

CITY AND BOROUGH OF SITKA

Meeting Agenda Sustainability Commission

Officers: Chair Aurora Taylor, Vice Chair Katie Riley, Secretary Erik de Jong

Members: Elizabeth Bagley, Gerry Hope

Staff Liaison: Bri Gabel, Sustainability Coordinator

Assembly Liaison: Thor Christianson

Monday, February 3, 2025

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 January 6, 2025 minutes.

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

V. SPECIAL REPORTS

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

A. Approve the Sustainability Commission 2025-2026 Work Plan Goals

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

IX. REPORTS (*Staff, Chair, Assembly, Commissioners*)

X. SET NEXT MEETING DATE AND AGENDA

XI. ADJOURNMENT



CITY AND BOROUGH OF SITKA

Meeting Minutes Sustainability Commission

Officers: Chair Katie Riley, Vice Chair Aurora Taylor, Secretary Erik de Jong

Members: Elizabeth Bagley, Gerry Hope

Staff Liaison: Bri Gabel, Sustainability Coordinator

Assembly Liaison: Thor Christianson

Monday, January 6, 2025

7:00 P.M.

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Staff Liaison Gabel called the meeting to order at approximately 7:07 P.M.

Present: Elizabeth Bagley (telephonic), Gerry Hope, Erik de Jong, Katie Riley (telephonic), Aurora Taylor, Thor Christianson (Assembly Liaison)

Absent: None

Staff: Bri Gabel (Sustainability Coordinator)

Public: Barb Bingham, Larry Edwards, Joel Hanson, Kay Kreiss, Kevin Mosher, Scott Saline

II. ELECTION OF OFFICERS

CHAIR

Hope moved to open nominations for Chair.

Motion PASSED 5-0 by roll call vote.

Taylor moved to nominate Riley as Chair; Riley accepted the nomination.

Riley moved to nominate Taylor as Chair; Taylor accepted the nomination.

Taylor was ELECTED as Chair 3-2 by the following vote.

Taylor 3 - Bagley, Riley, de Jong

Riley 2 - Hope, Taylor

VICE CHAIR

Hope moved to open nominations for Vice Chair.

Motion PASSED 5-0 by roll call vote.

Hope moved to nominate Riley as Vice Chair; Riley accepted the nomination.

Riley was ELECTED as Vice Chair 5-0 by roll call vote.

SECRETARY

Hope moved to open nominations for Secretary.

Motion PASSED 5-0 by roll call vote

Riley moved to nominate Hope as Secretary; Hope respectfully declined the nomination.

Hope moved to nominate de Jong as Secretary; de Jong accepted the nomination.

de Jong was ELECTED as Secretary 5-0 by roll call vote.

III. CONSIDERATION OF THE AGENDA

No changes.

IV. CONSIDERATION OF THE MINUTES

Approve the December 2, 2024 minutes.

**Hope moved to approve the December 2, 2024 minutes.
Motion PASSED 5-0 by roll call vote.**

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

Joel Hanson provided an update on the Sitka Community Garden project and outlined some of the challenges they were facing in moving the project forward.

Kevin Mosher thanked the Commission for their work.

VI. SPECIAL REPORTS

None.

VII. UNFINISHED BUSINESS**A. Discussion on Sustainability Commission 2025-2026 Goals**

Gabel advised the Commission to create a short list of goals in anticipation of voting at the next meeting. She advised the Commission to get any requests to her for additional information as soon as possible. Commissioners discussed goals and shortlisted:

- A revisit/progress update on resolution 22-18: Decarbonize City Operations by 2030
- Continue municipal solid waste strategy with support from the Southeast Alaska Solid Waste Authority and Southeast Conference's regional municipal solid waste planning project.
- Continue community energy visioning (supporting the Sitka Community Renewable Energy Strategy (SCRES))
- Continue supporting fleet electrification.
- Explore regional approaches to sustainability work and/or organizational partnerships, possibly consider hosting an event as a 2026-2027 goal.

Hanson requested the Commission consider forming a partnership with the Sitka Community Garden

B. Discussion/Direction/Decision on Community Greenhouse Gas Emissions Inventory Draft

The Commission continued the discussion from the work session prior to the meeting regarding the next steps for revising the Greenhouse Gas Emissions Inventory Draft. Gabel requested the Commission consider writing the purpose/introduction section of the document to better connect the inventory to Sitka and serve more as coauthors, requested additional support in aligning the technical assumptions with the public comment received and exploration of additional data visualizations and science communication techniques. In response, the Commission formed the following working groups:

Purpose/Introduction: Hope, Riley, Taylor
Technical Assumptions: de Jong
Data Visualziation: Bagley, Taylor

Kay Kreiss requested an additional draft of the GHG emissions inventory be released before finalization.

VIII. NEW BUSINESS

C. Review and Amend the Bylaws

Gabel introduced the item that this item was intended for the Commission to reflect and adjust operations as needed.

Commissioners had questions about legality of lowering the commissioners age minimum to 16 and the possibility of increasing the number of telephonic participation opportunities to aid commission members that are travelling often. Gabel explained that would require a code revision; Christianson and Mosher would sponsor a change per the Commission's request. Gabel added that she would follow up with some research and return with an item that reflected the findings.

D. Discussion/Direction/Decision on Commission Attendance to the Sitka Living Locally Event

Barb Bingham introduced the upcoming event on March 29th and how it evolved over the years. Commissioners discussed what could be presented at the event and their availabilities to support a booth. Taylor requested that an item be brought to discuss specifics of the participation at a future meeting.

Hope moved that the Sustainability Commission attend and participate in the Sitka Living Locally Event. Motion PASSED 5-0 by roll call vote.

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

Bingham provided further details on her involvement in the Sitka Community Garden and additional updates on the project.

X. REPORTS *(Staff, Chair, Assembly, Commissioners)*

Staff: Gabel announced that she had been accepted into the Energy Leadership Accelerator Program that was offered through the Alaska Center for Energy and Power and RMI.

Chair: Taylor reminded those in attendance that the Southeast Conference was in February in Juneau with a focus on Transportation. She summarized the conversation the Solid Waste Advisory Group had in December with a commercial composter and that the conversation was productive and raised many more questions that would need to be addressed before composting could be considered in Sitka.

Assembly: None.

Commissioners: None.

XI. SET NEXT MEETING DATE AND AGENDA

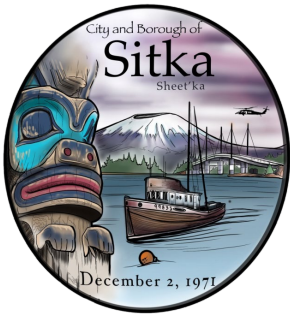
The next meeting was scheduled for February 3, 2025 at 6:00 P.M., in Harrigan Centennial Hall.

XII. ADJOURNMENT

Taylor moved to adjourn the meeting.

Seeing no objection, the meeting ADJOURNED at approximately 8:08 P.M.

Minutes By: Erik de Jong, Secretary



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

MEMORANDUM

To: Sustainability Commission Members
From: Bri Gabel, Sustainability Coordinator
Date: January 31, 2025
Subject: **Approve Sustainability Commission 2025-2026 Goals**

Background

On March 26th, 2024, the Assembly [unanimously approved](#) the goals of the [Sustainability Commission 2024-2025 Work Plan](#). These goals are:

1. Continue the development of the [Sitka Community Renewable Energy Strategy](#) (SCRES)
2. Collaborate with City staff on strategic management of municipal solid waste (MSW)
3. Support electrification of the municipal fleet

In January, the Commission held a work session prior to the regular meeting and short-listed potential goals. Those include:

- Revisit municipal greenhouse gas emissions inventory, update, and analyze progress
- Integrate sustainability metrics into existing and near future CBS projects
- Developing shared energy vision (SCRES)
- Continue to develop municipal solid waste strategy
- Continue support for fleet electrification
- Regional approach to sustainability (perhaps a conference in 2026-2027)

Suggested by the public

- Develop relationship with Sitka Community Garden

Analysis

Based on discussion from the Commission, it is likely that many goals will carry over from the 2024-2025 work plan and possibly introduce new goals/tasks under current goals. As the SCRES is nearing finalization, it is likely that the Commission can take on additional goals or re-rank goals to better reflect the areas of focus.

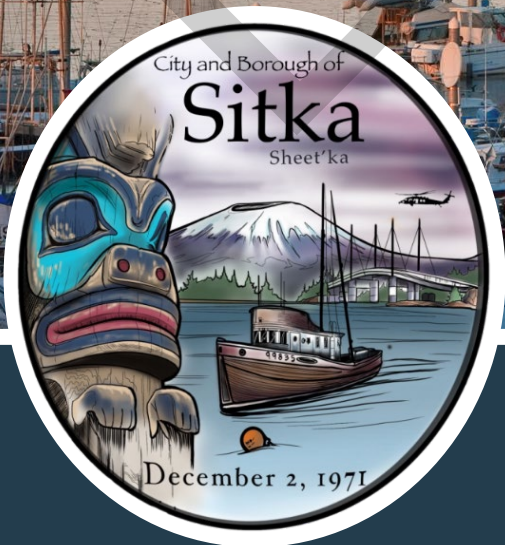
Recommendation

Continue discussion regarding the upcoming work plan. If the Commission is ready to vote on the formal list, a motion can be made.

ENCL:

Draft 2025-2026 Annual Work Plan (with updates and next steps drafted from 2024-2025 goals)

City and Borough of Sitka
**SUSTAINABILITY
COMMISSION
WORK PLAN
2025-2026**



Submitted for Assembly review on
March 25, 2025

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City and Borough of Sitka
SUSTAINABILITY COMMISSION
EXECUTIVE SUMMARY

NEW GOALS?

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SCRES

MSW

COMPLETED GOALS

FLEET?

THE SUSTAINABILITY COMMISSION

PURPOSE | SGC 2.31.010 The Sustainability Commission acts as an advisory body to the Assembly with the purpose of catalyzing and developing municipal and community-focused approaches that support the social, environmental, and economic sustainability of the City.

DUTIES AND RESPONSIBILITIES | SGC 2.31.060 B The commission will act as an advisory body to the Assembly with the purpose of catalyzing and developing municipal and community-focused approaches that support the social, environmental, and economic sustainability of the city. **The commission will accomplish this by working towards the following actions:**



Fossil energy use reduction and development of local, renewable energy sources.



Responsible use of natural resources.



Diminution of Sitka's supply-chain fragility.



Food security enhancement.



Sustainable transportation options that leverage Sitka's locally generated, renewable energy sources.



Solid waste consumption, reduction, composting, recycling, and re-use.

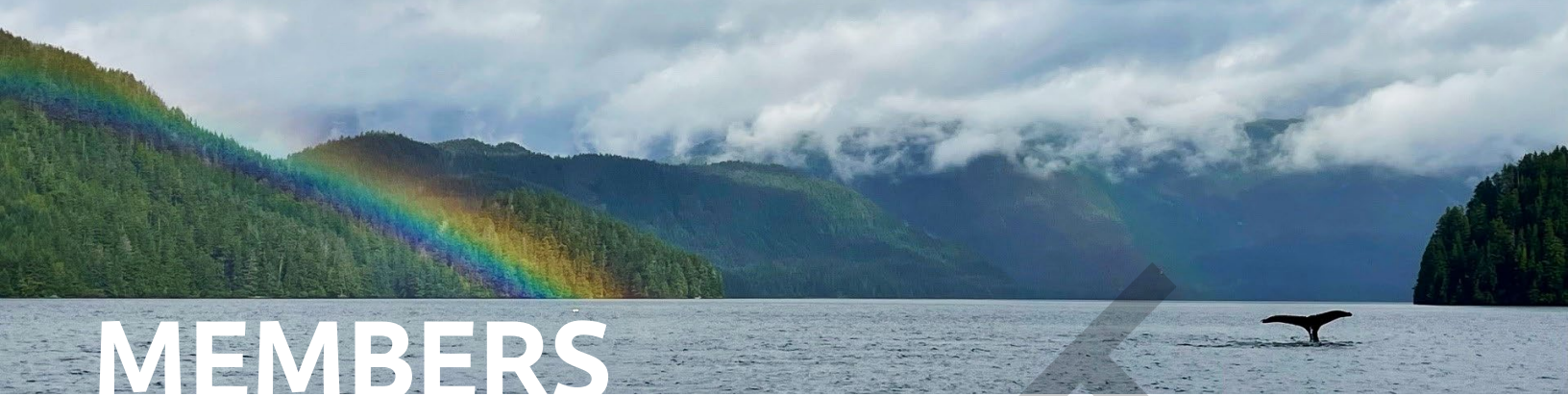


Robust and healthy local ecosystems and natural communities.



Other matters as the Assembly or commission may deem beneficial for the city.

REPORTING | SGC 2.31.060 B Annually, the commission will develop, identify, and present goals to the assembly for approval. The approved goals shall be the Commission's primary focus for the following year. Concurrently with presenting goals to the Assembly, the commission will submit a report to the Assembly on progress towards the previous year's goals and other activities which were approved and directed by the Assembly.



MEMBERS

TERM(S)

Aurora Taylor
Chair

Born and raised in Eagle River on Dena'ina Etnena, Aurora moved to Sitka in 2019 after getting her B.S. in Environmental Science. She works as a fishery biologist and enjoys feeding salmon scraps to her cat, Tundra.

10/22 - 10/25

Katie Riley
Vice Chair

Born and raised in Sitka and graduated from MEHS in 2011, Katie works in policy and community development at the Sitka Conservation Society, fishes Bristol Bay in the summer, serves on the Planning Commission, and was on the Climate Action Task Force.

10/22 - 10/24

10/24 - 10/27

Erik de Jong
Secretary

Originally from the Netherlands, Erik permanently moved to Sitka in 2015. He runs a boat charter business that brings scientists and filmmakers to the Arctic and other remote places. Educated as a marine engineer, he has always worked on making ships more efficient.

11/23 - 11/26

Elizabeth Bagley

Elizabeth works remotely for Project Drawdown, a climate solutions nonprofit. She uses her experience in education and science to work with community members to find win-win solutions that improve life for Sitkans and generations to come.

10/22 - 10/23

10/23 - 10/26

Gerry Hope

Bio

3/24 - 10/24

10/24 - 10/27

Vacant

Vacant

PREVIOUS MEMBERS

Lilli Garza

Thank you!

ASSEMBLY LIAISONS

Thor Christianson

Kevin Mosher (Alt)

STAFF LIAISON

Bri Gabel

bri.gabel@cityofsitka.org | (907) 747-1856

MEMBERSHIP | SGC 2.31.010 The commission is composed of seven members appointed by the assembly and, to the extent deemed advisable by the assembly and possible from the applicants, include at least one individual with background or training as a sustainability professional and at least one individual of Alaska Native heritage with understanding and appreciation of the historical importance of sustainability on Tlingit Aani'. All voting members of the commission shall be at-large members and representative of a diverse cross-section of the community.

2024-2025 GOALS

While the overall objective each goal largely stayed the same from the initial 2023–2024 work plan, the specific approach was refined to reflect updates within CBS and the evolution of the operational and feasibility landscape around each goal in the past year. Similarly, the goals were approached sequentially with the Commission's full effort into the highest prioritized goal until there was a lull. The On March 26th, 2024, Chair Riley presented the 2024–2025 Work Plan to the City Assembly which unanimously approved the goals outlined in the Sustainability Commission's 2024–2025 Work Plan (Item 24–039). **The goals set forth by the Commission included:**

1. CONTINUE THE DEVELOPMENT OF THE SITKA COMMUNITY RENEWABLE ENERGY STRATEGY (SCRES)

CBS was successfully selected as one of nine communities for the third cohort of the U.S. Department of Energy's Energy (DOE) Transition Initiative Partnership Project (ETIPP) to support the development of the Sitka Community Renewable Energy Strategy (SCRES). The SCRES aims to establish a shared vision of Sitka's energy future to guide energy-related community decisions by shaping a roadmap for community and policy actions that advance the shared energy vision. The Sustainability Commission defined The scope to include a community-wide greenhouse gas emissions (GHG) inventory, public energy education, the development of future energy scenarios, and a compilation of community actions and policy recommendations based on continuous community engagement throughout the project.

2. COLLABORATE WITH CITY STAFF ON STRATEGIC MANAGEMENT OF MUNICIPAL SOLID WASTE (MSW)

The current waste management contract is slated to be renewed in 2032. To ensure that Sitkans' waste is managed sustainably, with lower costs and fewer resulting greenhouse gas emissions, goal was reworked collaboratively with new leadership within the Public Works Department utilize the City's asset management program to strategically approach municipal solid waste, starting with a MSW policy.

3. SUPPORT ELECTRIFICATION OF THE MUNICIPAL FLEET

The Assembly passed Resolution 22–18: Decarbonize City Operations by 2030. Integrating electric and hybrid vehicles into the municipal purchasing and procurement schedule as gas/diesel-powered vehicles reach their maximum mileage or age is a required step to achieve this directive. This goal was revised to encompass changes in perspective gained through discussions with the Public Works Department, which indicated a formalized vehicle transition and infrastructure plan was unnecessary. The goal now focused on answering department questions, identifying funding resources, and supporting the implementation of the direction given by the Assembly.



EV
PHOTO

2025-2026

WORK PLAN DEVELOPMENT

Since its initial work plan was approved in 2023, the Sustainability Commission's annual goals have largely been multi-year efforts, targeted sequentially as capacity allowed. Now approaching its third year, the Commission has continued to make ground and establish itself as a more experienced advisory body. New commissioners have brought additional skillsets and perspectives along with the challenge of two vacant seats since March and June 2024. With both successes and challenges to learn from, the Commission has identified opportunities to improve its operational flow and better inform the goals within this work plan iteration.

On November 12th, 2024, the Sustainability Commission held a joint work session with the City Assembly to introduce new Assemblymembers to the Sustainability Commission's work and Commissioners, assess Assemblymembers interests and priorities in the Commission's duties and responsibilities, align skillset of Commissioners with Assemblymember interest and priorities to inform this work plan goals.

Assemblymembers largely requested the Commission utilize the greenhouse gas emissions inventory to strategically inform recommendations to further public utilization of Sitka's renewable electricity. A major component of this was specifically more accessible information for the public via the CBS website.

Municipal solid waste was repeatedly flagged by Assemblymembers, with reducing the amount of material brought in as well as streamlining and exploring disposal methods locally and regionally.

Other recommendations/requests were electric vehicle charging infrastructure for both the public and municipality, investigation into tax solutions to support local resource production, ground source heat pumps, and better defining and outlining the "supply chain" to help clarify its purpose and better understand its fragility.

This input was used to further refine a shortlist of potential goals in following meetings. Simultaneously, the Commission began evaluating past goals, reflecting on the progress and current goals, and assessing the capacity of both Commissioners and City Staff. **Upon review, two categories of goals emerged:**



**Project
Focused**



**Operations
Focused**

REFINING THE FOCUS

✂ Project-Focused	⚙ Operations-Focused
<ul style="list-style-type: none"> • Often require some sort of monetary support. • Clearly timebound • Require a significant level of Commissioner and staff time if additional resources are not provided • Generally additive to CBS workload 	<ul style="list-style-type: none"> • Focused on the development of municipal policy, answering staff questions, and operational documentation. • Generally furthers progress towards Resolution 2022-18. • Can compliment CBS workload but requires staff input
Output	Output
Results may be equipment or a program that will need longevity consideration, like an action plan.	Documents that inform, guide, and support CBS operations.

RESULTS OF PREVIOUS GOALS

2024-2025: 2 of the 3 goals were operational-focused

- ✂ **Continue development of Sitka Community Renewable Energy Strategy (SCRES)**
Outcome: Sustainability Coordinator has served as project lead with technical support secured through the Energy Transitions Initiative Partnership Project (ETIPP) with Commission as steering committee.
- ⚙ **Collaborate with City Staff on municipal solid waste (MSW) asset management process**
Outcome: Moved from project to operations. Developed a MSW policy that called for the development of a strategy.
- ⚙ **Support electrification of the municipal fleet**
Outcome: Moved from project to operations after consultation from public works requested documentation. Results include an EV procurement policy and advisory group charter with specifically requested supporting deliverables to be produced

2023-2024: 3 of the 3 goals were project-focused

- ✂ **Develop a community renewable energy strategy**
Outcome: Commission spent bulk of the time securing ETIPP support and scoping project
- ✂ **Analyze opportunities for diversion of municipal waste (MSW)**
Outcome: Proposed a MSW baseline and composition assessment that was unable to get necessary momentum.
- ✂ **Create a municipal fleet transition plan and EV infrastructure plan**
Outcome: As the 3rd priority, this goal did not make much progress initially.

CONCLUSION AND FINALIZATION: Goals that had shifted to be operationally-focused had made more progress than when they were project-focused. Along with new commissioner skills and interests and Assembly input, the Commission's shortlist of primarily included operational-focused goals, and at the February 3rd regular meeting, the Sustainability Commission voted *insert outcome here.*



ONGOING COMMISSION RESPONSIBILITIES

In addition to the prioritized goals, the Sustainability Commission has ongoing responsibilities that it will continue to enact throughout the year.

CITY AND BOROUGH OF SITKA SUSTAINABILITY SUPPORT

- Serve as a resource for city staff, other commissions, boards, committees, and task forces.
- As needed, review sustainability proposals and make recommendations during Sustainability Commission meetings.

COMMUNITY ENGAGEMENT

- Engage with community and serve as a liaison for issues, ideas, and proposals, and provide appropriate feedback.
- Cultivate relationships with residents, community groups, businesses, institutions of higher learning, faith-based organizations, non-governmental organizations, etc. to provide insight on current and future projects.

COMMISSION REQUESTS AND ACTIONS

DRAFTED COMMENTS ON THE TONGASS MANAGEMENT PLAN REVISION

The U.S. Forest Service is currently revising the Tongass National Forest Land Management Plan which governs management activities and priorities of the agency on region. The current plan was last revised in 1997 and many of the conditions and trends of use have changed over the past 27 years. This revision is an opportunity to shift the management paradigm to one that is focused on the economic, ecological, social, and cultural sustainability of the region and the communities within it. The Commission submitted comments as a starting point to represent a broad overview of how the residents and community at large interact with and depend on the Tongass National Forest.

HOSTED A PUBLIC HEARING WITH THE SITKA TRIBE OF ALASKA FOR THE GRID RESILIENCY FORMULA GRANT

At the June 3, 2024, meeting, a public hearing was held to review the criteria and methods for the Grid Resilience State and Tribal Formula Grants program through which the Sitka Tribe of Alaska (STA) had been allocated \$149,979. To utilize these funds, STA must subgrant these funds to an electric utility, CBS, which is required to align proposed projects that meet the criteria co-developed with STA and presented at the meeting.

PROVIDED A LETTER OF SUPPORT FOR ALASKA HEAT SMART (AHS)

In 2023, the Sustainability Commission unanimously recommended the Assembly fund this request but failed to find two sponsors to bring the request to the Assembly. AHS has continued to seek funding through other grant opportunities and the Commission unanimously approved a letter of support to support their efforts.

COMPLETE THE SITKA COMMUNITY RENEWABLE ENERGY STRATEGY (SCRES)

SUPPORTS:



Fossil energy use reduction and development of local, renewable energy sources.



Responsible use of natural resources



Robust and healthy local ecosystems and natural communities.

SUMMARY: CBS was successfully selected as one of nine communities for the third cohort of the U.S. Department of Energy's Energy (DOE) Transition Initiative Partnership Project (ETIPP) to support the development of the Sitka Community Renewable Energy Strategy (SCRES). **The SCRES aims to establish a shared vision of Sitka's energy future to guide energy-related community decisions by shaping a roadmap for community and policy actions that advance the shared energy vision.** The Sustainability Commission defined the scope to include a community-wide greenhouse gas emissions (GHG) inventory, public energy education, the development of future energy scenarios, and a compilation of community actions and policy recommendations based on continuous community engagement throughout the project.

This City-led project, heavily supported by the Sustainability Commission, works in collaboration with energy experts, collectively known as the technical team, at the National Renewable Energy Lab (NREL), Pacific Northwest National Lab (PNNL) and the Renewable Energy Alaska Project (REAP). The SCRES is funded through the ETIPP program and the Sustainability Coordinator's time.

INVOLVED DEPARTMENTS: Planning and Community Development, Electric

MILESTONES AND ACCOMPLISHMENTS

LAUNCHED THE SCRES WEBSITE:

Updates on the project, educational materials, announcements, and other supporting documents can be found at www.cityofsitka.com/SCRES



DEVELOPED ENERGY EDUCATION MODULES: Based on input gathered from the scope of work survey, the Commission drafted key questions and objectives (Appx #) which were then grouped into 8 topic modules. The technical team then created educational materials in various forms. **The energy education modules include:**

- **Sitka's Energy Today**
- **Energy Efficiency and Conservation**
- Energy Independence
- **Sitka's Energy Potential**
- **Sitka's Energy History**
- Reliability and Resilience
- **Energy Economics**
- Sitka's Energy Future*

Bolded modules have active sites. Final module sites are in development.

*Sitka's Energy Future site will be available after the SCRES community engagement is completed.



The Sustainability Coordinator used SCRES materials at Parks and Recreation's Renewable Energy Summer Camp in 2024. Campers connected their neighborhoods to the electric grid before visiting the Blue Lake Hydroelectric Project.

CONNECT TO SCRES WEBINARS AND LET'S CONNECT ___ TO SITKA'S GRID RADIO SERIES:

The technical team and City Staff hosted and recorded 5 webinars that covered multiple module topics to accompany the materials on the websites. Additionally, to help link topics with less clear connections to energy, Raven Radio hosts, the Sustainability Coordinator, and a special guest connected their expertise to Sitka's grid through a 6-part radio series covering everything from salmon to emergency preparedness. Links to the webinars and radio segments are available on the SCRES site.

PUBLISHED A DRAFT OF THE COMMUNITY GREENHOUSE GAS EMISSIONS INVENTORY:

Throughout the past year, the Sustainability Commission periodically provided guidance on the community-wide greenhouse gas emissions inventory, a document that can be used as a baseline understanding of Sitka's energy landscape and help set and track energy goals. As an islanded community with nearly 100% renewable electricity, inventorying Sitka posed numerous unique challenges not typically seen in standard GHG emission inventory protocols. With the help of the Commission, the technical team created custom metrics to fit Sitka's needs and published a draft in late 2024. The Commission facilitated public comment which received over 40 pages of notes from 16 commenters. Currently, the inventory is being further refined to reflect new information and community insights. The final inventory is anticipated to be published mid-2025.



1,000+
Website Visits



140+
Webinar Views



75+ visitors to
the Blue Lake Project



##
Roadmaps so far

NEXT STEPS

COMMUNITY ROADMAPPING TO 2050: Currently, community workshops are being held to facilitate the creation of personalized visions and paths to Sitka in 25 years, based on real data available from Sitka's electric grid and needs. The purpose of this exercise is to help understand the community's priorities of what can be electrified by when, and how additional demand can be met if needed. This workshop has been formatted as a boardgame followed by a series of questions and discussion. Public and focused sessions are planned for the first half of 2025.

DEVELOPING SCENARIOS AND SCRES FINALIZATION: Roadmaps created by community members will be analyzed and themes will be identified to develop into scenarios that further detail policies and actions that both the public and municipality can take to further the desired outcomes of the scenarios. The final SCRES document is anticipated to be published late 2025.

CONTINUE COLLABORATING WITH CITY STAFF ON STRATEGIC MANAGEMENT OF MUNICIPAL SOLID WASTE

SUPPORTS:



Solid waste consumption, reduction, composting, recycling, and re-use.



Responsible use of natural resources



Robust and healthy local ecosystems and natural communities.

SUMMARY: Using the asset management program the City utilizes to strategically approach municipal solid waste (MSW), rather than just staff participating in the process, Sustainability Commissioners from the solid waste working group were also included. Throughout the first half of 2024, the solid waste advisory group (SWAG) developed a high-level municipal policy for the strategic management of MSW (APPX #)

INVOLVED DEPARTMENTS: Planning and Community Development, Public Works

MILESTONES AND ACCOMPLISHMENTS

FINALIZED MUNICIPAL SOLID WASTE STRATEGIC MANAGEMENT POLICY: As the first step SWAG developed 4 strategic priorities to guide the management of MSW. These were formalized in CBS Public Works Policy No. 24-01-01 (APPX #) and include:

1. Municipal solid waste management shall operate efficiently by aligning social, environmental, and financial (triple bottom line) performance frameworks and zero waste principles.
2. Municipal solid waste management shall be a reliable service.
3. Municipal solid waste management shall be compliant with borough, state, and federal requirements.
4. The management of municipal solid waste will be continuously improved.

RECOMMENDED FUNDING FOR RECYCLING INFRASTRUCTURE: The Sustainability Commission recommended the Assembly allocate \$60,000 of the \$75,300 funding available through the Energy Efficiency and Conservation Block Grant (EECBG) Program, to purchase city-owned roll-off recycling containers and new signs for the recycle center. Simplifications made to the recycle center including comingling of plastics #1, 2, and the addition of #5 plastics, and the comingling of newspaper and cardboard in conjunction with the fact that according to CBS data, properly recycled materials cost half of much to dispose of than non-recyclable materials. By streamlining the process and increasing available containers, these improvements are intended to reduce costs to residents as much as possible and enable CBS to collect more materials at additional locations.

INVOLEMENT IN REGIONAL SOLID WASTE PLANNING: The Southeast Alaska Solid Waste Authority (SEASWA) is a public agency formed by 8 member communities in southeast Alaska to stabilize or reduce the cost of solid waste disposal in the region. SEASWA and its partner, Southeast Conference, received a \$500,000 planning grant from the Denali Commission in 2024 to develop a regional solid waste strategy. Although not a member community, Sitka's size makes its participation valuable to the effort, and the Sustainability Coordinator negotiated an MOU (APPX#) to allow for Sitka's participation in the waste stream analysis and regional planning.

NEXT STEPS

UPDATE SITKA WASTE STREAM ANALYSIS AND FACILITATE PUBLIC ENGAGEMENT IN SEASWA REGIONAL PLANNING PROJECT: As necessary, the Sustainability Commission will collaborate with the Sustainability Coordinator to engage with the SEASWA regional solid waste planning project. Updating the solid waste analysis of Southeast communities is the first step and is anticipated to take place in the summer of 2025.

DEVELOP THE SOLID WASTE ADVISORY GROUP CHARTER AND MSW STRATEGY: As outlined in CBS Public Works Policy 24-01-01, the SWAG will create an MSW Strategy, and means to effectively communicate this directive to the appropriate parties, internally within CBS and externally to the public. To begin, SWAG will work on developing a group charter that outlines a working process for collaboration and additional components necessary for strategy development.

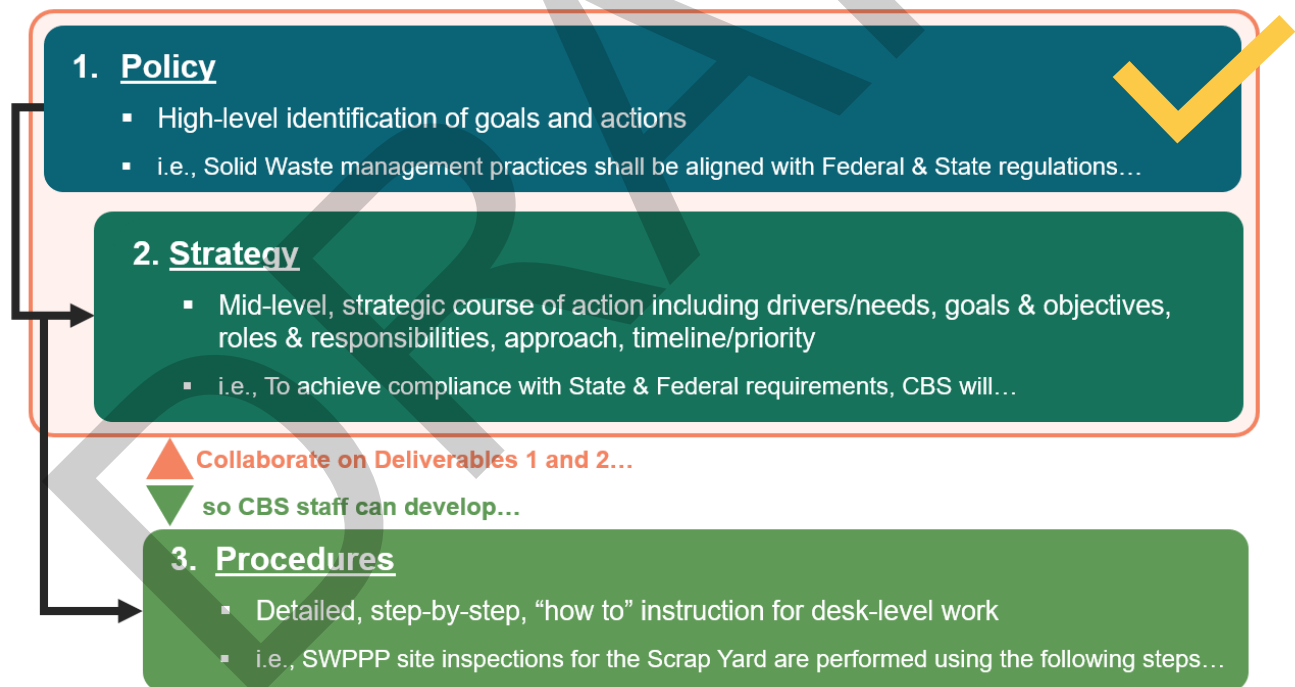
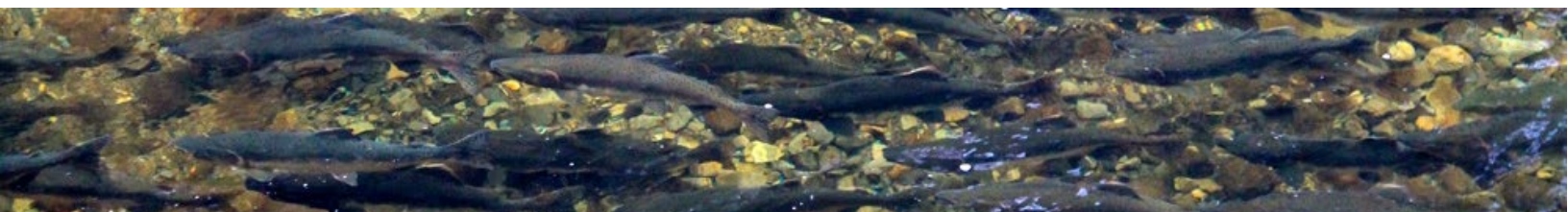


Fig 1: Deliverables of each phase of the strategic management process and how each informs more specific actions. The proposed approach is to collaborate on creating deliverables from Phases I and II to CBS staff can then create procedures for specific aspects of MSW.

This is likely to be a challenging task as staffing changes within the Public Works Department has reduced the ability to coordinate effectively and consistently. Regardless, the Sustainability Coordinator will continue to work to establish relationships with the appropriate staff to facilitate this effort as much as possible.



SUPPORT THE ELECTRIFICATION OF THE MUNICIPAL FLEET

SUPPORTS:



Sustainable transportation options that leverage Sitka's locally generated, renewable energy sources.



Fossil energy use reduction and development of local, renewable energy sources.



Robust and healthy local ecosystems and natural communities.

SUMMARY: The Assembly passed Resolution 22-18: Decarbonize City Operations by 2030. Integrating electric and hybrid vehicles into the municipal purchasing and procurement schedule as gas/diesel-powered vehicles reach their maximum mileage or age is a required step to achieve this directive. Over the past year, the Sustainability Coordinator collected questions, conducted research, and addressed concerns from City staff and drafted documents to facilitate the assessment of EVs for vehicle replacement and other requirements as indicated by staff to support a mixed-vehicle fleet.

INVOLVED DEPARTMENTS: Planning and Community Development, Electric, Public Works

MILESTONES AND ACCOMPLISHMENTS

RECOMMENDED APPROVAL OF THE MUNICIPAL FLEET PROCUREMENT POLICY: The Sustainability Commission recommended the Municipal Administrator approve Policy No. 24-03-01 (APPX#) which outlined direction for evaluation and procurement for an environmentally and fiscally responsible vehicle and equipment fleet, while meeting the needs of CBS current operations. These guidelines include:

1. Reduce consumption of fossil fuels and associated greenhouse gas emissions; and
2. Optimize the fleet size and minimize vehicle size, weight, and other factors affecting fuel use, when appropriate; and
3. Improve department operational and fiscal efficiency by reducing total lifecycle cost of ownership over the lifetime of the vehicle.

The policy requires CBS fleet vehicles to be:

1. Fuel-efficient with the lowest emissions within the vehicle class/type; prioritized by engine type with fully electric being the first choice and a conventional engine being the last,
2. Commercially available, practical, and reasonably cost-competitive for the class/type of vehicles needed for specific assignments.
3. Able to perform the job function for which the vehicle is needed, with no diminishment of capabilities or performance.

RECOMMENDED APPROVAL OF THE DECARBONIZATION AND RIGHT-SIZING TO IMPROVE VEHICLE EFFICIENCY (DRIVE) ADVISORY GROUP CHARTER: The Sustainability Commission recommended the Public Works Director to approve the DRIVE Advisory group charter (APPX #) pursuant to Policy No. 24-03-01 which established an advisory group to support the policy. This charter outlines general expectations of the group, and a series of strategic deliverables required to further support the electrification of the municipal fleet.



RECOMMENDED THE PROCUREMENT OF AN ELECTRIC TRANSIT VAN FOR THE PARKS AND RECREATION DIVISION : A primary challenge/barriers identified by P&R is transportation and access to enhanced activities. This gap is impacting a vast array of community members, but is especially felt by low-income households, children whose families have inflexible work commitments and other scheduling issues, and elders. The Sitka Recreation Foundation (SRF), in partnership with CBS, strives to ensure the continued success and growth of P&R. SRF has generously committed to addressing the identified transportation needs of P&R by raising \$75,000 to donate towards the purchase of a Ford Transit 14 passenger van.

The Sustainability Coordinator completed a Conventional Transit vs EV Transit Van Lifetime Cost Analysis. Results showed that both vehicles were within \$0.10 per mile of each other. After discussing the pros and cons of the analysis, **the Commission unanimously recommended the procurement of an electric vehicle.**

RECOMMENDED FUNDING FOR MUNICIPAL EV CHARGERS: The Sustainability Commission recommended the Assembly allocate \$10,300 of the \$75,300 funding available through the Energy Efficiency and Conservation Block Grant (EECBG) Program to purchase 2 level II chargers for municipal EVs.

NEXT STEPS

PARTICIPATE IN THE DECARBONIZATION AND RIGHT-SIZING TO IMPROVE VEHICLE EFFICIENCY (DRIVE) ADVISORY GROUP: As necessary, up to three Commissioners can sit on the DRIVE advisory group and assist staff in analyzing vehicle replacement options. Additionally, this group will also assist in creating the strategic deliverables outlined in the group charter.

CONTINUE TO WATCH THE EV LANDSCAPE AND IDENTIFY POTENTIAL CHALLENGES TO CONVERSION: With changes in federal administrative priorities, changes in regulations in response to Lithium-Ion batteries, the vehicle landscape continues to rapidly change. To understand the full cost of conversions and how regulations and availability may influence the pace at which CBS transitions will be critical to avoid anticipated costs or unforeseen challenges from acquisition to disposal. The Sustainability Commission along with the Sustainability Coordinator will work to keep careful watch of the developing EV landscape as they prepare formalized transition recommendations.



MISSION:

To provide public services for Sitka that support a livable community for all.