

SUSTAINABILITY AND ENERGY TASKFORCE
Meeting Minutes – March 1, 2022, at 3:30 PM
Council Chambers

Member Attendance:

Robert Allen – *Absent*
David Bartlett – *Present In-person*
Josh Berger – *Absent*
Tom Bradbeer – *Present In-person*
Karen Chase – *Present Virtual*
Ethan Nelson – *Present In-person*
Jan O’Hara – *Present In-person*
Matthew Rosen – *Present In-person*
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*
Kyrriha Sevco (City Public Works) – *Present In-person*
Susan Clark (City Finance) – *Present In-person*

1. **Roll Call**
2. **Introductions:** By all present in-person and virtually
3. **Public Comment:** None
4. **Approval of Minutes:**

MOTION TO APPROVE MINUTES

Member Bradbeer moved to approve the February 10, 2022, meeting minutes with the correction of Susan Jacobs to Susan Clark. The vote resulted as follows: “AYES”: Members Bartlett, Bradbeer, Chase, Nelson, O’Hara, Rosen, and Swain. “NAYS”: None. Abstain: None. Absent: Members Allen, Berger, and Todd.

The motion passed.

5. **Action Items:**
 - a) Election of Chair/Vice-Chair

MOTION TO ELECT CHAIR

Member Rosen moved, and Member Swain seconded the motion to elect Jan O’Hara as Chair. The vote resulted as follows: “AYES”: Members Bartlett, Bradbeer, Chase, Nelson, O’Hara, Rosen, and Swain. “NAYS”: None. Abstain: None. Absent: Members Allen, Berger, and Todd.

The motion passed.

MOTION TO ELECT VICE CHAIRS

Member Swain moved, and Member Rosen seconded the motion to elect Ethan Nelson and Tom Bradbeer as Co-Vice Chairs. The vote resulted as follows: “AYES”: Members Bartlett, Bradbeer, Chase, Nelson, O’Hara, Rosen, and Swain. “NAYS”: None. Abstain: None. Absent: Members Allen, Berger, and Todd.

The motion passed.

6. **Matters from Committee Members and Staff:**

- a) RARE Application Review – Susan Clark presented a discussion regarding the draft of the RARE application. Susan received input from taskforce members and discussed letters of support required for the RARE applicant. Additional questions were asked and answered.
- b) RCC Member Application – Jason Canady presented an application to the Taskforce members for review. The deadline for applications is March 18.
- c) Facilities Tour schedule – Jason offered a brief presentation with a potential schedule of touring the City’s facilities. Other potential sites were discussed.
 - April 5, tour Water Restoration Plant
 - May 3, tour Water Filtration Plant including a typical pump station
 - June 7, a tour of the City Yard
 - July 5, a tour of the Police Station
 - August 7, a tour of the Parkway/Redwood Fire Station
- d) Members opened a discussion regarding the frequency of meetings. Jason will research.

7. Future Agenda Building for Next Meeting:

- a) Aaron Cubic to discuss taskforce email policy

8. Adjourned at 4:48 PM

9. Next Meeting: April 5, 2022

Minutes prepared by Wendy Higgins, City Public Works Department.