



City of Woodland

Meeting Agenda

Sustainability Advisory Committee

Woodland Community & Senior

Center

Banquet Room 1

2001 East Street

Woodland, CA 95776

August 21, 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 an update from staff, including progress on the Sustainability Dashboard and input on a potential "youth advisor"

F. MINUTES

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

G. BUSINESS ITEMS

3. RECOMMENDATION FOR ACTION: Staff recommends that the SAC continue its discussion regarding waste streams and diversion.
4. RECOMMENDATION FOR ACTION: Staff recommends that the SAC review a proposed update to its Work Plan and finalize at the next 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 MEETINGS		
Date	Key Topics	Notes
17-Jul-24	SB-54 and waste diversion; Coastal Cleanup; Green Drinks	
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. Committee anticipates a draft tool for Data Committee review before end of year.
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 for 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 scoring in progress Anticipated to begin in Fall 2024
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 City Manager's Office Civic Fellow project included 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. Roughly three quarters of the content has been updated, with a goal to share with the Committee in September or October.
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 currently identifying poles and sign locations; labor-intensive process.
Woodland Bike Locker Project	Install bike lockers in key areas throughout the City.	Reduced grant award resulted in budget for three lockers - will be located downtown at City Hall.
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 continues to review 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.



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

Meeting called to order at 6:08 PM.

B. ROLL CALL

Present: Aulman, Serena, Muñoz, Perrin, Green

Absent: Whitaker, Bellows, Ullrey, Frankenbach

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.

No public comments

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.

3:14: Members of the SAC Committee met with Marissa Jeweler to have a tour of the Yolo County Landfill which lasted approximately 1 hour and 20 minutes. During this tour various things were discussed such as: recycling policy at the landfill, how input from other counties is handled, and composting. A delegation from Sacramento County joined the Woodland SAC on their tour.

6:15: Serena discusses development of social media posts that highlight the committees accomplishments. Discusses with other members the opportunity to be featured on the City of Woodland's website and requests that photos/short biographies are submitted if individuals wish to be featured in that manner. Lastly, Serena discusses taking a group picture.

8:04: Addresses the issue of single use plastics and food resources in regard to pertinent city ordinances. Singles she would like more discussion on plastic usage and more information on the inventory of refuellable water stations within city buildings. Discusses submission of an article to the daily democrat and interaction with the Woodland City Council.

10:50: Adds onto discussion surrounding the Yolo County Landfill tour stating that it was “very impressive” and that there was conversation regarding their role in the collection and prevention of landfill debris through deferral actions. Aimed to ask a question regarding data collection on how materials were sourced as pertaining to Woodland. However, due to time constraints could not. However, a point person has been acquired for this issue. Compost was another issue discussed alongside the topic of open space use in public lands.

Perrin: Perrin, the newest member of the committee states he is grateful to be on the committee and that Woodland is situated at a unique time and place such that sustainability can be recommended and driven forward as part of the towns development. Perrin also states that the town has a lot of opportunity, specifically in terms of public transit.

Aulman: Aulman discusses the CAP, stating that, in his view, the public involvement section was one section that was working the best out of the five. It was also asserted that the CAP is very specific in some regards and that a sustainability manager would be fruitful in progressing the CAPs aims. Aulman desires to ask City Council members their top 3 sustainability measures to start dialogue. Additionally, the City was involved in a joint effort with the Woodland Joint Unified School District (WJUSD) and desires that this information is translated into user-friendly infographics that would summarize the findings. Lastly, Aulman asserts that it would be optimal to aim to measure what the city, local government, public, and industry is doing to promote sustainability.

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

County Wide ZEV Contractor: Applications conclude July 18th. This contractor will help identify key gaps, locate spaces for EV charger expansion, and collaborate with people involved in City fleet operations to develop an internal fleet transition plan

Civic Fellow Project: The current Civic Fellow within the Office of Equity, Environment, Economy and Engagement is building an intuitive climate dashboard that includes progress on the CAP Plan. The survey deadline for information pertinent to the CAP’s goals and actions was July 17, 2024.

Woodland Bike Lockers: ½ of requested funds were received which will allocate funding for 3-4 bike lockers. Currently spots for these lockers are being identified which may best serve commuters and allow them to safely lock up their bikes. City Hall is a possible location, as well

as, the Community Service Department. These locations tying to a public input session. The City will be purchasing and installing the lockers within the next calendar year.

Community Transparency: The Woodland GeoPortal aims to increase transparency and enhance understanding of the city through maps such as those regarding trees, parking, government offices, parks, and other important aspects of The City of Woodland. The GeoPortal can be found through the City's website or through ArcGIS Online. The aim for transparency can also be seen in the likely requirement that The City calculates a water budget for each water user in the city and hold them to that to ensure water conservation measures are met.

SB 1383 – Green Waste and Diversion: A Memorandum of Understanding (MOU) has been established between The City and the WJUSD that relates to the continuance of sorting education in schools.

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

F. MINUTES

Serena motions to approve the June 2024 meeting minutes, Green seconds with amendment regarding an incorrect date by Frankenbach. Motion passes 5-0-1 (Perrin abstains).

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

G. BUSINESS ITEMS

Discussion of SB-54: Request for Styrofoam to be highlighted in discussion on plastic waste. Discussion of the Environmental Impact Report (EIR) related to SB-54 and how enforcement can occur to prevent plastic waste through regulation on the production side. SB-54 applies waste hierarchy that focuses on waste reduction and creation of a circular economy that shifts burden from local governments to plastic producers.

Coastal Cleanup: This event will take place on September 21st from either the hours of 8am to 12pm or 9am to 12pm and focus on the Farmers Central Ditch. If enough volunteers show, the cleanup will expand to the Regional Park Preserve. It is likely a registration page will be set up through Eventbrite where anyone of any age can sign up, with parent accompaniment required for younger children. The cleanup will track data on the specific trash collected through a data form where trash will be tallied and categorized as it is collected. Additionally, participants will be paired up and the hours spent at the event can act as volunteer hours for local high schoolers. The ultimate goal of this event, to increase awareness of how much trash ends up in waterways and drainage systems.

4. **RECOMMENDATION FOR ACTION:** Staff recommends that the SAC revisit its discussion of plastic waste policy

5. RECOMMENDATION FOR ACTION: Staff recommends that the EIR related to SB-54 is revisited once released and relevant staff analyze the document to ensure the city is meeting its requests properly

6. RECOMMENDATION FOR ACTION: Staff recommends that the SAC review its most recent Work Plan and update the document for 2024

H. WORK GROUP UPDATES

Green Drinks event in fall, indeterminate time but will help support sustainable businesses. The event will be hosted at The Hive in Woodland which is an establishment that is 100% solar and therefore represents green business initiatives. This event will be followed by a ceremonial celebration of green businesses where each will be awarded a plaque for their participation in climate sustainability efforts.

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

Work plan rescheduled for next meeting.

7 SUBJECT: Long Range Calendar

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

J. ADJOURN

motions to adjourn meeting. Motion passes 6-0-0.



Waste, Plastic, and Rulemaking Policy - Continued

Sustainability Advisory Committee (SAC) Meeting | August 21, 2024

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

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

Staff recommends that the Committee discuss their waste policy research, including SB 54 rulemaking at CalRecycle, and consider making a recommendation to City staff and/or Council concerning next steps.

Sustainability Advisory Committee 2024-2025 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 City staff 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 and the City's CAP progress through 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	• Evaluate current or proposed City policies for CAP consistency • Provide policy recommendations to ensure CAP consistency • Seek out opportunities for recommendations to City Council	List of current and proposed policies determined to be inconsistent with CAP and annotated with policy recommendations	Ongoing	• 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	Memo describing proven best practices for sustainability policy development and recommending which ones Woodland should implement	Memo before the end of 2024	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 General Fund sustainability funding (originating from the	Recommend priorities for remaining funding after bike project	Ongoing	Bike-friendly improvements near downtown recommended – waiting on next steps re:

	American Rescue Plan, or ARP) • Work with staff to operationalize these priorities into spending program			potential downtown transit hub for YoloTD
Project	Tasks	Deliverables	Timeline	Notes
Work Area 2: Programs & Opportunities				
Program evaluation and reporting	• Review existing CAP and evaluate and report on CAP implementation status	Public dashboard that shares progress on CAP and GHG goals	At regular intervals; new dashboard before end of 2024	• UC Berkeley graduate students produced a report in Spring 2023 • Summer 2024 Civic Fellow project made substantial progress
Tree canopy	• Gather info from City • 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 2025	• 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 Fall or Winter 2024	Town hall or forum	Before end of 2024	2024 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	More than one engagement activity where SAC takes lead in addition to quarterly Green Drinks	Ongoing	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 - Collaborate with City Environmental Services staff on content - Analyze recent efforts	- Draft sustainable leadership recognition plan - Continued media releases - Expanded video content	Posting schedule and regular content by Fall 2024	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

Project	Tasks	Deliverables	Timeline	Notes
Work Area 4: Administration				
Regular communication with City	- Continue to transmit meeting minutes - Hold early-2025 working group with Council during Council Strategic Planning Retreat - Present annual “Chair’s report” to City Council	- Monthly meeting minutes - Working meeting and post-meeting report - SAC Annual Chair Report - Staff’s monthly update to SAC	Working Session: in calendar year 2025 Annual Report: Summer 2025	Anticipated City Council “retreat” in early 2025



Sustainability Advisory Committee

Long Range Calendar

August 2024

Priority Items

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

Ongoing Topics

- City's GHG footprint + Valley Clean Energy (VCE)
- Urban Forest Management Plan + "tree report"
- 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