

City of Capitola

Commission on the Environment Regular Meeting Agenda

Wednesday, January 17, 2024 – 6:00 PM



Capitola City Hall, Community Room
420 Capitola Avenue, Capitola, CA 95010

Chair: Michelle Beritzhoff-Law

Vice-Chair: Jason Shepardson

Council Member: Mayor Margaux Keiser

Commissioners: Anthony Lacenere, Peter Wilk

Youth Member: Tucker Graessle

**PLEASE NOTE THIS IS AN IN-PERSON MEETING
NO REMOTE ACCESS WILL BE PROVIDED**

1. Call to Order and Roll Call

Commissioners: Chair Michelle Beritzhoff-Law, Vice Chair Jason Shepardson, Mayor Margaux Keiser, Anthony Lacenere, Peter Wilk
Youth Member: Tucker Graessle

2. Additions and Deletions to the Agenda

3. Oral and Written Communications

The Chair may announce and set time limits at the beginning of each agenda item. The Committee Members may not discuss Oral Communications to any significant degree but may request issues raised be placed on a future agenda.

4. Consider the minutes from the November 15, 2023, Regular Commission Meeting

Recommended Action: Approve minutes.

5. General Business

A. COE Bylaws & FY 2023-24 Goals

Recommended Action: Review the COE Bylaws and FY 2023-24 Goals and recommend that the City Council adopt revised COE Bylaws.

B. Blue City Network Certification

Recommended Action: Review the benefits and minimum requirements for the Blue City Network Certification and recommend that staff pursue steps for the City's admittance into the Blue City Network.

6. Items for Future Agenda

7. Adjournment

Next regular Commission meeting is scheduled for February 21, 2023.

Agenda and Agenda Packet Materials: The Commission on the Environment Agenda is available on the City's website: www.cityofcapitola.org/ on Friday prior to the Wednesday meeting. If you need additional information, please contact the Public Works Department at (831) 475-7300.

Americans with Disabilities Act: Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

City of Capitola

Commission on the Environment Meeting Minutes

Wednesday, November 15, 2023– 6:00 PM



Capitola City Hall, Community Room
420 Capitola Avenue, Capitola, CA 95010

Chair: Michelle Beritzhoff-Law
Vice Chair: Jason Shepardson
Council Member: Mayor Margaux Keiser
Commissioners: Anthony Lacenere, Peter Wilk
Youth Member: Tucker Graessle

1. Call to Order and Roll Call

Commissioners Present: Michelle Beritzhoff-Law, Anthony Lacenere, Jason Shepardson, Peter Wilk
Mayor Keiser was absent from the meeting.
Youth Members Present: Tucker Graessle
City Staff Present: Erika Senyk

Chair Beritzhoff-Law called the meeting to order at 6:01 pm.

2. Additions and Deletions to the Agenda

No additions or deletions to the agenda.

3. Oral and Written Communications

No oral or written communications.

4. Consider the minutes from the August 16, 2023, Commission on the Environment Meeting

Motion to approve the minutes: Commissioner Wilk
Seconded: Commissioner Lacenere
Motion passed 4-0-1 (Mayor Keiser absent)

5. General Business

A. Climate Action Plan

Recommended Action: Review potential projects relating to the City's Climate Action Plan and consider recommendations to provide to the City Council.

The Commission reviewed prior feedback on the City's Climate Action Plan and finalized its recommended actions to City Council for all CAP sectors and associated measures. Chair Beritzhoff-Law agreed to provide a written summary of overarching CAP feedback prior to the next COE meeting.

B. Environmental Certifications

Recommended Action: Discuss promoting an individual environmental certification (e.g., Green Business Network) as part of the new Climate Action Plan.

Motion to remove Measure 7 of the Residential and Non-Residential Energy Sector (ENRG-7 Green Business Certification Program) of the Climate Action Plan and recommend replacing with a new ENRG-7 measure that enforces Capitola businesses to adopt practices that comply with current environmental regulations.

**Motion: Chair Beritzhoff-Law
Seconded: Vice Chair Shepardson
Motion passed 4-0-1 (Mayor Keiser absent)**

6. Items for Future Agenda

The Commission requested that the following items be agendized for a future meeting:

- **December 20, 2023 Regular Meeting:** Approve projects and recommendations to bring to City Council at the Mid-Year Budget Report meeting in January 2024.
- **Green Building Funds:** Discuss Green Building funds and potential recommended uses of the funds in support of the City's Climate Action Plan goals.
- **White Roof Rebate Program**
- **Plastic Pollution and Plastic Straws**
- **Commission on the Environment's Social Media Presence**
- **Soquel Creek and Noble Gulch Maintenance Plan and Funding Opportunities**
- **Maintenance along Cliff Drive and Potential Planting Project**

7. Adjournment

The meeting was adjourned at 8:15 pm to the next Regular Meeting of the Commission on the Environment on December 20, 2023.

Capitola Commission on the Environment Agenda Report



Meeting: January 17, 2024

From: City Clerk's Office

Topic: COE Bylaws & FY 2023-24 Goals

Recommended Action: Review the COE Bylaws and FY 2023-24 Goals and recommend that the City Council adopt revised COE Bylaws.

Background: All commissions and committees must have bylaws approved by the City Council. On January 13, 2005, the City Council adopted Resolution 3424 to establish the COE and adopted initial bylaws. The bylaws have been revised four times since.

The COE identified a list of topics that they would like to review in the coming fiscal year. Staff has prepared a draft list of goals based on the identified list and presents it as Attachment 2.

Discussion: Regular review of bylaws is considered a best practice to ensure they meet the needs of the group. The COE may review and recommend changes to the bylaws to the City Council.

Report Prepared By: Julia Gautho, City Clerk

Attachments:

1. Current Bylaws
2. FY 2023-24 Goals

BYLAWS OF THE CAPITOLA COMMISSION ON THE ENVIRONMENT

The Commission on the Environment (COE) was established on January 13, 2005, by City Council Resolution 3424. The City Council established the COE to receive advice and recommendations on matters of environmental concern from the COE.

Section 1. The Commission shall be called the City of Capitola Commission on the Environment (COE) and is hereby established.

Section 2. The purpose of the COE is to provide advice and recommendations to the City Council on policy matters relating to sustainability, environmental protection, and resource enhancement which benefit the City of Capitola and which are not under the jurisdictions of existing committees or commissions. The COE will also, from time to time, consider any such matters referred to it by the City Council or the City Manager.

Section 3. The COE shall be comprised of five members, consisting of one City Council member and one appointee from each of the remaining four City Council members. The COE may, at their discretion, appoint non-voting ex officio members such as student participants.

Section 4. The COE members may be City residents or non-residents.

Section 4. The regular meetings of the COE will be held on a monthly basis.

Section 5. The City will provide staff support to the COE as assigned by the City Manager. The assigned staff will be primarily responsible for assisting the COE with the preparation of agendas and minutes, compilation of material for discussion at meetings and follow-up as necessary.

Adopted by City Council Resolution No. 3424

Amended by City Council Resolution Nos. 3610, 3696, 3779, 3967

Commission on the Environment FY 2023-24 Goals

1. Review progress of the City's Climate Action Plan goals at quarterly COE meetings.
2. Discuss Green Building Funds and potential recommended uses of the funds in support of the City's Climate Action Plan goals.
3. Develop a White Roof Rebate Program that incentivizes residents and business owners to reduce energy usage.
4. Improve enforcement of regulations prohibiting the use of plastic straws and plastic pollution.
5. Improve upon the COE's Social Media Presence.
6. Pursue projects related to the Soquel Creek and Noble Gulch Maintenance Plan and identify funding opportunities.
7. Improve maintenance of vegetation along Cliff Drive and pursue a potential planting project to reduce erosion.

Capitola Commission on the Environment

Agenda Report



Meeting: January 17, 2024

From: Public Works Department

Topic: Blue City Network Certification

Recommended Action: Review the benefits and minimum requirements for the Blue City Network Certification and recommend that staff pursue steps for the City's admittance into the Blue City Network.

Background: On Thursday November 9th, 2023, City staff received a presentation (Attachment 1) regarding the City of Capitola's invitation to join the [Blue City Network \(BCN\)](#) from Project O, an ocean conservation non-profit organization in Laguna Beach, California. The City of Capitola was recognized by Project O for being a community committed to environmental sustainability and likely eligible to meet the minimum requirements for admittance into the Blue City Network Certification program.

The BCN is a free certification system that recognizes cities, towns, and counties on the West Coast that demonstrate their communities' commitment to healthy waterways and oceans. The BCN has currently certified 12 cities, including Manhattan Beach, Imperial Beach, Santa Monica, Solana Beach, Malibu, Hermosa Beach, Alameda, Carmel-By-The-Sea, Santa Cruz, Chula Vista, Goleta, and Encinitas. The BCN partners with leading ocean protection organizations, such as Oceana, Surfrider Foundation, and Monterey Bay Aquarium Seafood Watch.

Discussion: As a certified Blue City, the Capitola community would benefit by being a model to other cities and be recognized as a leader in ocean protection. The City could use its status as a certified Blue City to attract external funding, boost tourism and events, improve the health of our coastline, and secure green grants that demonstrate how Capitola is taking credible actions towards achieving sustainability initiatives. Through the certification system, the City would also be connected to a network of other certified cities and partner organizations that offer resources to promote sustainable actions for a healthy environment.

The BCN would begin its process for certification by evaluating the City's current initiatives in ocean and waterway protection through a data-driven assessment. Following the assessment, Project O would work with the City to create a certification plan and demonstrate how to track progress toward overall sustainability objectives through four Solution Areas: waste minimization, healthy ecosystems, climate protection and resilience, and water quality and efficiency. The BCN would help to promote the City's certification through social media channels, a press release and local media outreach, a special feature within the BCN, and by recognizing Capitola on their website. The City's certification status will be re-assessed and renewed on a reoccurring schedule.

Report Prepared By: Erika Senyk, Environmental Projects Manager

Attachments:

1. Blue City Presentation



BLUE CITY

YOUR COMMUNITY. OUR OCEAN.



Project O

BLUE CITY CERTIFICATION & NETWORK

For cities taking concrete, credible actions towards achieving sustainability initiatives.

Blue City Network (BCN) is a FREE certification program for cities, towns, and counties that evaluates their current initiatives in ocean and waterway protection.



OUR PARTNERS



BLUE CITY NETWORK



HOW TO BECOME A BLUE CITY

Step 1: Complete Assessment

Step 2: Create Certification Plan

Step 3: Get Certified

Step 4: Re-assessment & Renewal



SOLUTION AREAS

Waste Minimization



Climate Protection
and Resilience



Healthy Ecosystems



Water Quality and
Efficiency



BENEFITS OF GOING BLUE



Establish your city as a leader in ocean protection.



Boost tourism, events, and conferences in your city.



Elevate the health of your coastline and waterways.



Attract external funding and green grants for your city.

HOW WE PROMOTE BLUE CITIES



Recognize the city
on our website.



Press Release &
local media
outreach.



Social media
promotion.



Prominent feature in
the Blue City
network.

An aerial photograph of a coastal town, likely Santa Monica, California. The image shows a dense residential area with many palm trees and houses, situated on a hillside overlooking a sandy beach. The ocean is visible on the right side, with waves breaking onto the shore. A bridge or pier extends into the water on the left side. The sky is clear and blue.

THANK YOU!

Blue City Network Team

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MINIMUM REQUIREMENTS

PLEASE NOTE: The city must achieve *or be in the process of achieving* in order to complete the certification process.

Waste Minimization

1. Your city has adopted local regulation aimed at reducing or eliminating single-use plastics.
2. Community-based recycling and organics collection services are offered to residents and businesses.

Climate Protection and Community Resilience

1. City has adopted a climate action and/or resilience and adaptation strategy with sector-specific carbon reduction goals and greenhouse gas emission targets that meet or exceed those adopted at the state level.
2. City has conducted local climate risk and/or climate-related vulnerability assessment.

MINIMUM REQUIREMENTS

Water Quality and Efficiency

1. City has established an outreach strategy on stormwater impacts and pollution associated with runoff.
2. City has established water efficiency and conservation requirements that meet those in the currently adopted building code. (eg. adopt CA Green Code, Reach Code, or Net Zero Ordinance)

Healthy Ecosystems

1. City has adopted plans or requirements to protect and restore natural resources through land conservation, wildlife corridor connectivity, and restoration of biological integrity and function.
2. City has adopted local design criteria and associated codes that require the inclusion of green infrastructure.