



MEETING DATE: May 8, 2023

SUBJECT: Environmental Commission Work Plan (FY 23/24)

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REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

The Environmental Commission Work Plan is intended to focus the Commission’s agenda items and align them with City Council priorities and budget, and to serve as a roadmap for projects and actions, as appropriate, during the 2023/24 fiscal year.

On April 10, 2023, the Commission discussed and approved the work plan priorities for FY 23/24. The Commission narrowed down the priorities to a list (below) that can be potentially achieved in the next year.

Next Steps

The Environmental Commission will meet with the City Council and provide a report on the previous year’s progress and the FY 23/24 Work Plan. The work plan must be approved by Council before it can be implemented by the Commission. Staff will keep the Commission updated throughout the process.

Priority #	CAAP Action Item	Overall Priority Item	Specific Goals
1		Urban Forest Management Plan	
	n/a	a. Tree Protection Ordinance	Adopt updated ordinance
	5.2A	b. Urban Forest Management Plan	Create RFP requirements and publish RFP
2	5.1A	Water Conservation (MWENDO)	Adopt ordinance
3		Accelerate Existing Building Electrification	
	2.3A, 2.3B	a. Programming / Project Management Support to Electrify Existing Buildings	TBD
	2.3A, 2.3B	b. Community Outreach	Contract with CCS or another firm to conduct community outreach around building electrification and other sustainability initiatives.

4	3.1B	Single Use Plastics Ordinance	Conduct outreach; Adopt ordinance
5		Greening City Operations	
	4.3A	a. Fleet Electrification Planning	Complete SVCE Fleet Technical Assistance Program; Identify and apply for funding.
	4.1A	b. Municipal Building Energy Audits	Complete BayREN Technical Assistance Program for Municipal Building Portfolio
n/a		Emergency Management / Resilience	
	7.1B, 7.2C, 8.1A	a. Resilience Hubs	Evaluate existing municipal buildings / resilience hubs; identify potential improvements to building infrastructure and operations for extreme heat and wildfire smoke events or potential sites for resilience hubs.
	7.1A, 7.2B, 7.2C	b. Heat Safety and Air Quality Protocols	Evaluate existing heat safety and air quality protocols, and make recommendations for policy updates.
n/a		Transportation	
	1.5A, 1.5B	a. DCFC Plan / Electric Vehicle Supply Equipment Master Plan	EVSE needs assessment (conduct or create RFP)
	1.5A, 1.5D	b. EV Infrastructure Grants	Identify and apply for funding to install Community EV Charging Infrastructure.
n/a	Overall CAAP Goal	GHG Inventory for 2020 and 2024 CAAP Progress Report	Conduct GHG Inventory for 2020 (City Staff); Compile and publish 2024 CAAP Progress Report (EC and City Staff)
Ongoing Efforts			
	1.4A	2024 EV Fair	Plan and execute EV Fair for 2024. Adjust as needed based on the 2023 EV Fair.
	n/a	Outreach and Education Efforts	EC to assist Staff as needed on outreach and education items.
	n/a	Update Environmental Commission Webpage on City Website	