



## **CITY OF KIRKLAND**

**Planning and Community Development Department**  
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### **MEMORANDUM**

**To:** Marilynne Beard, Acting City Manager

**From:** Paul Stewart, AICP, Deputy Planning Director  
Patrice Tovar, AICP, Senior Planner

**Date:** September 6, 2007

**Subject:** Involving the Community in Environmental Stewardship

#### **RECOMMENDATION**

Staff recommends that the City Council review the memorandum and background materials, discuss the various strategies for community involvement and provide direction on the purpose and role of citizen involvement in environmental stewardship.

#### **BACKGROUND DISCUSSION**

Kirkland has consistently placed a high value on a healthy environment, as evidenced by long-standing policies, programs, and development standards. The City Council's philosophy includes a commitment to proactively protect the environment and the Council supports a variety of City actions consistent with this objective.

The City Council expressed a desire to tap into community interest and expertise in environmental stewardship/sustainability. There was discussion about the idea of forming a new board or group for this purpose.

The first section of this memorandum examines the larger view: the City's evolving approach to addressing environmental stewardship and how it can interface with increased community involvement. The second part explains options to facilitate Council's consideration of this idea.

#### **THE LARGER VIEW**

Several years ago the Natural Resource Management Team (now known as the Green Team) was a service team that met regularly to share information across departments about City actions affecting the natural environment. The purpose was to foster a coordinated, comprehensive approach to managing Kirkland's natural resources, and to write and help to implement the Natural Resource Management Plan.

Since then, there has been a considerable expansion in the scope of the City's programs and actions for the environment. At the same time, community awareness and interest in environmental stewardship and sustainability has also increased. The burgeoning number of City

efforts has grown beyond the Green Team's ability to coordinate or even track. In recent years the Green Team has met with the City Council each spring to report on the status of some of the efforts that are a high priority for the Council and to receive the Council's comments and direction. A chart summarizing the current status of these selected tasks is included as **Attachment 1**. It is important to note, however, that those action items represent only part of the total array of the City's environmental stewardship efforts currently underway.

Enthusiasm for environmental stewardship has been growing rapidly within the City of Kirkland organization as well as in the community and beyond. Many City of Kirkland employees have a strong interest in this area and are actively searching for opportunities to take positive action. They have met at lunchtime to exchange ideas about how they can make a difference. This keen interest within the organization as well as broader community awareness has precipitated a need for the City to change the way environmental stewardship is coordinated.

The Green Team membership has expanded in recent years. The number of team members has increased to the point of requiring a new structure to accommodate the many different areas of interest. In other words, it may be more efficient now to meet in smaller groups with shared interests, e.g. a climate change group, a green building group, an open space, wetlands and streams group, and so on. However, this arrangement still requires some organizational structure and oversight. The increased efforts both within the organization and working with the community at large, require the attention of a full time coordinator or project manager. A Green Team "retreat" is being scheduled in October or November with the idea of taking some time to think about how we are organized and what our role is. Depending on which option the Council chooses, staff would use the retreat to identify the appropriate level of effort, resources and organizational structure and can then bring back a more refined strategy to discuss at a future Council meeting.

## **EXPLORING OPTIONS FOR PUBLIC INVOLVEMENT**

### **Purpose and Format**

There are several types of community involvement approaches or techniques each suited to different purposes. **Attachment 2** is the "Public Participation Spectrum" that provides guidance in determining the level of public involvement. Establishing the purpose will help define the best type of structure to pursue. The following goals should be considered:

- To engage in discussion to inform, explore and exchange ideas
- To provide feedback on specific analysis, alternatives and/or decisions
- To provide input to City decisions, actions and activities on an on-going basis
- To collaborate with the City to develop alternatives and identify the preferred solution
- To assist the City with seeking environmental grant funds and outside resources, including public/private partnerships

The purpose of the involvement will help to determine the format and relationship to the City organization. **Figure 1** on the following page matches community participation purposes with effective formats.

### **What Are Others Doing?**

Staff surveyed other communities and produced **Attachment 3** to show what others are doing. The table lists the jurisdiction, group name, membership, composition, role and primary focus. Website addresses are also included.

The information indicates that there are only a few jurisdictions in Washington that have some sort of appointed general purpose environmental board or advisory group (e.g. Lake Forest Park and Ellensburg). Several cities have specialized boards or commissions - such as Issaquah's *Rivers and Streams Board* and Bellevue's *Environmental Services Commission* which advises the City Council on water quality and conservation, surface water and solid waste. We also surveyed communities in other states to get a broad spectrum of ideas or approaches.

To tailor Kirkland's approach, we must first determine the purpose and scope of our community involvement strategy as discussed above and described in **Figure 1**.

**Figure 1 – Environmental Stewardship/Community involvement Strategies**

<b>PURPOSE</b>	Open House	Workshop	Forum	Roundtable	Community Conversation	Website Listening Log	Focus Group	Survey	Public Meeting	Local 501C3 Environmental Coalition	Advisory Committee	Board or Commission
1. To engage in discussion to inform, explore and exchange ideas	✓	✓	✓	✓	✓	✓				✓		
2. To provide feedback on specific analysis, alternatives and/or decisions				✓			✓	✓	✓	✓		
3. To provide input to City policy, decisions, actions and activities on an on-going basis				✓						✓		
4. To collaborate with the City to develop alternatives and identify the preferred solution										✓	✓	✓
5. To assist the City with seeking environmental grant funds and outside resources and private partnerships										✓		

**Figure 1** is based on the *Public Participation Spectrum* that was developed by the International Association for Public Participation. The *Public Participation Spectrum* is included as **Attachment 1**.

## **CONCLUSION & DISCUSSION POINTS**

The Council will need to determine the purpose and scope of community involvement. Based on Council's initial direction, staff can then bring back a more detailed program description along with recommended resources for review at a subsequent council meeting

Creation of an on-going advisory group or committee would require staffing and funding. In addition, the increased scope of the City's environmental efforts, combined with increased involvement within the City organization, have caused the level of work to escalate beyond the capacity of the Green Team to effectively coordinate and manage the workload. Even without an on-going body, there is a need for a program manager to oversee the City's environmental efforts, to be a single point of contact for the community, and to coordinate community involvement.

Staff would suggest that at a minimum for 2008, with the assistance of a facilitator, we could convene one or two environmental stewardship involvement events. Specifically, a facilitator or consultant could:

- Help to design and facilitate one or two events to foster involvement (e.g. environmental roundtable, community conversation, workshop or focus group); and
- Working with the Green Team and the City's Communication Manager, advise the City about the most effective approach for on-going community involvement.

If the Council favors this approach, the Green Team has some available funds that could be used for this purpose.

The Council should provide direction on the purpose of involving the community and consider the following discussion questions:

- Should the City expand its efforts in involving the community in environmental stewardship?
- If so, what is the preferred approach or combination of strategies (See Figure 1 above)?
- Is there additional information that the Council would like that would be helpful in the discussion?

Once the Council provides direction on these questions, staff can return with a more defined program scope and resources needed to implement that preferred strategy.

## **ATTACHMENTS**

1. Kirkland Green Action Items
2. Public Participation Spectrum
3. Matrix Showing Other Jurisdictions' Stewardship Groups

cc: Green Team

## GREEN KIRKLAND ACTION ITEMS

	<b>Task</b>	<b>Contact</b>	<b>Status</b>	<b>Next Steps</b>	<b>Timing</b>	<b>Resources</b>
CLIMATE PROTECTION	1. Address Climate Change	Erin Leonhart	Presenting proposed targets to Council on August 7 <sup>th</sup>	Bring proposed targets to City Council. Develop Action Plan & budget impacts.	Aug. 2007	Staff time and help from ICLEI and PSCAA
	2. Pursue a regional bio-diesel supply strategy	Tim Llewellyn	Transitioned to initiating a broader multi-jurisdictional "Green Fleets Regional Initiative." Planning meetings held July 19 and August 1.	Participate in meeting with other agencies for agreement of initiative principles at conference.	Sept. 19, 2007 at Quest Field	Staff time
GREEN KIRKLAND ORGANIZATION	3. Study potential addition of Green Kirkland Manager/Board	Paul Stewart	In process	Memo to City Council, receive Council direction	Sept. 2007	Staff time
	4. Finish Green Kirkland website	Paul Stewart	Constructing website	Pages under review by Green Team.	Sept. 2007	Staff time
	5. Develop Green Kirkland library and speaker bureau	Paul Stewart	Website more helpful. Explore space. Consider speaker forum in 2008. May require funding.	Finish website and then determine available space.	2008	Staff time and funding

## GREEN KIRKLAND ACTION ITEMS

	<b>Task</b>	<b>Contact</b>	<b>Status</b>	<b>Next Steps</b>	<b>Timing</b>	<b>Resources</b>
WASTE REDUCTION	6. Provide more recycling containers at parks, City buildings and at special events.	Erin Leonhart	Purchased two new recycle/garbage containers for the CBD Had a major presence at Uncorked resulting in increased diversion (Reading File memo submitted)	Pursuing grant funds for containers (facilities, parks, CBD). Using info gathered at Uncorked for future Special Event planning	On-going	Staff time & need grant for containers
URBAN FOREST	7. Educate public about removal of invasive plants	Sharon Rodman	Presenting to neighborhood associations and community groups the importance of removing invasive plants from urban forests as part of the Green Kirkland Partnership Initiative	Submitting articles in the Kirkland Courier Reporter throughout the year.	Out-reach is on-going	CLC contract funded from Parks CIP and grant from KCD. 2007 one-time funds for 0.5 FTE Outreach Coordinator
	8. Prepare legislation to prohibit planting of ivy	Lauri Anderson	Moving forward with the 2007 Miscellaneous Zoning Code Amendments	Public hearing	Sept. 2007	Staff time
	9. Explore Notable Tree program	Stacey Ray	Awaiting funding	Prepare service package	Next budget cycle	Staff time

## GREEN KIRKLAND ACTION ITEMS

	Task	Contact	Status	Next Steps	Timing	Resources
SUSTAINABLE DEVELOPMENT	10. Incorporate LID strategies in City projects whenever possible	Jenny Gaus	PW is conducting study of LID features including porous pavement that can be incorporated in CIP transportation projects	Public Works has hired SVR to review 12 funded projects on our current CIP list and assess the feasibility of LID	On-going. Study to be complete by August	Funding for SVR consulting from the sw utility
	11. Pursue incentives for wastewater reuse and rainwater reclamation	Tracy Burrows	In developing wastewater reuse projects and programs, City shall consult with Washington State dept.s of Health and Ecology and US EPA & other appropriate agencies, recognizing that regulations regarding reused or reclaimed wastewater and rainwater are still being developed and at this time may be unclear or ambiguous in their application.		On-going	Staff time
		Stacy Clauson	For private development, investigate changes to the City's land use and building codes that may be desirable in order to encourage the promotion of these programs and technologies.	Include code revisions for Planning Commission and City Council consideration under LID package in Planning Department Work Program. Identify incentives.	Winter 2008	
		David Barnes	Consider education programs/demonstration projects to support developm't & application of cost effective & environmentally beneficial wastewater reuse & rainwater collect'n programs.		On-going	

## GREEN KIRKLAND ACTION ITEMS

	Task	Contact	Status	Next Steps	Timing	Resources
SUSTAINABLE DEVELOPMENT (continued)	12. Pursue opportunities for using porous pavement	Jenny Gaus	For private development, amend KMC Chapter 15.52 (Surface Water Management) to adopt use of 2005 Stormwater Management Manual for Western Washington as well as amendments to KZC (Chapter 115) to address lot coverage provisions. See Task 10 above.	Include code revisions for Planning Commission and City Council consideration under LID package in Planning Department work program. Identify incentives.	Winter 2008	Staff time
		Jenny Gaus	For public development, need to consider porous pavement options in design and purchasing of maintenance and new projects. Consider incorporation of environmental/green review of purchasing for City facility work.		On-going	
	13. Organize tour for City Council to see 'green walls' and porous pavement	Jenny Gaus	Include as part of study for LID package in Planning Department Work Program	Work program to Planning Commission and City Council	Winter 2008	Staff time Bus
	14. Revisit 'skinny streets' concept	Ray Steiger	Public Works conducting "hot-spot" analysis to look at areas of potentially worst surface water runoff. Combined with planned overlay projects this will identify potential projects.	GIS analysis	Winter 2008	Staff

## GREEN KIRKLAND ACTION ITEMS

	Task	Contact	Status	Next Steps	Timing	Resources
SUSTAINABLE DEVELOPMENT (continued)	15. Prepare Green Building Action Plan	David Barnes	Action Plan is done, but Phase One of the plan is nearing completion and the budget/funding implementation portion (Phase Two) is next.	Bring funding request and update City Council on progress	Late Aug/early Sep.2007	Staff time Paul Stewart
	16. Organize a LEED building tour and provide information about LEED buildings	David Barnes	Discussed logistics in weekly meeting, agreed to arrange for Fall 2007	Contact Redmond City Hall, arrange two or three more sites to visit	Sept. 2007	Staff time
	17. Pursue LEED certification for all new and renovated City buildings	David Barnes	Provide sample ordinances to City Manager and City Council prior to Sept. 2007. Next opportunity will be City Hall Annex in 2008.	Discuss with Erin and City Manager before submittal of Council memo. Seeking historic/'green' architect for City Hall Annex renovation	Goal: Ordinance signed in Sept. 2007. This would coincide with "Sustainable Sept."	Staff time
	18. Look for incentives for and reduce barriers to sustainable building techniques	David Barnes	Funds approved in 2007 budget	Determining quantities of each brochure wanted. King County will print them.	2007	Staff time & approved service package

## GREEN KIRKLAND ACTION ITEMS

Task	Contact	Status	Next Steps	Timing	Resources	
NATURAL RESOURCES	19. Pursue the goal of zero use of herbicides	Jason Filan Wendy Kremer	In process	Prepare service package to fund getting to zero	Annually	Need additional staff
	20. Add or update review of plantings that are installed with CIP projects to make sure they can be maintained without use of herbicides and that they are generally low maintenance and low in water use.	Wendy Kremer	Work together with City staff in Planning, PW and Parks to develop guidelines for ROW and CIP landscape projects to help reduce use of herbicides and water.	Meet to discuss	In process	May need consulting services in addition to staff time

# IAP2 Public Participation Spectrum

Developed by the International Association for Public Participation

INCREASING LEVEL OF PUBLIC IMPACT

INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
<b>Public Participation Goal:</b>	<b>Public Participation Goal:</b>	<b>Public Participation Goal:</b>	<b>Public Participation Goal:</b>	<b>Public Participation Goal:</b>
To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
<b>Promise to the Public:</b>	<b>Promise to the Public:</b>	<b>Promise to the Public:</b>	<b>Promise to the Public:</b>	<b>Promise to the Public:</b>
We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
<b>Example Techniques to Consider:</b>	<b>Example Techniques to Consider:</b>	<b>Example Techniques to Consider:</b>	<b>Example Techniques to Consider:</b>	<b>Example Techniques to Consider:</b>
<ul style="list-style-type: none"> <li>● Fact sheets</li> <li>● Web sites</li> <li>● Open houses</li> </ul>	<ul style="list-style-type: none"> <li>● Public comment</li> <li>● Focus groups</li> <li>● Surveys</li> <li>● Public meetings</li> </ul>	<ul style="list-style-type: none"> <li>● Workshops</li> <li>● Deliberate polling</li> </ul>	<ul style="list-style-type: none"> <li>● Citizen Advisory Committees</li> <li>● Consensus-building</li> <li>● Participatory decision-making</li> </ul>	<ul style="list-style-type: none"> <li>● Citizen juries</li> <li>● Ballots</li> <li>● Delegated decisions</li> </ul>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
Bellevue, WA							
	Environmental Services Commission	7	4 years	Must reside within City of Bellevue, or within the local water district	Advisory	Advises city council on sustainable practices and policies related to water quality and conservation, and wastewater, storm, surface water, and solid waste mgmt. and disposal.	<a href="http://www.ci.bellevue.wa.us/enviro_serv_comm.htm">http://www.ci.bellevue.wa.us/enviro_serv_comm.htm</a>
Bellingham, WA							
	Environmental Resources Staff	9	NA	City employees	Advisory/ Service Provider	Oversees city programs related to water conservation, water quality, wastewater disposal, anadromous fish protection, and climate change.	<a href="http://www.cob.org/pw/environment/envstaff.htm">http://www.cob.org/pw/environment/envstaff.htm</a>
Edmonds, WA							
	Citizens Committee on US Climate Protection Agreement	7 (6 citizens, 1 city employee)	Indefinite	Citizen-based & city employees	Advisory	Educate and advise public and city gov. on climate change; also promotes effective solutions to climate change.	<a href="http://www.ci.edmonds.wa.us/climate_prot.stm">http://www.ci.edmonds.wa.us/climate_prot.stm</a>
Ellensburg, WA							
	Environmental Commission	9	5 years	Citizen-based	Advisory	Advise council on environmental issues, with the goal of sustaining and enhancing Ellensburg's quality of life.	<a href="http://www.ci.ellensburg.wa.us/administration/displaybandc.cfm?ID=9">http://www.ci.ellensburg.wa.us/administration/displaybandc.cfm?ID=9</a>
Issaquah, WA							
	Rivers & Streams Board	7	4 years	Citizens knowledgeable in the life sciences, hydrology, or geology	Advisory	Advise council and mayor on policies and plans that relate to water quality conservation and enhancement of the local waterways, and on the protection of species dependent on local waterways.	<a href="http://www.ci.issaquah.wa.us/CCBIndex.asp?CCBID=2">http://www.ci.issaquah.wa.us/CCBIndex.asp?CCBID=2</a>
Lake Forest Park, WA							
	Environmental Quality Commission	5	3 years	Citizen-based (via mayoral appointment)	Advisory	Help develop policies and plans related to environmental protection, and coordinate these policies amongst city departments. Educate public on ways to protect the environment.	<a href="http://www.cityoflfp.com/city/eqcomm/default.html">http://www.cityoflfp.com/city/eqcomm/default.html</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
Olympia, WA							
	Sustainability Super Team	up to 10	Ad-Hoc	City of Olympia Dept. Directors	Advisory	Developed a user-friendly sustainability strategy for Olympia ("Sustainability Action Map") that can be implemented by all city depts. Goals included where to focus city resources, create a one-size fits all model, establish universal indicators, and better inter-departmental coordination.	<a href="http://www.olympiawa.gov/community/sustainability/SAM/">http://www.olympiawa.gov/community/sustainability/SAM/</a>
Redmond, WA							
	Environment & Natural Resources Division	7	NA	City employees	Service Provider	Works to enhance the quality of local waterways and drinking water, and promotes sustainable recycling and solid waste programs.	<a href="http://www.redmond.gov/insidecityhall/publicworks/publicworks.asp">http://www.redmond.gov/insidecityhall/publicworks/publicworks.asp</a>
Seattle, WA							
	Office of Sustainability and Environment	9	NA	City employees	Service Provider	Collaborates with city agencies, business groups, nonprofit organizations, and other partners to protect and enhance Seattle's environment via education and incentives.	<a href="http://www.seattle.gov/environment/">http://www.seattle.gov/environment/</a>
	Green Ribbon Commission	18	Ad/Hoc?	Representatives from business, labor, non-profit, government, and academic sectors	Advisory	Developing local solutions to climate change; also working to develop a Climate Action Plan.	<a href="http://www.seattle.gov/climate/">http://www.seattle.gov/climate/</a>
	Solid Waste Advisory Committee		2 years	Citizen-based	Advisory	Plan and develop policies regarding solid waste mgmt.; advises the Director of Public Utilities.	<a href="http://www.seattle.gov/util/About_SPU/Garbage_System/Waste_Advisory_Committee">http://www.seattle.gov/util/About_SPU/Garbage_System/Waste_Advisory_Committee</a>
Snohomish County, WA							
	Marine Resources Advisory Board	up to 11	3 years	Representatives from local governments, tribal governments, "affected economic interests", and recreational, conservation and/or environmental interests	Advisory	Advises Snohomish County on ways to protect the county's shorelines and biological resources.	<a href="http://www1.co.snohomish.wa.us/County_Information/boards_commissions.htm">http://www1.co.snohomish.wa.us/County_Information/boards_commissions.htm</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
Tacoma, WA							
	Green Ribbon Task Force	26	Expires June 2008	Representatives from industry, local government, environmental agencies, architecture/urban planners and attorneys	Advisory	Defines carbon dioxide reduction goals for the city. Working to develop specific community and government CO <sub>2</sub> reduction measures by June 2008.	<a href="http://www.cityoftacoma.org/Page.aspx?hid=1838#GreenRibbon">http://www.cityoftacoma.org/Page.aspx?hid=1838#GreenRibbon</a>
University of Washington							
	Environmental Stewardship Advisory Committee	16	Indefinite	8 faculty members, 5 administrative staff members, and 3 students	Advisory	Establishes short-term and long-term goals towards mitigating the university's impact on the environment, encourage sustainable practices (including via inter-departmental collaboration), and monitor progress towards achieving these goals.	<a href="http://www.washington.edu/about/environmentalstewardship/">http://www.washington.edu/about/environmentalstewardship/</a>
Albuquerque, NM							
	Energy Conservation Council	9	2 years	Recommended by mayor (pending council approval). Members must "have [had] responsibility for effecting energy conservation programs within the residential, commercial, industrial, city government, [or] energy conservation interest groups, transportation, and utilities sectors of the community or who have leadership roles within the community."	Advisory	Analyze and recommend energy conservation policy and measures to city government, private businesses, and residents, and work with city depts. and private businesses to help implement conservation measures. Evaluate adopted conservation measures. Provide educational outreach to private businesses, residents, and city gov.	<a href="http://mesa.cabq.gov/cityapps/boards.nsf">http://mesa.cabq.gov/cityapps/boards.nsf</a>
	Environmental Planning Commission	9	2 years	1 member from each council district (by recommendation of mayor pending council approval)	Advisory	Reviews and advises on all matters related to adopted community goals and the protection of the environment (included EIS reports and capital improvements), as well as educational outreach to city employees and residents. Can approve or deny "extraordinary facilities" that would be located on city-owned parks or open space.	<a href="http://mesa.cabq.gov/cityapps/boards.nsf">http://mesa.cabq.gov/cityapps/boards.nsf</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
	Indicators Progress Commission	12	For initial appointments, 4 members serve 1 year, 4 members serve 2 years, and 4 members serve 3 years. All subsequent appointees serve 3 years	Membership consists of "representatives from a cross section of private and public organizations representing community-based organizations, business organizations, educational institutions, community service organizations and others." All members must be recommended by the mayor and approved by the council.	Advisory	Reviews and helps coordinate indicators related to the city's 5-year goal and to long-term community sustainability, Compiles relevant data, and prepares a "goals progress report" every 2 years.	<a href="http://mesa.cabq.gov/cityapps/boards.nsf">http://mesa.cabq.gov/cityapps/boards.nsf</a>
	Joint Air Quality board	7	3 years	4 members recommended by mayor (pending council approval), and 3 appointed by county commission	Advisory	The board is responsible for any actions required or related to local and national air quality standards, and for creating a plan that regulates air quality through the reduction and abatement of air pollution.	<a href="http://mesa.cabq.gov/cityapps/boards.nsf">http://mesa.cabq.gov/cityapps/boards.nsf</a>
	Water Protection Advisory Committee	9	9 years	3 members are recommended by the mayor (pending council approval), 2 are appointed by the committee, 3 members are appointed by the county commission, and 1 member appointed jointly by the mayor and county commission (pending council approval). Initial membership comprised of the Groundwater Protection Advisory Board. Members should have some technical proficiency in the subject matter.	Advisory	Advises on matters related to water quality.	<a href="http://mesa.cabq.gov/cityapps/boards.nsf">http://mesa.cabq.gov/cityapps/boards.nsf</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
Austin, TX							
	Environmental Board	9	2 years	Professional representatives from land use planning or ecology, geology, hydrology, and civil engineering, and from the Barton Springs-Edwards Aquifer Conservation District.	Advisory	Recommends and/or advises on policy and strategy regarding quality of life issues. Also initiates relevant studies.	<a href="http://www.ci.austin.tx.us/boards/results.cfm">http://www.ci.austin.tx.us/boards/results.cfm</a>
	Resource Management Commission	9	2 years	Citizen-based	Advisory	Advises city departments and council on internal conservation methods (e.g. within city gov.).	<a href="http://www.ci.austin.tx.us/boards/results.cfm">http://www.ci.austin.tx.us/boards/results.cfm</a>
	Solid Waste Advisory Committee	9	2 years	Citizens and professionals with experience in recycling/solid waste mgmt., and air quality	Advisory	Advises city council on sustainable solid waste management and disposal practices.	<a href="http://www.ci.austin.tx.us/boards/results.cfm">http://www.ci.austin.tx.us/boards/results.cfm</a>
	Water and Wastewater Commission	9	2 years	Citizen-based	Advisory	Reviews and analyzes city policies regarding water supply and quality, and wastewater disposal, with the intent of promoting environmentally sustainable practices.	<a href="http://www.ci.austin.tx.us/boards/results.cfm">http://www.ci.austin.tx.us/boards/results.cfm</a>
Berkeley, CA							
	Energy and Sustainable Development	5	NA	City employees	Service Provider	Oversees policies and programs regarding climate change, green building practices, and energy efficiency (both within city government, and within the private sector through programs and incentives). Also promotes sustainable practices through community education.	<a href="http://www.ci.berkeley.ca.us/sustainable/">http://www.ci.berkeley.ca.us/sustainable/</a>
	Energy Commission	9	up to 8 years	Citizen-based	Advisory	Advises the Council on energy conservation and alternative energy development programs in Berkeley.	<a href="http://www.ci.berkeley.ca.us/commissions">http://www.ci.berkeley.ca.us/commissions</a>
	Community Environmental Advisory Committee	9 (supported by 2 staff for a total of .9 FTE)	up to 8 years	Citizen-based	Advisory	Develops and advises on plans and strategies related to environmental protection, hazardous materials disposal and reduction. Also provides education/ outreach to citizens and businesses regarding environmental protection.	<a href="http://www.ci.berkeley.ca.us/commissions">http://www.ci.berkeley.ca.us/commissions</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
	Zero Waste Commission	9	up to 8 years	Citizen-based	Advisory	Makes recommendations regarding city policies/goals regarding solid waste mgmt. and disposal.	<a href="http://www.ci.berkeley.ca.us/commissions">http://www.ci.berkeley.ca.us/commissions</a>
Boulder, CO							
	Environmental Advisory Board	5	5 years	Council appointed	Advisory	Advises city council and staff on solid waste disposal, recycling, pollution prevention, green building, pest mgmt. and air quality, and of potential environmental impacts from master plan proposals.	<a href="http://www.ci.boulder.co.us/index.php?option=com_content&amp;task=view&amp;id=508&amp;Itemid=271">http://www.ci.boulder.co.us/index.php?option=com_content&amp;task=view&amp;id=508&amp;Itemid=271</a>
	Office Environmental Affairs	9	NA	City employees	Service Provider	Develops city policy, and educates public and private sectors regarding recycling, composting, pollution prevention, green building, pest mgmt and air quality, and climate change.	<a href="http://www.ci.boulder.co.us/index.php?option=com_content&amp;task=view&amp;id=43&amp;Itemid=87">http://www.ci.boulder.co.us/index.php?option=com_content&amp;task=view&amp;id=43&amp;Itemid=87</a>
	Water Resources Advisory Board	5	5 years	Council appointed	Advisory	Reviews and advises city council and staff on capital improvement programs, the community and environment assessment process, and the utilities master plan. [The environmental assessment process is a checklist that lists a proposed project's potential impact in several key areas, including natural environment., air, water, and visual quality, safety, and cultural/historic resources].	<a href="http://www.ci.boulder.co.us/index.php?option=com_content&amp;task=view&amp;id=519&amp;Itemid=271">http://www.ci.boulder.co.us/index.php?option=com_content&amp;task=view&amp;id=519&amp;Itemid=271</a>
Eugene, OR							
	Sustainability Commission	12 member (+1 city councilor)	4 years	Citizen-based (diverse backgrounds)	Advisory	Advise council and city manager on sustainability-related issues and practices, and promote sustainable practices amongst the business community, in city building design/infrastructure, and other relevant areas.	<a href="http://www.eugene-or.gov/portal/server.pt?open=512&amp;objID=730&amp;PageID=3713&amp;cached=true&amp;mode=2&amp;userID=2">http://www.eugene-or.gov/portal/server.pt?open=512&amp;objID=730&amp;PageID=3713&amp;cached=true&amp;mode=2&amp;userID=2</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
Minneapolis, MN							
	Office of the City Coordinator's Sustainability Initiative	2 FTE	NA	City employees	Service Provider/ Advisory	City Coordinator's Office has 2 employees who help support and coordinate sustainability initiatives and functions within the city.	
	Environmental Management	4.5 FTE	NA	City employees	Enforcement/ regulation	Responsible for preventing, controlling, and mitigating activities that affect the natural environment of Minneapolis through odor, smoke, and emission regulations, watershed mgmt., and Brownfield clean-up.	<a href="http://www.ci.minneapolis.mn.us/environment/">http://www.ci.minneapolis.mn.us/environment/</a>
	Committee on Urban Environment	29		Citizen-based	Advisory	Works to recognize and promote urban quality, beauty, and livability with the City of Minneapolis.	<a href="http://www.ci.minneapolis.mn.us/cue/What_is_CUE.asp">http://www.ci.minneapolis.mn.us/cue/What_is_CUE.asp</a>
	Environmental Coordinating Team (ECT)		NA	Consists of representatives from several city agencies: City Coordinator's Office, City Attorney's Office, Community Planning & Economic Development, Health & Family Support, Public Works Dept., Police Dept., and Environmental Mgmt.	Advisory	Encourages environmental and economic health via developing sustainable programs, and coordinating sustainable practices inter-departmentally. As part of its inter-dept. function, the ECT also encourages upper management within the city depts to become involved in sustainability -related issues. Oversees the Citizen Environmental Advisory Committee.	<a href="http://www.ci.minneapolis.mn.us/environment/committees.asp">http://www.ci.minneapolis.mn.us/environment/committees.a sp</a>
	Citizen Environmental Advisory Committee	18	2 years	Must include citizens, and representatives from environmental advocacy groups, industries and companies that have high environmental impacts, the Minneapolis School Board, and Hennepin County.	Advisory	Advices city on policies and programs related to sustainable development. Reports directly to the city Environmental Coordinating Team.	<a href="http://www.ci.minneapolis.mn.us/environment/committees.asp">http://www.ci.minneapolis.mn.us/environment/committees.asp</a>

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CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
Missoula, MT							
	Greenhouse Gas & Energy Conservation Team	6 (+1 alternate)	1-3 (determined by City Council)	1 representative from each of the following sectors: transportation, commercial/institution/business, conservation, industry, Missoula Builders Assoc., city/county government	Advisory/ Policy provider	Educate the community on energy efficiency, specifically in regards to the reduction of greenhouse gas emissions. Monitors (and encourages) local energy efficiency initiatives.	<a href="http://www.ci.missoula.mt.us/mayor/Greenhouse_energy.htm">http://www.ci.missoula.mt.us/mayor/Greenhouse_energy.htm</a>
Portland, OR							
	Office of Sustainable Development	40	NA	City employees	Service Provider	Develops programs regarding energy efficiency, renewing resources, waste reduction, recycling, climate change, green building and sustainable food systems.	<a href="http://www.portlandonline.com/osd/index.cfm?c=32927">http://www.portlandonline.com/osd/index.cfm?c=32927</a>
	Solid Waste Advisory Committee	8	2 years	2 years	Advisory	Advises city on budget and policy issues related to solid waste mgmt (including green building). Performs outreach to the local community through education and by facilitating discussion. Encourages sustainable solid waste mgmt. amongst businesses, and within city gov.	<a href="http://www.portlandonline.com/osd/index.cfm?c=41622">http://www.portlandonline.com/osd/index.cfm?c=41622</a>
	Peak Oil Task Force	12	Ad-Hoc	Representatives from energy, and environmental advocacy groups, academic institutions, city neighborhood councils, and transportation	Advisory/Ad-Hoc	Develop recommendations to deal with oil availability and affordability (present and future).	<a href="http://www.portlandonline.com/osd/index.cfm?c=42894">http://www.portlandonline.com/osd/index.cfm?c=42894</a>
	Waterways Advisory Committee	11	2 years	Appointed by Commissioner in charge of the Bureau of Planning. Must include the President of the Planning Commission (or a appointed representative)	Advisory	Review zoning code amendments related to waterways; review private riverfront development proposals, and advise the city on whether they would conflict with existing "Greenway" plan, and make recommendations that relate and further the city's "Greenway" plan, as well as other city goals.	<a href="http://www.portlandonline.com/auditor/index.cfm?c=28476">http://www.portlandonline.com/auditor/index.cfm?c=28476</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
	Sustainable Development Commission	11	2 years	Varies (6 appointed by the Mayor of Portland, 5 by Multnomah County)	Advisory	Advises city council and county commissioners on incorporating sustainable practices into internal operations, as well as encourage sustainable economic development through programs, policies, and public education.	<a href="http://www.portlandonline.com/osd/index.cfm?c=41485">http://www.portlandonline.com/osd/index.cfm?c=41485</a>
	City of Portland/Multnomah County Food Policy Council	16	1 year	Representatives from academic, food-related businesses, health industries.	Advisory	Advises city and county on regional food-related issues (i.e. nutrition, access and availability of food, composting) through land use planning and other initiatives.	<a href="http://www.portlandonline.com/osd/index.cfm?c=42290&amp;">http://www.portlandonline.com/osd/index.cfm?c=42290&amp;</a> <a href="http://www2.co.multnomah.or.us/Public/EntryPoint?ch=4da0f4ba0fd7c010VgnVCM1000003bc614acRCRD&amp;ct=1681df87476cc010VgnVCM1000003bc614acRCRD">http://www2.co.multnomah.or.us/Public/EntryPoint?ch=4da0f4ba0fd7c010VgnVCM1000003bc614acRCRD&amp;ct=1681df87476cc010VgnVCM1000003bc614acRCRD</a>
<b>San Francisco, CA</b>							
	Biodiesel Access Task Force	15 (5 voting members; 10 non-voting)	Expires 12/31/2007	Biodiesel consumers, and industry representatives	Advisory	Advises and coordinates city-wide strategies and incentives that would increase the use of biodiesel fuel by consumers, vendors, and the city's municipal fleets; looks at ways to streamline and put into action the necessary permit process for biodiesel filling stations.	<a href="http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org">http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org</a>
	Clean Technology Advisory Council	28	Indefinite	Mayoral appointed industry and environmental advocacy representatives	Advisory	Supports industries that promote a cleaner, healthier environment and that are actively working to reduce their dependence on fossil fuels; invests in, and otherwise encourages cleaner technologies within the marketplace.	<a href="http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org">http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
	Commission on the Environment	7	4 years	Mayoral discretion	Advisory/ establish policy	Sets policy for the Department of the Environment and advises the mayor and the board of supervisors on programs and policy regarding recycling, reduction of toxic substances, environmental justice, energy efficiency, commuting alternatives, climate change, and the city's urban forest. [Environmental justice is defined as equally including all people, regardless of income or ethnicity, in environmental decision-making. Includes 5 components: energy, air quality, food security, health, and land use].	<a href="http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org">http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org</a>
	Environment Dept.	51	NA	City employees	Service Provider	Improve, enhance, and preserve the environment through environmental programs in recycling, toxics reduction, environmental justice [see above for definition], energy efficiency, commuting alternatives, and urban forestry.	<a href="http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org">http://sfgov.org/site/frame.asp?u=http://www.sfenvironment.org</a>
Santa Clara County, CA (includes Palo Alto)							
	Silicon Valley Environmental Partnership	11	NA	Members represent business, government, environmental community, education and research	Non-profit	Focuses on local environmental issues, by advising and collaborating with local businesses and communities. Publishes a report every 4 years, which uses indicators to measure the state of Santa Clara's environmental health.	<a href="http://www.svep.org/">http://www.svep.org/</a>
	Sustainable Silicon Valley	35 (10 on the primary board)	NA	Members comprised of representatives from the business, government, and other non-government sectors. Representatives stem from Santa Clara, San Mateo, Santa Cruz, and Alameda counties.	Inter-governmental and private business collaboration	Goal is to improve environmental health, increase resource conservation, and decrease green house gas emissions by developing and implementing a regional environmental management system.	<a href="http://www.sustainable silicon valley.org/">http://www.sustainable silicon valley.org/</a>

# SURVEY OF JURISDICTIONS

CITY	NAME	TOTAL MEMBERS	TENURE	COMPOSITION	ROLE	PRIMARY FOCUS	WEBSITE ADDRESS
Santa Monica, CA							
	Sustainable City Task Force	11	5 years (e.g. the expiration of the task force)	Appointed by city council. Members most have expertise in one of the following areas: planning, housing, recreation and parks, social services, environmental policy, education and health care. Task force must also contain "fair representation" of labor, business and neighborhood interests.	Advisory	Advises city council on developing a strategy for meeting the goals adopted in the "Santa Monica Sustainable City Plan." Also provides educational outreach to the community concerning the Santa Monica Sustainable City Plan. The Sustainable City Plan contains 8 guiding goals that encompass resource conservation, environment and public health, transportation, economic dev., open space and land use, housing, community education and participation, and human dignity.	<a href="http://www.smgov.net/epd/SC_Task_Force/index.htm">http://www.smgov.net/epd/SC_Task_Force/index.htm</a>
	Task Force on the Environment	7	Indefinite	Appointed by city council. Members must have expertise in environmental policy.	Advisory	Advises and makes recommendations to the city council on environmental programs and policy issues. In addition, helps monitor the City Sustainable Plan (along with the Sustainable City Task Force).	<a href="http://www.smgov.net/epd/TF_ontheenv/index.htm">http://www.smgov.net/epd/TF_ontheenv/index.htm</a>