

Memorandum

REPORT TO: Sustainability Board

FROM: Natalie Meyer, Sustainability Program Manager
Jon Henderson, Assistant City Manager

SUBJECT: 2024-2025 Sustainability Advisory Board Work Plan Review

MEETING DATE: January 14, 2026

AGENDA ITEM TYPE: Citizen Advisory Board/Commission

RECOMMENDATION: 2024-2025 Sustainability Advisory Board Work Plan Review

STRATEGIC PLAN: 6.3 Climate Action: Reduce community and municipal Greenhouse Gas (GHG) emissions, increase the supply of clean and renewable energy; foster related businesses.

BACKGROUND: In accordance with City Commission [Resolution 5323](#), citizen advisory boards must produce and adopt a two-year work plan. The Citizen Advisory Board [Onboarding Manual](#) outlines the requirements, timeline, and format of the work plans.

On April 10, 2024 the Sustainability Citizen Advisory Board adopted a Work Plan for 2024-2025 to assist in accomplishing a wide range of initiatives which will result in a measurable impact towards the City's emissions goals and community resilience. Prior to final adoption, an introduction of items was provided on [February 14, 2024](#) with additional discussion on [March 21, 2024](#). Staff will present a review of all work plan items (see attached), to include a discussion about progress made and items remaining for consideration for future work plans.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As suggested by the Board.

FISCAL EFFECTS: None.

Attachments:

[Sustainability Advisory Board Work Plan 2024-2025.pdf](#)
[Sustainability Citizen Advisory Board 2024-2025 Work Plan Review - January 2026.pdf](#)

Report compiled on: January 3, 2025