOS members will send any final proposed edits directly to Marian for consideration for inclusion.

- [20230805 Climate Fair flyer.pdf](#) (0.11 MB)

7. Date for Sept Regular JCOS Hybrid Meeting – Gretchen Keiser (JCOS).

Wednesday, Sept 6th, 5:30-7:30pm @ Downtown Library Lg Conference Rm. Denise confirmed the availability of the space. There will be a capability to connect members out of town.

H. INFORMATION ITEMS

I. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

J. NEXT MEETING DATE

- Outreach Subcommittee Aug 8, 2023 12 PM @ZOOM
- Solid Waste Subcommittee Aug 22, 2023 12 PM @ZOOM
- Regular Meeting Sept 6, 2023 5:30 - 7:30 p.m. @ Downtown Library large conference room

K. ADJOURNMENT

The meeting adjourned at 1:22 pm.

**Juneau Commission on Sustainability (JCOS)
Outreach Subcommittee
DRAFT -Minutes
Tuesday, August 8, 2023, 12:00 p.m. (Noon) Zoom**

- 1. Call to Order**
12:04pm
- 2. Land Acknowledgement**
- 3. Roll Call**
Outreach Subcommittee: Marian Call (chair), Jessie Barker
Other JCOS: Laura Achee
CBJ: Dianna Robinson
A quorum was present
- 4. Approval of Agenda**
Approved with no changes
- 5. Approval of Minutes**
N/A
- 6. Public Participation**
None
- 7. Agenda Topics**

a. Recap of Climate Fair

JCOS' presence at the table was great! Flyers were popular, people were interested. Any issues from CBJ because the event was overtly political? None raised.

Handwritten thing asking "What should CBJ be doing about the climate crisis?" Popular suggestion was about composting; also EV chargers and bike racks. Can we ask something similar on Facebook?

Next steps: talk to ??? about opportunities to solicit more "what should CBJ be doing" suggestions on Facebook. Marian to post flyers on Facebook.

b. Subcommittee organization

Adaptation subcommittee is of interest to several members. There's a lot of overlap between solid waste and outreach subcommittees. Bring these points to the rest of JCOS: how can we make use of everyone's time more efficiently, e.g. combined meetings of solid waste and outreach.

Next steps: Marian to talk to Nick and Duff.

c. Fall Sustainability Session

Monthly session too much for city resources. Could we do in-person only and record it – would this be less of a lift? Dianna will check. What locations would get us a

different audience? Valley Library is possible, and could also have it at a different time, e.g. 7pm. We could do 2 sessions before the end of the year, and hold each one in a different location and at a different time. We could solicit questions in advance and then record. Early Oct and early Dec are possibilities. Composting would be a promising topic. Also adaptation – could turn this into a prioritization exercise. This was done effectively with Blueprint Downtown project.

8. Information Items

None

9. Committee/Liaison Comments and Questions

What are IT constraints on what we can do, e.g. drafts are not requestable as public information, we also can't keep an email list of interested people to contact. SOA has their own software for managing email lists – if CBJ doesn't have resources to do this then they may say there are legal issues because they don't have capacity to manage it properly.

10. Next Meetings

TBD

11. Adjournment

12:45pm

Minutes submitted by Jessie Barker

Juneau Commission on Sustainability (JCOS) Solid Waste Subcommittee

DRAFT - Minutes

Tuesday, August 22, 2023, 12:00 p.m. (Noon) Zoom

1. Call to Order

12:03pm

2. Land Acknowledgement

3. Roll Call

Outreach Subcommittee: Nick Waldo (chair), Marian Call, Jessie Barker

CBJ: Gretchen Keiser

Public: Dan Hysell, SEALT, Brandi Tolsma, Tlingit & Haida

A quorum was present

4. Approval of Agenda

Agenda not submitted in advance, discussed in the meeting and approved by voice vote.

5. Approval of Minutes

NA

6. Public Participation

Brandi Tolsma: Tlingit & Haida has ordered their composter and is constructing a building to commence processing food waste for the org

7. Agenda Topics

a. Fall recommendations to Assembly

Nick: How many items should be submitted? One?

Gretchen: it would make sense to make a recommendation coordinated with the funds potentially coming in for the consulting and analysis related to the compost project.

Gretchen has requested details about the CIP process & schedule so we will know when and how to connect & comment. That is usually fourth quarter into January.

We have 4 points of contact to advise the assembly: 1) CIP, connecting directly with engineering, 2) suggesting larger overarching goals in the letter to the assembly before their retreat, 3) sharing legislative priorities with state and federal representatives, and 4) use of marine passenger fees.

Hopefully we'll have clarity on dates/deadlines for CIP and related work we should do before the Sept 6th meeting.

Marian: in the early stages of brainstorming, what priorities should we be thinking of pursuing?

Nick: I had been thinking in terms of larger assembly goals rather than specific CIP.

My thought was to request some involvement/engagement with the upcoming study on waste streams, keeping a finger on the pulse of that. Staying engaged in the outcome of the study so that we can participate in what is done with the results.

Dianna: the RFP will go out this week for the solid waste characterization study. We want to capture cruise ship waste, so we hope to do it next spring extending into May when cruise ships arrive.

Nick: how about timing for the compost EPA funding?

Dianna: we don't get to know, and don't get to know when we get to know.

Marian: new assembly members will need a fairly simple message, communicating that compost is going to be important is key, with or without tons of details

Jessie: yes, high-level, but combined with action items

Gretchen: assembly members are assigned to committees fairly early so we can start engaging individual assembly members before the retreat. This subcommittee might put together a little memo for the public works and facilities committee early on, so that there is some education background for those members by the time the retreat comes around

Nick: that's a valuable narrowing of our pathways for making recommendations. My summary takeaway is to connect in person Sept 6th and share composting and staying involved in the waste characterization study as our priority goal for the fall.

b. Brainstorming solid waste items to add to JCOS website

Merges with the next agenda item, and detailed discussion is deferred until next meeting:

c. Subcommittee organization

Proposal to combine solid waste and outreach subcommittee working sessions – since outreach's work is now solid waste-oriented, and solid waste's next projects overlap with outreach.

There's also a plan to propose on Sept 6th that the Adaptation and Mitigation subcommittee (created but never convened) start meeting, so that there's time to create recommendations for the assembly.

Proposal is adopted, Dianna advises not trying to co-host a meeting or share time, nor dissolving one committee, nor merging – most viable situation is to have one subcommittee briefly suspend meetings and to be invited to the other subcommittee's meeting, so as to work together.

b. Information Items

Mr. Benke reported on JCOS comments on the EPA port grant RFI. An issue regarding the potential need for assembly approval of all JCOS correspondence to government agencies was avoided when comments prepared by the Dock & Harbors director incorporated JCOS concerns.

Chair Keiser will be polling members regarding preferences for time slots for committee meetings. Mr. Teal reported that JEDC will continue to pursue federal grant funding for an energy loan program despite CBJ concerns regarding collateral requirements and on-bill financing. Those concerns will be addressed when, and if, the grant review team requires such information. Jeff Rogers suggested that a meeting of players in various projects/topics—including dock electrification, C-PACE, building code revision, on-bill financing and other potential funding methods/sources, downtown circulator, electric buses, energy planning and other energy issues—may be overdue and offered to set-up/coordinate meetings. The intent of such meetings would be to reach a common understanding of issues and attempt to reach consensus on joint recommendations for action in preparation for an assembly committee of the whole meeting.

c. Commissioner/Liaison Comments - None

d. Next Meetings

Sept 19th, 2023, at noon

e. Adjournment

The meeting adjourned at **1:23** pm.

Minutes submitted by Marian Call

JCOS Goals and Operations - 2023

	Title	Owner	Status	Upcoming Milestones	Notes
Goal 1: Energy Efficiency & Renewable Energy Chair: Steve Behnke					
	Subcommittee: Energy Planning - Chair Steve Behnke				
1.1	<i>Jnu Energy Use & GHG Inventory 2021</i>	Behnke	Report completed & posted on JCOS website. JCOS 6/5/23 COW recommended repeating analysis for 2022.	* Interpret results, identify study refinements & targets. Use report as appropriate. * Coordinate with E&PW to take appropriation request for another analysis of 2022 data.	Original CIP includes \$\$ for 2022 study.
1.2	Monitor federal funding opportunities & assist others to maximize Jnu grant success.	Behnke / Keiser		Ongoing as federal agencies announce funding opportunities.	JCOS 12/2022 report identifies numerous BIL & IRA opportunities.
	Subcommittee: Transportation -				
1.3	Monitor dock electrification action.	Mitchell/ Behnke	JCOS input added to D & Hbrs Feb 2023 comments to EPA RFI on "Reducing Air Pollution in Ports" grant program. Behnke/Keiser met with D&Hbr 7/25/23 for update on dock elec. Components & contractors.	* Monitor for EPA funding notice w/ D & Hbr. * Collaborate on EPA grant application. * Advocate for a timeline/work plan update for the Assembly.	IRA provides EPA funding opportunity possibly in 2023.
1.4	Promote agency/business vehicle fleets EV conversion.	Behnke/ Keiser	JCOS input to EPW Community EE Block Grant & CFI application. 6/2023 Mayor letter to USPS re: JNU as site for e-delivery vans in 2024.	* Continue advocating for CBJ fleet EV conversion, as "lead by example" action & addresses transportation as largest GHG category in 2021 study.	JCOS suggests EV promotion as Assembly 2023 goal. AEL&P to get two Ford 150 Lightning trucks.
1.5	Monitor Downtown Electric Bus Circulator study	Mitchell	Study results in late summer 2023. JCOS participated in stakeholders workshop 11/2022.	* Review draft report & provide comments, fall 2023.	LoNo grant possible if presented as an expansion of existing transit service. Look to 2024 application period.

Subcommittee: Buildings - Chair David Teal, Jessie Barker					
1.6	Monitor CBJ facilities' energy upgrades.	Teal	Nate Abbott, CBJ Facility Maint. 5/2023 updated efforts.	* If City Hall ballot proposition successful in October, advocate for energy efficiencies in design.	Uncertain when/if LEED update will occur.
1.7	Monitor JEDC efforts on Clean Energy Financing Options (RESP, C-PACE, etc.). Monitor AK Green Bank legislation in 2024.	Teal/ Behnke	JCOS 11/2022 intro to C-PACE. JCOS 6/5/23 COW recommended CBJ examine its role in financing options & federal funding. 8/8/23 COW on On-bill Financing by proponents.	* Collaborate with JEDC, as appropriate, on RESP funding opportunity.	AK Green Bank legislation did not pass 2023 session.
1.8	Energy building codes (heat pumps, EV chargers, commercial bldgs.).	Teal/ Barker	JCOS 6/5/23 COW recommended future CDD task. Next steps: focus on CBJ lack of commercial energy codes & Assembly 2024 goal.	* Advocate for commercial energy code (currently lacking) and update to residential energy code. Recommend energy codes as Assembly 2024 goal. Identify federal funding opportunities.	Difficult to get CDD traction w/o Assembly direction and dept focus on comp plan revision in 2023.

Goal 2: Local Resource Recovery / Zero Waste - Chair Nick Waldo, Jessie Barker, Marian Call

2.1	Zero Waste Planning - provide support to EPW & PWFC. Assist with sector engagement & community education.	Waldo	CBJ will receive \$2.5M federal funds for municipal composting facility. \$4M EPA SWIFR appl. to augment CDS and \$400K USDA appl. for education (consultant hire). JCOS SW Comm input to 6/26/23 PWFC on CBJ contracting approach unsuccessful.	* Work w/Outreach Comm. on website and/or sustainability session. * Monitor waste characterization contracting in next year. * Focus on continuity in composting option while CBJ efforts underway. * Advocate for FY25 CIP funding for next steps in zero waste work plan: economic feasibility analysis of waste streams & community engagement effort.	CBJ CIP FY24 funds to close out leases on site behind Costco & continue planning for zero waste subdivision.
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2.2	Provide support letters on waste grant federal funding opportunities, as requested.		JCOS provides support letter for EPA SWIFR grant application. CBJ applies for \$550K EPA grant for wastewater utility that includes public outreach on food waste.		IRA funds new EPA grant programs for recycling, waste mangmt system improvements, and public education/outreach.
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Goal 3: Outreach - Chair Marian Call, Jessie Barker, Duff Mitchell

3.1	<i>Juneau's Changing Climate</i> presentations	Powell	Report released 7/2022.		USFS request for 2023 presentation.
3.2	Sustainability presentations, JCOS website & social media.	Call	Flexible approach & frequency. Potential topics from JCOS ongoing work: Jnu's power situation, food waste reduction, household-level actions.		Sessions to be held during Sept-Nov and Jan-Apr periods.
3.3	Participate in Alaska Municipal Climate Network	Keiser / Behnke	Information sharing. Feb 2023 presentation on JCOS governance & procedures.		~ Qtrly meetings.
3.4	Sustainability Awards	Powell	Revived 2020 draft.	* Identify work tasks & responsibilities for feasibly before consideration by full JCOS & Assembly HRC.	Concern about CBJ & JCOS workload to pull off a quality effort.

Goal 4: Climate Impacts / Sustainability Indicators - Chair Jim Powell, Marian Call, Jessie Barker, Nick Waldo

4.1	Promote sustainability indicators/metrics in Comprehensive Plan review.	Powell/Teal	Initial conversation with CDD Spring 2023 as it starts Comprehensive Plan revision.	* Obtain interest confirmation from CDD. * Identify draft list of indicators. * Coordinate public meeting w/CDD Comp Plan efforts.	2021 Jnu Energy Use/GHG Inventory study provides data to start work.
4.2	Assist effort on a changing climate hazards strategy.	Keiser	EPW begins info-gathering to define questions to be answered. Focus outcome on identifying actions rather than planning.		Assembly 2023 goal. Focus on stormwater infrastructure?
4.3	Info-gathering on Jnu's climate emergency preparedness - food & water security.	Call, Barker, Waldo, Achee		* Begin by identifying who is doing what currently.	EPW Water Utility, CBJ Emergency staff, JPD/CCFR, USDA Coop Ext, THCC.

GOAL 5: Sustainable Community - Chair: Keiser, others as designated.

5.1	JCOS input into CBJ annual processes (CIP, MPF, Legislative Priorities)	Keiser	Provide timely input and/or respond to particular requests. Draw from ongoing JCOS work.	* Tentatively identify candidate projects during Sept 6th mtg for upcoming input: * October? - CIP process. * November - Legislative Priorities. * December - MPFs.	
5.2	JCOS recommendations to the Assembly for annual goal setting	Keiser	Draw from ongoing JCOS work & analysis looking forward.	* November - Assembly goals.	

file: JCOS Goal Tracking 2023 - 9/2023 Mtg Prep
8/23/2023

JCOS Recent Formal Input to CBJ Assembly & Staff on Sustainability Topics

(August 2023)

Marine Passenger Fees

12/2021: Bid-ready electrification documents for two 16B docks, two downtown electric circulator buses & chargers, water-filling stations/eliminate plastic bottles, reusable shopping bags/tourism marketing.

3/2022: study to assess use of Battery Electric Storage System & compatibility with Franklin Dock Load Tap Conductor.

12/2022: 16B Dock electrification funding, matching funds to FTA grant application for downtown electric circulator buses, water-filling stations.

Capital Improvement Projects

11/2020: incorporate sustainability as CIP criterion, support for several existing CIPs, and additional projects: energy use tracking in CBJ facilities, CBJ fleet electrification, space heating & transportation electrification action plans, plan to pursue federal funding for shore power & shoreside infrastructure, action to address solid waste reduction/diversion. NOTE: sustainability CIP criterion in FY22+.

12/2021: several projects addressing JRES, Zero Waste planning, dock electrification design, downtown electric circulator bus planning, district heating feasibility, CBJ fleet electrification, community EV adoption, energy efficiency improvements to CBJ facilities, and climate change adaptation assessment.

5/2022: three projects for 1% temporary sales tax extension (October 2022 election): 1) *Waste Reduction/Diversion Projects*; 2) *Electrification of Heating in CBJ Facilities*; and 3) *Energy Efficiency Upgrades to CBJ Facilities*.

Legislative Priorities

12/2021: two projects: *Electrification of CBJ 16B Docks for Cruise Ship Power and related Tourism Transportation*, and *Energy Efficiency Improvements for Juneau Housing*.

11/2022: two projects: *Electrification of 16B Docks* (including rationale that it would “function as a springboard for conversion of the tourism shore-based vehicle fleet to electric.”) And, *Municipal Composting Facility Design & Construction*.

Assembly Annual Goal-Setting

11/2021: several recommendations aligned with existing Assembly goals:

1. *Affordable housing* (building code updates, CBJ financing of efficiency retrofits).
2. *Economic development* (Comp Plan update, advocacy to RCA on public interest in utility services).
3. *Cost of living* (electrification of space heating & transportation, optimize cruise/mining power needs to increase hydropower supplies).
4. *CBJ sustainable budget/operations* (embed energy efficiency in CBJ operations, CIP process, procurement).
5. *Sustainable community* (update Juneau's energy use/GHG emission profile, zero waste planning, climate impact adaptation).

11/2022: a handful of recommendations aligned with existing Assembly goals:

1. Goal Housing 1B: support energy efficiency retrofit of existing SFHs & multi-family housing.
2. Goal Sustainable Community
 - 5C: develop/implement 5- and 10-year action plan that advances Juneau's use of renewable energy.
 - Goal 5D: prepare a climate hazards mitigation/resilience strategy.
 - New Goal 5: promote, support & collaborate on broad electrification of Juneau's vehicle fleets.

JCOS Reports/Presentations

3/2021: *Juneau Solid Waste Fact Sheet and Recommendations for a Course of Action by the CBJ Assembly.*

12/2022: *Juneau's Climate Action and Sustainability: What's Been Accomplished and Recommendations for a Proposed 5-Year Action Plan.* Numerous recommendations on electrification of buildings, transportation, docks and waterfront; advocacy on power supplies, solid waste reduction/diversion, and climate adaptation.

6/5/2023: JCOS presentation to Assembly COW: *Juneau's Energy Picture and Climate Action: Where Are We? What's Next?* Concluding comments:

1. keep measuring Juneau's progress (2022 study)
2. continue & accelerate what's underway and working
3. determine CBJ's role in clean energy financing
4. lead by example: CBJ Energy Management
5. celebrate successes and report to community

DRAFT - Potential JCOS Input on Some Projects and Process

Capital Improvement Projects & Process Timeframe: October 2023 (before draft list in 1/2024)

- Electrical infrastructure and power to the CBJ Resource Recovery/Zero Waste Subdivision site behind Costco. Next concrete step in overall zero waste planning & implementation. \$150,000 (based on AEL&P estimate).
- Recommendation that the CIP process include cost savings to CBJ as a criterion for project ranking under CBJ Facility Maintenance Program.

Assembly Goals Timeframe: November 2023

- Housing/Buildings: CBJ active participation in AHFC (federally funded) energy code update project (early 2024). Update residential code and adopt commercial code
- Climate Adaptation assessment/actions
- Solid waste/zero waste

Legislative Priorities Timeframe: November 2023

Marine Passenger Fees Timeframe December 2023

Education/Advocacy to new Assembly Committees Timeframe: November 2023

- PWFC
 - advocate for appropriation ordinance for 2022 Energy Use/GHG Emission Study
 - update on solid waste/composting efforts underway
- HLEDC
 - education on energy codes and AHFC state-level project