

CITY COUNCIL OF THE CITY OF NOVATO

RESOLUTION NO. 2022-038

RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF NOVATO ESTABLISHING A SUSTAINABILITY
COMMISSION

WHEREAS, on December 8, 2009, the City Council of the City of Novato adopted a Climate Change Action Plan; and

WHEREAS, the 2009 Climate Change Action Plan identified measures to reduce greenhouse gas (GHG) emissions by 15% below 2005 levels by the year 2020, and 40% below 2005 levels by 2035; and

WHEREAS, on March 3, 2015, the City Council provided direction to staff on Climate Change Action Plan policy and program options for inclusion in draft General Plan 2035; and

WHEREAS, on April 25, 2017, the City Council approved the addition of a Sustainability Program Coordinator I/II position to the City Classification Plan and allocated funding for the position starting in Fiscal Year 2017-18; and

WHEREAS, on January 18, 2018, the City Council adopted Strategic Plan 2018-2021 including an Environmental Stewardship section with the stated goal to “*Preserve, protect, and enhance Novato’s unique environment, now and for future generations, and model best sustainability practices for the community;*” and

WHEREAS, on October 27, 2020, the City Council adopted General Plan 2035, which serves as a roadmap to improve, enhance, and preserve the environment and to promote the City’s long-term environmental sustainability and livability; and

WHEREAS, General Plan 2035 includes a comprehensive set of goals, policies, and programs to achieve a more sustainable future for Novato, while contributing to regional and global sustainability initiatives; and

WHEREAS, on November 10, 2020, the Council adopted a Climate Emergency Resolution (Resolution #2020-072) in recognition that an inadequate response to our climate emergency will threaten human life, healthy communities, and critical infrastructure due to increased economic and environmental disruptions; and

WHEREAS, on November 16, 2021, the Council adopted Strategic Plan 2021-2023 which includes workplan item #9, “*Identify priority sustainability actions to reduce greenhouse gas emissions in City operations and the Novato community and to implement actions that address the challenge of our changing climate;*” and

WHEREAS, Strategic Plan 2021-2023 workplan item #10 calls for the City Council to “Consider forming a Sustainability Commission and facilitate regular community engagement on sustainability issues;” and

WHEREAS, on February 8, 2022, the City Council discussed the purpose, membership, and duties of a Sustainability Commission and directed staff to develop a process for recruiting and appointing Novato Unified School District students to serve on a Sustainability Commission; and

WHEREAS, Novato Unified School District student participation on a Sustainability Commission acknowledges that the younger generation is more likely to be impacted by the effects of climate change over the course of their lives and participation on a Commission is intended to provide students the opportunity to develop leadership skills, gain a deeper understanding of City governance processes, serve as a conduit between school-based, student leadership and/or sustainability groups, and advise the City Council on issues important to young people in the community; and

WHEREAS, Novato Unified School District administration has agreed to coordinate the application and interview process for students interested in participating on the Commission and will annually recommend two students to serve on the Commission.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Novato hereby establishes a Sustainability Commission as follows:

1. PURPOSE

The Sustainability Commission serves as an advisory body to the City Council on matters related to reducing greenhouse gas emissions, sea level rise, and other environmental issues including but not limited to, wildfire, tree preservation/replacement, resiliency, and adaptation to climate change.

It is not the intent to duplicate or overlap the functions of the Sustainability Commission with the duties or responsibilities assigned to any other City Commission, Committee, or Board. However, the work of the Sustainability Commission may involve the areas of concern of other City Commissions, Committees, and Boards. In these situations, the Sustainability Commission will collaborate with the relevant City Commissions, Committees, and Boards at the direction of the City Council.

The Sustainability Commission is established with the understanding that review and approval of development projects is the purview of the Design Review Commission, the Planning Commission, and the City Council. The Sustainability Commission shall not agendize, discuss, or take formal action on development projects. Nothing in this resolution precludes individual members outside of Commission meetings expressing their individual personal view.

The Commission shall perform the duties described below and others as directed by the City Council.

2. DUTIES

- a) Contribute to the development of an updated Climate Change Action Plan for Council approval.
- b) Monitor and report to the Council on the implementation of the Council-adopted Climate Change Action Plan.
- c) Recommend priority sustainability, sea level rise, environmental protection and other environmental issues, and climate-related policies and programs for City Operations and the community at large to the City Council for consideration.
- d) Review annual Sustainability Program workplan and suggest modifications, as needed.
- e) Monitor, evaluate, and communicate progress toward achieving sustainability and climate-related goals.
- f) Identify funding opportunities to support implementation of sustainability, sea level rise, environmental protection and other environmental issues, tree preservation/replacement and climate-related priorities, including leveraging regional funding to achieve shared objectives.
- g) Advocate for policies and programs that protect the environment, reduce greenhouse gas emissions, and support climate adaptation as part of Council's annual planning, goal setting, and budgeting processes.
- h) Facilitate regular community engagement on sustainability and climate-related initiatives.
- i) Mobilize community action to reduce greenhouse gas emissions by supporting education and outreach efforts.
- j) Identify priority sustainability actions to reduce greenhouse gas emissions in City operations and the Novato community to implement actions that address the challenge of our changing climate.
- k) No Commissioner nor the Commission shall lobby or editorialize on behalf of the Commission or City in any forum or on any subject unless otherwise directed by the City Council.

3. MEMBERSHIP

- a) The Commission shall be comprised of no fewer than five (5) and no more than seven (7) members. Five (5) members shall be regular members appointed by the City Council, of which four (4) members shall reside within City limits and one (1) member may reside in the unincorporated area or work in Novato. The Commission shall also include up to two (2) Novato Unified School District (NUSD) high school Student Commissioners who reside within the NUSD boundary.
- b) NUSD will establish Student Commissioner eligibility guidelines; coordinate the student application, interview, and selection process; and recommend by May 15 of each year up to two (2) incoming Junior-level students, or Senior-level students who

- have previously served on the Commission, for ratification by the City Council.
- c) The terms for NUSD Student Commissioners shall be one (1) year, commencing on July 1 of each year. Student Commissioners may re-apply to serve for one (1) additional year (Senior year) upon approval by Novato Unified School District and the City Manager or their designee.
 - d) Initial terms for the five regular members shall be staggered, with three (3) appointments lasting two (2) years and two (2) appointments lasting three (3) years. Thereafter, the five regular member terms shall be two (2) years.
 - e) Commissioners should represent a diversity of cultural backgrounds, experience, expertise, and interests. Desired experience and expertise of the regular members may include alternative/multi-modal transportation, behavior change, electrification/decarbonization, environmental health/toxics reduction, carbon emissions reduction, carbon sequestration, climate science, energy policy, energy efficiency, environmental justice and equity, environmental stewardship, green building, indigenous practices, renewable energy, sea level rise, water conservation, and/or waste management.
 - f) The Commission shall meet monthly during the establishment year and at least bi-monthly (6 times per year) in subsequent years, or on an as-needed basis. An annual meeting schedule shall be established at the first Commission meeting of each year.
 - g) The Commission shall elect a Chair and Vice Chair annually; no Commissioner may serve as Chair more than one time in a three-year cycle.
 - h) Commissioners serve at the pleasure of the Council and no Commissioner may act in an official capacity, except through the action of the Commission.
 - i) No Sustainability Commissioner may serve concurrently on any other City Commission, Committee, or Board.

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I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the City Council of the City of Novato, Marin County, California, at a meeting thereof, held on the 22nd day of March 2022, by the following vote, to wit:

AYES: Councilmembers Athas, Eklund, Milberg, Wernick, Lucan
 NOES: Councilmembers
 ABSTAIN: Councilmembers
 ABSENT: Councilmembers

/Laura McDowall/

 City Clerk of the City of Novato

Approved as to form:

/Jeffrey Walter/

City Attorney of the City of Novato