

City of Calistoga

Memorandum

TO: Community Resources Commission
FROM: James C. McCann, City Manager
SUBJECT: Update, Green and Sustainable Practices Questionnaire
DATE: October 29, 2008

~~~~~

City Manager, Jim McCann will present an update of the current Green and Sustainable Practices Questionnaire and the Climate Protection Action Plan Circuit Rider Project for Napa County Jurisdictions.

Attachments:  
Climate Protection Action Plan Circuit Rider Project, Project Initiation Survey, July 11, 2008

## Climate Protection Action Plan Circuit Rider Project All Napa County Jurisdictions

### Project Initiation Survey July 11, 2008

#### Internal municipal operations

##### 1. Electricity and natural gas

- Who is responsible for managing electricity and natural gas consumption and efficiency?
- What is the approximate square footage of buildings owned and/or leased by the city/County?
- What system do you use, if any, for tracking energy information?
- What trends have you noticed, if any, in energy consumption? Have you completed any studies?
- What targets do you have in place, if any, for energy consumption?
- What measures have you taken, if any, to become more energy efficient?
- What plans do you have, if any, for becoming more energy efficient?
- Please describe your water and wastewater services for your jurisdiction. Are there special issues related to electricity and natural gas usage in water and wastewater services?
- [arrange for a copy of a power bill]
- [arrange for list of accounts with account name]
- [city pools: size, months of operation, how heated?, pool covers?]
- [streetlighting: city owned? Arrange for copy of power bill for the streetlighting (this will provide the count of fixtures and associated lamp type)]

##### 2. Transportation

- Who is responsible for managing transportation?
- What is the approximate size of your fleet?
- What system do you use, if any, for tracking fuel usage?
- What measures have you taken, if any, to become more energy efficient?
- What trends have you noticed, if any, in fuel usage? Have you completed any studies?
- What targets do you have in place, if any, for fuel consumption?
- What plans do you have, if any, for becoming more energy efficient in your fleets?
- [arrange for a fleet list and associated information (see sample spreadsheet from Tellus)]
- Have you considered fleet management software

##### 3. Employee commuting

- Who is responsible, if anyone, for managing issues related to employee commuting?
- What system do you use, if any, for tracking employee commuting?
- What measures have you taken, if any, to address problems associated with employee commutes?

Deleted: D  
v1.doc

## Napa County Climate Protection Action Plan Circuit Rider Project

- What trends have you noticed, if any, in employee commuting? Have you completed any studies?
- What targets do you have in place, if any, for employee commuting?
- What plans do you have, if any, for reducing problems connected with employee commuting?
- [Identify individual that will coordinate a employee survey administered via the web]

### 4. Solid waste

- Who is responsible for managing solid waste including recycling?
- What system do you use, if any, for tracking solid waste and recycling?
- What measures have you taken, if any, to decrease solid waste generation?
- What trends have you noticed, if any, in solid waste? Have you completed any studies?
- What targets do you have in place, if any, for solid waste?
- What plans do you have, if any, for reducing solid waste generation?

### 5. Product purchasing

- Who is responsible for product purchasing?
- What policies do you have, if any, for ensuring green purchasing practices?
- What trends have you noticed, if any, in product purchasing? Have you completed any studies?
- What targets do you have in place, if any, for product purchasing?
- What plans do you have, if any, for greening your product purchasing?

## **Community wide**

### 1. Electricity and natural gas

- Who is responsible for managing electricity and natural gas consumption and efficiency in community, if anyone?
- What system do you use, if any, for tracking energy information?
- What trends have you noticed, if any, in energy consumption? Have you completed any studies?
- What targets do you have in place, if any, for energy consumption?
- What measures have you taken, if any, to become more energy efficient?
- What plans do you have, if any, for becoming more energy efficient?
- Please describe your water and wastewater services for your jurisdiction. Are there special issues related to electricity and natural gas usage in water and wastewater services?
- Please describe any green building ordinances either implemented, being developed, or being considered.

### 2. Transportation and land use

- Who is responsible for managing transportation?
- What system do you use, if any, for tracking transportation?
- What measures have you taken, if any, to reduce vehicle miles traveled?
- What trends have you noticed, if any, in transportation? Have you completed any studies?

Deleted: D  
v1.doc

- What targets and plans do you have in place or underway, if any, for reducing VMTs?
- What is the current status of your general plan?
- Please describe any activities related to climate change and CEQA especially as they relate to new developments.
- Do you have urban growth boundaries?

### 3. Solid waste

- Who is responsible for managing solid waste including recycling?
- What system do you use, if any, for tracking solid waste and recycling?
- What measures have you taken, if any, to decrease solid waste generation?
- What trends have you noticed, if any, in solid waste? Have you completed any studies?
- What targets do you have in place, if any, for solid waste?
- What plans do you have, if any, for reducing solid waste generation?

### 5. Agriculture and Forests

- Who is responsible for agriculture and forests?
- What policies do you have, if any, for protecting agriculture and forests?
- What trends have you noticed, if any, in agriculture and forests? Have you completed any studies?
- What targets and plans do you have in place or underway, if any, for agriculture and forests?

### **Climate Protection (explicit)**

- Do you have any explicit climate protection studies, targets, plans, measures, etc?
- What would you recommend the city (County) do to reduce GHG emissions both in internal operations and community wide? What are some recommended next steps, potential actions and strategies?
- What resources do you have for climate protection?
- What resources do you need for climate protection?
- Who in the community are and/or would be the key supporters and challengers of climate protection?
- Are you aware of potential funding sources or other resources for climate protection?
- AB32 involvement?

### **Resources for people involved with this project**

- Online information resource for project staff - online library of resources and calendar of activities, including a schedule of jurisdictional consultations by MIG.
- ICLEI training: Who might attend, use and maintain software?
- Interested in working with intern?
- Danielle's email news – would they like to be on list?

### **What we ask from you:**

- Keep us up to date – please let us know if you hear anything relevant or have any ideas for this project
- Attend ICLEI training (as appropriate)

## Napa County Climate Protection Action Plan Circuit Rider Project

- Data collection – who is person to coordinate with us? Review data checklist
- Sign PG&E authorization form

### **General**

- What do you think of this project?
- What do you think of climate change?
- What inspires you?
- Any final questions, comments, and/or recommendations?