

**MEETING AGENDA
SUSTAINABILITY ADVISORY BOARD
City of Del Mar, California**

Monday July 8, 2019 5:30 p.m.

City of Del Mar Town Hall

1050 Camino del Mar, Del Mar, California

Civility Works: The Del Mar Code of Civil Discourse:

***Together we will promote inclusion; listen to understand; show respect;
be clear and fair; and focus on the issue.***

1. Call to Order/Roll Call
2. Introductions
3. Approval of Minutes – June 10, 2019
4. Public Oral Communication

Anyone may address the Sustainability Advisory Board for three minutes on any agenda item. For items not on the agenda, please indicate you would like to speak when Public Oral Communication comes up on the agenda. When the Chair recognizes you, please step forward and state your name and address clearly for the record. If there are several speakers on an item your time available to speak may be limited to two minutes. The committee may ask questions of you to which you can respond. State law precludes the Committee from acting on any topic which is not an action item on the posted agenda. Your information may be received, placed on the next agenda, or referred to the Committee Chairperson.

5. Council liasons' report (Ellie and/or Dwight)
6. Staff's report (Clem)
7. Short-term work plan for CAP Implementation Plan; GHG inventory update
8. Subcommittee presentations and action items (see attached reports)
Energy and Buildings, Transportation, Zero Waste, Urban Trees, Outreach, CAP update
9. Next Meeting: September 3, 2019
Need to reschedule November meeting
10. Comments by Members
11. Adjourn

DRAFT MINUTES
SUSTAINABILITY ADVISORY BOARD
City of Del Mar, California
Regular Meeting
Monday June 10, 2019
Del Mar Civic Center
1050 Camino Del Mar, Del Mar, California

SAB Members Present: Ann Feeney, Bertha Leone, Hannah Carson, Dolores Jamison, Al Sweedler, Ashley Mazanec

SAB Members Absent: Debbie Hecht, Catherine Blair

Staff present: Don Mosier, CAP Facilitator, Staff Volunteer

City Council Liaisons Present: Dwight Worden, Ellie Haviland

Members of the Public Present: Nilmini Silva-Send, potential SAB member; Heidi Kuong, Ricky Williams, Ascent Environmental; Katie Hentrich, SANDAG; Andrew Beecher, Rincon

1. Meeting was called to order at 5:30 pm
3. Approval of May 13, 2019 Minutes: M/S Bertha/Hannah. Passed unanimously.
4. Presentation:– Andrew Beecher, Rincon Env. Planner, Carlsbad
 - Home Energy Savings Program
 - Helped Vista with public outreach. Home Energy Savings Program (funded by SDG&E). Working with DM to reduce energy use- incentives and rebates thru SDG&E. Targeting senior group-- computer literacy limited so outreach unique. In home energy audits + personal info = energy upgrades savings and use; rebates available
 - Del Mar Times and Sandpiper articles underway
 - 15 home audits + want to reach seniors and public- older homes, fixed incomes, education on upgrades, helps fulfill CAP social equity chapter.
 - Volunteers needed
 - Requirement for eligibility only for Income Assistance Program
 - Hands on workshops will be be scheduled for fall 2019
5. Presentation: Construction & Demolition Debris Recycling Ordinance (Jen, Planning Dept)
Local process for Construction & Demolition Debris Recycling .
 - WM Plan submitted- weight and materials.
 - Diversion rate minimum 65% by state law
 - Ensures enforcement- established tools

**Unanimous approval by board

6. Presentation: CAP Implementation Plan and Monitoring Tool: Heidi and Ricky (Ascent)
- List of potential programs, funding, timing for CAP Implementation and updates
 - Purpose is to provide guidance for staff + SAB
 - CAP monitoring tool to be input with up-to-date estimates of amount of GHG reductions by sector
 - GHG Inventory will be provided by SANDAG - confirmed through 2020, uncertain after that

Action:

- Each SAB member to **email top 5 CAP priority strategies for CAP “Short term work plan” to Clem by this Friday June 14 along with comments on the Implementation Plan.** Focus on what saves the most GHG and also the low hanging fruit.
Note: don't copy each other. Clem to consolidate and provide the information to Ascent so they can return to the July meeting with an updated version of the Implementation plan.
- It's okay to include items that need budget. If not in the current budget, it can move up the list over time; some items might be funded by fines/penalties that create revenue (such as building code violations or tree mitigation fees)
- It's okay to include on the list things that Del Mar does not have direct control over, because the city has representatives on Regional boards and can advocate for change (eg timing of the NCTD buses) Dwight -- NCTD BOARD; Ellie/Dwight – SANDAG.

7. Council liaison and staff report (Dwight and Don)

Investigating two CCA options: City of San Diego or North Coastal Alliance (Del Mar, Encinitas & Carlsbad)

Joint Powers Authority (JPA) -- should be same either way. Goal: fairness equity legal enforcement and legal protection -- debt is held by JPA. SD would advance up front CCA costs (millions). CPUC and legislature decisions are the biggest risk to pursuing CCA.

- Imminent action: Business Plan Document must be to CPUC by end of December to launch CCA by 2021. Missing this deadline would extend start date by one year.
- 1. City of SD. Standard voting structure be: a) one vote per agency and b) occasional weighted vote option by population
- 2. Other option is with SEA and North Coastal Alliance cities

Del Mar EcoDistrict being explored.

- Block by block priorities: Equity, Resilience, Climate.
- TBD who would lead/fund this effort

8. Outside speakers – deferred discussion

9. Subcommittee updates and action items:

Zero Waste - FoodCycle for residents. Pay \$50 to register, and \$5 per bucket when they are brought to to Solana Center in Encinitas. City subsidy would be \$40 for each drop off and possibly some for registration

- Bertha motion to SAB to support residential FoodCycle Program for Council to support with same subsidy as Encinitas; Second: Ann. **Unanimous approval

10. Composting workshop: June 22 9am-11am Civic Center Plaza

a. Outreach table – flyers

11. Next Meeting: July 8, 2019

a. No August meeting, September meeting rescheduled to 9/3

Action for July meeting: Each committee look at CAP Update with regard to their category – report on priorities for GHG reduction impact and low hanging fruit on subcommittee spreadsheet – to be sent to Clem 1.5 weeks before next meeting.

GHG inventory available from Clem before next meeting

Meeting was adjourned at 7:30 pm

Minutes prepared and submitted by Ashley Mazanec

SAB SUBCOMMITTEE REPORT

SUBCOMMITTEE NAME: Transportation

ITEMS FOR FULL BOARD AGENDA DISCUSSION OR ACTION: List any items the subcommittee would like to place on the full SAB agenda for full committee discussion, possible action, or note “none.”

10% EV Parking in Downtown streetscape to also include some spots for micro-mobility. Judge based on expected amount of Gotcha Bikes?

COMMENTS: Anything else the full Board should know.

Carlsbad is starting a pilot program for first/last mile from the Coaster station. They are using a company WeDriveU. Something we can keep an eye on!

PENDING/ACTIVE PROJECTS: list all projects the subcommittee is working on, and the status of each

General Goal	project	status	next steps?
Adopt a Bike Strategy 14.2 Complete Streets Strategy 15.1	Regional Bike Share	Rolling out mid-July	complete Request ridership data from Gotcha to help determine which streets we should focus on for better bike facilities.
Increase Preferential Spaces for Clean Vehicles Strategy 17.1 Complete Streets	Designate 10% of new parking for EV only.	Complete	Allow some spaces for micro-mobility as well.
Improve Connectivity to Solana Beach Station Strategy 13.7	First/Last Mile Shuttle	Look into WeDriveU and how this works with Carlsbad.	
Increase Telecommuting/Vanpooling Goal 20	Improve Library work space. Convertible Standing Desk (Del Mar Foundation Grant)		Do we have data on how many people live in Del Mar and work outside?

SAB SUBCOMMITTEE REPORT

SUBCOMMITTEE NAME: CAP update

ITEMS FOR FULL BOARD AGENDA DISCUSSION OR ACTION (List any items the subcommittee would like to place on the full SAB agenda for full committee discussion, possible action, or note “none.”)

Aim for CAP update for 2021

COMMENTS (Anything else the full Board should know)

PENDING/ACTIVE PROJECTS (List all projects the subcommittee is working on, and the status of each)

General Goal	Project	Status	Next steps
Get information on updating CAP	Speakers at SAB	Sophie Wolfram scheduled for 10/10 to cover CAP updates, what is involved in making a CAP legalling binding, and Climate Action Plan Scorecard tips	Invite some else in addition for October SAB to talk about their experience in updating CAP?

SAB SUBCOMMITTEE REPORT - Monday, July 8, 2019

SUBCOMMITTEE NAME: Zero Waste (Water and Waste CAP goals)

ITEMS FOR FULL BOARD AGENDA DISCUSSION OR ACTION: List any items the subcommittee would like to place on the full SAB agenda for full committee discussion, possible action, or note “none.”

Waste Management recycle reminders - propose a recycle postcard card outlining what is recyclable be sent to each household, paid for out of the current year WM budget

Water conservation education - propose adding water conservation tips to recycle postcard or a water bill insert

Continuation of June discussion re (re San Diego 360 speaker/outreach event)

COMMENTS: Anything else the full Board should know.

Update on Waste Management disposal of appliances

Compost workshop complete

Food Cycle program for Del Mar now available

New Composting vouchers now available

PENDING/ACTIVE PROJECTS: list all projects the subcommittee is working on, and the status of each

General Goal	project	status	next steps?
Residential composting	Food Waste education	San Diego 360 presentation to SAB; discussion continued from June SAB meeting;	Outreach committee?
	Conduct a Waste Characterization Study	options and estimated costs outlined by Solana Center	decide which option to pursue

Food Waste	Organic diversion outreach campaign	look at our social media vs other cities and identify how to improve content and drive users to our web site	analysis completed by Solana Center; awaiting review; need staff scope of work/subject to city approval; Outreach committee?
	SB1383 (mandatory organics diversion residential and commercial)	engage Solana Center to digest legislation and prepare fact sheet for Council & SAB	need staff scope of work; subject to city approval
	Analyze WM letter re their ideas for organics diversion so we can address with WM	can be done by Solana Center	need staff scope of work; subject to city approval
	Video about food composting in Del Mar as outreach tool	decide if we want to do this	need staff scope of work; subject to city approval; Outreach committee?
	Ocean friendly restaurants	need to get updated list of DM restaurants that are OFR and promote on Go Green Del Mar and other avenues	List needs to be updated; and made more visible
Recycling	Recycle Reminders	Waste Management recycle reminders - propose a recycle postcard card outlining what is recyclable be sent to each household, paid for out of the current year WM budget	Review with SAB at July meeting
	Better recycling labels on beach and park bins	Dec 2018 - put new labels on recycling containers along shore and park; inventoried where recycle/trash containers need to be paired	Need a plan to keep containers paired and keep labels on the recycle containers
	WM Handling of appliances from bulk item pickup	Add info to Go Green	Any other outreach?
Water	Water Conservation Education	water-wise postcard or insert in water bill?	Review with SAB at July meeting

SAB SUBCOMMITTEE REPORT

SUBCOMMITTEE NAME:ENERGY AND BUILDINGS

ITEMS FOR FULL BOARD AGENDA DISCUSSION OR ACTION (List any items the subcommittee would like to place on the full SAB agenda for full committee discussion, possible action, or note “none.”)

1. More signage indicating that there is EV charging in parking structure of Civic Center
2. Five parking spaces on Camino Del Mar should say “For Zero Emission Vehicles” and should be for three hours
3. Put in place a reduction in permit fees for incorporating energy saving elements in remodeling of existing structures.
4. Reiterate SAB's recommendation to green the city vehicle fleet by using zero emission or low emission vehicles when possible. We need to set an example, even if it requires some expenditures.

COMMENTS (Anything else the full Board should know)

Del Mar has decided not to have Tier 1 for residential projects in 2020 (see project #3 below)

PENDING/ACTIVE PROJECTS (List all projects the subcommittee is working on, and the status of each)

General Goal	Project	Status	Next steps
Reduce energy use in hotels and restaurants	Let hotels and restaurants know energy saving ideas	Just starting	Make a list of energy saving suggestions
Educate owners and operators of commercial buildings regarding increasing energy efficiency	investigate having workshop or webinar on energy efficiency in buildings	Just starting	Get names of appropriate presenters
Building codes	Examine CalGreen 2020 codes and advocate for Tier 1 standards if not	New building codes will be out July 1	If codes not stringent, suggest new ordinances for DM like those of Carlsbad

SAB SUBCOMMITTEE REPORT

SUBCOMMITTEE NAME: Communications & Outreach (C&O)

ITEMS FOR FULL BOARD AGENDA DISCUSSION OR ACTION (List any items the subcommittee would like to place on the full SAB agenda for full committee discussion, possible action, or note “none.”)

C&O Toolkit

COMMENTS (Anything else the full Board should know)

PENDING/ACTIVE PROJECTS (List all projects the subcommittee is working on, and the status of each)

General Goal	Project	Status	Next steps
Increase public awareness and participation	Bike Share Pilot Program	Will launch mid-July	C&O to support City’s PR efforts
Increase residents’ awareness and participation in composting workshop to increase composting rate	June 22 Composting Workshop sponsored by City/SAB and Solana Center promotion including: -developed flyer -social media postings	Completed; high attendance	

General Goal	Project	Status	Next Steps
	<ul style="list-style-type: none"> -distribution to DM Garden Club and area nurseries -promoted at Farmer's Market 		
Styrofoam & Straw Ban compliance	<p>Communications and outreach efforts to Del Mar restaurants, including:</p> <ul style="list-style-type: none"> -helped draft notification letter, news release, and other communications -Sandpiper article published -OFR Blitz with Surfrider -Farmer's Market contacts and support offered 	<p>Majority of contacts have been completed and high level of restaurant awareness of bans has been achieved. A handful of follow up contacts still needed.</p>	<p>C&O to follow up with FM Manager to schedule time to meet with vendors and provide support information on acceptable products.</p>
To ensure communications and outreach tools are available for all SAB committee members to use	Communications & Outreach (C&O) Toolkit	Development is underway	