

Minutes of CAP Board meeting 8/13/2020

Chair Urquhart calls meeting to order and leads Pledge of Allegiance

Present: Chair Urquhart, vice-chair Britten; board members House, Warren; liason Laddish; staff members DeGuerre, Scianna.

PRESENTATIONS

None.

Motion to table approval of 7/23 meeting minutes until they are available. Motion: Britten, second: Urquhart. Passed unanimously.

BOARD DISCUSSION ITEMS

1. Review progress; identify areas that may need more work - plan subcommittee meetings as needed.

Discussion of future board action item: constitution of commission. Will revisit this after the Plan is complete or near completion.

Discussion of front matter of plan, we agreed to think about it after the wording is more finalized for the body.

The committee was unanimous in the desire to have a copy of Chris Flores' notes, which capture most of the suggestions from the subcommittee meetings.

Subcommittee progress reports:

Mobility: ready to start writing.

Building and infrastructure: minor additional changes needed, probably no meeting needed. Possibly include recommendation for autoclaved aerated concrete (AAC) as building material and passive cooling design features in new building.

Urban Forest / Open Space: Ready to start writing.

Water / Waste: Close to ready, want to make sure that gray water reclamation is included as a goal.

Community Engagement: Close to ready, possibly one more meeting will be needed. This will be decided by a round of email in the subcommittee.

Municipal Operations: There's no subcommittee to work on this section, so we agreed everyone should review it before the next meeting and decide if any changes are needed.

2. Assign portions for rewrite, determine guidelines for formatting

Extensive discussion of “voice” and practicalities of the writing phase. After some discussion, it was agreed that the voice of the document is roughly appropriate for the intended audience, which we imagine to be city planners, contractors, and state or county staff and officials.

Each subcommittee will be in charge of drafting new words, then someone TBD will edit the resulting draft for consistency.

STAFF UPDATE

None.

NEXT MEETING TOPIC

Subcommittee Updates to CAP document (continued) *[Planned activities for the next meeting and date, if known at the time of agenda preparation.]*

Urquhart and/or Britten will reach out to Davis Springer to try to get him to provide a short presentation on how the specific mix of strategies was decided on.

The board considered it unlikely that we would be finished at the time our term ends on 9/19, so we will discuss making a request to the City Council for an extension (2-3 months was suggested).

Discuss Municipal Operations section.

BOARD ACTION ITEMS

- Review Municipal Operations section.
- Review front matter.
- In consultation with fellow subcommittee members, begin editing Google Drive version of plan document.