



City of Woodland

**SUSTAINABILITY ADVISORY COMMITTEE
SPECIAL MEETING
MEETING MINUTES – NOVEMBER 18, 2020
VIA TELECONFERENCE**

1. Call to Order

The meeting was called to order at 6:01 p.m.

2. Roll Call

Members Present: Mark Aulman, Rolf Frankenbach, Liza Grandia, Allison Martin, Catalina Munoz, Raul Tadle, Robert Ullrey

Absent: Sara Schremmer

Staff Present: Rosie Ledesma, Ken Loman, Stephen Coyle

Special Guests: Johanna Keys

3. Public comment

None.

4. Member reports (Information Item)

Frankenbach: Rolf reminded members of the news article in the Daily Democrat on November 7, 2020 regarding the oak tree near Main Street and Highway 113 that was deliberately poisoned, highlighting the Woodland Tree Foundation's efforts to collaborate with the City to protect native trees. He encouraged members to read the article and promote protection of native trees, especially Valley Oak trees.

Martin: Allison reported that she attended the California Association of Resource Conservation Districts (CARCD) meeting the week of November 9, including a workshop facilitated by numerous RCDs on how they support local CAP implementation. One of the presenters was the Executive Director of the Yolo RCD (Heather Nichols), and she outlined how they have been working with Yolo County to support the countywide CAP implementation (presentation available at: https://drive.google.com/file/d/1CuTKitLLjXxDaeVvE_vy6RBabhU9ZX4g/view?usp=sharing). They are achieving this by working with farmers to establish native plant hedgerows along farm corridors and improve soil conditions, as well as restore riparian forest habitat. She reminded members that she had previously mentioned trying to engage Yolo RCD in Woodland's urban forest projects, as they would be strong partners for implementing the Urban Forest plan and have the capacity to obtain Urban Forest/Urban Rivers grants that would help plant more trees and shrubs. She offered to assist with arranging a presentation by Yolo RCD if the committee is so interested.

Grandia: Liza reported that she attended the founding meeting of the Woodland Joint Unified School District's Environmental Stewardship Committee. One action item for that

committee will be to solicit involvement from the community. She also reported that she enjoyed participating in the City's Water-wise Landscape Design Workshops.

5. Staff reports (Information Item)

a. Update on Brown Act issues: agenda items

Ken followed up on his previous report regarding an email to the City Attorney asking for clarification of certain Brown Act rules. The question was whether the committee is allowed to take action on an item on the agenda if that item is not described as likely to be acted upon, such as a presentation. Ken reported that the City Attorney indicated that the committee should be as clear as possible in indicating both what an agenda item is about and whether the committee intends to take action. Ken said that in light of the City Attorney's comments and with the Chair's concurrence, committee agenda items will continue to include a label as to whether the item is for information or potential action, and that items will be described as clearly as possible.

b. Project updates

Ken provided the committee with updates on several City programs and projects:

- Implementation of the two projects previously worked on by the City's CivicSpark Fellow (CAP Web site, outreach framework) continues to be delayed due to workload and staffing issues.
- Ken reported that the City's municipal GHG inventory has been submitted to the Climate Registry and the City has hired a verification consultant. The community-wide GHG inventory was completed earlier this year as part of a county-wide regional inventory, however technical documentation is still outstanding from the contractor, which will allow proper evaluation of the data.
- At the request of the Chair, Ken reported on the status of the committee's request at its' October meeting to expedite presentation to the City Council of the committee's recommendation regarding updating the tree ordinance. Ken reported that he had spoken with the City Manager about the request and shared that because the tree ordinance update is not likely to be developed and acted on until mid-2021, the recommendation would be transmitted to the City Council as part of the October meeting minutes. He also indicated that the committee should expect this to be the normal method for transmitting recommendations or information to the City Council.
- Ken also reported on several projects on which the City is working:
 - Plans for the Community Demonstration Rain Garden project at Crawford Park are nearly complete and have been circulated to appropriate City staff for comments
 - Environmental Services staff is working with the organizers of the Edible Learning Garden at City Hall to create educational videos about garden management for the City's Web site and for social media content

- ES staff is collaborating with the Yolo Resource Conservation District and the Master Gardeners of Yolo County on two Water-wise Landscape Design workshops this month

6. Update from Waste Management (Information Item)

Johanna Keys, Waste Management Recycling Coordinator, reported that the company is facing operational delays due to COVID-19. The company is working to send out calls to affected customers the night before their scheduled collection day, when possible; to communicate disruptions to City staff contacts as quickly as possible; and to update the call center so accurate information is available to customers who call.

Several members shared comments related to this and recent discussions around implementation of the smart truck program, including a request that the company review and address the concerns reflected in the minutes from the August meeting.

7. Approve Minutes for October 14, 2020 (Action Item)

On a motion by Allison Martin, seconded by Raul Tadle, and carried on a 7-0-1 (Schremmer absent) vote, Item #8 was advanced while staff addressed a technical issue regarding the SB 1383 presentation. Several members mentioned that documentation of votes under Item #10 on the minutes incorrectly recorded them as absent, and requested corrections.

On a motion from Raul Tadle, seconded by Robert Ullrey, and carried on a 7-0-1 vote, committee members approved the minutes for the October 14, 2020 meeting, as corrected.

Ayes: Aulman, Frankenbach, Grandia, Martin, Munoz, Tadle, and Ullrey

Noes: None

Absent: Schremmer

8. Presentation by staff on SB 1383 (Short-lived Climate Pollutants) regulations and requirements related to reduction of methane and other greenhouse gas emissions from organic material in landfills (Information Item)

Rosie Ledesma, City of Woodland Environmental Resource Analyst, provided the committee with an overview of the recently finalized regulations from CalRecycle. Slides from the presentation are attached.

9. Work plan development sub-committee updates (Information/Action Item)

The committee discussed the idea of December workshop, potentially in lieu of regular December meeting, to finalize work plan and 2021 goals. Raul offered to set up a Doodle poll to check members' availability and the Chair indicated he would call a special meeting for that purpose once availability information was collected.

10. Consideration of change to committee meeting schedule (Action Item)

On a motion by Robert Ullrey, seconded by Raul Tadle, and carried by a 7-0-1 vote, the committee voted to change its regular meeting schedule to the third Wednesday of each month at 6:00 PM.

Ayes: Aulman, Frankenbach, Grandia, Martin, Munoz, Tadle and Ullrey

Noes: None

Absent: Schremmer

11. Discuss long-range calendar

There was no discussion of the long-range calendar.

12. Adjourn

Meeting adjourned at 7:42 p.m.