



Camarillo City Council

AGENDA REPORT

Date: October 11, 2023

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Michelle Glueckert D'Anna, Assistant to the City Manager

Subject: Draft Sustainability Master Plan for Municipal Operations

BACKGROUND

On December 8, 2021, City Council authorized the issuance of a Request for Proposal for consulting services to qualified firms for the preparation of a Sustainability Master Plan for Municipal Operations (SMP). After reviewing the submitted proposals, City staff recommended approval of a professional services agreement with Rincon Consultants. On April 27, 2022, City Council authorized the City Manager to execute Professional Services Agreement No. 2022-46 with Rincon Consultants for preparation of the SMP.

Rincon Consultants engaged city staff from all City departments and several divisions throughout the process and an internal team was involved as stakeholders in the development of the draft Goals, Measures, and Actions, through a series of stakeholder meetings. Rincon Consultants drafted provisional sustainability and GHG emissions reduction goals, measures, and actions to establish the basis of Camarillo's SMP.

On May 25, 2023, the Policy Committee reviewed the draft Goals, Measures, and Actions section of the Draft SMP. Input from the Policy Committee was incorporated into the full Draft SMP, which was then presented to the Policy Committee for review and input on July 27, 2023. After a thorough discussion of the draft SMP at the July meeting, the Policy Committee requested several items be adjusted, including a restructure of the document to allow for more transparency and clarity on the purpose of the document.

On August 23, 2023, the Policy Committee reviewed the updated draft of the document and any final edits were incorporated into the document that is now being presented to the City Council for review.

DISCUSSION

The City of Camarillo developed an integrated approach to address sustainability in infrastructure and operations, establishing the City as a sustainability leader in the region. The SMP is intended to be a living policy document that is regularly reviewed and

updated. The SMP will lay the groundwork for municipal initiatives, as directed by the City Council, that the City can use to achieve the sustainable vision and goals established for Camarillo's municipal operations in a fiscally responsible, technologically feasible, and efficient manner.

The primary purpose of the SMP is to provide a specific roadmap for Camarillo's municipal operations to become more sustainable and resilient to climate change, while reducing greenhouse gas (GHG) emissions. The City recognizes the importance of integrating more holistic solutions, in a fiscally responsible way, to make the City more sustainable, while utilizing numeric metrics, such as GHG emissions to monitor success.

The SMP is built on analysis completed as part of an energy and water audit along with an analysis of municipal emission sources, building off the City's existing sustainability efforts to establish a set of measures and actions to make the City's operations more sustainable and resilient to climate impacts, while measurably reducing GHG emissions.

The SMP supports the City Council goal of environment/resource management, in providing cost-effective, efficient services to the public while minimizing impacts on the environment, and it will serve as Camarillo's roadmap to achieve widespread sustainability across the City. The adoption rates of each GHG reduction measure and action, legislative environment, and costs of technology will continue to evolve. Therefore, this SMP should be viewed as a strategic framework that will be frequently monitored, and routinely evaluated and updated, allowing the City to measure progress, acknowledge the achievement of successful implementation, and change course when needed. The City Council will rely upon the SMP to make policy decisions on projects and initiatives that staff will carry out. Implementing the SMP will require coordination, collaboration, and cooperation across all City departments and several divisions, in an effort to achieve holistic sustainability improvements that are vital to the success of the SMP and the long-term resiliency of Camarillo.

FISCAL IMPACT

There is no budget impact as a result of this action.

CEQA DETERMINATIONS

City staff has determined, in accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, that the Sustainability Master Plan (SMP) is not subject to CEQA review because it can be seen with certainty that there is no possibility that the SMP may have a significant effect on the environment. The SMP is a policy document from which projects may be derived; those individual projects will be subject to CEQA.

RECOMMENDATION

Receive a presentation and provide feedback to staff on the Draft Sustainability Master Plan for Municipal Operations.

ATTACHMENTS

1. Draft Sustainability Master Plan for Municipal Operations

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

1. Appendices to Draft Sustainability Master Plan for Municipal Operations