

MEMORANDUM OF UNDERSTANDING

OFFICE OF SUSTAINABILITY & CITYWIDE SUSTAINABILITY PROGRAM

This document serves as an agreement between the Office of the City Manager and the **Long Beach Water Department** to provide partial funding for the City's Office of Sustainability. The term of this agreement is October 1, 2021 through September 30, 2022 (FY 22).

PURPOSE

Creating a sustainable, green city is one of the key priorities for the Mayor, City Council and the City Manager. As a citywide priority, Departments that are involved in sustainable or green activities are being asked to partner in supporting this citywide initiative.

The Office of Sustainability reports to the City Manager's Office and was created in April 2008. The Office of Sustainability works to create a more sustainable community by engaging with individuals, neighborhoods, and City Departments to reduce the City's impact on the environment and protect the City's local natural resources.

The Office of Sustainability's mission is to provide policies and programs that advance environmental stewardship, support local sustainability practices & create a more livable and resilient Long Beach.

The Office of Sustainability is also staff to the Sustainable City Commission. The eleven-member Sustainable City Commission advises the City Council on environmental issues such as buildings and neighborhoods, urban nature, transportation, water, energy waste reduction and green economy and lifestyle, and is responsible for creating and maintaining a Sustainable City Action Plan.

SCOPE OF SERVICE

The Office of Sustainability has primary responsibility within the City of Long Beach for setting the sustainability agenda and goals and will work with the Long Beach Water Department to jointly implement green projects and programs.

ROLES & RESPONSIBILITIES

The Long Beach Water Department will:

1. Provide information from its programs and projects to assist Office of Sustainability in green progress reporting and other related projects.
2. Provide education and outreach materials to the Office of Sustainability.
3. Collaborate with the Office of Sustainability to develop and implement projects and programs that benefit the community and benefit the mutual goals of each agency.

The Office of Sustainability will provide the following:

1. On a regular basis, meet and collaborate with the Long Beach Water Department to develop and implement projects and programs that benefit the community and meet the mutual goals of each agency.
2. Staff the Sustainable City Commission and work with it to:
 - a. Update and implement the Sustainable City Action Plan.
 - b. Generate an Annual Sustainability Work Plan that is approved by City Council (See Attachment A).
3. Continue communications, outreach, & education efforts to the community by:
 - a. Cross promoting LB Water events and water saving programs or educational materials through the Office of Sustainability digital marketing channels.
 - b. Communicating with Long Beach residents and visitors about environmental programs, projects, and initiatives via the @lbsustainability accounts on Facebook and Instagram, and coordinate with other departments and City Manager accounts as needed.
 - c. Conducting outreach at public events to inform the public about City programs and resources to help residents go green.
 - d. Providing workshops on edible gardening and native plants to encourage residents to grow their own food, improving community resiliency, and increasing the native plants in Long Beach to support the local ecosystem.
 - e. Hosting volunteer events and tours at Willow Springs Park to educate the public about the native plant restoration area and help maintain the park.
4. Compile data and submit public reports on the City of Long Beach environmental sustainability efforts and achievements by:
 - a. Providing regular reporting including the CDP Cities Disclosure for the Global Compact of Mayors, the American Council for an Energy-Efficient Economy (ACEEE) City Clean Energy Scorecard, and the United States Conference of Mayors (USCM) Questionnaire to the Alliance for a Sustainable Future.
 - b. Providing analytical support to partners in their reporting of greenhouse gas (GHG) emissions, energy use, or other environmental indicators.
5. Provide Green Business certification and recognition to Long Beach businesses by:
 - a. Coordinating with Green Business Program partners on outreach and communications with businesses to cross-promote programs and connect businesses with any local resources.
 - b. Working with Long Beach Water Department, and other departments, to assist businesses in conserving energy and water, reducing waste and pollution, and increasing awareness of environmental issues within their organizations.

- c. Referring businesses to the Long Beach Water Department for assistance on water efficiency and recognition under the Certified Blue Restaurants Program.
6. Provide opportunities for Workforce youth workers to gain experience working on environmental projects through Willow Springs restoration project and Office of Sustainability field work programs (tree planting, mulch delivery, native plant nursery, etc.) by:
 - a. Providing mulch to Long Beach residents to help retain water in their gardens. Support participants in the Lawn to Garden Program with mulch deliveries.
7. Coordinate Leadership in Energy and Environmental Design (LEED) for Cities Initiative by:
 - a. Hosting quarterly inter-departmental meetings to coordinate efforts and collect data in support of Long Beach's LEED for Cities certification.
 - b. Acting as the point of contact for the US Green Building Council through the LEED for Cities certification process.
8. Support the Long Beach Water Department in implementing Climate Action and Adaption Plan (CAAP) measures as directed by the final plan.

FUNDING SUPPORT

To provide appropriate funding support to effectively deliver Sustainability programs and services starting on October 1, 2021, the Long Beach Long Beach Water Department will support the Office of Sustainability in an amount not to exceed \$65,000 through September 30, 2022. Charges will be based on actual costs, not to exceed \$65,000 per fiscal year. The Office of the City Manager will generate journal transfer of funds and the Office of Sustainability will provide periodic progress updates as backup documentation to support the requested funds.

The Office of Sustainability looks forward to continuing our ongoing relationship with the Long Beach Water Department to create a more sustainable city.

APPROVALS:

Date: _____

TOM MODICA,
CITY MANAGER

Date: _____

CHRISTOPHER J. GARNER, GENERAL MANAGER
LONG BEACH WATER DEPARTMENT