

Sustainability & Environmental Resources Committee Charter

MISSION

To be developed by newly formed committee and brought back to Council for review and approval.

DUTIES & FUNCTION

To champion and promote the Town Council's sustainability, environmental, and ecological goals as codified in the Sustainability Element and Town code by:

1. Developing and recommending policies and actions to the Town Council related to sustainability and the natural environment.
2. Advancing recommendations to the Town Council on what the Town could do to sponsor and/or encourage efforts through incentives and/or Town regulations and policies.
3. Developing programs that educate residents and/or local professionals on best practices in resource use and efficiency. When possible, collaborate with Peninsula Clean Energy, PG&E, CalWater, or other conservation agencies to host programs.
4. With Town Staff, increasing awareness of existing programs, developing new programs and using consistent "messaging" to encourage targeted, high-impact actions for residents and/or businesses.
5. Maintaining a presence on the Town website, including engaging and up-to-date information.

RESPONSIBLE TO

Town Council

COORDINATION

Staff Liaison – Sustainability & Special Projects Manager
Town Council Liaison

MEMBERSHIP

The membership of this Committee shall consist of a minimum of five (5) and a maximum of nine (9) members appointed by the Town Council in concurrence with the Town Council. In addition, the Committee may include advisory members from Cal Water, Peninsula Clean Energy, other local jurisdictions and/or local organizations working on sustainability issues.

MEETINGS

Regular meetings are to be held on the third Monday of each month at 10:30 a.m.

REPORTS

The Committee will determine how frequently it will make reports to the Town Council, with reports occurring at least once per year.