



City of Woodland

Meeting Agenda

Sustainability Advisory Committee

Woodland Community & Senior

Center

Banquet Room 1

2001 East Street

Woodland, CA 95776

April 17, 2024 - 6:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENTS

This is an opportunity for the public to comment on items not on the agenda. Comments may be presented in person or emailed to SACmeetings@cityofwoodland.org and limited to three (3) minutes when read aloud.

D. MEMBER REPORTS

This is an opportunity for members of the Committee to report on relevant activities or topics related to the Committee's charge.

E. STAFF REPORTS

1. RECOMMENDATION FOR ACTION: Staff recommends that the SAC receive staff updates including:
 - City + County collaboration (OPR RRGP, ZEV Action Team)
 - Emissions portfolios and Summer Civic Fellow
 - Upcoming events: Overcrossing ribbon cutting, Honey Festival, and more

F. MINUTES

2. RECOMMENDATION FOR ACTION: Staff recommends that the SAC approve its March 2024 meeting minutes.

G. BUSINESS ITEMS

3. RECOMMENDATION FOR ACTION: Staff recommends that the SAC receive an update on plans to apply for the 2024 Yolo Solano Air Quality Management District Clean Air Funds grant program and provide input on proposal.
4. RECOMMENDATION FOR ACTION: Staff recommends that the SAC review its existing Work Plan and provide suggested updates before the May 2024 meeting.

H. WORK GROUP UPDATES

I. LONG RANGE CALENDAR

5. RECOMMENDATION FOR ACTION: Staff recommends that the SAC receive the Long Range Calendar for informational purposes only.

J. ADJOURN

NOTICE: Individuals who need special assistance or a disability-related accommodation in order to participate in this meeting should contact Spencer Bowen at least 48 hours in advance of the meeting. Spencer may be reached at (530) 661-5808 or by emailing spencer.bowen@cityofwoodland.org.



Sustainability Advisory Committee Meeting Minutes

March 20, 2024 – 6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:05 PM.

B. ROLL CALL

Present: Aulman, Grandia, Whitaker, Peterson, Muñoz, Serena

Absent: Ullrey, Bellows, Frankenbach, Green

C. SELECT NEW OFFICERS

Whitaker motions to nominate Catalina Muñoz as Chair and Adelita Serena as Vice Chair; Aulman seconds. Motion passes 6-0-0.

D. PUBLIC COMMENTS

No public comment.

E. MEMBER REPORTS

Serena: The Yolo Climate Action and Adaptation Plan is out for feedback, request for committee to share and provide feedback. Recapped the Climate Center Policy Conference.

Whitaker: Shares updates on many sustainability-related grant programs including Reconnecting Communities Program, Adaptation Planning Grant Program, Extreme Heat Program, California Energy Commission Electrifying Fleet Program, and others; encourages staff to apply where there is a good fit. Also tracking climate bond conversations, may be on November ballot.

Grandia: Announces that Woodland is officially on the Green Drinks website. Notes importance of Active Transportation Planning and clean green products in municipal facilities. Proposes starting an ad-hoc toxics working group (Grandia, Serena, and Peterson expressed interest) and a visit to the carpet recycling facility.

Aulman: Provides an update on Arbor Day, rescheduled due to weather, approximately 80 trees planted. Notes that he will be absent for April meeting.

Committee discusses concerns about committee's charter and working plan, and brainstorms opportunities to improve committee's operations moving forward. Whitaker suggests an ad-hoc municipal initiatives working group (Whitaker and Aulman expressed interest).

F. STAFF REPORTS

Active Transportation Plan passed 3/19/24, full copy of the final plan can be found in the City Council agenda packet. Staff will bring updates on YoloTD Transit Hub as progress is made.

G. MINUTES

Grandia motions to approve November and February Meeting Minutes; Whitaker seconds. Motion passes 6-0-0.

H. WORK GROUP UPDATES

Community Outreach Group: Liza presents community outreach strategies including community building events, social media, a website, news articles, and public art. She discusses possible Green Drinks dates tying to the equinoxes and solstices: April 26 (Friday after Earth Day), June 20th (Summer Solstice), September 22 (Autumn Equinox), December 21.

I. LONG RANGE CALENDAR

Sustainability Advisory Committee received the Long Range Calendar for informational purposes only.

Topics of interest: Active Transportation Plan update, 2023 SAC year in review, YoloTD downtown transit plan, carpet recycling and other visits.

J. ADJOURN

Meeting adjourned at 7:52 PM.



YSAQMD Clean Air Funds Grant Discussion

Sustainability Advisory Committee Meeting | April 2024

City staff proposes an application to the annual YSAQMD Clean Air Funds grant program that focuses on secure bicycle parking.

This recommendation was informed by SAC discussion in June 2023, when the Committee identified four top bicycle-related funding priorities for ARP resources: Court Street improvements, bike grant programs, improved signage and striping, and secure bicycle parking and lockers.

The Committee recommended improved signage and infrastructure along Court Street (slightly delayed to best coordinate with YoloTD's forthcoming downtown transit hub project) but also noted that a future priority should be to identify locations for a number of "lockers" to help bicycle commuters safely and reliably store their bike during the work day.

Staff looks forward to hearing the Committee's thoughts on this proposal. The grant application is due Friday, April 19.

Sustainability Advisory Committee 2023 Work Plan

Background

The Sustainability Advisory Committee (SAC) provides recommendations to the Woodland City Council regarding sustainability policy and helps the City achieve state-mandated conservation goals as well as the City's Climate Action Plan (CAP) goals. The SAC was formed to serve the following purposes:

- Provide comments, feedback, and recommendations to the City Council on sustainability policy and CAP implementation
- Advise and assist staff with sustainability program design and community-wide CAP implementation
- Serve as a forum for public input and feedback on issues related to sustainability and the CAP
- Other duties as assigned by City Council

SAC Work Plan

The Work Plan outlined below contains specific projects identified by SAC members and is organized around four key functional areas: Policy Evaluation & Development, Programs & Opportunities, Community Outreach & Engagement, and Administration. The Work Plan articulates projects, tasks, deliverables, and timelines for accomplishing SAC goals.

Note: some projects will be carried out by ad-hoc subcommittees, some of which may evolve into standing committees and would therefore be subject to Brown Act guidelines.

Work Area 1: Policy Evaluation & Development

- Evaluate current and proposed City policies for CAP consistency and efficacy; conduct policy research; define best practices; and make recommendations.

Work Area 2: Programs & Opportunities

- Evaluate current and proposed City programs for CAP consistency and efficacy; monitor CAP implementation status; identify program opportunities to advance CAP implementation.

Work Area 3: Community Outreach & Engagement

- Provide recommendation to City staff on current and proposed public education and outreach projects; increase public awareness of sustainability activities through branding, networking, and media; coordinate a community sustainability leadership network; and develop and implement educational events and opportunities.

Work Area 4: Administration

- Communicate with City Council and City Staff; recruit SAC applicants and review applications; track Work Plan progress; general reporting

The SAC intends for its Work Plan to be a living document. This will allow for adjustments as progress is made and adaptation to evolving conditions and policies.

2023 SAC Work Plan by Key Functional Work Area and Project

Project	Tasks	Deliverables	Timeline	Notes
Work Area 1: Policy Evaluation & Development				
Evaluate current and proposed City policies and topics brought before the SAC	• Use evaluation tool to evaluate current or proposed City policies for CAP consistency • Provide policy recommendations to ensure CAP consistency	List of current and proposed policies determined to be inconsistent with CAP and annotated with policy recommendations	Ongoing	• Use newly-developed evaluation tool • Consider key roadblocks to implementation
Best practices and recommended policies	• Research sustainability policies of comparable cities • Draft summary of policies and best practices successfully used elsewhere • Bring these recommendations to the SAC • Continue to coordinate with other local jurisdictions	Memo describing proven best practices for sustainability policy development and recommending which ones Woodland should implement	Memo before the end of 2023	Ongoing collaboration with other groups will be key to this effort
Sustainability Funding (Allocated from American Rescue Plan)	• Recommend priority areas for City of Woodland American Rescue Plan (ARP) sustainability funding	Discuss with Council at March retreat; Staff report with funding recommendations to City Council	April-May 2023	Ad-hoc work group established

	• Work with staff to operationalize these priorities into spending program			
Project	Tasks	Deliverables	Timeline	Notes
Work Area 2: Programs & Opportunities				
Program evaluation and reporting	• Review existing CAP • Evaluate and report on CAP implementation status	• CAP-specific report that will inform policy recommendations above • Public dashboard that shares progress on CAP and GHG goals	Should be done annually	UC Berkeley graduate students on board for Spring 2023
Tree canopy	• Gather info from City of Woodland tree division • Investigate making this info more publicly accessible • Identify opportunities to plant new trees and protect existing trees • Review Urban Forest Management Plan • Help obtain and prepare net tree gain report	Report detailing progress on increasing tree canopy	Summer 2023	• Collaborate and share info with Woodland Tree Foundation • Any impact of updated tree ordinance?
Project	Tasks	Deliverables	Timeline	Notes
Work Area 3: Community Outreach & Engagement				

CAP Public Forum	- Identify what went well and what could be improved from July 2022 event - Plan another event for Summer or Fall 2023	Town hall or forum	Fall 2023	2023 event should articulate how the 2022 event impacted City actions in the interim
Education and outreach events	- Work with staff to identify opportunities for engagement where SAC can partner and support - Plan virtual or in-person events	At least two engagement activities where SAC takes lead	Before the end of 2023	Example: Coastal Cleanup Day Committee members likely to support outreach at California Honey Festival
Publicize and brand City sustainability efforts	- Improve visibility of EnviroWoodland brand - Draft marketing plan for sustainability efforts - Analyze efforts from 2022	- Marketing plan - Draft sustainable leadership recognition plan - Continued media releases - Expanded video content	Plans by Summer 2023 Marketing ongoing	Led by staff with SAC support and input
Sustainable Leadership Network	- Meet with Cool Davis - Develop written plan, including networking infrastructure and strategy	Formal plan for implementation	Plan before the end of 2023	- Needs to be “community-led” for best efficacy - Called out specifically in CAP

Project	Tasks	Deliverables	Timeline	Notes
Work Area 4: Administration				
Regular communication with City	- Continue to transmit meeting minutes - Hold early-2023 working group with Council - Present annual progress report to City Council	- Monthly meeting minutes - Working meeting and post-meeting report - SAC Annual Chair Report	Working Session: in calendar year 2023 Annual Report: November 2023	Productive conversation at March 4, 2023 Council Retreat
Committee recruitment	- Recruitment among networks, personal connections to encourage interested residents to apply - Work with City Clerk to promote recruitment - Attend at least one community event to promote the opportunity - Discuss with current members – do you intend to stay on?	- Help deliver completed applications to City Clerk - Fill open spot on SAC	Boards and commissions recruitment window	Stay in sync with staff on timetable for recruitment
Zoning update	- Review key portions of City's comprehensive zoning update - Produce concise written report on feedback and recommendations	Report to City Staff re: zoning recommendations	Flexible – will have more clarity in Spring 2023	



Sustainability Advisory Committee

Long Range Calendar

April 2024

Priority Items

- Outreach and Engagement
- Downtown Transit Hub & Court Street bike improvements
- Consider 2024 Work Plan

Ongoing Topics

- City's GHG footprint + Valley Clean Energy (VCE)
- Yolo County compost facility
- Urban Forest Management Plan
- Ad-hoc committee policy
- Car share
- Carpet recycling facility
- Energy efficiency center (Sonoma)
- Woodland Regional Park Preserve updates
- Social justice and equity practices re: sustainability
- Green buildings and healthy environments in existing structures
- Electrification in new construction