

NOTES & ACTION ITEMS

Kick-Off Meeting – October 22, 2015

North Shore Chelan Substation Community Focus Group

Attendees: Sue Crinklaw, Kelly Allen, Guy Evans, Fred Cleveland, Steve Firman, Tom Anglin, Craig Gildroy, Wendy Isenhart, Ron Trickett, John Stoll, Andy Wendell, Chad Rissman, Suzanne Hartman, Teka Parks, Gary Rice

1. Meeting Summary:

- Introduced focus group members and reviewed roles and responsibilities
Focus group members are committed to representing their community in the process of recommending site locations for the needed substation. See Roles & Responsibilities handout.
- Discussed focus group governance, objectives and desired outcomes
Focus group is tasked with developing a list of site selection criteria, utilizing that criteria to identify potential sites and recommending approximately three options to the Board for consideration and decision.
- Reviewed timeline/flowchart
Updated flowchart is attached.
- Craig Gildroy provided overview of growth projections and Comprehensive (Comp) Plan
City is currently updating the Comprehensive (Comp) Plan and indicates a 3% growth per year over 20 years.
- Chad Rissman provided substation and system overview
Wapato and Union Valley substations currently serve the north shore of Chelan, including parts of downtown Chelan and Manson. A new substation is needed to alleviate electrical load on those substations. Increased capacity at the existing substations will support growth and development in these areas. Proximity to existing transmission lines, distribution lines and service area is important to take into account when siting the substation. The PUD standard substation is 28 MVA, which serves approximately 1,500-2,000 meters and allows for use of the mobile substation during emergency and maintenance situations.

2. Site Criteria:

- Discussed PUD site criteria
 - Began gathering community site criteria
 - Some consensus between what the PUD and the community values
-

3. Next Steps:

- A. Between now and next focus group meeting
 - i. Present draft of site criteria and ask for additions/changes via email
 - ii. Gather input from focus group on strategy to create list of available site locations
- B. At the next focus group meeting
 - i. Finalize and agree on list of site criteria
 - ii. Rank and weight the list of site criteria
 - iii. Review identified possible site locations
 - iv. Apply site criteria to possible site locations

4. Action Items

- A. PUD Staff:
 - i. Obtain growth projection information for Manson and areas outside the City from the County
 - ii. Send draft site criteria and meeting notes to focus group by Oct. 28
 - iii. Gather and incorporate feedback, changes, additions on site criteria and meeting notes
 - iv. Distribute updated site criteria and meeting notes
 - v. Ask focus group about PUD identifying possible site locations
- B. Focus Group members:
 - i. Review and provide feedback on draft site criteria and meeting notes by Nov. 6
 - ii. Answer question about PUD identifying possible site locations
 - iii. If desired, send possible site locations to Teka via email
 - iv. Bring any additional site locations to next meeting
 - v. Complete Doodle Poll to set next meeting date