



CITY OF ALBANY

MEMORANDUM

DATE: September 19, 2018
TO: Sustainability Committee
FROM: Claire Griffing, Sustainability & Resilience Manager
SUBJECT: Subcommittee Reorganization

BACKGROUND

The Advisory Body may create special subcommittees of less than a quorum of the group who then may meet at their convenience to carry out the purpose of the subcommittee. Subcommittees are typically developed to conduct additional analysis of particular subject matters. Subcommittees are not permitted to make policy decisions. If the subcommittee has a continuing subject matter or a regularly scheduled meeting time, it may qualify as a Brown Act committee and public notice provisions will apply. To avoid Brown Act issues, it may be beneficial to assign individual members of the Advisory Body to research items of interest to the group and return with research findings.

The Sustainability Committee has utilized ad hoc subcommittees to examine particular issues and present work back to the larger Committee for review, discussion, and/or approval. Typically, subcommittees will provide a short progress update during each meeting. Subcommittees notify staff when a discussion item is needed for the upcoming agenda.

In the past, the Sustainability Committee has utilized subcommittees to research the following topics:

- Long Range Planning/Sustainable Development
- Urban Landscape
- Education
- Building Energy/Water Conservation
- Food & Agriculture/Green Infrastructure
- Non-land use Transportation
- CAP Funding & Utility Users Tax
- AUSD/Schools
- Arts & Green Festival
- Climate Action
- Green Building
- Community Outreach

RECOMMENDATIONS

The Committee should consider aligning subcommittees with current priorities. The following recommendations aim to achieve that goal:

CAP 2.0 Planning Process

Sustainability staff, with the help of the consulting team, will be focused on developing a new Climate Action Plan over the next 9 months. This process will seem to move quickly for Committee members given the infrequency of meetings. Establishing subcommittees focused on major CAP 2.0 topics could allow for discussion in between meetings and provide the Committee and chance to be more involved in the planning process. Potential subcommittees related to this planning process are outlined below.

- **Energy Subcommittee:** Building energy use accounts for a large percentage of greenhouse gas emissions in Albany. This is a vast topic, encompassing energy efficiency, renewables, and fuel switching. The most complex decisions for the CAP 2.0 planning process will revolve around this sector, and a subcommittee could help research and vet potential CAP 2.0 measures to help the Committee in their mitigation measure review process. There is an existing Energy Subcommittee that was evaluating building assessment and benchmarking policies.
- **Clean & Active Transportation:** Transportation emissions will need to be addressed in the CAP 2.0 planning process, and a subcommittee could help research transportation policy to help the Committee in their mitigation measure review process. It is important to note that the City has a Traffic & Safety Commission that is tasked with promoting alternate transportation among other duties.
- **Adaptation & Resilience:** The new CAP will include policies focused on adaptation and resilience. This is a new topic for the Sustainability Committee, and a subcommittee could focus specifically on appropriate adaptation policies.
- **Carbon Neutrality:** The Committee will need to approve a definition of carbon neutrality to help determine the ultimate goal of the plan. A subcommittee could research potential definitions and propose a policy on carbon offsets.
- **Consumption Emissions & Circular Economy:** This is a new topic for the CAP, and if the Committee would like to see strategies that address consumption in the final plan, a subcommittee could research best practices and also determine the best messaging for these measures, which are less traditional and may be more difficult to implement and track.

Ongoing CAP Implementation

While the CAP 2.0 planning process is underway, there is still more work to be done on GHG emissions reductions in the meantime. Staff suggest focusing most of your efforts on the above subcommittee ideas to move CAP 2.0 forward in the next 9 months, but you may want to consider choosing a priority from this list to focus on concurrently.

- **Outreach/Community Climate Solutions:** There is currently an outreach subcommittee focused broadly on outreach in the community. Staff recommends focusing this ad hoc subcommittee on the development and promotion of the Community Climate Solutions web platform, including helping with messaging and inputs for the initial system and helping promote use of the platform in the City. This could include working with the School District and other community groups to create competitions, working with neighborhood groups to host meetings or workshops, and monitoring results of the platform to further drive change.
- **School Energy:** In the past, a subcommittee has worked directly with the Albany Unified School District to guide sustainable policies and practices. This subcommittee could be revisited for a specific, temporary purpose.

- **Building Reach Codes:** If there is interest in researching potential green building policies, this would best be achieved through a subcommittee to research potential reach codes and bring a discussion and ultimately a proposal to the Committee. This topic might benefit from waiting until after the CAP 2.0 planning process concludes to base research on the outcomes of that process of priority setting.

Other Sustainability Initiatives

The Committee has expressed interest in other sustainability topics, including:

- **Plastic Pollution:** The Committee has expressed interest in plastics reduction policies. A Subcommittee could research other effective policies and propose an approach appropriate for Albany.

Attachments

1. 2017-2019 Work Plan