



Royal Oak Sustainability and Climate Action Plan (S-CAP)

Task Force Meeting Minutes

Zoom- remote meeting – March 16, 2022

4:30-6:00pm

- Welcome/ Call to Order at 4:40 PM
- Roll Call- name and location
 - Woody Gontina - Royal Oak
 - Amanda Herzog - Royal Oak
 - Julie Lyons Bricker - Royal Oak
 - Paul Vial - Royal Oak
 - Ann Bueche – Royal Oak
 - Andrew Sarpolis – Royal Oak
- Approve Previous Minutes
 - Motion by Paul Vial
 - 2nd by Amanda Herzog
 - Approved unanimously
- Approve Agenda
 - Motion by Woody Gontina
 - 2nd by Amanda Herzog
 - Approved unanimously
- Public Comment: no one for public comment
- S-CAP public comment period details-
 - Three hard copies at the library and two hard copies at the senior center (for review in-house)
 - Hard copy response forms at both places (can be turned in there or at 24/7 drop boxes at city hall.)
 - Got an interview today with Royal Oak Review- Delivery March 23/24
 - Got an interview tomorrow with Tribune- Delivery over the weekend?
 - Deadline decision- After the discussion group decided to extend the deadline to March 31, 2022. This will give ample time for the public to read and then comment
 - Flyers, Royal Oak Review, weekly eblasts (March 4 and 11), EAB Facebook blast, City Hall Facebook blast
 - Response period opened on March 14th and closes on March 31st.
 - Also in-person comment at the EAB meeting on March 23rd
 - General discussion of public comment collection and summarizing options for delivery to city commission.
- Discuss the Resolution



- Woody likes the resolution edits that Julie made- thinks the flow is correct to indicate the process of plan development and then go into specifics of community engagement process and results.
- The EAB should look at this at next week's meeting since they are the board co-recommending the S-CAP through this resolution.
- Discussed the Whereas that indicates a person whose sole
- Next steps:
 - Julie will:
 - adjust deadline on all pertinent materials
 - ask Judy for public comment summaries from the past and share with task force
 - check with Judy D. about Twitter and Instagram posts
 - check with Judy D. to fix the Facebook banner link (it's dead)
 - connect with Erin Quetell for a meeting with JLB, Amanda, and Erin about how they can support RO's sustainability work that in turn will support their sustainability work.
 - Prep another weekly eblast
 - Check on what it means when a city manager approves a resolution. (approval of submission to cc or approval of content)
 - All:
 - Send Julie any adjustments to the draft resolution before the end of the weekend. Julie will send the updated version to Amanda for inclusion in the EAB meeting packet.
 - Send Andrew any thoughts on places for flyers that we haven't mentioned already
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- Wrap up and Confirm Next Meeting
 - Zoom meeting Thursday, **April 7 at 4:30-6:00 pm**
- Adjourn
 - Motion by Paul Vial
 - 2nd by Amanda Herzog
 - Approved unanimously
- The meeting adjourned at 6:07 pm