

CITY COUNCIL REPORT

DATE: January 28, 2019
TO: Mayor and Council Members
FROM: Jenny Niemann, Climate and Energy Specialist
THROUGH: Nicole Antonopoulos, Sustainability Manager
Andy Bertelsen, Public Works Director
CC: Barbara Goodrich, Shane Dille, Kevin Treadway, and Leadership Team
SUBJECT: Climate Action and Adaptation Plan – Implementation Calendar

The City Council of Flagstaff unanimously adopted the Flagstaff Climate Action and Adaptation Plan (CAAP) in November 2018. Upon Plan adoption, the City Manager’s Office and Sustainability Section staff created an implementation calendar that will ensure the success of the Plan.

The calendar outlines implementation actions for the first 18 months after Plan adoption, drawing from the Implementation Strategy - section two of the CAAP. These implementation actions will build the structure needed to take effective climate action, build staff capacity, provide technical assistance, create new collaborative partnerships, and engage the community in climate action.

Implementation actions are listed in six-month increments, identified by their action ID number (i.e., IM-1-A). Please note that strategies are repeated if their component actions are fulfilled in multiple time periods.

January – June 2019:

STRATEGY 1. Reinforce organizational commitments to climate action.	
IM-1-A	Join the Global Covenant of Mayors.
IM-1-B	Update the City of Flagstaff greenhouse gas emissions goals to match the goals of this Plan.
IM-1-C	Develop a climate mitigation and adaptation decision matrix to be integrated into City plan creation and updates, including the regional plan, zoning code, and engineering standards.
STRATEGY 2. Establish a foundation for successful Plan implementation.	
IM-2-A	Refine targets for all goals in the first six months of implementation.
IM-2-B	Create detailed blueprints for the implementation of each Plan strategy, in the first six months of implementation.
IM-2-C	Host a community conversation on the Global Warming of 1.5° C special report by the Intergovernmental Panel on Climate Change, to identify if City goals should be refined.
IM-2-D	Identify how city codes complement this Plan, identifying areas that may need minor and major modifications.

STRATEGY 3. Include climate action in Council priorities.	
IM-3-A	Identify goals for the upcoming City Council term that will support Plan implementation.
IM-3-B	Identify City Council budgetary priorities to support Plan implementation.
IM-3-C	Identify state and federal legislative priorities that support the goals of the Plan and enable implementation of Plan strategies and actions.
STRATEGY 4. Utilize the Sustainability Commission to oversee and promote the Plan.	
IM-4-B	As part of the annual budget process, make recommendations to the City Manager's Office for areas to prioritize in the City Manager's proposed budget.
STRATEGY 5. Prioritize climate action across the organization.	
IM-5-B	Form a Climate Action Committee to coordinate activities across the municipal organization, consisting of Climate Action Leads from each City division.
STRATEGY 6. Incorporate climate priorities into the budget process.	
IM-6-C	The City Manager's proposed budget, presented during the annual budget review process, will incorporate a report on climate mitigation and adaptation projects that are funded in existing workplans or will be incorporated into workplans for the fiscal year.
STRATEGY 7. Develop a City-wide Climate Plan integration process.	
IM-7-A	Continue to track municipal greenhouse gas emissions and publish a greenhouse gas inventory, improving dissemination to City staff.
IM-7-C	Implement a municipal planning process that focuses on education and capacity building, climate action assessment, and integration into division budgets.
STRATEGY 9. Support community leadership on climate action.	
IM-9-A	Develop Climate Ambassadors and climate leadership training programs.
IM-9-B	Strengthen efforts to support youth climate education and action.
IM-9-C	Create community working groups as needed to tackle challenging implementation topics or undertake work where greater community collaboration is needed.
STRATEGY 11. Report regularly to the community on greenhouse gas emissions and climate action.	
IM-11-A	Continue to update and publish greenhouse gas emissions inventories for both the City of Flagstaff municipal organization and the Flagstaff community.
IM-11-D	Coordinate with the Community Development Division to ensure key performance indicators from this Plan are aligned with existing metrics used for annual reporting on the Flagstaff Regional Plan.
STRATEGY 12. Create climate action funding proposals through the budget process.	
IM-12-A	Develop a funding proposal that supports the success of Plan implementation, which will be considered by the City Manager's Office and the City Council as part of the annual budget process.
STRATEGY 13. Communicate with the public and maintain momentum for implementation.	
IM-13-A	Create a comprehensive framework that identifies diverse outreach methods.

July – December 2019:

STRATEGY 4. Utilize the Sustainability Commission to oversee and promote the Plan.	
IM-4-A	Review the Climate Action and Adaptation Plan progress report annually to assess the effectiveness of Plan implementation.
STRATEGY 5. Prioritize climate action across the organization.	
IM-5-A	The City Manager will host the first biannual Climate Roundtable.
IM-5-C	Renew the City’s commitment to the actions recommended in the City of Flagstaff Resiliency and Preparedness Study, adopted by City Council in 2012.
STRATEGY 10. Integrate equity considerations into Plan implementation.	
IM-10-A	Establish a climate and equity working group to build partnerships in the community, identify community needs, determine barriers to participation, recommend ways to make climate action events more accessible to residents, and ensure that Plan implementation follows the nine key equity considerations in the operationalizing equity checklist.
IM-10-E	Engage community members from all income levels, races and ethnicities, political persuasions, and neighborhoods in Plan outreach efforts.
STRATEGY 11. Report regularly to the community on greenhouse gas emissions and climate action.	
IM-11-B	Develop a Climate Action and Adaptation Progress Report to report to the community on an annual basis, including progress on plan actions and key performance indicators.
IM-11-C	Create an online dashboard to illustrate progress on the Plan’s actions. This dashboard will be updated annually, with indicators showing which actions have been completed, which are in progress, and which have not been started.
IM-11-E	Provide an annual update to the public on Plan implementation, through an annual event held during the Flagstaff Festival of Science.

January – June 2020:

STRATEGY 6. Incorporate climate priorities into the budget process.	
IM-6-A	Each division will identify efforts that support resiliency and greenhouse gas mitigation during the annual budget review process, strategic planning and workplan implementation.
IM-6-B	The City Manager’s office will ensure that climate action is prioritized and used as a criterion in budget team decision-making.
STRATEGY 7. Develop a City-wide Climate Plan integration process.	
IM-7-B	Update the City of Flagstaff Resiliency and Preparedness Study to recognize evolving scientific understanding of climate change risks and identify how City vulnerabilities have changed.
STRATEGY 8. Ensure staff capacity exists to implement the Plan.	

IM-8-A	Evaluate staffing needs to address the priorities identified in the Plan, and provide adequate resources to implement the Plan.
STRATEGY 10. Integrate equity considerations into Plan implementation.	
IM-10-D	Create opportunities for youth to be actively involved in decision-making and climate action.

The attached implementation calendar details planned activities for the remainder of Fiscal Year 2019.

Conclusion

This is informational only.