

Attachment A
Climate Advisory Commission FY 2023-2024 Annual Report

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Climate Advisory Commission (CAC) Annual Report for Fiscal Year (FY) 23-24			
Objective of FY 2023-2024	Timeframe	Status & Accomplishments	Future Target/Goals
Onboarding of new Commissioners	March 21, 2024	Commissioners completed required trainings and recieved a briefing of thier roles and responsibilities.	Recap/review roles and responsibilities when new Commissioners join.
Review the Commission Work Plan for FY 23-24 and FY 24-25		Commissioners recieved a briefing of relevant policies, documents and resources for their role.	More discussion on Climate Smart scope in future meetings.
Adopt the ongoing Commission meeting schedule		Commissioners elected Chair and Vice Chair.	Chair and Vice Chair elections will be held again at the end of terms in one year.
	May 16, 2024	Commissioners reviewed the CAC FY 23-24 and 24-25 work plan and asked staff to add two items to the workplan. Work plan was approved with this addition.	After FY 24-25 a new work plan will be drafted and will consider the updates made to the FY 24-25 work plan.
Receive briefing on department program initiatives		Meeting schedule was adopted, the third Thursday of every other month at 7pm at City Hall.	Additional special sessions may be added as necessary for the first year of this Commission.
		Commissioners received a briefing on Climate Smart from the four co-lead deparments - Environmental Services Department (ESD), Energy Department (ED), Department of Transportation (DOT), and Planning, Building, & Code Enforcement (PBCE).	As necessary, Departments will review the scope of the Climate Smart plan as it pertains to the Commission and department co-leads.

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Receive briefing and give comment on Climate Smart outreach and advocacy strategies	May 16, 2024	Commissioners reviewed the Climate Smart outreach and advocacy strategies for FY 24-25 and provided input.	Staff incorporated feedback from Commissioners.
Adopt the Commission Work Plan for FY 23-24 and FY 24-25		Commissioners reviewed the FINAL work plan and voted to approve.	Work Plan may be revised if necessary during FY 24-25.
Review the Commission Annual Report for FY 23-24		Commissioners reviewed the DRAFT Annual Report for FY 23-24 and provided comments.	Staff will incorporate comments and bring FINAL Annual Report to first meeting of FY 24-25.