



## CLIMATE ACTION PLAN WORKING GROUP

### AGENDA

**February 21, 2024 | 6:00 PM**

**San Marcos Room, 1 Civic Center Drive, San Marcos, CA 92069**

**Cell Phones:** As a courtesy to others, please silence your cell phone during the meeting and engage in conversations outside the San Marcos Room.

**Americans with Disabilities Act:** If you need special assistance to participate in this meeting, please contact the City Clerk at (760) 744 1050, ext. 3145. Notification 48 hours in advance will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Assisted listening devices are available for the hearing impaired. Please see the City Clerk if you wish to use this device.

**Public Comment:** Please complete a "Request to Speak" form located at the entrance of the San Marcos Room in order to address the Climate Action Plan Working Group on any agenda item. Comments are limited to three minutes, unless you have registered your organization with the City Clerk. If you wish to speak on an item not on the agenda, you may do so under "Oral Communications."

**Meeting Schedule:** The normal date and time of future regular Climate Action Plan Working Group meetings will be determined at this meeting. Please note, meetings may be added or cancelled as necessary and will be posted on the City's website calendar.

**Agendas:** Agenda packets are available for public inspection 72 hours prior to scheduled meetings on the City web site at <https://www.san-marcos.net/>. Any agenda-related writings provided to the majority of the Working Group after distribution of the agenda packet are also made available for public inspection on the City's web site.

**Oral and Written Communications:** Persons wishing to submit comments on a matter not on the agenda may be heard by the Working Group at this time, however, no action will be taken until placed on a future agenda. Please submit your comments via email to [slebaron@san-marcos.net](mailto:slebaron@san-marcos.net).

### **AGENDA**

#### **Call to Order – 6:00 PM**

#### **Roll Call**

#### **New Business**

1. Election of Chairperson for calendar year 2024
2. Election of Vice-Chairperson for calendar year 2024
3. Approval of Minutes from October 18, 2023 meeting
4. Presentation from The Solana Center on the Edible Food Recovery Program (Mallika Sen, Director of Environmental Solutions)
5. Staff Updates – Climate Action Plan Implementation Efforts



**Oral Communications**

**Working Group Member Comments**

**Adjournment**

**AFFIDAVIT OF POSTING**

STATE OF CALIFORNIA )  
COUNTY OF SAN DIEGO ) ss.  
CITY OF SAN MARCOS )

I, Song LeBaron, Sr. Management Analyst of the City of San Marcos hereby certify that I caused the posting on February 14<sup>th</sup>, 2024 of this agenda in the glass display case at the north entrance of City Hall and on the City website prior to 5:30 pm.

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Song LeBaron, Sr. Management Analyst



## CLIMATE ACTION PLAN WORKING GROUP MINUTES

October 18, 2023 | 6:00 PM

San Marcos Room, 1 Civic Center Drive, San Marcos, CA 92069

### AGENDA

#### Call to Order – 6:00 PM

*Meeting called to order at 6:00pm.*

#### Roll Call

*Members Present: Rosaler, McLane, Norris, Kerschbaum, Larisey*

*Members Absent: None*

*Staff Present: Joe Farace, Planning Division Director, Saima Qureshy, Sustainability Program Manager, Samantha Byfield, Special Projects Manager, Song LeBaron, Sr. Management Analyst*

#### New Business

1. Approval of Minutes from August 16, 2023 meeting

*Member Rosaler motioned to approve the minutes. Member Larisey seconded the motion. All members voted to approve the minutes; motion passed.*

2. Presentation on Organic Recycling and Edible Food Programs (Samantha Byfield, Special Projects Manager)

*Saima Qureshy introduced the Climate Action Plan (CAP) Measure Strategy 7 (Solid Waste) related to this initiative and Samantha Byfield provided an overview of the new legislation (SB 1383) that sets statewide goals to increase organic recycling and edible food recovery. Samantha continued the presentation explaining that on the organic recycling side, EDCO has a digester which processes the organics and creates renewable gas that powers their fleet.*

*On the edible food recovery side, the City partners with Solana Center (a non-profit that works with 18-20 cities) and works with businesses to donate edible food to those that may have food insecurity. For edible foods like produce or dairy that will be going bad, businesses must have a written agreement to donate with a food recovery organization such as Cal State San Marcos and some smaller food banks in San Marcos. Hot foods must be maintained at temperature as if it would be sold to customers. Enforcement and fines will go into effect in 2024, so for now the focus is on education and compliance. Business that are 5000+ SF or have 250+ seats are subject to this law.*

*Saima mentioned that staff will invite the Solana Center to present at a future meeting to provide more information. Member Rosaler said it would be interesting to look at strategies to communicate the “why” (motivation) behind these requirements. Samantha also mentioned that she partnered CSUSM students to look at the psychology and they found that people want to recycle, but it’s a habit issue. It’s hard to change habits, so the students are working on marketing materials to educate the public.*



### 3. CAP Working Group Meetings in 2024

*The CAP Working group will be in its third year of operation, and since many of the programs/measures related to the CAP are now established and ongoing, staff is recommending that meetings be held on a quarterly basis as the City Council Resolution 2020-8820 states “Typically the Working Group will meet quarterly, or more or less frequently as needed.” If the need for more frequent meetings comes up then staff can schedule additional meetings. The members discussed and stated that they were happy with the progress being made towards the CAP goals and feel confident that the CAP is being implemented as intended. Members and staff agreed on a new quarterly schedule beginning February 2024, on the third Wednesday of the month.*

*Staff also recommended canceling the December 2023 meeting as it will be close to the holidays. Members discussed and agreed on canceling the December meeting. Staff will update the meeting schedule information on the City’s CAP Working Group page and calendar.*

#### **Oral Communications**

*Joe Farace mentioned that the TDM ordinance will be going to City Council on November 14<sup>th</sup> and the City will start implementing this ordinance in January 2024.*

#### **Working Group Member Comments**

*No comments.*

#### **Adjournment**

*Meeting adjourned at 6:57pm.*

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KEVIN NORRIS, CHAIRPERSON  
CAP WORKING GROUP

ATTEST:

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SONG LEBARON, SR. MANAGEMENT ANALYST  
CITY OF SAN MARCOS