

Minutes of Winters CAP Development Board Meeting, 10/22/2020

Meeting called to order 5:37

Roll Call

Present: Jenn, Ken, Shawn, Gar, Carol, Kate.

Approval of Agenda and Meeting Minutes from 10/8/2020

Unanimously approved.

PUBLIC COMMENTS

None.

PRESENTATIONS

None.

BOARD DISCUSSION ITEMS

New business: resignation of Kelly Linville.

Question: do we need 5 members? No one knew, but it was guessed that we didn't. We also recognized the difficulty of appointing a new member at this point, since we were all appointed after an interview process by City Council. And that bringing a new member up to speed would be difficult. So, it was decided to proceed with four members, barring any information coming in from staff that forbade that.

Tabled from last meeting: impact of Yolo County's declaration of climate emergency.

Shawn suggests we need to lead with it in the CAP draft. There was a lot of wide-ranging discussion around this point. Ken expressed the worry that we don't want to appear extreme, for political reasons, but also that having the county would add weight to our writing. Gar said he would try to work it in, but might need some help. There was also some talk about how to incorporate resiliency planning into our document. Shawn has reached out to the county planning committee, and will probably serve as a liason to make sure our draft is consistent with county guidelines.

1. Status of how rewrites are going for:

a. Executive Summary, Introduction and Overview - Gar

Well under way. Gar is still working on a good introductory graphic, as well.

b. Mobility – Ken and Shawn

Draft ready, will be sent around just after the meeting.

c. Building and Infrastructure – Jenn and Kelly

Jenn said she would give a push this weekend.

d. Urban Forest and Open Space – Jenn and Ken

Ken is sending a first draft to Jenn after the meeting.

e. Water and Waste – Jenn and Kelly

Not discussed.

f. Community Engagement – Shawn

This will be incorporated into each other section.

g. Municipal Operations - Gar
In progress.

General discussion on handling of drafts. We decided to keep the individual sections separate for now, and discuss them as a group before putting them together. Ken will research best practices for using Google Drive for this kind of project. What he discovered:

- A folder can be shared to a group, giving everyone permission to add files and edit files.
- If a Word file is uploaded and edited, the edits will be done by the Google Docs editor.
- Issues will probably arise in exporting a Google-edited draft to Word, but that is still the best way to have control of the formatting of the final document.

STAFF UPDATE

None.

Meeting adjourned 6:54.