

# *City of Albany*

## **Climate Action Plan – Implementation Plan**



**July 2010**

**[Draft Update April 2012](#)**

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Appendix A – CAP Implementation Plan Master Table

## I. Introduction

The City of Albany Climate Action Plan (CAP) was adopted by the City Council in April 2010. The planning process encompassed approximately two years in length, including an in-depth community planning process to develop a CAP customized for the City.

The CAP is intended to identify measures, to enable the City to work towards its goal of reducing greenhouse gas emissions 25% below 2004 levels by the year 2020. The CAP includes a total of 40 greenhouse gas emissions reduction measures (GHG), including 27 that have quantified estimates of GHG reductions and another 13 that are not quantified. All measures also have a variety of co-benefits to further provide for a “greener” Albany.

As discussed in the CAP, translating the measures into results requires tangible action steps that will require reliable funding, and the flexibility to change course as economic, political, and environmental conditions demand. The CAP recommends a wide range of implementation actions to be performed between now and 2020. Each action is a City procedure, program, or technique to be performed either alone, in collaboration with non-City organizations, or with other agencies. The actual timing, sequence, completion and monitoring of each identified action are all subject to available funding, sufficient staff resources, and available partnerships with other organizations.

The CAP includes a recommended implementation timeframe, and identified departments responsible for each action. This implementation plan is meant to serve as a more current estimation of expected project completion dates, and provides a general update to the implementation timeframe listed in the CAP. Additionally, staff intends to use the performance indicators within the CAP to evaluate the success of each measure.

The following identifies opportunities for short-term and more extended-term implementation of CAP measures with current funding and staffing levels. Measures include a subset of particular actions. At times, some actions may be recommended for short-term implementation while others may require more time to be fully implemented. Opportunities for additional funding and staffing are also discussed as a means to increase the scale at which the CAP can be implemented.

## II. **Prioritization Methodology**

Measures are prioritized into one of three particular categories: short-term (implementation anticipated for FY 2010/11-11/12), general plan update (require analysis as part of the General Plan, pending funding for a General Plan Update), and medium/long-term implementation (FY 2011/12-12/13) as detailed below. As discussed in the CAP, the field of climate action planning is rapidly evolving, and prioritization will be reviewed regularly to ensure consistency and usefulness.

Prioritization is mainly focused on the opportunity to achieve the City's GHG reduction goal while also considering a variety of factors that can affect the ability to implement a project. These factors currently include but are not limited to the following, however may change over time given that climate change science is constantly evolving:

- community interests – whether the community has expressed or expresses preferential interest in the implementation of particular measures
- co-benefits – whether the measure provides for co-benefits that assist with achieving other city goals or mandates
- available funding – whether funding exists to implement the measure (grants or other), or whether additional funding sources need to be identified
- ease of implementation – whether the project is “shovel-ready”, or whether the project will require a significant planning/research process
- regional support – whether there are regional programs that may serve to expand upon the project to maximize opportunity
- capacity to implement each measure – whether the measure can be implemented with existing staffing or whether technical assistance or additional staffing is necessary

### III. Funding

The amount of funding needed for implementation of the CAP varies by measure. For instance, collaboration with existing non-profits and outreach may involve nominal funds while development of a capital project or program may require a significant investment of funds. At present, available funding is limited to grants.

The Measures identified for short-term implementation can be conducted within the City's existing budget for FY 2010/11. Measures identified for medium/long-term implementation will require an allocation of funds from other revenue sources.

#### Existing Funding

A variety of grant funding is currently in use to implement particular Measures within the CAP as detailed below.

*EPA Climate Showcase Communities grant* – this is a “small cities” partnership grant between the cities of Albany, El Cerrito, Piedmont and San Pablo. El Cerrito is the lead. Each city will receive approximately \$75,000 for energy efficiency/CAP projects that can demonstrate “showcase” opportunities such as being easily replicable to all the small cities. The grant will also identify opportunities to reinvest savings realized by projects into a type of revolving program fund for each city. **This grant has been underway for approximately 1.5 years, and will be winding down by Summer 2012.**

Specific CAP projects have been designated for this grant funding given their ability to be replicated include:

- BE-1 - Municipal Building Retrofits (a city match will be required), BE-2.1, BE-2.2 - Energy efficiency funding assistance for the community and BE-2.3 – Residential Energy Conservation Ordinance. The grant will also include work on data tracking including greenhouse gas emissions and utility bills.

*ARRA Energy Efficiency Block Grant Funds & 1% Energy Efficiency Loan* – funds are administered by the California Energy Commission on behalf of the Federal government. Funds are for cost-effective energy efficiency projects. These funds

provide for the City's LED street light retrofit project – BE-4.2. **This grant has been fully utilized and the project is complete.**

*Alameda County Measure D Funds – Waste Diversion & Waste Mitigation*

These funds are the result of charges on disposal tonnage in Alameda County landfills. The City receives funding to implement waste diversion and mitigation projects. Implementation of Measure WR-1 – establish a citywide zero-waste target for 2030, and associated action steps can be funded with these grant funds, however grant funds are limited, and supporting funds may be necessary.

***Waste Management of Alameda County – Staffing Contribution***

**As part of the franchise agreement with Waste Management of Alameda County, adopted in October 2011, Waste Management provides \$54,000 annually for staff funding. This funding is being utilized for the City's new Sustainability & Transportation Coordinator position.**

Potential Funding

Additional revenue sources are necessary to fully implement the CAP. These may include a General Fund allocation and inclusion of particular Measures as part of the CIP budget. Additionally, targeted funding may be available such as increased LLAD funds for enhancing the City's Green Infrastructure – Measure GI-1. Budgeting for implementation should coincide with the City's annual budgeting process. Development of a comprehensive funding plan is also recommended.

Other revenue sources will likely need to be pursued, as detailed within the CAP. These include development of a parking permit system (TL-4.5), and/or a utility user's tax. Technical analysis and a community planning process would be necessary to ensure the most appropriate application for the City.

Grant announcements are being monitored to identify additional funding opportunities. These may include an opportunity to apply for grant funds to update components of the City's General Plan relating to greening/Climate Action. Although grant funding is a welcome resource, it can prove time consuming to develop grant applications, process grant agreements, reporting, and prepare for auditing.

**Staff has applied for a planning grant from the Strategic Growth Council to assist with integrating components of the Climate Action Plan within the upcoming General Plan update. Grant awards are expected to be announced in May 2012.**

In addition, regional grant opportunities, including ARRA Stimulus funds, are being pursued by particular lead agencies including Stopwaste.org and ABAG. Projects identified for funding involve energy efficiency retrofit projects that would include general outreach, subsidies, and contractor training programs. Grant awards are expected to be announced in late summer 2010.

#### **IV. Measures Recommended for Short-Term Implementation**

Short-Term implementation is categorized as measures that are already underway, or that can be initiated in fiscal years 2010/11 – 2011/12. Measures identified in the following table have typically been selected because they fall into one or more of these categories:

- Program is in place already, measure is an expansion of an existing program
- Measure is already underway due to funding/collaboration opportunity
- Measure coincides with other planned program implementation
- Measure can be implemented with existing staff capacity
- Measure does not need detailed technical analysis (outside consultant)

Strategy		Discussion
Buildings and Energy Strategy		
BE-1.1	<i>Install cost-effective energy systems on all City buildings / install displays to demonstrate savings</i>	The City is working in collaboration under the EPA climate showcase grant program with other “small cities”. Municipal facility audits/retrofits are included. <b>Audits have been conducted at City owned facilities. Lighting upgrades have been conducted at City facilities. A new HVAC system has been installed at the City’s Child Care Center, and a lighting management system has been installed at City Hall.</b> “Action B” regarding locating renewable energy opportunities (i.e. Solar) <b>is underway via a joint RFP issued via the small cities collaborative. Staff is currently negotiating with the most competitive contractor to determine final costs for installation of solar at City facilities. Staff is also conducting further research regarding no money down lease options to compare with an outright purchase/install of solar panels. It is anticipated that results of this research will be provided to Council in May/June 2012.</b> <del>will require more extended study within the General Plan Update.</del>
Strategy		Discussion
Buildings and Energy Strategy		
BE-2.1	<i>Develop comprehensive outreach programs to encourage energy efficiency /renewable energy investments in the community</i>	The EPA climate showcase grant program includes outreach to the community as an integral component of the program. Additionally, the City is working in collaboration with Stopwaste.org and the County regarding regional outreach. The City is also actively coordinating with local community groups to conduct outreach. <b>Outreach is ongoing to various community sectors based on project type and opportunity, and via the City’s Sustainability Committee.</b>



BE-2.2	<i>Identify /develop low-cost financing products and programs to encourage investment in energy efficiency / renewable energy within existing residential units and commercial buildings</i>	<p>The City is participating in the <i>CaliforniaFIRST</i> financing program that allows property owners to finance energy upgrades/renewable energy projects on their property taxes (expected public launch in Fall 2010).</p> <p>Additionally, as part of the EPA climate showcase grant program, financial assistance will be provided to the community to complete energy efficiency upgrades. <b>The CaliforniaFIRST program remains on hold due to activity at the Federal level. The EPA climate showcase grant funds enabled implementation of a residential energy efficiency rebate program and a commercial energy efficiency rebate program. Both programs are now out of funding. The commercial program resulted in upgrades to 27 businesses. The residential program had very minimal participation.</b></p>
BE-2.3	<i>Develop /implement residential and commercial energy efficiency upgrade requirements</i>	<p>The City is working in collaboration under the EPA climate showcase grant program with other “small cities”. Development of a Residential Energy Conservation Ordinance will be a component of the grant program. An ordinance for commercial sites would follow. <b>Planning staff has been serving on a subcommittee of the Planning &amp; Zoning Commission and Sustainability Committee to review the City’s Green Building Standards. The intent is to increase the energy conservation requirements and point threshold within the Green Building Standards. It is anticipated that this will be presented to the Planning &amp; Zoning Commission for review in early Summer 2012. Development of a RECO is being conducted in collaboration with Stopwaste.org who is taking the lead on developing a RECO model that can be used throughout the region.</b></p>
BE-2.4	<i>Identify / facilitate solar energy EmPowerment districts in commercial, industrial, and mixed</i>	<p>Initial research can be conducted to identify feasibility of particular zones such as the redevelopment area. Implementation will require a more extended planning process. <b>The empowerment zone has been defined.</b></p>

	<i>use portions of the City</i>	<b>Outreach to this zone is planned. Staff is currently researching opportunities and the feasibility of conducting a demonstration project – installing solar panels at a city facility or other via a lease option to encourage this “turnkey” approach.</b>
BE-2.5	<i>Join Bay Area efforts to ensure green public transit energy sourcing</i>	Collaboration/coordination with AC Transit will be conducted. <b>Staff works in coordination with AC Transit on an ongoing basis.</b>
BE-3.1	<i>Require new construction to comply with Tier 2 energy efficiency standards contained within section 503.1.2 of the California Green Building Code</i>	<del>Requirement is ongoing</del> <b>The City’s Green Building Standards include the Build It Green Standards which incorporate similar standards of energy efficiency.</b>
BE-3.2	<i>Require that all new multi-tenant buildings be sub-metered to allow each tenant the ability to monitor their own energy and water consumption.</i>	Condition will be added to permits issued for multi-tenant buildings.
BE-4.2	<i>Convert street lights to LED bulbs</i>	Project is complete
BE-4.4	<i>Encourage PG&amp;E /EBMUD to provide comparative conservation metrics on utility bills</i>	Initial conversations can be held, this item may require action by bill payers. <b>Conversations were held with each utility. Per utilities, changes to bills cannot be made due to policy/guiding agencies/etc. Bills currently contain educational information on conservation and some comparable metrics.</b>

Strategy		Discussion
Transportation and Land Use Strategy		
TL-1.1	<i>Expand and enhance bicycle infrastructure throughout the City</i>	Components of this Measure are underway including revisions to the Bicycle Master Plan. The remaining actions will be contingent upon the updated Bicycle Master Plan and General Plan update. <b>Several bike racks have been</b>

		<b>installed along Solano/San Pablo and at City facilities. A needs assessment was also conducted identifying additional locations to install bike racks. New projects within the commercial area generally include a condition of approval to install bike racks as well.</b>
TL-1.2	<i>Install bike racks in commercial/ civic areas of the City where racks do not currently exist</i>	The Bicycle Master Plan will analyze this and make recommendations. A draft of the plan is expected in late summer of 2011. <b>The City requires bike racks as a condition of approval on my projects and uses and funds bike rack installation as budget allows.</b>
TL-1.3	<i>Evaluate the community's walking infrastructure, identify potential barriers and implement improvements</i>	The Pedestrian Master Plan is underway which will address the action items listed in this Measure. A draft of the plan is expected in late summer of 2011. <b>The City's Active Transportation Plan is recommended for approval by the City Council on April 16, 2012.</b>
TL-1.4	<i>Strictly enforce pedestrian rights laws on City streets</i>	The Police Department is aware of this item and works in coordination with the Traffic & Safety Commission on related issues.
TL-2.3	<i>Provide passes and shuttles to transit to encourage use of alternative transportation by City employees</i>	The "Commuter Checks" program is ongoing (optional program for employees for pre-taxed purchase of transit/BART tickets). Review time and funding would be needed to provide subsidies / financial incentives.

Strategy		Discussion
<b>Waste Reduction Strategy</b>		
WR-1.1	<i>Establish a citywide zero-waste target for 2030</i>	Components of this Measure are underway including analysis regarding bag reduction, support of extended producer responsibility, and junk mail/general outreach. A resolution to achieve 90% waste reduction can also be developed. The majority of the remaining actions will be considered during Franchise negotiations in 2010/2011. <b>The City's new franchise agreement with</b>

		<p><b>Waste Management includes programs intended to help increase diversion rates within the City. Additionally, the recent Ordinances adopted by Stopwaste.org (single use bags &amp; mandatory commercial recycling) will further the City's zero waste goals. The City's diversion rate is currently 83%.</b></p>
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Strategy		Discussion
<b>Green Infrastructure Strategy</b>		
GI-1.1	<i>Enhance the urban forest / landscapes to maximize carbon sequestration, reduce urban runoff and augment neighborhood aesthetics</i>	<p>An active tree planting program is underway that includes block planting. Funding is also being sought out for additional program support. The remaining actions will require extended study/planning.</p> <p><b>Tree planting is ongoing. A grant is being sought to develop a "Green Albany Plan" to identify opportunities for urban greening and infrastructure including pocket parks, community gardens, etc.</b></p>

Strategy		Discussion
<b>Water Conservation Strategy</b>		
WC-1.1	<i>Encourage participation in EBMUD's free water audit program</i>	Comprehensive outreach is being developed at the County level. Outreach will also be developed at the City level to promote along with other audit opportunities.
WC-1.2	<i>Encourage 50% reduction in outdoor potable water usage for existing residential and commercial</i>	Collaboration with outside agencies can be initiated in the short term. Actual installation of weather-based irrigation systems will require additional funding and planning.
WC-2.1	<i>Require new construction/major remodels to achieve indoor water efficiency 20% above the California Building Standards Code</i>	<p>This item can be included for consideration during the annual Green Building Standards review, and added as a standard condition of approval.</p> <p><b>This item is included in the Green Building Standards update.</b></p>
WC-2.2	<i>Require new landscape</i>	This item can be included for consideration

	<i>projects to reduce outdoor potable water use by 50%</i>	during the annual Green Building Standards review and added as a standard condition of approval. <b>This item is included in the Green Building Standards update.</b>
<b>Strategy</b>		<b>Discussion</b>
<b>Food and Agriculture Strategy</b>		
FA-1.1	<i>Establish a permanent farmer's market site</i>	This Measure is underway. A request for qualifications for a market provider has been released – responses are due by 7/9/2010. <b>The Ecology Center was selected to provide the Albany Farmer's Market. The City's Planning &amp; Zoning Commission recently approved the 2<sup>nd</sup> year of the market, extending it to a year-round market.</b>
FA-1.2	<i>Facilitate / promote community-supported agriculture</i>	This Measure will be supported by implementation of FA-1.1. Additionally, the gleaning program developed by the Recreation Department supports this measure.
FA-1.3	<i>Procure regionally produced food for City events/encourage vendors at City-sponsored events to procure food regionally</i>	This Measure is underway. City events utilize local vendors and service groups.
FA-2.1	<i>Encourage low-carbon meals through public education</i>	City-sponsored "Low Carbon Diet" program educates participants on this topic. The program is ongoing. <b>The "low carbon diet" course was in place for approximately 1.5 years, however due to limited funding the course was not extended.</b>
FA-3.1	<i>Establish a local community garden program</i>	The Parks & Recreation Commission is currently researching locations for additional community gardens. <b>A grant is being sought to develop a "Green Albany Plan" to identify opportunities for urban greening and infrastructure including pocket parks, community gardens, etc.</b>

V. Measures Connected to General Plan Update

Measures identified in the following table are connected to update of the General Plan. Technical analysis will be required for the majority of these measures. Additionally, further implementation will be required following inclusion in a General Plan update. Grant funding is currently being sought to initiate the update process, **with announcement of grant awards anticipated in May 2012. In addition, the City Council is currently considering the upcoming budget, and has received reports from staff that initiation of the General Plan update is overdue.**

Strategy		Discussion
Buildings and Energy Strategy		
BE-1.1	<i>Install cost-effective renewable energy systems on all City buildings</i>	<p>“Action B” - evaluating the potential to locate cost-effective renewable energy systems on City properties.</p> <p><b>This item is being pursued within the small cities collaborative/EPA climate showcase grant. Additional research can be conducted to include within the General Plan such as additional forms of renewable energy that may be able to be installed on city property.</b></p>

Strategy		Discussion
Transportation and Land Use Strategy		
TL-1.1	<i>Expand and enhance bicycle infrastructure throughout the City</i>	<p>“Action A” – revise standard street cross-sections within the General Plan Circulation Element to ensure that all roads accommodate the needs of pedestrians/bicyclist/etc.</p>
TL-1.5	<i>Encourage additional neighborhood-serving commercial uses and mixed-use development within the commercial area</i>	<p>The majority of actions within this measure can be included as part of the General Plan update. The remaining actions such as outreach/incentives would be facilitated and come as a result of the planning process.</p>
TL-3.2	<i>Update planning documents to promote high-quality, mixed-use, pedestrian and transit-oriented</i>	<p>Actions can be included within General Plan update; further implementation would be required following the planning update. Including specific updates to design guidelines and master plans if deemed warranted.</p>

	<i>development along San Pablo/Solano</i>	
TL-3.3	<i>Evaluate GHG emissions of development proposals work with applicants to reduce emissions during project review. Incentivize projects that generate low levels of GHG emissions</i>	This Measure supports measure TL-3.2, and as such should be implemented following technical analysis conducted as part of the planning process during General Plan update. Larger projects that come before the City prior to this work will be analyzed according to the CAP and CEQA requirements for GHG emissions.
TL-4.1	<i>Work with ABAG and neighboring cities to improve the jobs-housing balance in the City regional transit corridors</i>	The majority of actions within this Measure can be analyzed during a General Plan update. Further implementation will be required following planning study including development of an economic development program.
TL-4.4	<i>Create /implement a voluntary transportation demand program to reduce weekday peak period single occupancy commute /school trips</i>	Grant funding from MTC Climate Initiatives Program is being sought for this program.

VI. Measures Recommended for Medium/Long-Term Implementation

(initiated in 2012/13 – 2013/2014) Measures recommended for longer-term implementation have typically been selected because they fall into one or more of these categories:

- Measure will require new program development, additional staffing or funding
- Measure will require larger-scale collaboration and coordination
- Measure requires technical analysis or planning (outside consultant)

Strategy		Discussion
Building and Energy Strategy		
BE-4.1	<i>Partner with other neighboring cities and PG&amp;E to fast-track smart grid technology</i>	Time is necessary to acquire additional information regarding smart-grid technology, and identification of interested neighboring cities.
BE-4.3	<i>Research the feasibility of joining the Community Choice Aggregation efforts of Berkeley, Oakland, Emeryville and other neighboring cities</i>	Neighboring cities have analyzed the feasibility of a CCA and have recommended against the action at this time. Legislation is being pursued which may impact the procedures for a CCA. The Sustainability Committee has expressed interest in increasing the priority of this item, which they may take a lead in researching. <b>Staff initiated discussions with Marin CCA, and discussed the program with the City of Richmond who is considering participating in the Marin CCA. The Sustainability Committee is also researching the feasibility of a CCA for the City, including meeting with representatives of the Marin CCA.</b>

Strategy		Discussion
Transportation and Land Use Strategy		
TL-2.1	<i>Conduct a public transit gap study that analyzes strategies to increase transit use in the City and identify funding for improvements</i>	Requires additional funding and staffing. Additionally, this could compete with the current focus on development of the Bicycle Master Plan and Pedestrian Plan.
TL-2.2	<i>Work with AC transit to provide bus stops with safe, convenient bicycle and pedestrian access and improvements</i>	Supports TL-2.1. Additionally, requires assistance from AC Transit, funding and staffing.
TL-3.1	<i>Provide public education about benefits of well-designed, higher-density housing and relationships between land use and transportation</i>	General outreach is ongoing; however targeted outreach and workshops will require additional funding and staffing. This may also be an opportunity for community groups and/or those with expertise in this field such as members of the Sustainability Committee/Planning & Zoning to provide assistance.



TL-4.2	<i>Improve fuel efficiency of the City vehicle fleet by purchasing low/zero emission vehicles when vehicles are retired from service</i>	Additional funding is necessary to cover the cost difference between low/zero emission vehicles and standard vehicles. <b>A City fleet vehicle inventory has been conducted. Grant opportunities have been researched but a fitting grant has not been identified as of yet.</b>
TL-4.3	<i>Incentivize electric and plug-in hybrid vehicles through development of charging infrastructure and preferential parking</i>	Additional staffing required to analyze feasible locations. <b>This item may be able to be included as part of the General Plan update.</b>
TL-4.5	<i>Evaluate and consider implementation of community parking management strategies</i>	Technical analysis needed to identify best management strategy. <b>Discussion of this item is underway via a collaborative meeting between the City’s Planning &amp; Zoning Commission, Sustainability Committee &amp; Traffic &amp; Safety Commission. Grant funds are being sought to conduct a policy paper regarding parking management opportunities.</b>
TL-5.1	<i>Conduct a study of the potential effects of peak oil on the community and develop a peak oil adaptation plan</i>	Additional funding/staffing required or potentially technical analysis.

**VII. Community Engagement**

As identified within the CAP, there is a significant “Community Challenge” that must be initiated to meet the expressed goal of reducing GHG emissions. Further, several of the measures within the CAP will only be effective if the community is actively participating in the programs, such as energy efficiency retrofits. To effect this community challenge, community interest groups will be sought out to provide assistance with implementation of particular CAP Measures, and to provide ongoing, targeted outreach to the community.

To date the City's Sustainability Committee has had a significant role in developing the CAP including working directly with the consultant team and staff responsible for drafting the CAP. The Sustainability Committee also provided input on this implementation plan, and will be working to identify measures that they can help initiate. It is recommended that the Sustainability Committee continue to take an active role during implementation by serving as a CAP Implementation Task Force. The task force could utilize its expertise to promote community awareness, and serve as the lead on particular outreach components of the CAP in coordination with staff.

Additionally, as particular Measures within the CAP are under development, the Task Force could provide input and assist with planning and administration of public workshops. The Task Force can also work in a liaison capacity to collaborate with other community groups and serve as a conduit regarding the many opportunities available to the general community.

**The Committee may wish to review the current subcommittees and determine opportunities for additional community engagement.**

## **VIII. Implementation Monitoring/Evaluation**

Staff will be responsible for monitoring implementation of the CAP including development of a tracking system to estimate the amount of GHG reductions achieved on an ongoing basis. At times, technical assistance will likely be necessary to ensure GHG reduction calculations are as scientifically grounded as possible. A web-based reporting system would allow for ongoing progress reporting for the community.

The CAP calls for periodic reviews every three years to identify potential plan update needs. These reviews will evaluate improvements to climate science, explore new opportunities for GHG reduction and climate adaptation, and respond to changes in climate policy. Funding will be necessary to develop a tracking and reporting system.

**Pending available funding, staff is intending to pursue a CAP update in 2013, which will include an update to the City's greenhouse gas emissions baseline, estimation of greenhouse gas emissions associated with projects implemented, and potential revisions to the CAP goals and measures.**

**The City's Active Transportation Plan (ATP) is a newer plan to the Climate Action Plan that addresses one of the larger greenhouse gas emissions sources. Implementation of the ATP is critical to achieving significant greenhouse gas emissions reductions.**

**Additionally, a focus on energy efficiency is also critical given this is another of the largest greenhouse gas emissions sources within the City.**