



City of Woodland

**SUSTAINABILITY ADVISORY COMMITTEE
SPECIAL MEETING
MEETING MINUTES – DECEMBER 13, 2020
VIA TELECONFERENCE**

1. Call to Order

The meeting was called to order at 1:00 p.m.

2. Roll Call

Members Present: Mark Aulman, Rolf Frankenbach, Liza Grandia, Catalina Munoz, Sara Schremmer, Raul Tadler, Robert Ullrey

Absent: Allison Martin

Staff Present: Ken Loman

3. Update on upcoming City Council item regarding Waste Management annual rate adjustment (Information Item)

Ken informed the committee that the City's franchise agreement with Waste Management allows for annual rate adjustments related to any increase in the consumer price index over the prior year and any increases in the gate fees (also called "tipping fees") charged by the county for access to the landfill. While these adjustments are not usually controversial, Ken indicated that this year the item is likely to attract significant discussion due to service issues, particularly related to green waste street pile pickups and street sweeping due to the effects of the COVID-19 pandemic on Waste Management's operations during leaf season. Although these issues are not related technically to the rate adjustment item on the Council's agenda, the item provides an opportunity for discussion, and could cause Council approval of the rate adjustment to be delayed.

4. Introduction (Information Item)

Committee Chair Mark Aulman stated that this special meeting of the committee was called for the purpose of integrating the work of the work plan development subcommittees into a discussion draft that can be circulated to City staff and Council members for comment. Following the discussion at the November meeting of the committee, committee members were surveyed for availability and this meeting time was selected by the Chair based on the results of that survey. The goals of the meeting are to review the work of the work plan development subcommittees and begin merging those efforts into a single draft work plan to coordinate the committee's priorities with the City Council and staff and to guide the committee's long-range efforts.

5. Sub-committee reports on recommendations for priority Work Plan items (Information Item)

Each of the three sub-committees presented their priority work plan items (presentations are attached to these minutes).

6. General discussion and work plan development (Information/Action Item)

To begin the discussion of general priorities, Mark asked each member to indicate one or two priorities they would like to see addressed in the work plan:

- Grandia: Environmental accessibility of City facilities, especially flooring
Use of fruit trees as City trees
- Tadle: Sustainability issues related to City purchases (e.g. cars)
Online availability of City services and benefits
- Frankenbach: Increasing tree canopy
Broader electric vehicle usage
- Schremmer: Also broader EV usage
Equity and accessibility
- Ullrey: Vetting of ideas and best practices by local residents
- Munoz: Workforce development program
- Aulman: Evaluation of existing City policies and programs
Equitable distribution of the benefits of programs

The committee then discussed ideas for how to proceed, given the large number of items included in the sub-committee presentations. Ideas included aggregating the sub-committee presentations, comparing the list with City Council Priority Goals, establishing some form of baseline, and identifying long-term and short-term project ideas. Several individual members had additional suggestions: Rolf suggested breaking out process items from program ideas; Sara noted that some things have no end dates and are ongoing work while other items do have end dates, and identifying test projects might be helpful; Liza suggested identifying “winnable” projects; Robert suggested that the work plan should be more than just an aggregation of the sub-committee lists and should identify priorities for the committee as a whole, such as an annual report on the status of the CAP.

The discussion also identified the need for new sub-committees to replace those charged with work plan development, including potential sub-committees for policy, program development, and outreach. The question was raised whether these would be standing committees subject to Brown Act requirements or ad-hoc committees based on specific short-term charges; no conclusion was reached.

Mark asked if members had any last comments prior to adjournment of the meeting.

Grandia: the committee needs to decide how to prioritize project ideas with the pandemic in mind, as well as other larger-scale issues such as food insecurity and jobs. Also, noted that the City does not have a broader environmental action plan.

Munoz: would like to see committee, and City, priorities align with the United Nations’ 17 Goals for Sustainable Development.

Frankenbach: would like the committee to review the City’s Climate Action Plan goals and supporting documents.

Schremmer: on other matters, would like to receive information or have a presentation to the committee on the regional park project.

Tadle: raised question of how mental health issues relate to sustainability policies and programs, pointed out need to move toward restoration and resilience, and noted that all members are itching to get tasks done which highlights the need to identify the most urgent ideas that can be addressed most quickly.

Aulman: would like to maximize electrification in buildings and transportation.

7. Adjourn

Meeting adjourned at 3:51 p.m.

Item #5 - Subcommittee #1

Committee Charge Item #1: Sustainability Policy and CAP Implementation Feedback
Provide comments, feedback, and recommendations to the City Council on sustainability policy and issues related to CAP implementation.

POTENTIAL GOALS:

Communication: Develop and improve a communication network between the Committee and City Council

Council Sustainability Focus: Ensure that sustainability remains a key issue for City Council

Sustainability Aspect of Policies and Procedures: Ensure that sustainability is included as a component of all City policies and procedures

POTENTIAL SUPPORTING TASKS:

Communication
• Provide quarterly updates to City Council on Committee activities • Receive notice from City staff regarding pending City Council discussion on issues pertaining to sustainability policy and CAP implementation • Develop system for delivery of regular communications to the City Council
Council Sustainability Focus
• Designate committee member(s) to review City Council and City commission agendas and notify the committee regarding items of interest should they wish to comment as individuals
Sustainability Aspect of Policies and Procedures
• Research sustainability policies of comparable cities and make recommendations to City Council regarding best practices and policies consistent with the CAP • Assist in the development of sustainability policies and best practices that, at the very minimum, meet the standards and support the goals of the CAP • Develop a streamlined evaluation process examining how existing and proposed policies and projects demonstrate consistency with the CAP and issues related to adaptation and resilience in a quickly-changing climate. • Evaluate policies such as an electric vehicle charging policies, green fleet policies, transit policies, carbon neutrality policies, reach codes, etc. • Research model ordinances from other jurisdictions addressing urban heat island effects (cool roofs, cool pavement, green roofs, etc.)

A few months ago our sub-committee met to discuss our proposed tasks and vote on ranking the tasks. The results were as follows:

Tasks	Ranking Score
Assist in the development of sustainability policies and best practices that, at the very minimum, meet the standards and support the goals of the CAP	10
Develop a streamlined evaluation process examining how existing and proposed policies and projects demonstrate consistency with the CAP and issues related to adaptation and resilience in a quickly-changing climate	10
Develop system of regular communications with the City Council	7
Research sustainability policies of comparable cities and make recommendations to the committee regarding best practices and policies consistent with the CAP	5
Provide quarterly updates to City Council on Committee activities	5
Receive notice from City staff regarding pending City Council discussion on issues pertaining to sustainability policy and CAP implementation	4
Designate committee member(s) to review City Council and City commission agendas and notify the committee regarding items of interest should they wish to comment as individuals	4

The first two items in red will be within the composition of regular communication with City Council.

For the last item - Sara has volunteered to review City Council and City Commission agendas and will notify the committee regarding items of interest.

Next Steps:

Tasks
Assist in the development of sustainability policies and best practices that, at the very minimum, meet the standards and support the goals of the CAP • Evaluate policies such as an electric vehicle charging policies, green fleet policies, transit polices, carbon neutrality policies, reach codes, etc. •
Develop a streamlined evaluation process examining how existing and proposed policies and projects demonstrate consistency with the CAP and issues related to adaptation and resilience in a quickly-changing climate • Evaluate existing evaluation processes in place in collaboration with City staff and evaluate how the existing process supports consistency with CAP. • Look at opportunities to improve and streamline the evaluation processes • Evaluate policies such as an electric vehicle charging policies, green fleet policies, transit polices, carbon neutrality policies, reach codes, etc. • Provide recommendations to the committee on how to streamline the evaluation process to be more consistent with the environmental justice principles and CAP.
Develop system of regular communications with the City Council • Evaluate existing communication plan with the City Council • Provide quarterly updates to City Council on Committee activities • Receive notice from City staff regarding pending City Council discussion on issues pertaining to sustainability policy and CAP implementation
Research sustainability policies of comparable cities and counties and make recommendations to the committee regarding best practices and policies consistent with the CAP • Research comparable cities sustainability policies, evaluate, and provide recommendation to the Committee and city staff on proposed polices.

Repository of sustainability policies?

Item #5 - Subcommittee #2

Sustainability Advisory Committee

Programs Subcommittee Workplan Priorities

Provide comments, feedback, and recommendations to the City Council on sustainability policy and issues related to CAP implementation.

Advise and assist staff on sustainability program design and implementation.

Serve as a forum for public input and feedback on issue related to sustainability and CAP implementation.

Assist staff in promoting community-wide CAP implementation.

Programs Subcommittee Priorities: 1

A) Evaluate current and proposed City policies for consistency with the Climate Action Plan (CAP)

This should apply to current and future policies. *Current idea:* examine vehicle purchase programs of City departments, such as the Woodland Police Department, to evaluate and promote plans to transition to more environmentally-friendly vehicles.

B) Identify/prioritize opportunities to plant trees to increase the City's tree canopy and reduce heat islands

Increasing canopy is a component of the 2035 CAP and a goal of the Urban Forest Master Plan (increase from current 15% to 25%). Can be carried out in a short period. Demonstrate capability of SAC. Opportunity to partner with Woodland Tree Fndn.

C) Review and assess City Council priority goals for the 2035 Climate Action Plan

With staff assistance, evaluate key performance indicators relevant to the attainment of the Council's Priority Goals as detailed in the August 10, 2019 Study Session. Report to Council, with analysis of Strengths, Weaknesses, Opportunities and Threats (SWOT).

D) Explore program and project concepts to meet CAP targets

Programs Subcommittee Priorities: 2

A) Coordinate with staff to access to information about City sustainability policies and regulations

This may fall under the objectives for the Sustainability and CAP Subcommittee, but it will be beneficial to have direct access to support the task outlined in Tier-One (e.g. transition to environmentally-friendly vehicles)

B) Identify locations for electric vehicle charging stations and apply for grants to fund new installations

Converting from gasoline and diesel powered vehicles to electric vehicles is crucial to achieving meaningful GHG emission reduction targets. EV usage depends on the availability of conveniently located public charging stations.

C) Explore new opportunities to partner with Valley Clean Energy (VCE)

The City has the opportunity to encourage residents and businesses to opt-up to 'Ultra-Green' (100 percent clean and carbon-free electricity) provided by VCE. In addition, the City and VCE may collaborate on programs, grant funding and outreach.

D) Evaluate City policies and programs in relation to meeting CAP targets

Programs Subcommittee Priorities: 3

A) Prioritize and examine Woodland's sustainability policies compared to other cities

This evaluation includes policies to improve progress toward 2035 CAP goals, such as policies to maximize renewable/carbon-free electricity use, waste management, and preservation of trees and natural habitats.

B) Evaluate current City programs and recommend options to increase cross-departmental integration

Increasing the integration of existing sustainability programs across City departments can accelerate the attainment of CAP goals.

C) Explore incentives to encourage transition from gasoline-powered to electric landscaping equipment

Small gasoline engines in landscaping equipment create disproportionately large impact on GHG emissions, air pollution, toxic dust and noise. The City should explore ways to promote the transition to electric battery powered devices.

D) Provide recommendations for program implementation to meet CAP targets

Programs Subcommittee Priorities: 4

A) Identify funding and other resources to address potential programs and projects to support CAP goals

Helping the City find resources and funding to meet CAP goals is an important task for the Sustainability Advisory Committee.

B) Develop educational tools to help Woodland residents calculate and minimize their carbon footprint

Using Cool Davis tools as a model, show Woodland residents ways to optimize home energy efficiency, save money, and do their part to meet CAP goals. This can make the CAP visible and personally relevant to Woodlanders.

C) Receive regular updates from staff regarding potential CAP-targeted projects

Item #5 - Subcommittees 3 & 4

1. Serve as a forum for public input and feedback on issues related to sustainability and CAP implementation.
2. Assist staff in promoting community-wide CAP implementation.

Proposal to combine 3 & 4

Serve as a nexus for public input, feedback, and education about collective and individual contributions to environmental sustainability and CAP implementation.

Objectives (process, people)

- Help cultivate community enthusiasm for CAP implementation and environmental sustainability.
- Identify resources to support the promotion of relevant activities and events.
- Collaborate with stakeholders and community institutions to advance sustainability efforts.
- Support City of Woodland staff in implementing relevant community outreach and engagement.
- Develop tech-savvy mechanisms for efficient and inclusive participation.



Pandemic virtual workplan (6-9 months?)

- Encourage city council to sustain adequate staffing to work systematically over the next year with key players, social and economic groups. **Result = 5**
- Host a virtual forum to discuss and amend the annexes of the Climate Action Plan. **Result = 7**
- Develop a plan for publicizing City projects and modeling environmentally sustainable behavior, including CAP implementation. **Result = 24-15 = 9**
- Identify stakeholders and determine a legally acceptable way to list and introduce non-profit and grassroots environmental groups and provide them with free meeting space, announcements via the City. **Result = 11.** *(nb: coalition/clearinghouse model of Cool Davis)*
- Identify, recruit and organize environmental professionals in the community (researchers at UC Davis, state workers, etc.) to update and involve them in city actions, subcommittees, create opportunities for collaboration, and develop other networking synergies. **Result = 13**

Creative post-pandemic eco-cultural events

- Green drinks
- Low carbon potluck dinners.
- Construct little “free” environmental libraries with a permanent display of the Climate Action plan at the central branch.
- Develop and promote an “eco-homes” tour.
- Organize a “eco-car” show
- Create prizes for key Woodland events civic prizes (4th of July, Winter parade, Honey Festival, etc.) at prominent events for climate and environmental heroes in the community
- City wide garage sale, make an annual tradition (decentralized; coordinate with landfill for pickups)
- Organize an annual low-carbon gala.

Cool names akin to Cool Davis

Environment Front (like Food Front)

Fossil Free Woodland

Clean and Green Woodland

Climate Safe Woodland

Rhyzomica

Sustainable seeds

Greener Woodland

Just Transition Woodland

Woodland Climate Coalition

22nd Woodland

Renewable Woodland

Green Berets, Green New Deal