



Dutchess CAPI Cohort Meeting #12



Agenda

- **Presentation** - the Village of Bronxville's Government Operations Climate Action Plan and Planning Process - *Carole Upshur*
- Announcements – *Mary*
- **Climate Action Plan Guidance** (including vision statement, implementation plan, monitoring and reporting) – *Mary*
- Homework / Next Steps - *Mary*
- Small Group Discussion (in breakout rooms) – *All*
- Q & A with Caroline on ClearPath reduction measure modeling – *Caroline*



CAPI Adapt Kick-off

- CAPI Adapt kick-off Meeting is **Thursday February 8, 9:30-3:30** in Peekskill.
- Initial workshop will be all day in person and cover **both** the climate vulnerability assessment and the climate adaptation chapter.
- Both ICLEI and the Hudson River Estuaries program will be leading this workshop.
- Recruit CAPI Adapt team members as needed. You may bring up to 5 people per municipality to the kick-off workshop.
- See [CAPI Adapt Web site](#) for more information.

Other Announcements

- CAPI web site now password protected.
 - Password: **CAPI-D**
- Stakeholder presentation template [HERE](#).
- Stakeholder meeting presentations and reports can be found [HERE](#).
- CAP / Forecast Modeling: Please request assistance as needed.
- Please keep your hours in Sharepoint updated for 2024.



CAP Checklist



- Reduction targets
- Prioritized strategies
- Emissions reduction targets
- Strategy co-benefits
- Business-as-usual forecast
- Emissions reduction measure modeling
- Vision statement (not required from CSC)
- Implementation and monitoring

Vision Statement

What is a Vision?

- A **brief, inspirational statement** that creates a mental image of the ideal state that a community wants to achieve.





Vision Statement, p.11 of GOCAP template

Vision Statements and Objectives

These vision statements and objectives should cover both mitigation and adaptation, unless you are planning on having a separate climate adaptation plan. If you have a separate adaptation planning document, note in the section below where adaptation will be addressed.

Your Climate Action Plan should have some guiding visions. Research has shown that organizations can relate better to vision statements than quantitative GHG reduction targets, so in this Local Government Operations Climate Action Plan, you should lead with vision statements describing the type of agency you want to strive for. Examples include:

SAMPLE VISION STATEMENTS

1. Make [Jurisdiction] a leader in clean and local energy that comes from the sun, wind, or other innovative renewable technologies.
2. Transform our facilities into high-performing and energy efficient places to work.
3. Lead by example through reducing waste, recycling, and practicing sustainable behavior throughout all operations.
4. Transform [Jurisdiction] into an organization where people walk, bike, take transit, or carpool for most trips to work in a safe, accessible, and affordable transportation network.
5. Aggressively transition toward a clean, carbon-free transit system that improves health and livability for the [Jurisdiction] community.
6. Become a leader in sustainable, smart vehicle fleets through innovative partnerships, policies, programs, and technology.
7. Understand potential climate-related risks and mitigate these risks while preparing [Jurisdiction]'s infrastructure for chronic and extreme weather events.

The Climate Action Plan offers a robust set of objectives and strategies that will address the climate hazard vulnerabilities and aim for an [40%] reduction in local government GHG emissions by [2030], in line with New York State's Climate Leadership Community Protection Act (CLCPA) goals. Each strategy and objective was created and reviewed through an internal engagement and input process where participants considered technology limitations, funding constraints, the feasibility of implementation, environmental justice considerations, and other barriers. **Revise based on your stakeholder engagement process.**

The following targets were set to maintain and support safe, efficient, and holistically sustainable [Jurisdiction] facilities and operations: **The objectives listed below are general examples; the final objectives included in your plan should reflect your [Jurisdiction] specifically.**

SAMPLE MITIGATION OBJECTIVES (delete if not using, or edit to suit jurisdiction's needs)



PE 7: Climate Adaptation Plan

Co-create a
vision for
community
climate
adaptation and
resilience

- Optional 3 points from creating a community-developed adaptation and resilience vision statement.
- Guidance:
 - Work with residents and local groups to establish a **shared vision of a resilient future**
 - Outline a vision (and set of strategies) to improve a **community's resilience to climate change.**
 - Meaningfully share the draft vision document with the community.
 - Establish a system for receiving public comments and revise the draft vision and goals based on stakeholder feedback.



CSC Guidance

1. Create a draft vision
2. Ensure vision aligns with comp plan or other relevant documents.
3. See [CAPI Engagement and Outreach Template](#) for outreach planning.
4. Call out the vision statement in upcoming stakeholder meetings and specifically ask for feedback.
5. Document all public meetings that introduce or mention draft vision statement to stakeholders and document feedback. (Date, attendees, meeting minutes, etc.)



Example Dual Purpose Vision Statements

1. Transform our government facilities into high-performing and energy efficient buildings and facilities resilient to climate change.
2. Lead by example through sustainable improvements to all buildings, operations and municipal assets that both mitigate greenhouse gases and increase the Town's capacity to withstand and adapt to climate change.
3. Aggressively transition toward clean, carbon-free technologies and infrastructure upgrades that improve health, livability and resilience of the Village's community to mitigate and adapt to the impacts of climate change.
4. Understand and mitigate climate change and climate-related risks while preparing the Town's residents and infrastructure for chronic and extreme weather events.

Implementation

Implementation Plan

*(page 24 of
GOCAP
template)*



“A plan for implementing the chosen initiatives”
(CSC action requirement).



Describe steps you intend to take to kick off your programs or strategies and provide ways for municipal staff to become involved w/ Climate Action Plan.



Who, What and When?



What’s Missing? Lead Actors, Dates and Next Steps
Optional: Category, Collaboration, Funding Strategies





Who and What to Monitor

Strategy Number	Strategy	Benefits	Lead Actor	Metric
E1-A	Arrange contract agreement with Central Hudson and initiate change over. Utilize benchmarking to confirm reduction in energy usage and monetary savings.	Reduce GHG emissions and lower overall costs	Town Board & Bookkeeper	#/% streetlights replaced with LEDs
E1-B	Complete LED lighting upgrades for all facilities. To be completed <u>by 2030</u> .	Reduce GHG emissions and lower overall costs	Maintenance	Percent of square footage converted



Town of Saugerties Example

Recommendations

CCA Energy Management	2020
Green Fleet Procurement	2019-2024
Ice Arena Chiller Update	2020
Vehicle Idling policy	2020
Green Fleet Procurement Policy	2019
School District Food Scraps Recycling	2019-2020
Conduct a Gov. Solid Waste Audit	2020
Climate Resiliency Plan	2019
Update Waste Paper Recycling Policy	2019
Audit recommendations WWT Plant	2020
Audit recommendations Town Hall	2020
Audit recommendations Senior Center	2020
Community GHG Inventory	2021
Community GHG Climate Action Plan	2023
Conduct a Fleet Inventory	2020
Adopt a Fleet Inventory Policy	2020



Village of Bronxville Example

Table 3. Timeline for actions

Completion year	2024	2025	2026	2027	2028	2029	2030
TRANSPORTATION							
Village fleet							
Adopt Environmentally Preferred Purchasing Policy	X						
Implement size & route efficiencies-ongoing	X	X	X	X	X	X	X
Purchase efficient vehicles: 1 police patrol hybrid vehicle a year	X	X	X	X	X	X	X
2 administrative EVs as current vehicles are retired		X		X			
2 EV garbage trucks as current vehicle are retired				X		X	
Install one Level 2 charging station for village vehicles		X					
Install one Level 3 charging station for heavy duty vehicles				X			
Employee commute							
Periodic employee commute survey starting 2023	X		X		X		X
Assess barriers to use of public transit	X		X		X		X
Encourage public transit & provide pretax payroll program if employees indicate it will be beneficial	X	X	X	X	X	X	X
Provide information & encourage transition to hybrid and EVs	X	X	X	X	X	X	X
Install additional Level 2 charging stations at VH or Library for employee use if indicated			X			X	
BUILDINGS & FACILITIES							
Street & other lighting							
Complete & document LED streetlight conversion	X						
Make sure all building interior lighting is LED/efficient	X						
Install lighting motion detectors where appropriate	X	X					





City of Tempe Example

Collaboration

The City of Tempe can explore how to improve transportation choices by collaborating with residents and local businesses

Key partners (DTA, Valley Metro, and Tempe CoC):

- Local organizations can work together to improve coordination of congestion reduction and have a variety of travel demand management efforts
- Partners can pool their resources for strategic investments that support commute options, like using carpool apps or shuttles

Businesses:

- Tempe businesses, property management companies and schools can collaborate to share resources and lower the cost of providing transportation options to employees, residents and students

City:

- The city can support the TDM by funding promotional programs and education initiatives

Example Roadmap from the City of Columbia, MO (Appendix B)



#	Action	Lever	Timeframe	Lead entity	Potential partners	Cost	Funding strategies	Key next steps
H-1.2.4	Identify funding strategies to ensure rebate budgets are sufficient to meet expanded offers and goals.	Business Practice	Short term	Sustainability, Finance, Utility Admin	Finance, REDI, Chamber of Commerce USDN, MPUA, APPA, Advocacy Groups	\$	Existing funding for staff	Utility Services would need to evaluate current rebate programs and the funding available to ensure they meet expanded offers and goals.
H-1.3.1	Create a policy that all City buildings shall reduce energy usage by 20% over the next five years.	Policy, Management Practice, Education	Short term	Public Works,	W&L, ESCO, Sustainability	\$\$\$ upfront \$ ongoing staff Ongoing OpEX 0\$	ESCO or other financing	Consider collective 20% rather than 20% for each building. Identify top five opportunities for energy improvement, look for crossover with other strategies. Measure using Portfolio Manager or similar metrics.
H-1.3.2	Create a policy, to be part of assigned duties and presented during new employee orientation, that City employees shall turn off lights and equipment when they are done using them.	Policy, Education	Short term	Sustainability	HR, City Manager	\$ or less (Staff)	GF	Develop standards/expectations and orientation material. Measure through regular employee survey instrument regarding behavior change.
H-1.3.3	Introduce a policy that requires all new and existing municipal buildings to meet and maintain energy and resource efficiency standards (ENERGY STAR, LEED, HES or other).	Policy	Short term	Public Works	Sustainability, W&L	Upfront/Capital \$\$\$ Staff \$ Ongoing 0 <\$\$>	ESCO, Green Bond, Reallocation	Focus on benchmarking first and consider using defined collective energy goal for all City buildings or evaluating based on asset potential and cost.
H-1.3.4	Introduce a policy that requires all municipal buildings to be benchmarked with the current ES rating, the energy use intensity (kBtu/sqft) and the energy reduction goal. These benchmarks and goals shall also be posted on the City's website.	Policy	Short term	Public Works	Sustainability, Engineering Interns, DOE	\$	Existing funding for staff	Verify building characteristics, build data management and reporting process.
H-1.4.1	Require that the City adopts the International Building Energy Conservation Codes for municipal, commercial and residential buildings as written.	Policy	Short term	BSD	BCCC and EEC, W&L, Sustainability	\$	GF	Draft memorandum of understanding between BCCC and EEC. Propose collaborative project to look at implementing incentives for stretch codes.
H-1.5.1	Incentivize switching space and water heating from fossil fuel-based to electric heat pumps.	Policy, Education	Long Term	W&L	Sustainability, CHA, tenants	\$ staff \$\$ incentives	Rates, Green Bonds	Conduct a market study, evaluate impact to customers. Measure cost of project.



Examples of Next Steps

- Additional feasibility studies that may need to be taken
- Further outreach or research efforts
- Identification of funding sources
- Identification of key partners that will be required for successful implementation
- Making necessary changes to local policies or existing programs, including staffing
- Gathering bids for contracted services and equipment



Example Implementation Considerations

- Municipal priorities
- Economic / Cost / Resource constraints
- Feasibility of implementation
- Technology limitations
- Equity / environmental justice considerations
- Political, socio-economic, or logistical barriers

Monitoring / Reporting



CSC Required Reporting

“Regular monitoring of progress toward meeting the GHG targets, and re-evaluation of targets and strategies against current state policies and technologies.”

Actual update every **10 years.**





ICLEI Recommended Reporting

Action Reports – every 2 years

- Status updates on the 1. overall strategy, 2. the mitigation action (implementation) plan, and 3. the adaptation action plan.

Full Monitoring Reports – every 4 years

- An updated local government operations GHG inventory. (In addition to the action reports.)



Monitoring Report Component	Action Reporting	Full Reporting
1.Overall Strategy Reporting any changes to initial strategy as well as updated information on human and financial resources	Yes	Yes
2.GHG Emissions Inventories Provide updated energy consumption and GHG emissions data for the reporting year	No	Yes
3.Mitigation and Adaptation Action Plans Report the implementation status (completed, in progress, on hold) of key actions and update their impacts	Yes	Yes

Table 8: Monitoring State (p.27-28 of template)



Scorecard Example – Town of Gardiner

CAP Score Card									
Baseline Emissions (MTCO ₂ e)	171	NOTE: Cell C4 references the average of all the baseline year's GHG emissions, but may be manually changed to a single year's baseline GHG emissions if needed.							
Reduction Goal	20%								
Required Reduction (MTCO ₂ e)	34								
Total Plan Savings (MTCO ₂ e)	17								
Percent Reduction From Base	10%								
Emissions Reduction Plan Actions									
Sector	Action	GHG Savings (MTCO ₂ e)	Electricity (kWh)	Natural Gas (therms)	Propane (gallons)	Fuel Oil (gallons)	Gasoline (gallons)	Diesel (gallons)	% Reduction From Baseline
Renewable Energy / Energy Supply	Offset 100% of electricity with green power	12.2	91,227						0.07177041
Renewable Energy / Energy Supply	Community Solar	-							0
Renewable Energy / Energy Supply	Ground source heat / geothermal	-							0
Renewable Energy / Energy Supply	Wind	-							0
Renewable Energy / Energy Supply	Energy Storage	-							0
Energy Efficiency	LED Lighting Retrofit	-							0
Energy Efficiency	HVAC Improvements	-							0
Energy Efficiency	LED Streetlight Conversion (savings obtained from NYPA cost estimate dated	5.0	37,423						0.02944155
Energy Efficiency	WWTP Upgrades	-							0
Energy Efficiency	Building Management System	-							0
Green Fleets	Electric Car Procurement Policy	-							0
Green Fleets	Increased Fleet Fuel Efficiency	-							0
Green Fleets	Route Enhancements	-							0
Solid Waste	Composting	-							0
Solid Waste	Recycling	-							0
Non-Energy GHG Reduction	Refrigerant Replacement	-							0
Green Fleets	Idling Policy	-							0
		-							0

Additional

Adaptation

*(Template
pages 13-14)*

*For those in CAPI Adapt, you will be including an adaptation chapter that meets the CSC requirement of PE 7: Climate Adaptation Plan.

Initial GOCAP submission without climate adaptation elements.*

- “Local governments are encouraged to incorporate climate adaptation strategies into their CAP. However, under the Climate Smart Communities (CSC) Certification program, points for climate adaptation planning are awarded under Pledge Element 7: Enhance community resilience to climate change.” (PE2: GOCAP Requirement)

Keep references to climate vulnerabilities high-level or remove all-together.



CSC Required public outreach

CSC requirement: “Opportunity for the public to review and comment on the draft climate action plan.”

Document your outreach process (*Examples include web page link or screen shot of the web page and example of comments or #s of comments received as feedback.*)

For CSC, Public Outreach receives an additional 4 points.





Process: Example Timeline

- CAPI Start date (February 2023) – Timeframe (2030)
- Phased approach for government operations climate action plan in 2023-2024
 - Launched CAPI process and determined inventory scope – February, 2023
 - Gathered and input municipal data – February-April, 2023
 - Completed Inventory, forecast, and drafted high-level recommendations – July-September, 2023
 - Chose emissions targets and recommended goals, objectives & strategies – October, 2023
 - Presented findings and sought feedback through stakeholder engagement meetings – October-December, 2023
 - Finalized draft plan for public feedback – January 2024
 - Revised plans – January-March 2024
 - Posted draft plan to municipal web site for public review and comment – February 2024
 - Plan adopted – April 2024

How to make the Plan stand out?



Eye catching and original graphics and infographs.



A message and photo from municipal leaders (i.e. the Mayor / Supervisor / Village Manager).



Pull quotes from stakeholders or municipal administration.



Funding Strategies: grant funding sources, i.e. CSC, CEC, ZEV rebates, etc.



List of Partners and/or potential partners.



A separate web version with interactive features



What else to include?

- Implementation Roadmap - short-term vs long-term objectives and/or strategies.
- Climate Action Plan Scorecard: w/% reductions in GHG emissions.
- Legislation: Relevant executive orders or resolutions regarding fleet electrification, renewable energy, and/or green purchasing, for example.
- **Full or partial inventory report:** Potentially include a summary of the inventory report in the body of the Plan. You may also choose to include your complete GOGHG emissions inventory in the appendix.

Breakout Rooms

Breakout Rooms



- Status, Challenges, and Lessons Learned to date
- Would you like to share GOAP plans amongst your small group support cohorts for draft review?
- If so, share emails and set dates for document exchange (ideally in February/March) and review time (ideally <1 wk per report review)
- Share any discussion points or themes with larger group.

Homework and Next Steps

Homework



- Finalize any further reduction measure modeling in Clearpath
- Continue holding stakeholder meetings covering CAP process, recommended strategies (and potentially vision statement).
- Draft Climate Action Plan (draft deadline: End of February)

2024 Meetings

- **February:** Q & A
- **March - May:** GOCAP Cohort Presentations.
 - (May – plan for in person Celebration Ceremony!)
- **June:** Upload deliverables to the CSC portal
- **July 7:** CSC Submission Application Deadline



Next CAPI Meeting:

Wednesday, February 21st 10-12 pm (virtual)

CAPI Adapt Kick-off Workshop:

Thursday, February 8th 9:30-3:30 pm (in person)



Thank You!

Mary Lambert

mlambert@hudsonvalleyrc.org