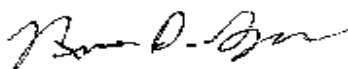


City of Calistoga Staff Report

TO: Honorable Mayor and City Council
FROM: Lynn Goldberg, Planning & Building Director
DATE: October 1, 2013
SUBJECT: Authorization of Professional Services Agreement with ICF International for Technical Services Related to the Climate Change Mitigation Plan and Approval of a Budget Adjustment

APPROVAL FOR FORWARDING



Richard D. Spitler, City Manager

1 **ISSUE**

2 Consideration of a resolution authorizing the City Manager to execute a professional
 3 services agreement with ICF International in the amount of \$9,464 to assist with
 4 preparing the Climate Change Mitigation Plan and to approve a budget adjustment to
 5 transfer \$9,464 from the Community Development Fund to the Planning Contract
 6 Services Account.

7 **RECOMMENDATION:** Adopt attached resolution

8 **BACKGROUND**

9 In 2009, the City adopted a goal of reducing local greenhouse gas (GHG) emissions 15
 10 percent below 2005 levels by 2020. To this end, the City Council had identified the
 11 adoption of a local climate protection plan as a priority project for FY 2013-14. Working
 12 with the Green Committee, staff has drafted the background portion of the Climate
 13 Change Mitigation Plan (CCMP), along with numerous measures intended to reduce
 14 GHG emissions.

15 Staff does not have the technical expertise or resources to quantify these emissions,
 16 and needs technical assistance from professionals who are knowledgeable about the
 17 latest methodology and GHG emissions reductions programs being pursued by the
 18 State of California and PG&E.

19 Assistance is needed with the following tasks:

20 1. Update past and projected emissions inventories. By recalculating Calistoga's
21 2005 and 2010 transportation-related emissions estimates using state-of-the-
22 practice methodology that excludes "through" vehicle trips (i.e., those that do not
23 originate or end within the city limits), it is likely that these estimates can be
24 significantly reduced. Given that transportation emissions represent
25 approximately 32% of total GHG emissions, it is important to have as accurate an
26 estimate as possible.

27 There is also a need to revise Calistoga's 2020 emissions projections. Based on
28 anticipated development, it is likely that the City's population, household and job
29 growth will be greater than ABAG's Projections 2005, which were previously
30 used as the basis for the 2020 estimated emissions increase.

31 2. Quantify Calistoga's share of the State's measures. The State has already
32 implemented many measures to reduce GHG emissions, including more-
33 stringent emissions standards for passenger vehicles, low-carbon fuel standards,
34 renewable sources for energy generation, energy efficiency and "green" building
35 standards. The city's share of these emissions is likely to represent a significant
36 share of the targeted reductions.

37 3. Quantify the emissions reductions associated with the proposed CCMP
38 measures, where possible.

39 **DISCUSSION**

40 Staff solicited a proposal to provide this assistance from ICF International, the firm
41 which provided similar services to Napa County during the recent preparation of its
42 Climate Action Plan. This firm is already familiar with Napa County transportation and
43 emissions data and has a wide range of in-depth experience with GHG inventories and
44 climate action plans and policies.

45 ICF submitted the attached proposal that reflects the tasks described above (and
46 attendance at one City Council meeting during the presentation of the CCMP), with a
47 proposed budget of \$29,894.

48 At this time, staff requests approval of funding for only Tasks 1 and 2 as described in
49 the ICF proposal. The results of these tasks will provide a clearer picture of Calistoga's
50 GHG emissions, past and projected, as well as the extent of GHG emissions that need
51 to be reduced through City actions after the State's programs are accounted for.

52 Following completion of Tasks 1 and 2, staff plans to return to the Council with an
53 identification of local GHG reduction measures that are the most feasible and effective
54 for possible emissions quantification by ICF (Task 3).

55 **FISCAL IMPACT**

56 The current City budget does not identify funding for these services. Staff proposes that
57 \$9,464 be transferred from the Community Development Fund to the Planning

58 Department's Contract Services account to cover Tasks 1 and 2. Staff will return with an
59 additional funding request for Task 3 if there is support by the Council for this effort.

60 **ENVIRONMENTAL REVIEW**

61 The proposed contract is not a project and is therefore not subject to environmental
62 review.

63 **ALTERNATIVES**

64 Without the technical assistance outlined above, staff and the Green Committee would
65 complete the draft CCMP and attempt to identify those measures which are likely to
66 result in the greatest GHG emissions reductions. However, without the emissions data,
67 it will not be possible to identify whether the City will be able to achieve its GHG
68 reduction goal by 2020.

ATTACHMENTS

1. Draft resolution
2. ICF International proposal
3. Green Committee review draft of Climate Change Mitigation Plan (sections)
4. Draft GHG Reduction Measures