

## STAFF REPORT

**DATE:** DATE

**TO:** City Commissions

**FROM:** Dianna Jensen, City Engineer, CAAP Project Director  
Kerry Loux, Sustainability Coordinator, CAAP Project Manager

**SUBJECT:** 2020 Climate Action and Adaptation Plan Update

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### **Recommendations**

1. Informational

### **Background and Analysis**

The 2020 CAAP Update supports recent Davis City Council actions to establish climate action and carbon reduction policies, following assessment of progress made since the first CAAP adoption (2010). The 2020 CAAP will also bring the city into compliance with current state legislation.

In March 2019, Council adopted the *Resolution Declaring a Climate Emergency and Proposing Mobilization Efforts to Restore a Safe Climate*, which states, in part, that “the City of Davis commits to taking significant action to move toward net municipal and community carbon neutrality in the short term, with maximum efforts to implement carbon reduction actions by 2030; and accelerate the existing 2050 Davis carbon neutrality goal to a 2040 target. The City of Davis and City Council will...accelerate a robust update to the Davis CAAP and integration with the City’s updated General Plan.”

Toward that end, the City released a Request for Proposals (RFP) for consultant support to develop the CAAP in November 2019. Selection of the consultant, AECOM, Inc. was approved by City Council in July 2020. The final contract and Scope of Work (SOW) was completed and executed by the City Manager in December 2020.

The framework for the CAAP Development, the proposed schedule (anticipated to last approximately one year), and the consultant SOW, are provided below. The city team to develop the CAAP is an interdepartmental, multi-disciplinary team. A Technical Advisory Committee (TAC) is being formed to provide expert advice on the project and the Davis context. Additionally, the project will include significant community and stakeholder outreach. Following completion of the final draft of the CAAP, the city will complete the required environmental review (California Environmental Quality Act, or CEQA) as a separate contract.

This CAAP framework has been developed in order to best address the wide range of climate issues, and to ensure development of actionable, measurable, effective and cost-efficient actions and priorities to meet the city’s carbon neutrality goals.

### **CAAP Development Framework**

Development of the CAAP will rely on three inter-connected bodies for input, identification and prioritization of carbon reduction actions and timelines:

- **City Team**: This includes the city staff project management team; an interdepartmental Internal Staff Team; the consultant, AECOM; and City Council and Commissions. The city staff team, with guidance and assistance from the consultant, will have decision-making responsibilities for developing the Draft CAAP document, with carefully considered and incorporated input from both the TAC and the community/stakeholder input provided during the community outreach and engagement process.

*Project Management*: Dianna Jensen, Project Director; Kerry Loux: Project Manager

*Consultant*: AECOM, with subconsultants Fehr and Peers and Energeia

- **Technical Advisory Committee (TAC)**: This includes local and university technical experts representing significant areas of expertise and knowledge related to development of the CAAP. The Technical Advisory Committee (TAC) will assist the City Team by providing technical assistance to develop the CAAP, achieve the identified carbon neutrality goal, prioritize actions and identify co-benefits, and further prepare the city for our changing climate. Note that this will not be a Brown Act body, and meetings will not be public.
- **Community Outreach and Engagement Efforts**: Stakeholders and community participants will be offered a range of opportunities to give input on the CAAP, including workshops, online surveys, pop-ups at community events, a CAAP-dedicated webpage and an email contact, [CAAP@cityofdavis.org](mailto:CAAP@cityofdavis.org), which will be directed to the Project Management Team.

The city staff liaison to each Commission will be kept informed of the CAAP development progress, in order to give periodic updates, and to provide information about CAAP stakeholder outreach opportunities. Commissioners are encouraged to participate throughout the CAAP process (see below for more information).

### **Draft CAAP Tasks and Schedule**

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|-----------|---|
| February: | Distribute Press release on CAAP Kickoff; Launch Website page               |
| Feb 10:   | First Internal City Team Meeting: Intro to CAAP, roles and responsibilities |
| Feb 24:   | First Technical Advisory Committee meeting                                  |
| March:    | First On-line Survey posted   |
| April:    | Community Workshop #1 (Target week of April 19; April 22 is Earth Day)      |

July:	Community Workshop #2a Community Workshop #2b (same as 2a but offered at a different time)
TBD:	City Council CAAP updates/informational items
TBD:	Community Workshop #3a Community Workshop #3b Community Workshop #4
TBD:	Second On-line Survey
TBD:	Final Report - Roughly mid-December 2021

### **City Commission Input**

The Natural Resources Commission (“NRC”) will be the primary Commission receiving regular quarterly CAAP updates from the project management team. Members of all other Commission will have also opportunities to provide input into the CAAP, including:

1. Members will receive updates and/or informational staff reports at regularly scheduled meetings from the Commission staff liaison;
2. Members can appoint a Commission liaison to the NRC and that liaison can provide additional updates at regularly scheduled meetings;
3. Members can agendaize the CAAP as a regular agenda item (via the regular agenda-setting process managed by the Commission Chair and Commission staff liaison) and discuss recommendations that can be sent to the CAAP project management team; and
4. Members can comment as individuals through the CAAP webpage and/or at any of the community workshops and/or on-line surveys noted in the table above.

Due to time and budget constraints, the CAAP project management team cannot provide regular in-person updates to all the City’s Commissions. Staff believes the above input opportunities will allow all members of the City’s various Commissions to stay informed and provide valuable input into this project.