

**SUSTAINABILITY AND ENERGY TASK FORCE**  
**Meeting Minutes – February 10, 2022, at 10:00 AM**  
**Council Chambers**

**Member Attendance:**

Robert Allen – **Absent**  
David Bartlett – *Present Virtual*  
Josh Berger – *Present Virtual*  
Tom Bradbeer – *Present In-person*  
Karen Chase – *Present Virtual*  
Ethan Nelson – **Absent**  
Jan O’Hara – *Present Virtual*  
Matthew Rosen – *Present Virtual*  
Dorothy Swain – *Present In-Person*  
Arlo Todd - **Absent**

**City Staff/Council Liaisons:**

Jason Canady (City Liaison) –  
*Present In-person*  
Vanessa Ogier (Councilor Liaison) –  
*Present In-person*  
Kyrria Sevco (City Public Works) –  
*Present Virtual*  
Susan Clark (City Finance)  
*Present In-person*

**1. Roll Call**

**2. Introductions (0:39-12:14):** By all present in-person and virtually

**3. Public Comment (12:20-14:07)** None

**4. Approval of Minutes (14:08-14:16):** No approval of minutes; Initial meeting

**5. Action Items:**

a) Election of Chair/Vice-Chair (14:17-15:50)

**MOTION**

**Member O’Hara moved, and Member Swain seconded the motion to delay the election of Chair and Vice-Chair positions. The vote resulted as follows: “AYES”: Members Bartlett, Berger, Bradbeer, Chase, O’Hara, Rosen, and Swain. “NAYS”: None. Abstain None. Absent: Members Allen, Nelson, and Todd. The motion passed.**

b) Setting of 2022 meeting schedule (15:51-21:37)

**MOTION**

**Member Rosen moved, and Member Bradbeer seconded the motion to hold meetings on the first Tuesday monthly at 3:30 pm. The vote resulted as follows: “AYES”: Members Bartlett, Berger, Bradbeer, Chase, O’Hara, Rosen, and Swain. “NAYS”: None. Abstain None. Absent: Members Allen, Nelson, and Todd. The motion passed.**

**6. Matters from Committee Members and Staff (21:38-1:06:00) -**

- a. Committee/task force member’s rules, goals, and code of conduct – Jason presented and reviewed key member rules, goals, and code of conduct from the committee handbook. Questions were asked and answered.
- b. Three members short at the present time – Jason updated the task force of the member spots that remain unfilled at this time. The task force recommended fast-tracking applications for the remaining open spots.

- c. RARE Discussion – Susan Clark, Kyrrha Sevco, and Jason Canady presented a discussion regarding the RARE program and a draft of the RARE application. Susan requested the task force complete review and comments before the end of February to be ready for final review in March. Discussion of letters of support required for RARE applicant ensued. Additional questions were asked and answered.
- d. Staff listening session, member aspirations for Sustainability and Energy Action Plan – the task force members discussed the possibility of touring city facilities including a presentation on the Wastewater Treatment Plant including methane emissions and reducing them. They requested clarity of the task force’s jurisdiction. Additional questions were asked and answered.

**7. Future Agenda Building for Next Meeting:**

- a. March – Review of RARE application
- b. Election of Chair and Vice-Chair
- c. Future – Schedule Facility tours
- d. Future – Wastewater Treatment Plant presentation

**8. Adjourned at 11:09 AM**

**9. Next Meeting:** March 1, 2022

*Minutes prepared by Wendy Higgins, City Public Works Department.*