



City of Woodland

**SUSTAINABILITY ADVISORY COMMITTEE
SPECIAL MEETING
MEETING MINUTES – JULY 8, 2020
VIA TELECONFERENCE**

1. Call to Order

Meeting called to order at 6:01 p.m.

2. Roll Call

Present: Mark Aulman, Christine Casey, Rolf Frankenbach, Liza Grandia, Allison Martin, Catalina Munoz, Sara Schremmer, Raul Tadle, Robert Ullrey

Absent: None

Staff Present: Ken Loman, Jianelli Morones, Reyna Piñon

3. Public comment

None.

4. Introduction of newly appointed Sustainability Advisory Committee members

Allison Martin and Rolf Frankenbach were appointed to the Sustainability Advisory Committee in June 2020. Allison and Rolf introduced themselves, highlighting their interest in volunteering as members on the Committee and their background in various areas of sustainability.

5. Member reports

Aulman: Mark noted that a presentation on the City's Urban Forest Master Plan and updates to the City's tree ordinance will be on the September agenda for the Sustainability Advisory Committee.

Munoz: Catalina has been in contact with The Bike Campaign regarding upcoming bike ride events on July 21 and October 20. The bike rides are scheduled for these dates, but may be adjusted or canceled depending on the status of COVID-19 in the County.

Schremmer: Sara recently started a new job as the Program and Outreach Manager for the UC Davis Policy Institute for Energy, Environment, and the Economy.

6. Staff reports

Ken Loman, Environmental Sustainability Manager, stated that as of July 1, the Environmental Services Division is under the Community Development and completed their move from the Water Pollution Control Facility to City Hall last week. To accommodate the electric vehicle charging requirements of Environmental Services Division's all-electric Nissan Leaf and electric vehicles added to the municipal fleet in the future, a dual Level 2 electric vehicle charging station will be installed in the City Hall parking lot. Approval of the memorandum of understanding and appropriation of funds for implementation of the Electrify Yolo Project will be brought to City Council at their July

21 meeting. Staff will be taking a resolution to City Council at the July 21 or August 18 meeting for the Community Rain Garden Demonstration Project at Crawford Park. The service year for the City's CivicSpark Fellow, Jianelli Morones, ends on July 31. City staff are exploring ideas for hosting a CivicSpark Fellow in the upcoming service year that may work on COVID recovery activities.

7. Approve minutes for June 10, 2020

On a motion by Mark Aulman, seconded by Robert Ullrey, and carried unanimously on a 9-0 vote, committee members approved the minutes for the June 10, 2020 meeting.

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

Noes: None

8. Work plan development subcommittee updates

1. Work Plan Development for Sustainability Policy and Climate Action Plan (CAP) Implementation Feedback to City Council: Munoz (coordinator), Tadle, Ullrey

The subcommittee gave a brief presentation highlighting their top four priorities for this work plan item, provided below.

- Assist in the development of sustainability policies and best practices that, at the very minimum, meet the standards and support the goals of the Climate Action Plan (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.
- Develop a system of regular communications with the City Council.
- Research sustainability policies of comparable cities and make recommendations to the committee regarding best practices and policies consistent with the CAP.

2. Work Plan Development for Sustainability Program Design and Implementation Advisement and Assistance: Aulman (coordinator), Tadle, Ullrey

The subcommittee gave a brief presentation highlighting their top seven priorities for this work plan item, provided below.

- Explore program and project concepts.
- Create subcommittees tasked with evaluating programs.
- Identify funding and resource gaps.
- Provide recommendations for program implementation that make optimum use of funding.
- Receive regular updates from staff regarding potential projects.
- Partner with the Capitol Regional Climate Readiness Collaborative and other jurisdictions to build resilience in the community and support the City's strategic initiatives.

- Partner with existing organizations, such as the Bike Campaign and Woodland Tree Foundation to support CAP implementation.
3. Work Plan Development for Public Input and Feedback on Sustainability and CAP Implementation Issues & Community-Wide CAP Implementation Assistance: Grandia (coordinator), Aulman, Munoz

The subcommittee has not had a chance to meet, but would like to meet soon and would also like to connect with Jianelli to discuss her research on outreach and engagement.

9. Discuss Committee Outreach Guide

Jianelli Morones, CivicSpark Fellow, gave a presentation of the Committee Outreach and Engagement Guide that she has been developing over the course of her service year with the City of Woodland. The guide provides an overview of Woodland's vulnerable populations, ways to connect with the community using various communication channels, community engagement practices, messaging recommendations, program development methodologies, research-tested phrases for climate conversations, and other outreach and engagement resources. Committee members asked questions about the specific strategies and tools included in the guide and thanked Jianelli for her work on this project as well as the CAP Story Map project that was presented to the Committee at their June meeting. Several committee members stated that they are looking forward to reading the outreach guide when it is ready to be distributed.

10. Discuss long-range calendar

Upcoming agenda items for the August meeting include a discussion with Waste Management regarding the future rollout of the Smart Truck program for residential customers, sustainability-related City budgets and potential staff layoffs due to financial consequences of the COVID-19 pandemic, and subcommittee appointments. The focus of the September meeting will be a presentation on the City's Urban Forest Master Plan and tree ordinance updates.

11. Adjourn

Meeting adjourned at 7:22 p.m.