



**CITY OF DEL MAR  
SUSTAINABILITY ADVISORY COMMITTEE AGENDA  
VIA TELECONFERENCE ONLY  
JANUARY 24, 2022, 5:00 P.M.**

*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.*

**In the interest of public health, and consistent with the provisions of Assembly Bill 361 (AB 361) and related resolutions adopted by the Del Mar City Council, the City of Del Mar is temporarily taking actions to mitigate the COVID-19 pandemic by holding Sustainability Advisory Committee meetings electronically or by teleconference. This is not an in-person meeting.**

**Members of the public may watch the meeting by logging on to the City's website at: <https://delmar.12milesout.com/video/live-virtual>. Members of the public may participate in the meeting by submitting a public comment via email to [cityclerk@delmar.ca.us](mailto:cityclerk@delmar.ca.us) or by speaking live using the Zoom link and/or dial-in information provided below. The deadline to submit written comments is 12 p.m. on the day of the meeting and the subject line of your email should clearly state the agenda item you are commenting on. Those wishing to comment live should join the Zoom meeting when the item(s) they wish to speak on is announced.**

**Zoom Link:**

**<https://us02web.zoom.us/j/88608991299>**

**Phone: (669) 900-6833**

**Meeting ID: 886 0899 1299**

**Council Liaisons:** Mayor Dwight Worden; Council Member Dave Druker

**City Staff:** Clem Brown, Environmental Sustainability & Special Projects Manager

**Members:** Ann Feeney; Silvia De Dea; Alan Sweedler; Bertha Leone; Dolores Davies Jamison; Debbie Hecht; Jeanne Nilimini Silva-Send

**1) CALL TO ORDER/ROLL CALL**

**2) ANNOUNCEMENTS AND PRESENTATIONS**

**3) ORAL COMMUNICATIONS (Non-action item):** Members of the public may participate in the meeting by submitting a public comment via email to [cityclerk@delmar.ca.us](mailto:cityclerk@delmar.ca.us), by 12 p.m. on the day of the meeting, which will be distributed to committee members. State law precludes the Committee from acting on any topic which is not an action item on the posted agenda. Those wishing to comment on any matter not on the agenda may join the meeting at 5:00 PM using the Zoom link and dial-in information above.

**4) APPROVAL OF MINUTES FOR FEBRUARY 10, 2020**

**5) CITY COUNCIL LIAISON REPORT**

**6) REPORTS FROM OTHER AGENCIES**

**7) COMMITTEE DISCUSSION ITEMS**

- A. Selection of Chair, Vice-Chair, and Secretary
- B. Discussion on committee size and vacancies
- C. Discussion of Proposed 2022 Sustainability Advisory Committee Annual Work Plan

- a. Review updated priorities from February 2020
- D. Identify subcommittees, subcommittee members, and appoint subcommittee chairs
  - a. Climate Action Plan
  - b. Building Electrification (BE)
    - i. Outreach; cooktop loaner program
    - ii. Presentation to council
    - iii. Prepare draft ordinance
  - c. Plastics/zero waste
    - i. Plastics ordinances
  - d. Outreach
    - i. Topics?
  - e. Trees
    - i. Tree manual update
    - ii. San Diego Gas & Electric – provides free trees and plant them; mitigation funds
    - iii. Tree list of recommendations from pre-COVID
  - f. Clean Energy Alliance

**8) OTHER BUSINESS (Non-action item):**

**9) FUTURE AGENDA ITEMS**

**10) ADJOURNMENT**

DRAFT MINUTES of the SUSTAINABILITY ADVISORY BOARD  
City of Del Mar, California

Regular Meeting  
Monday, February 10, 2020  
Del Mar Civic Center  
1050 Camino Del Mar, Del Mar, California

**SAB Members Present:** Ann Feeney, Catherine Blair, Ashley Mazanec, Nilmini Silva-Send, Silvia De Dea, Alan Sweedler, Dolores Jamison

**SAB Members Absent:** Debbie Hecht, Hannah Carson, Bertha Leone

**City Council Liaison Present:** Dwight Worden, Ellie Haviland

**City Staff Present:** Clem Brown, Serena Pelka

**Public Present:** Katie Scanlan and Elaine Mezta, SDG&E; Don Mosier, CAP Facilitator

1. **Meeting was called to order:** 5:01 pm
2. **Approval of the minutes** for January 8, 2020: M/S: Ann/AI; motion passed.
3. **Report from SDG&E** regarding their Turnkey Services that are offered to cities for a fee.
4. **Staff Report:** Clem Brown, Serena Pelka
  - A video is being planned with Del Mar TV regarding food waste. It will target both businesses and residents.
  - CEA: RFP's have been issued for technical assistance. Interviews and recommendations will be soon.
  - Filings with CPUC are upcoming.
  - Work is in process for the budget for the CEA.
  - Organic compliance regulations: Council to be updated on 2/18 on progress toward compliance for the two state bills.
  - RFP for assistance with organic compliance will be issued soon.
  - Signage for the EV parking places will be updated with enforceable signage.
  - Signage for the EV charging stations in Civic Center is on the list of items to be completed.
5. **Council Liaisons' Report:** Dwight Worden
  - Tree canopy: Request for grant money to be submitted to do a tree inventory analysis and develop a plan.
  - Clean energy Alliance: Council will appoint an advisory committee in the future. Will do outreach to other cities to join our CEA.
  - Zero waste: there is an article in NY Times about a restaurant that is truly zero waste. Would be interesting to follow up on them.
6. **SAB Priorities discussion:**

Following discussion, the following motions were made and passed to change the order on the Priorities list:

- Move #2 to #1. Amended move #1 to #9, everything else moved up one. #9 is now number 10. M/S Blair/Manzac; passed
- Move #4 to 6. Jamison/Blair; passed.

The reordered SAB Priorities list is attached to these minutes.

7. **Subcommittee Updates**

a. Buildings and Energy:

- Information was covered in previous discussions.

b. Urban Trees:

- City arborist is in the process of updating the city Public Tree Manual.
- Motion for SAB to approve the recommendations by the subcommittee and use the report as a guideline for further action. M/S Feeney/Jamison; passed.

c. Zero Waste:

Nothing to discuss

8. **Discussion of AB 1839, the California Green New Deal:**

- Ashley – concerned the bill is too broad and lacking specifics
- Don – thinks the council will not get anything actually done as they are all political appointees.
- SAB will discuss in future meetings.

9. **Next Meeting:** Monday, March 16, 2020 at 5:00

10. Public Comment:

- Katie Scanlan: informed the committee that SDG&E has several programs available to Del Mar residents to reduce GHG emissions.

11. **Meeting was adjourned** at: 6:55 pm

Submitted by Catherine Blair

# SUSTAINABILITY ADVISORY COMMITTEE

Proposed Workplan for Calendar Year 2022

1.24.22 Draft for discussion

In preparation for its first meeting in January 2022, the following draft proposed workplan is offered for review and discussion by SAC. SAC's intention is to complete a workplan for the 2022 calendar year and present it to the council as soon as possible, so that SAC can start its work.

## OVERALL WORKPLAN

The following topics are included in the SAC Workplan for 2022:

- **Updating of the City Climate Action Plan (CAP) (high priority but dependent on funding)**
  - The current 2016 CAP contains the follow broad categories: Energy and Buildings, Water and Waste, Transportation, Trees.
  - Current state-of-the-art goals, strategies and measures should be identified and put into the update.
  - Note that the portions of this task that require city staff time or budget allocations are subject to council's prior approval
  - Other portions of this task that can be undertaken by SAC within its allocated budget and staff resources (see below) will proceed forthwith
  
- **Implementing the CAP (highest priority)**
  - SAC will work to implement as many programs as possible that are identified in the City's CAP, within SAC's allocated time, staff, and budget resources. This will also include newly identified CAP strategies.
  - SAC will focus first on the "low hanging fruit."
  
- **Other Work Tasks**
  - Recommendations on what state and federal legislation Del Mar should support to address the climate crisis (medium priority, low level of effort)
  - Evaluate and make a recommendation regarding whether Del Mar should join the Institute for Local Government Beacon project (medium priority, level of effort TBD)
  - Develop a community outreach program, using the Del Mar Weekly and other available strategies, to regularly update Del Mar residents on how they can help address the climate crisis (high priority, low level of effort)
  - Adopt a Resolution addressing Del Mar's commitment to do its part to address the climate crisis and share it widely with our state, regional, local, and federal officials. (low/medium priority, low level of effort)

## SPECIFIC PRIORITY TOPICS

- **Building Electrification Ordinance (BE) (high priority, high level of effort)**
  - SAC will review sample BE ordinances from other jurisdictions and will prepare a draft proposed ordinance for Del Mar
  - Note that this draft ordinance will need to be reviewed by the city staff and attorney and be approved by Council, and that the resources and timing for these actions is dependent on council's approval
  - Note further that city staff time and resources for this project depend on further council action and what SAC can do in the interim is limited to volunteer work not requiring city staff or resource allocations
  - SAC can do outreach/education about BE
- **Tree Canopy (high priority, level of effort TBD)**
  - SAC will review and make recommendations on tree canopy related issues including:
    - Possible tree planting programs
      - Including free programs offered by SDG&E or others
    - Recommendations on locations for tree planting
    - Recommendations on types of trees
    - Recommendations on the removal of trees
    - Update Tree Policy Manual
- **Plastics Reduction (high priority, staff/resources needed dependent on recommendation)**
  - SAC will review and make recommendations on city actions to further reduce the use, consumption, and disposal of plastics
- **Assistance on the city's new solid waste franchise agreement (low priority, will rely on hauler to led outreach)**
  - SAC will assist with community outreach to help the community adjust to the new agreement as requested by council
- **Clean Energy Alliance (CEA) (low priority, CEA couple years away from having program funds)**
  - SAC will monitor activities of the CEA
  - Note that SAC has a current member (Sweedler) who sits on the CEA Citizens Advisory Commission
- **Outreach (high priority, low level of effort)**
  - SAC will provide outreach as mentioned above for BE and organics recycling, in consultation with staff and our Council Liaisons
  - SAC will update the Go Green Website on the City's website

- SAC will update residents of any rebates for energy efficiency, electric appliances, etc.

### **BUDGET RESOURCES**

SAC estimates that it will need resources in addition to the standard resources needed for holding meetings, posting its agendas, and managing its administrative affairs, as follows:

- For one or two televised meetings as part of community outreach and/or workshops on a schedule and topics as authorized by council
- The city will need to allocate funds for staff and the city attorney for development of the Building Electrification ordinance and/or potential plastic ban ordinance(s)
- The city will need to allocate funds to update the essential GHG data in the CAP (~\$20-25K). This funding needs to be addressed and allocated by council as part of its budget and work program. SAC will assist in the implementation. Additional funds will be needed to complete the CAP update.
- SAC anticipates that funds may be needed for community outreach
- SAC anticipates that funds may be available to the city from the City's waste hauler and RSWA for some SAC activities