



Sustainability Task Force

A Committee of the Chico City Council
Vice Mayor Schwab, Chair

Meeting of November 5, 2007 – 3:00 p.m. to 5:00 p.m.

Council Chamber Building, 421 Main Street, Conference Room No. 1

AGENDA

1. **Introduction of New Members**
2. **Work Plan Presentation - scheduled for City Council Meeting on Tuesday, November 6, 2007** - report attached
3. **Selection of Sustainability Task Force Representative to the General Plan Advisory Committee**
4. **Informational Items**
 - A. EPA Green Power Award
 - B. Update on SCORE Audit
 - C. Chamber/University Collaboration
 - D. Next Scheduled Meeting Date - November 19, 2007 - Possible Topics For Discussion
 - (1) EPA Green Power Community Partnership process
 - (2) Green building certification program
 - (3) Website development
 - (4) Future ideas
5. **Business from the Floor**

Members of the public may address the Committee at this time on any matter not already listed on the agenda, with comments being limited to three minutes. The Committee cannot take any action at this meeting on requests made under this section of the agenda.
6. **Adjournment** – The meeting will adjourn no later than 5:00 p.m. The next meeting of the Sustainability Task Force is scheduled for November 19, 2007 from 3:00 p.m. – 5:00 p.m. in Conference Room No. 1.

Distribution available in the office of the City Clerk:

Prepared: 11/01/07
Posted : 11/01/07
Prior to: 12:00 a.m.

Chico City Clerk's Office
411 Main Street, Chico, CA 95928
(530) 896-7250



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Members:

Dr. Scott G. McNall
Anthony Watts
Julian Zener
Jim Stevens

Ken Grossman
Jason Bougie
Jim Goodwin
Scott Wolf

Jim Pushnik
Tom DiGiovanni
Jon Luvaas
Tami Ritter

Kristin Cooper - Carter
Amelia Gulling
Chris Giampaoli
Ann Schwab, Chair



TO: City Council

FROM: Linda Herman, Management Analyst-GSD, 896-7241

RE: **CONSIDERATION OF SUSTAINABILITY TASK FORCE'S TWO-YEAR WORK PLAN**

REPORT IN BRIEF:

The City Council directed the various City Boards and Commissions to develop Work Plans to define their goals and priorities for calendar years 2007 and 2008. The Sustainability Task Force has finalized and will present its 2007-08 Work Plan for City Council review and approval.

Recommendation:

The Interim City Manager and the Sustainability Task Force recommend that the City Council:

1. Review and approve the Task Force's 2007-08 Work Plan
2. Authorize funding in the amount of \$30,000 to retain CSU, Chico to conduct community-wide baseline greenhouse gas emission inventories. To fund this task, the Council's options are to:
 - a. Allocate funding from the existing 2007-08 Budget from the General Fund or other funding source identified by Council; or
 - b. Submit a grant application to the Butte County Air Quality Management District in Spring 2008 requesting funding for the inventories. If the grant is awarded, funding will become available in July or August 2008.
3. Adopt a Resolution approving membership to the International Council for Local Environmental Initiatives (ICLEI) and the Climate Protection Campaign.

If funding is approved from either the current budget or a grant award, staff will prepare a confirming supplemental appropriation to add the revenues and expenses for the inventory project to the City's budget.

FISCAL IMPACT:

Staff has received the attached proposal from CSU, Chico to conduct the baseline inventories for \$30,000. The cost to conduct the SCORE assessment is \$500. The cost of the SCORE assessment will be funded through the City's existing 2006-08 budget, but additional funding will be needed to conduct the inventories.

There is a possibility that a grant for up to \$20,000 could be obtained by the Butte County Air Quality Management District to conduct the inventories. However, the grant application cycle does not begin until May 2008 and the funding, if awarded, would not be available until July or August 2008. Ken Grossman from Sierra Nevada Brewery, who is a member of the Task Force, has offered \$5,000 as a local match for the grant and inventory costs. Funding for implementation of the Climate Action Plan elements, which may include various funding sources such as Transportation Development Act funds, would be presented to the City Council for approval through the regular biennial budgeting process.

BOARD RECOMMENDATION:

The Task Force developed the Work Plan in a series of twice monthly meetings, starting in March 2007. The Task Force approved the final Plan at its 9/17/07 meeting.

BACKGROUND:

In October 2006, the City Council signed the U.S. Conference of Mayor's Climate Protection Agreement confirming the City's commitment to reduce greenhouse gas emissions. To assist the City in implementing the Agreement, the Council formed the Sustainability Task Force in December 2006. The Task Force consists of sixteen members representing the University, business community, environmental groups, and members at large. Councilmember Ann Schwab is currently the Chair of the Task Force.

DISCUSSION:

In developing the Work Plan, the Task Force reviewed current sustainability efforts conducted by the City and also what is being done in other communities. Through this research, the Task Force defined its purpose and mission as follows:

Purpose: *To make recommendations to the City Council on initiatives to implement the Mayor's Agreement and to reduce greenhouse gas emissions, while simultaneously meeting environmental, economic and community needs now and in the future.*

Mission: *The Sustainability Task Force shall promote a culture of stewardship within our community to enhance our natural resources, economic interests, and quality of life for present and future generations in the City of Chico by collaboratively developing programs and initiatives which will distinguish Chico as a leader in sustainability efforts.*

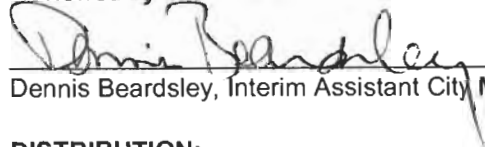
To carry out this purpose and mission, which are consistent with the City Council's direction, the Task Force identified the following five goals listed in order of priority:

1. Conduct baseline inventories of the community's greenhouse gas emissions - For this goal, the Task Force is recommending that the following be implemented:
 - a. By resolution, join the ICLEI and the Climate Protection Campaign to obtain software and technical assistance to conduct the baseline inventories of greenhouse gas emissions generated from both City operations and the community.
 - b. Retain CSU, Chico to gather the community-wide data necessary to input into the ICLEI software for the inventories, to prepare a final report, and to make recommendations on a viable emissions reduction target.
 - c. Encourage community members through the City's website and other outreach efforts to conduct a personal ecological footprint.
 - d. Conduct a Sustainability Competency and Opportunity Rating and Evaluation (SCORE) environmental assessment of the City's current operations, policies and programs. This will be conducted by a local student group called Social Entrepreneurs Emerging with new Direction (SEED).
2. Set an emissions reduction target. - As required by the Agreement, the target must be set at a minimum reduction of 7% below 1990 emission levels to be achieved by 2012.
3. Create a Climate Action Plan to achieve the emissions reduction target.
4. Participate in and assist in the preparation of the Sustainability Element of the City's General Plan Update.
5. Evaluate the structure of the Sustainability Task Force.


PUBLIC CONTACT:

The meetings when the Task Force considered the Work Plan were all public meetings.

Reviewed by:


Dennis Beardsley, Interim Assistant City Manager

Approved by:


David Burkland, Interim City Manager

DISTRIBUTION:

City Clerk (18)
Sustainability Task Force Members (16)

ATTACHMENTS:

2007-08 Work Plan
CSU, Chico Proposal
Resolution

CITY OF CHICO

BIDWELL
PARK

Sustainability

Stewardship

Natural Resources

Quality of Life

Economic Viability

Sustainability Task Force



Work Plan

2007 - 2008





City of Chico

Sustainability Task Force

2007 - 2008 Work Plan

Task Force Members

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Lon Glazner
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Julian Zener
Scott Wolf
Jim Pushnik
Adam Hansen
Jim Goodwin
Tami Ritter
Kristen Cooper-Carter
Tom DiGiovanni
Jon Luvaas
Ann Schwab, Chair



City of Chico

Sustainability Task Force

2007 - 2008 Work Plan

Our Mission

The Sustainability Task Force shall promote a culture of stewardship within our community to enhance our natural resources, economic interests and quality of life for present and future generations in the City of Chico by collaboratively developing programs and initiatives which will distinguish Chico as a leader in sustainability efforts.

City of Chico

Sustainability Task Force

Work Plan for 2007/2008



City of Chico

Sustainability Task Force

2007 - 2008 Work Plan

The City of Chico Sustainability Task Force has identified the following priorities to focus on during 2007 - 2008. Completion of these items will serve to address the implementation of the Mayor's Climate Protection Agreement. The priorities or tasks are as follows:

1.	Conduct baseline inventories
2.	Set target reductions
3.	Create a Climate Action Plan
4.	Participate in the General Plan Update
5.	Evaluate the structure of the Sustainability Task Force



City of Chico

Sustainability Task Force

Work Plan Worksheet

Step 1

Purpose pursuant to Council action	<ol style="list-style-type: none">1. Formulate recommendations, for City Council adoption regarding implementation of the U.S. Conference of Mayor's Climate Protection Agreement.2. Make decisions and/or recommendations, for City Council adoption, on initiatives that will reduce greenhouse gas emissions while simultaneously meeting environmental, economic and community needs now and in the future.3. Assist in the preparation of Sustainability Element of the City's long-term General Plan.
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Step 2

Mission Statement	The Sustainability Task Force shall promote a culture of stewardship within our community to enhance our natural resources, economic interests and quality of life for present and future generations in the City of Chico by collaboratively developing programs and initiatives which will distinguish Chico as a leader in sustainability efforts.
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Step 3

Discuss any priorities already established by Council.	Established by City Council action to assist in the implementation of the U.S. Conference of Mayor's Climate Protection Agreement.
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Step 4

Brainstorm goals, projects, or priorities of the commission	Benefit, if completed	Mandated by state/ local law or by Council direction ?	Requires policy change or Council action?	Resources needed for completion? Staff or, creation of Subcommittees?	Estimated Completion Time
Inventory global warming emissions in City municipal operations and the community, set reductions targets and create an action plan.	<ul style="list-style-type: none"> • City/Taxpayers • awareness • air quality • more informed decisions • eligible for grants • efficiencies/reduce costs • education 	No	Yes	<ul style="list-style-type: none"> • staff resources • training for staff to use software • distance learning courses 	9 - 12 months
<p>1. <u>Conduct Baseline Inventories</u></p> <p>A) Conduct a baseline inventory using ICLEI software</p>	<ul style="list-style-type: none"> • overall community benefit • education on how to reduce pollutants 	No	Yes	<ul style="list-style-type: none"> • other governmental agencies • possible partnership with county and other agencies • possible subcommittee 	9 -12 months
B) Encourage community members to conduct personal ecological footprint	<ul style="list-style-type: none"> • heightened awareness 	No	No	<ul style="list-style-type: none"> • City's website • City Newsletter 	12/07
C) Conduct SCORE assessment	<ul style="list-style-type: none"> • provides benchmark • awareness 	No	Yes	<ul style="list-style-type: none"> • \$500 • Approximately 30 hours of staff time 	9/07
<p>2. <u>Establish a Target to Lower Emissions</u></p> <p>A) Reduce emissions by a minimum of 7% below 1990 levels by 2012. (US Mayor's)</p>	<ul style="list-style-type: none"> • decrease in energy costs and a greenhouse reduction 	No	Yes	<ul style="list-style-type: none"> • Baseline inventories • 1990 levels - utility estimates • possible subcommittee 	9 - 12 months

Brainstorm goals, projects, or priorities of the commission	Benefit, if completed	Mandated by state/ local law or by Council direction ?	Requires policy change or Council action?	Resources needed for completion? Staff or, creation of Subcommittees?	Estimated Completion Time
3. <u>Creation of a Climate Action Plan (CAP)</u>	<ul style="list-style-type: none"> provides framework and helps guide decisions 	No	Yes	<ul style="list-style-type: none"> based on inventory results staff 	
4. Participate in the General Plan Update	<ul style="list-style-type: none"> provides additional input overall community benefit identifying sustainable measures 	No	No	Member of the Task Force to attend General Plan meetings	Duration of the update
5. Review of the Task Force to be completed following the creation of the Climate Action Plan	<ul style="list-style-type: none"> help evaluate future needs identify possible commission structure 	No	Yes	<ul style="list-style-type: none"> Staff liaison/resources Adoption of Ordinance creating a more structured committee 	Depends on the timing of the Climate Action Plan.

Step 5

List Identified Goals, Priorities, and/or Tasks for the Commission	Prioritize Tasks by their significance:			
	1 Urgent	2 1-Year	3 2 -Year	4 Long Term
Conduct baseline inventories	X			
Set target reductions		X		
Create a Climate Action Plan		X		
Participate in the General Plan Update		X		
Evaluate the structure of the Sustainability Task Force			X	

California State University, Chico
Chico, California 95929-0425



Department of Geography and Planning
Watershed Projects
530-898-4083
Fax: 530-898-6781

September 12, 2007

Dave Burkland
Assistant City Manager
City of Chico Administration
Chico, CA 95928

RECEIVED
hand delivered
SEP 12 2007

CITY MANAGER
CITY OF CHICO

Dear Dave,

California State University, Chico would like to express interest in performing a greenhouse gas inventory for the City of Chico to help fulfill the requirements of the Mayor's Climate Agreement.



We have the capacity and expertise to perform the inventory. We propose to put together an interdisciplinary team of faculty from the colleges of Natural Science, Business, Engineering, and Behavioral and Social Sciences. Mark Stemen, from the department of Geography and Planning, will lead the team under the direction of the Institute for Sustainable Development. In the past eight years Dr. Stemen has overseen over \$200,000 in contracts with the City and the County where students have provides state mandated recycling education. Dr. Stemen has also directed a greenhouse gas inventory of CSU, Chico and is currently directing another inventory of Butte Community College.

A recent Master's graduate and a team of students from CSU, Chico, will perform the actual work. In 2007, Daniel Salazar recently completed a greenhouse gas inventory of CSU, Chico as part of his master's degree in Geography and Planning. Immediately after graduation Mr. Salazar then went to the city of Ft. Bragg to conduct a greenhouse gas inventory for the city using the ICLEI software. For the Chico inventory, Mr. Salazar will oversee a team of student interns who will help in data collection.

We estimate that the inventory could be completed in four months, depending on scope and city staff availability. We can begin in October.

The scope of work will include a greenhouse gas inventory for 2006, an estimate of 1990 levels and, recommendations for the Sustainability Task Force on ways to reduce GHG levels in the City of Chico to 12% below the estimated 1990 level. The scope of work does not include a timeline or a specific action plan.

On behalf of the team, I thank you for your consideration.

Sincerely,

Dr. Mark Stemen
Coordinator, Environmental Studies Program
Department of Geography and Planning
California State University, Chico

cc. Dr. Scott McNall
The California State University

Scope of Work of Chico Greenhouse Gas Inventory

- Collect Inventory Data
- Forecast and Backcast GHG Emissions
- Analyze Historic and Existing GHG Reduction Measures
- Identify and Rank New Reduction Strategies / Control Measures
- Suggest Possible Emissions Reduction Targets

Questions

- Dates for forecast and backcast
- Staff contacts
- Space for interns
- Indemnification
- Budget flexibility
- Contract/purchase order
- Start date

Budget

PERSONNEL			Funds requested
Salaries and wages			
	Rate	# hrs	
Project manager	\$20	600	\$12,000
Student assistants	\$10	600	\$6,000
			<u>\$18,000</u>
Fringe benefits			
Project Manager		14%	\$1,664.40
Students		6%	\$373.20
			<u>\$2,038</u>
TRAVEL PD			\$1,000
			<u>\$1,000</u>
OPERATING EXPENSES			
ISD/ Faculty Development			\$3,156
			<u>\$3,156</u>
			<u>\$24,194</u>
Facilities and administrative costs @ 24% MTDC			\$5,806
			<u>\$5,806</u>
TOTAL PROJECT COSTS			<u>\$30,000</u>

- i. Output (1000 gal.) /Year
 - ii. Electricity (annual kWh) and cost
 - iii. Fuel for Digester
 - 1. Natural Gas (annual Therms) and Cost (US Dollar)
 - 2. Methane (annual gallons) and Cost (US Dollar)
 - 3. Other
 - iv. Facility technology and background
- 6. Waste
 - a. Amount of Waste (tons or metric tonnes)
 - b. Hauling and Tipping Cost
 - c. Landfill
 - i. Destination
 - ii. Waste Disposal Technology (managed landfill, controlled incineration, open dump, etc.
 - iii. Methane recovery (% recovered)
 - d. Waste Stream (waste type and share)
 - i. Paper Products %
 - ii. Food Waste %
 - iii. Plant Debris %
 - iv. Wood/Textiles %
 - v. All other Waste %
 - e. Number of Municipal Employees (full time equivalency)
- 7. Refrigerants
 - a. HFC 23 (lbs.)
 - b. HFC -125 (lbs.)
 - c. HFC-134 (lbs.)
 - d. HFC152a (lbs.)
 - e. Sulfur Hexafluoride (lbs.)

Community

- 1. Residential
 - a. Households
 - i. Number of Households
 - ii. Annual Growth Rates of Households
- 2. Commercial
 - a. Commercial Establishments
 - i. Number of Commercial Establishments
 - ii. Annual Growth Rate for Commercial Establishments
 - iii. Total Floor Area of Commercial Establishments
 - iv. Annual Growth Rate for Commercial Establishments
 - b. Commercial Employees
 - i. Number of Commercial Employees
 - ii. Annual Growth Rate of Commercial Employees
- 3. Industrial
 - a. Industrial Establishments
 - i. Number of Industrial Establishments

Data and materials needed for green house gas emissions inventory of the City of Chico

General

1. Copy of General Plan
2. Copy of Public Facilities Master Plan
3. City Laptop Computer with CACP Software Installed and backed-up with Network

Government

1. Buildings
 - a. List of each government building including:
 - i. Annual Operating Hours
 - ii. Number of Occupants (full-time equivalency)
 - iii. Floor Area (1000 sq. ft.)
 - b. Electricity (annual kWh) and Cost (US Dollar)
 - c. Natural Gas (annual Therms) and Cost (US Dollar)
 - d. Propane (US Gallons)
2. Vehicle Fleet
 - a. List of Entire City Fleet including
 - i. Sub-Fleets (Fire, Police, Public Works, City Hall, etc.)
 - ii. Annual Vehicle Miles for each sub-fleet
 - iii. Year, Make, Model
 - iv. Fuel type (gas, diesel, nat. gas, hybrid, electric, etc.)
 - v. Fuel efficiency (miles per gallon)
 - vi. Annual Vehicle Miles Traveled (VMT)
 1. Each vehicle (preferred)
 2. Each Sub-Fleet (acceptable)
3. Streetlights
 - a. Electricity (annual kWh) and Cost
 - b. Number of Streetlights and Technology type (Halogen, High Pressure Sodium (HPS), or LED)
 - c. Number of Traffic Control Lights and Technology type (Halogen, High Pressure Sodium (HPS), or LED)
4. Water
 - a. List of Stations (lift stations, booster pumps, etc)
 - i. Output (1000 gal.)
 - ii. Electricity (kWh) and cost
 - b. Water Treatment Plant
 - i. Output (1000 gal.)
 - ii. Electricity (kWh) and cost
5. Sewage
 - a. List of Stations (lift stations, booster pumps, etc)
 - i. Output (1000 gal.)
 - ii. Electricity (kWh) and cost
 - b. Wastewater Treatment Plant

- ii. Annual Growth Rate of Industrial Establishments
 - iii. Total Floor Area of Industrial Establishments
 - iv. Annual Growth Rate of Industrial Establishments
 - b. Industrial Employees
 - i. Number of Industrial Employees
 - ii. Annual Growth Rate of Industrial Employees
- 4. Transportation
 - a. Total Vehicle Miles Traveled (preferred)
 - i. Length of:
 - 1. Collectors/Local Roads and Average Annual Daily Traffic for this road type
 - 2. Limited Access Highway and Average Annual Daily Traffic for this road type
 - 3. Major Arterial Streets and Average Annual Daily Traffic for this road type
 - b. Percentage of Vehicles for each fuel-type
 - c. Growth Rates for each fuel type
- 5. Waste
 - a. Amount of Waste (tons or metric tonnes)
 - b. Growth Rates for annual tonnage
 - c. Landfill
 - i. Destination
 - ii. Waste Disposal Technology (managed landfill, controlled incineration, open dump, etc.)
 - iii. Methane recovery (% recovered)
 - d. Waste Stream (waste type and share)
 - i. Paper Products %
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 - iv. Wood/Textiles %
 - v. All other Waste %
- 6. Refrigerants
 - a. HFC 23 (lbs.)
 - b. HFC -125 (lbs.)
 - c. HFC-134 (lbs.)
 - d. HFC152a (lbs.)
 - e. Sulfur Hexafluoride (lbs.)

1 RESOLUTION NO. _____

2
3 RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHICO
4 APPROVING BECOMING A MEMBER OF THE
5 INTERNATIONAL COUNCIL FOR LOCAL ENVIRONMENTAL INITIATIVES (ICLEI)
6 AND THE CITIES FOR CLIMATE PROTECTION CAMPAIGN

7 WHEREAS, scientific consensus has developed that carbon dioxide (CO₂) and other
8 greenhouse gases released into the atmosphere have a profound effect on the Earth's climate; and

9 WHEREAS, in 2006 the U.S. National Climatic Data Center confirmed clear evidence of
10 human influences on climate due to changes in greenhouse gases; and

11 WHEREAS, the U.S. Conference of Mayors endorsed the 2005 U.S. Mayors' Climate
12 Protection Agreement initiated by Seattle Mayor Nickels and signed by 494 mayors in the United
13 States as of April 2007; and

14 WHEREAS, the City of Chico became a signatory to the U.S. Mayors' Climate
15 Protection Agreement in November 2006; and

16 WHEREAS, the Urban Environmental Accords adopted by local government delegates
17 during UN World Environment Day 2005 call for reduced emissions through energy efficiency,
18 land use and transportation planning, waste reduction, and wiser energy management; and

19 WHEREAS, 162 countries including the United States pledged under the United Nations
20 Framework Convention on Climate Change to reduce their greenhouse gas emissions; and

21 WHEREAS, energy consumption, specifically the burning of fossil fuels, accounts for
22 more than 80% of U.S. greenhouse gas emissions; and

23 WHEREAS, local government actions taken to reduce greenhouse gas emissions and
24 increase energy efficiency provide multiple local benefits by decreasing air pollution, creating
25 jobs, reducing energy expenditures, and saving money for the local government, its businesses,
26 and its residents; and

27 WHEREAS, the Cities for Climate Protection Campaign sponsored by ICLEI – Local
28 Governments for Sustainability has invited the City of Chico to join ICLEI and become a partner
in the Cities for Climate Protection Campaign;

1 NOW THEREFORE, BE IT RESOLVED, Council hereby approves:

- 2 1. Becoming a Full Member of ICLEI and participating in the Cities for Climate Protection
3 Campaign; and
- 4 2. As a participant in the Campaign, pledging to take a leadership role in promoting public
5 awareness about the causes and impacts of climate change; and
- 6 3. Initiating the Cities for Climate Protection Campaign's five milestones to reduce both
7 greenhouse gas and air pollution emissions throughout the community, which includes:
- 8 a. Conducting a greenhouse gas emissions inventory and forecast to determine the
9 source and quantity of greenhouse gas emissions in the jurisdiction;
- 10 b. Establishing a greenhouse gas emissions reduction target;
- 11 c. Developing an action plan with both existing and future actions, which when
12 implemented will meet the local greenhouse gas reduction target;
- 13 d. Implementing the action plan; and
- 14 e. Monitoring and reporting progress to ICLEI.

15 The foregoing resolution was adopted by the Council of the City of Chico at its meeting
16 held on the November 6, 2007, by the following vote:

17 AYES:

18 NOES:

19 ABSENT:

20 ABSTAINED:

21 DISQUALIFIED:

22
23 ATTEST:

APPROVED AS TO FORM:

24
25
26 _____
27 Deborah R. Presson, City Clerk

28 _____
Lori J. Barker, City Attorney



Sustainability Task Force

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Vice Mayor Schwab, Chair

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 - D. Next Scheduled Meeting Date - November 19, 2007 - Possible Topics For Discussion
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Sustainability Task Force

A Committee of the Chico City Council
Vice Mayor Schwab, Chair

Meeting of November 5, 2007 – 3:00 p.m. to 5:00 p.m.

Council Chamber Building, 421 Main Street, Conference Room No. 1

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