



City of Woodland

Meeting Agenda

Sustainability Advisory Committee

Woodland Community & Senior

Center

Banquet Room 1

2001 East Street

Woodland, CA 95776

July 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.

1. RECOMMENDATION FOR ACTION: Staff recommends that the SAC receive updates from members, including Mr. Bellows' recent facility tour and Mr. Aulman's CAP memo

E. STAFF REPORTS

2. RECOMMENDATION FOR ACTION: Staff recommends that the SAC receive an update on City initiatives

F. MINUTES

3. RECOMMENDATION FOR ACTION: Staff recommends that the SAC approve its June 2024 meeting minutes

G. BUSINESS ITEMS

4. RECOMMENDATION FOR ACTION: Staff recommends that the SAC revisit its discussion of plastic waste policy
5. RECOMMENDATION FOR ACTION: Staff recommends that the SAC review its most recent Work Plan and update the document for 2024

H. WORK GROUP UPDATES

6. RECOMMENDATION FOR ACTION: Staff recommends that the SAC discuss work group initiatives, including engagement events (Green Drinks, Coastal Cleanup Day)

I. LONG RANGE CALENDAR

7. SUBJECT: Long Range Calendar

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 MEETINGS		
Date	Key Topics	Notes
19-Jun-24	Coastal Cleanup Day Plastic waste policy Recycling Plant tour	Continued plastics discussion agenda for next meeting
SUSTAINABILITY PROJECTS		
Project Name	Description	Status
Greenhouse Gas (GHG) Emissions Inventory Update	Tool used to track emissions throughout the City.	City staff worked on update, but faced challenges due to PGE's 15/15 privacy rule, the addition of Valley Clean Energy (VCE), and VCE's power content label. Staff is waiting for an updated power content label from VCE that better reflects their transition to renewable energy to move forward. Staff also actively participating in UC Berkeley Climate Action Data Committee for statewide solutions (see below).
UC Berkeley Climate Action Data Committee	Group of academics, consultants, and researchers to solve GHG data issues and streamline process for local GHG inventories; state funded.	City is a member and staff are actively attending monthly meetings.
Regional Resilience Grant Program	County-wide effort to create a Yolo Regional Resilience collaborative that will position us for better collaboration on regional projects and additional funding; state funded through Governor's Office of Planning & Research (OPR).	MOU signed, RFP process under way. Anticipated to start consultant work in Fall.
Zero Emission Vehicle (ZEV) Action Team	County-wide effort to perform an analysis of the county's ZEV infrastructure needs, positioning us better for future grant applications and investments; each member will work with selected consultant on a municipal fleet transition plan.	RFP in progress, bid window closes on 7/18. Anticipated to start consultant work in Fall.
City-County Climate Working Group	Regional climate and sustainability collaboration: Local city and county staff in Yolo and Sacramento counties	City is a member and staff are actively attending meetings. Amanda Portier serves on the steering committee to help facilitate meetings.
Capital Regional Climate Resilience Collaborative (CRCRC)	Sacramento region-wide (six county) group to share best practices and coordinate efforts.	Spencer Bowen on the CRCRC Steering Committee for the last three years; CRCRC activities helped in efforts such as the above OPR grant application and Federal EPA CPRG program
Civic Fellow: Climate Action Plan (CAP) Communication	2024 Summer Civic Fellow project will include researching and implementing a CAP tracking dashboard, working with department heads to share their sustainability progress.	Civic Fellow has created a draft webpage outlining all CAP objectives, strategies, actions, & goals. Requests for status updates on CAP strategies sent to relevant City staff. Fellow will incorporate status updates into webpage before launching.
ZEV support	Installation of ZEV infrastructure and procurement of vehicles	New public EV chargers in downtown launched in January 2024 Additional chargers anticipated behind Hotel Woodland in Fall 2024 Fleet services complying with State's "Green Fleets" rules and participating in ZEV Action Team (see above)
Woodland Bike Loop	Identify and promote a citywide bike loop to promote active transportation	City approved and identified loop location in March 2024 City received YSAQMD funding for signage and promotion Currently designing signs, paint, and bike lane improvements along the route Staff & Civic Fellow worked on route planning today 7/17
Woodland Bike Locker Project	Install bike lockers in key areas throughout the City.	YSAQMD awarded \$10,300 for the project. This will fund 4 or 5 bike lockers.
Woodland Geoportal	The Woodland GeoPortal page contains GIS data layers that are available for download, the interactive map library and various mapping applications that were built on GIS technology.	Maps include: Woodland Bicycle Map, City of Woodland Trees, Woodland Conservation Efforts, Woodland Parks, & more.
New CA Water Restrictions	Making Conservation a California Way of Life is a new regulatory framework proposed by State Water Board staff that establishes individualized efficiency goals for each Urban Retail Water Supplier.	Staff is still reviewing these new regulations. The rules will likely require the City to calculate a "water budget" for each water user in the City and hold them to that budget. More info to follow.



Sustainability Advisory Committee Meeting Minutes

June 19, 2024 – 6:00 PM

A. CALL TO ORDER

Meeting called to order at 6:06 PM.

B. ROLL CALL

Present: Grandia, Serena, Frankenbach, Aulman, Bellows, & Green

Absent: Ullrey, Whitaker, Muñoz

C. PUBLIC COMMENTS

Public comment:

The first individual addressed the issues of public transportation and carbon pollution. In terms of public transport, the individual expressed concern that the plan to increase 42 bus routes in the county (with transport from Yolo County to Downtown Sacramento and the Sacramento International Airport) was cut. In terms of carbon pollution, the individual was concerned about the ongoing I-80 highway construction and its environmental impact.

The second individual addressed the issue of gravel mining and priority reclamation. The individual informed the committee of effort underway so habitat reclamation would be prioritized over agricultural reclamation. This effort, the individual states, aligns with the environmental climate plan for 2035 and would provide effective carbon sequestering as there would be the opportunity for seasonal wetlands. The individual also mentioned a project titled “Nature Solutions” ran by The California Department of Natural Resources that aligns with climate change efforts.

Bellows motions to move the Business Item 2 up in the agenda, Serena seconds. Motion passes 6-0-0.

- a. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC discuss local waste plastic waste policy and practice

Discussion: Plastic is a huge issue for the City of Woodland and clean ups can bring community awareness of the issue and provide important data to the City of Woodland. A member mentions that human health is heavily affected by waste citing several recent studies. Another member states recycling rates are low and the members agree that it would be beneficial to go out to the Yolo County Landfill to tour and view compliance information. Additionally, there is a push

within the committee for social media education to help the City of Woodland “adopt a culture of reuse.”

Bellows motions to agendize a discussion at the July meeting on single-use plastic bottles in the City, with an amendment to request data from City Staff; Serena seconds. Motion passes 6-0-0.

D. MEMBER REPORTS

Green: Nothing to report.

Aulman: Created memo including outreach, city responsibilities, and the call to action as featured in the CAP 2035 plan which was distributed to members during meeting. Spoke at City Council meeting June 4th 2024, where Aulman advocated for: 1. The creation and advancement of an informational website regarding the CAP 2035 plan and 2. Continued development of a “Guide to Low-Carbon Living in Woodland.” Aulman also advocated for a FAQ page similar to that seen on the Research and Tech Park website. Argument for agenizement and to place the prior mentioned points as action items. Aulman also notes there should be someone in each department assigned to the 2035 CAP plan (i.e. CAP coordinator).

Rolf: Builds on the notion of agendizement and proposes that the SAC come up with ways to spur community involvement and awareness of climate issues.

Adelita: Discussed the Climate Action Plan Adaption draft and the feedback collected from an event in Knights Landing. Adelita did note low turnout as the event was hosted on Juneteenth, a Federal Holiday. It is then stated that this plan has an executive summary and there will be another meeting to collect feedback on July on 20th, with the final feedback deadline on July 11th. Additionally, Adelita spoke to Enviro Woodland about having posts dedicated to the committee and introducing members alongside announcing vacancies and meetings. Adelita further promoted a free event which pertains to “Restoring Cache Creek Wetlands” hosted at the Stephens Branch Library located in Davis.

Bellows: Bellows presented a slideshow where he first emphasized the importance of influencing community climate awareness through putting out monthly news articles, engaging in TV news, and participating in UC Davis research. Similarly, he proposed the creation of an independent committee removed from the SAC yet insists there will likely be overlap between the two. Secondly, Bellows states the SAC should organize a trip to the Yolo County Recycling Center.

Grandia: Reported that the most recent “Green Drinks” event was a success and had great turnout. Also reiterated that the event is quarterly and it was time to start planning for the next one. Reiterated the importance of Enviro Woodland connection.

E. STAFF REPORTS

Greenhouse Gas (GHG) Emissions Inventory Update: Tool used to track emissions throughout the City. City staff worked on update, but faced challenges due to PGE's 15/15

privacy rule, the addition of Valley Clean Energy (VCE), and VCE's power content label. Staff is waiting for an updated power content label from VCE that better reflects their transition to renewable energy to move forward. Staff also actively participating in UC Berkeley Climate Action Data Committee for statewide solutions (see below).

UC Berkeley Climate Action Data Committee: Group of academics, consultants, and researchers to solve GHG data issues and streamline process for local GHG inventories; state funded. City is a member and staff are actively attending meetings.

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Zero Emission Vehicle (ZEV) Action Team: County-wide effort to perform an analysis of the county's ZEV infrastructure needs, positioning us better for future grant applications and investments; each member will work with selected consultant on a municipal fleet transition plan. RFP in progress, will close in two weeks. Anticipated to start consultant work in Fall.

Capital Regional Climate Resilience Collaborative (CRCRC): Sacramento region-wide (six county) group to share best practices and coordinate efforts. Staff member elected to the CRCRC Steering Committee; CRCRC activities helped in efforts such as the above OPR grant application and Federal EPA CPRG program.

Civic Fellow: 2024 Summer Civic Fellow project will include researching and implementing a CAP tracking dashboard, working with department heads to share their sustainability progress. Civic Fellow hired, start date June 17.

ZEV Support: Installation of ZEV infrastructure and procurement of vehicles. New public EV chargers in downtown launched in January 2024. Additional chargers anticipated behind Hotel Woodland in Fall 2024. Fleet services complying with State's "Green Fleets" rules and participating in ZEV Action Team (see above).

Bike Loop: Identify and promote a citywide bike loop to promote active transportation. City approved and identified loop location in March 2024. City received YSAQMD funding for signage and promotion. Currently designing signs, paint, and bike lane improvements along the route.

Woodland Bike Lockers: Install bike lockers in key areas throughout the City. YSAQMD awarded \$10,300 for the project. This will fund 4 or 5 bike lockers.

F. MINUTES

Grandia motions to approve the May 2024 meeting minutes, Serena seconds. Motion passes 5-0-1 (Bellows abstains).

G. BUSINESS ITEMS

- a. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC discuss upcoming public engagement opportunities including California Coastal Cleanup Day

Serena motions for SAC to plan a California Coastal Cleanup Day on Sept. 21st, Frankenbach seconds. Motion passes 6-0-0.

- b. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC discuss local waste plastic waste policy and practice

Moved up in the agenda.

H. WORK GROUP UPDATES

Cool Schools Initiative update: A Cool Schools event was held where the tree canopy of five schools in Woodland (Beamer, Engle, Friedman, Whitehead, and Prairie) was discussed. The Cool Schools project aims to increase tree canopy at schools making sure that 30% tree canopy is obtained. Currently, the tree canopy range at the mentioned schools is 9-14%. Information gathered from the event and information provided by Daniel Hewitt, regarding current tree canopy data that was ascertained from schools in question, is now being processed by landscape professionals connected to Texas Tree. As Texas Tree works on a plan, this will provide another opportunity for public input given the continued evolution of the plan derived from the first input that occurred. The project will have three phases, planning, planting, and maintenance. Currently the project is in its first phase.

I. LONG RANGE CALENDAR

Priority Items

- Green Drinks: Organizing before the next meeting. More details to come.
- California Coastal Cleanup Day: Set for September. The event aims to reduce litter on the streets of Woodland.
- Bike loop downtown improvements

J. ADJOURN

Serena motions to adjourn meeting, Aulman seconds. Motion passes 6-0-0.

Meeting adjourned at 7:40 PM.



Plastic Waste Policy - Continud

Sustainability Advisory Committee (SAC) Meeting | July 17, 2024

As requested by SAC members and public comment, the Committee once again agendized a discussion regarding plastic waste in the City of Woodland.

Plastic waste and recycling were identified as top community priorities during the SAC's well-attended public outreach event in Summer 2022 (along with bicycle safety and infrastructure).

This issue has resurfaced due to recent Committee discussion and public comment.

Staff recommends that the Committee discuss their plastic waste policy research and consider making a recommendation to City staff and/or Council concerning next steps.

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

July 2024

Priority Items

- Public engagement events (Green Drinks, Coastal Cleanup, etc.)
- Bike Loop & Downtown improvements
- CAP / Sustainability webpage

Ongoing Topics

- City's GHG footprint + Valley Clean Energy (VCE)
- Urban Forest Management Plan
- Ad-hoc committee policy
- Car share
- 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