



**SUSTAINABILITY COMMITTEE
REGULAR MEETING
DRAFT MINUTES**

City Hall Conference Room
1000 San Pablo Avenue
April 16, 2008 – 7:30 p.m.

1. CALL TO ORDER

The meeting was called to order by Chair Cooper at 7:35 p.m.

2. ROLL CALL

Members Present:

Thomas J. Cooper	Caryl O'Keefe	April Yang
Dan Lieberman	Suzanne Schrift	
Miya Kitahara	Janet Smith-Heimer	

Staff Present: Nicole Almaguer

3. APPROVAL OF MINUTES

3-1. Approve minutes from March 19 meeting (attached)

Minutes approved unanimously, motioned by O'Keefe, seconded by Kitahara.

4. PUBLIC COMMENT

Allan Maris – announced the shoreline cleanup scheduled for Earth Day, and encouraged the Committee to research solar energy incentive programs for the City.

5. ANNOUNCEMENTS/COMMUNICATIONS

Kitahara announced the upcoming composting workshop.

6. REPORTS

6-1. Economic Development Consultant Selection Process – update (Smith-Heimer)

Smith-Heimer stated that interviews were conducted and Mayer was selected. Smith-Heimer will be preparing some information materials to assist in drafting the scope of work.

6-2. Polystyrene Ordinance – update (Almaguer)

Almaguer stated that City Council will conduct its second reading of the ordinance, pass-to-print on April 21. The ordinance will take effect in September 2008, with outreach conducted prior to ensure all food service providers are aware of the ban.

6-3. Greening Albany Event – update (Education Subcommittee)

Kitahara and Cooper provided an update. They are currently working to identify groups to provide workshops, and solidify the total number of workshops. They will be meeting with James Carter to discuss details of the event further.

7. DISCUSSIONS AND POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

7-1. Review /Prioritize Clean & Green Task Force Recommendations – identify subcommittees

Cooper suggested subcommittees be identified to focus on particular subject areas.

Smith-Heimer suggested the subcommittees serve to conduct research and ongoing work on particular subject areas, and identified three potential subcommittees: Education, Urban Environment, and Long-Range Planning/Sustainable Development.

The Education subcommittee is currently comprised of Kitahara, Lieberman and Cooper. Yang agreed to join the Education subcommittee and Cooper will join the Long-Range Planning/Sustainable Development subcommittee. Lieberman will also need to identify which subcommittee he would like to join.

7-2. Review Climate Action Plan Proposals, provide recommendations, select member for interviews

Smith-Heimer provided comments regarding the different consulting firms. There are both planning firms and engineering firms that have provided proposals for the project.

Almaguer reported on Albany/Piedmont staff review of the proposals, noting the four proposals that seemed the most competitive: HDR/BVA, EDAW, KEMA and URS.

The Committee agreed with the four firms identified as most competitive. Smith-Heimer volunteered to serve on the interview panel. Kitahara would like to sit in on the interviews.

7-3. Recommend City Council adopt resolution to discourage use of disposable single-use plastic bags, identify outreach efforts that can be conducted by the Committee

This item was prepared for City Council, and presented to the Committee for review and support.

O'Keefe requested clarification to the term disposable single-use plastic bags.

The Committee agreed to conduct a review of this item via email to ensure the item could be submitted to City Council prior to the next meeting.

Almaguer will edit the materials and send to the Committee via email.

8. FUTURE AGENDA ITEMS

8-1. Next meeting May 21, 2008 – Community Center – Rooms 1&2

An update regarding the newly formed subcommittees will be included on the next agenda, including an outline of subcommittee priorities. Cooper will not be able to attend the next meeting. Smith-Heimer may not be able to attend the next meeting.

Almaguer will research other available dates to determine if the meeting can be rescheduled.

9. ADJOURNMENT

The meeting was adjourned at 9:30 p.m.