



## MEETING MINUTES CAPITOLA COMMISSION ON THE ENVIRONMENT

Wednesday, January 22, 2014 – 6:00 P.M.  
City Council Chambers  
420 Capitola Avenue, Capitola CA

The meeting began at 6:05 p.m.

### 1. CALL TO ORDER & ROLL CALL

Members present: Bruce Arthur, Amie Forest, Dennis Norton, Elisabeth Russell, Kristin Sullivan

Members absent: None

City Staff Present: Steven Jesberg, Danielle Uharriet

Community Members Present: Maddie Marlatt  
Skye Wolfgang Gray  
Antonio Ybarra

### 2. OATH OF OFFICE AND INTRODUCTIONS:

All commission members took the oath of office

### 3. WRITTEN AND ORAL COMMUNICATIONS: None

### 4. APPROVAL OF MINUTES: None

### 5. DISCUSSION ITEMS:

#### 5a. Commission Guidelines and other housekeeping matters

Steve Jesberg reviewed the Commission Guidelines and discussed other housekeeping matters such as the Brown Act, agenda methods, distribution times, and notification of known absences. The commission unanimously requested electronic agenda packet distribution.

#### 5b. Election of Chair and Vice-Chair

Elizabeh Russell was unanimously elected chair (Norton/Sullivan)

Bruce Arthur was nominated as Vice-Chair and declined.

Kristin Sullivan was unanimously elected vice-chair (Norton/Forest)

#### 5c. Consider appointment of a non-voting ex officio member – student participant

Maddie Marlatt was unanimously appointed as the non-voting ex officio member.

#### 5d. Adopt Meeting Schedule for 2014

Steve Jesberg proposed the commission meet every other month and sub-committees informally meet on alternate months.

Kristin Sullivan stated that City Council resolution specifies the commission to meet monthly.

Dennis Norton suggested holding a regular meeting in February, and discuss the 2014 meeting schedule as an agenda item.

The commission unanimously agreed to hold meetings on the third Monday of the month.

5f. Single-Use Plastic and Paper Carryout Bag Reduction Fee Review

Steve Jesberg stated that the City Council will be reviewing the fee requiring merchants charge for paper bags distributed at the point of sale. He will present the COE's comments to the Council.

Commission discussion ensued noting the high success throughout the county and the importance of keeping a consistent fee throughout the County. The Commission unanimously agreed to recommend keeping the fee at .25 cents, to the City Council.

5e. Discussion of Commission goals and programs: Steve Jesberg led a discussion of the following proposed programs and work items for the commission:

General Plan Update: The draft EIR comment deadline is February 19<sup>th</sup>. There will be additional time to comment on the General Plan document.

Kristin Sullivan agreed to review the draft EIR and submit comments. She will present her comments to the COE at the next meeting.

Climate Action Plan: The Climate Action Plan (CAP) will be prepared by The Planning Center|DC&E following the adoption of the General Plan. The COE will participate in the development and implementation programs for the CAP.

Bruce Arthur requested the COE have input prior to the development of the CAP.

Green Energy Incentive Program promotion: The COE to assist in developing ways to promote and advertise the newly adopted Green Energy Incentive Program.

Elizabeth Russell suggested distributing information to vendors who would then promote the incentive programs available. She also suggested a press release and city newsletter article.

Amie Forest suggested a partnership with Soquel Creek Water District.

Capitola Open Streets Community Day Information Table: The Open Streets event will be held on Sunday, May 4<sup>th</sup>. This event is an opportunity for the COE to staff an informational table. The commission unanimously agreed to participate in the event.

Stormwater Single Family Best Management Construction Practices: Staff is working with a consultant on the implementation of the new Post-Construction Stormwater Management Requirements. The COE unanimously agreed to assist in developing ways to promote the program.

Soquel Creek Brochure: Staff suggested updating and distributing the 1992 Soquel Creek Streamside Care Guide.

Bruce Arthur suggested the content of the brochure be updated and expanded to educate the public, and that distribution of the brochure should be citywide.

COE Website: Kristin Sullivan commented that the City of Santa Monica has an excellent website for resource reduction and recycling. She suggested the commission view the site as an example and bring this item back for further discussion regarding the COE website page content.

Other: Kristin Sullivan stated that she had prepared and presented a work detailed program to the City Council, and would like the Commission to review the work program at the next meeting.

Dennis Norton suggested the commission should focus on the most effective work items that can be completed.

Maddie Marlatt suggested that the graffiti at the Rispin property be painted over as soon as possible and native vegetation be planted to cover walls and discourage further graffiti.

Elisabeth Russell suggested a planting project could be a service project for high school students.

Steve Jesberg commented that the city's consultant for riparian restoration has organized clean up volunteer events to help maintain the Rispin property and Soquel Creek. The commission may want to help promote and/or participate in a volunteer event.

Skye Wolfgang Gray, community member, commented on the lack of education for businesses regarding packing material reuse and recycling. He also commented that there be more trash cans and recycling cans placed in the Village and beach areas.

Dennis Norton suggested the COE schedule a field trip to the San Jose Recycling Center to gain insight into recycling.

## 6. ITEMS FOR NEXT AGENDA

- a. 2014 Meeting Schedule
- b. General Plan draft EIR comments
- c. Capitola Open Streets Community Day
- d. Discussion of Commission goals and programs




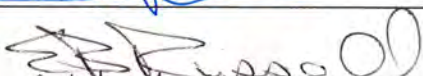
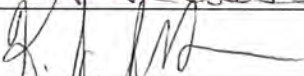
## 7. ADJOURNMENT: The commission adjourned to a meeting to be determined.

Approved at the meeting of February 24, 2014

  
FOR  
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Steven E. Jesberg  
Public Works Director

**COMMISSION ON THE ENVIRONMENT  
Sign in Sheet**

Meeting Date: 1.22.2014

Name	Signature
Bruce Arthur	
Amie Forest	
Dennis Norton	
Elisabeth Russell	
Kristin Sullivan	
<u>Visitors</u> Skye Wolfgang Gray Antonio Ybarra	<u>Affiliation/Interest</u> Samuel Creek
Maddie Marlatt	