

# CAP 2.0 Initiative — Work Plan

## PLANNING FOR CLIMATE ACTION BEYOND 2020

City of Sunnyvale  
May 2017

### I. Introduction

Sunnyvale's first Climate Action Plan (CAP) was adopted by the City Council in May 2014. Two years later, in May 2016, the first biennial report and updated workplan for CAP implementation was presented to and approved by the Council. That report concluded that Sunnyvale is on track to meet or exceed the greenhouse gas (GHG) emissions reduction target of achieving 1990 emissions levels by 2020 (which is deemed equivalent to achieving at least a 15% reduction from a measurable base year - 2008 for Sunnyvale).

Since Sunnyvale approved its CAP, the State legislature adopted a target of achieving 40% GHG reduction by 2030 (SB 32, 2016). Sunnyvale's CAP was not designed to meet this target nor the Governor's target of 80% reduction by 2050 (Executive Order S-3-05). In addition, new approaches and technologies continue to emerge, which offer additional opportunities to modernize Sunnyvale's approach to climate action.

These changes prompted interest amid the community and City Council to revisit Sunnyvale's CAP for the potential to accelerate progress and to achieve reductions greater than those contemplated in the current CAP. In November 2016, the City Council held a joint study session with the Sustainability Commission to discuss CAP progress, observations about other Bay Area communities' approaches, and ways that Sunnyvale may be more assertive in climate action. At the January 2017 Strategic Workshop, *Accelerating Climate Action* was added as a Council Policy Priority.

There are two overarching components for addressing Council's policy priority: 1) Assertively implement the City's current CAP, including integrating climate action into the DNA of how Sunnyvale provides services and 2) Begin planning for what is next, beyond the scope and timeframe of the current CAP, to address the bolder reductions needed for climate action. These two components operate in tandem. The *CAP 2.0 Initiative* addresses the second component. CAP 2.0 will not be a full task "work plan" through 2050, but rather a "framework" with guiding principles, key strategies, and a decision-making model. It is anticipated that some actions will be identified for near-term action but full work plans would be developed over a subsequent period, with every effort made to accelerate planning for the most impactful strategies.

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### II. CAP 2.0 Scope

Key elements of the CAP 2.0 Initiative include:

1. **Benchmarking:** There has been considerable activity over the last three years at the local and State levels, as well as nationally, to develop prospective approaches to making bold reductions in community GHG emissions. Transportation and energy remain the key sectors where the largest emissions reductions opportunities are sought. Strategies such as electrification of the transportation system and fuel switching from fossil fuel sources for transportation and building uses continue to gain interest as high potential approaches for large-scale reductions. As with any benchmarking, existing “best” practices as well as more visionary, leading edge practices will be evaluated in the context of applicability to Sunnyvale both as a single community and as an active partner in a regional context.
2. **Community Engagement:** This initiative will actively engage the community in co-creating solutions for local climate action, as described in the next section.
3. **Updating GHG Projections:** Given the State adoption of a specific target of 40% reduction by 2030, it will be important to update the projections for implementation of the current CAP, inclusive of the adopted LUTE and performance of Silicon Valley Clean Energy and their provision of carbon free electricity. For the gap identified, if any, strategies can be prioritized according to how they contribute to this mid-term target.
4. **Scenarios for GHG Reduction:** Scenarios for meeting the 40% and 80% reduction targets will be developed to better understand the prospect of meeting these goals and doing so earlier than targeted by the State. Such scenarios can support the City Council setting targets for Sunnyvale. This will include identifying key focus areas and prioritizing high-potential strategies.
5. **Designing the CAP 2.0 Framework:** The primary deliverable of the CAP 2.0 Initiative is a framework for how climate action is advanced and supported by the City organization and community. The framework will address decision-making, key focus areas and strategies, and an approach to future work planning and resource planning.
6. **Funding Evaluation:** To inform and accompany the framework, this Initiative will identify potential funding and financing strategies needed to support CAP implementation.

### III. Community Engagement

Local implementation of climate action strategies requires community commitment and can provide social, environmental, and economic benefits back to the Sunnyvale community. Accordingly, incorporating community input is the cornerstone for revising the CAP. CAP 2.0 strives for a plan that is driven by creative ideas from the community, particularly given that our community is characterized by technological innovation and active, engaged citizens. Planned approaches include community workshops; online surveys and input mechanisms; in-person input mechanisms at events, e.g., Farmers Markets; and the formation of a CAP Advisory Committee. These tactics would be used to generate ideas for climate action and to give feedback on possible approaches and draft products.

#### **Advisory Committee**

The CAP 2.0 Advisory Committee (CAC) would provide input into the development of CAP 2.0. The CAC would represent the interests of the broader Sunnyvale community and would be responsible for advising on the key focus areas of CAP 2.0 and reviewing draft documents.

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### CAC Composition

The CAC is proposed to be a Council-appointed task force, comprised of representatives from various community sectors as proposed below:

Type	Organization/Interest Group	No. of Members
Boards/Commissions	Sustainability Commission	2
	Planning Commission	1
	Bicycle and Pedestrian Advisory Commission	1
Businesses	Large businesses	1
	Small businesses	1
	Real estate developer	1
Residents	Residents	2
	Volunteer Community Group (Sunnyvale Cool, SUFA, Livable Sunnyvale, etc.)	2
<b>Total</b> (some members may represent >1 interest)		<b>11</b>
Alternates (if primary representative cannot attend/participate)		3

### Outreach to Solicit CAC Applicants

A variety of tactics would be used to seek applicants:

- Open City Hall/Peak Democracy
- Project web page on City website
- City website homepage Banner
- City & ESD social media accounts
- Newspaper advertisements (large display)
- City bulletin boards
- Mailing/Email to Associations
  - Neighborhood Associations (email)
  - Non-profit groups (email)
  - Moffett Park Business Group
  - Chamber of Commerce
- City Manager's Biweekly Report
- Sustainable Sunnyvale e-newsletter

## IV. Implementation Team

### *Consultant Support*

The initiative would be supported by a consultant firm or team with experience in climate action planning with an emphasis on community engagement, sound technical evaluation, and innovation. Key elements of consultant scope would include:

- Refinement of work plan approach, leveraging their expertise with similar efforts
- Technical execution on the various elements described in Section II
- Development and implementation of engagement strategies, including those targeting the community, City staff, and the City Council

### *Staffing*

CAP 2.0 will be guided by the Executive Leadership Team members of the departments involved in the initiative. ESD will facilitate implementation of the Initiative and manage the consultant resources. The Department of Public Works (DPW) and the Community Development Department (CDD) will be the primary service partners, with the Department of Finance and the Office of the City Manager also participating. Engagement of these departments is expected to include participation from executives, managers, and other subject matter experts. Key activities will likely include information and data

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gathering, benchmarking workshops, strategy setting sessions, elements of community engagement, and review of draft and final products.

Implementing this initiative will take considerable effort from the various departments. ESD's role as facilitator is expected to take approximately 85% of a position in total, split across several positions in the ESD Regulatory Programs Division. As the community outreach component of the current CAP and this Initiative are better defined, additional staff resources may be proposed in FY 2017-18. DPW and CDD are each expected to spend at least 150 hours on the Initiative, without considering the implementation of any new CAP strategies. As the CAP 2.0 Initiative progresses, the Executive Team will continue to evaluate resource needs and potential impacts to this and other priority projects.

### **V. Timeline & Budget**

The Initiative is expected to take place over 18 months, beginning July 1 with the provision of funding through a proposed Budget Supplement. The CAP 2.0 Framework is planned to be brought to City Council for consideration in December 2018. The CAP 2.0 Initiative timeline follows. In addition to key steps for this initiative, the timeline includes closely related efforts, to acknowledge intersectionality of resources and products.

A Budget Supplement is included in the proposed budget for FY 2017/18. The supplement requests \$250,000 to cover non-staffing costs including consultant support and implementation of community engagement as part of the initiative.

In March, staff submitted a grant application for the California Energy Commission's Local Government Leadership Challenge. The application included funding to support active implementation of climate action programs as well as fully funding the CAP 2.0 Initiative. In April, staff were notified that the City's application was among the finalists but was not selected for funding.

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### CAP 2.0 Timeline

Task	2017												2018											
	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D			
Release Consultant RFP																								
* Budget Supplement & Workplan to CC																								
* Consultant Contract Award to CC																								
Consultant Startup																								
Research and Idea Gathering																								
Technical Analysis & Evaluation																								
* Council Appointment of Advisory Committee																								
Advisory Committee Meetings (3-6)																								
Community Workshop(s)																								
Consider 80% Scenarios																								
Develop Draft CAP 2.0 (Framework +)																								
CAP 2.0 Draft for Comment																								
CAP 2.0 to Commissions																								
* CAP 2.0 to City Council																								
<b>Related Initiatives:</b>																								
Biennial CAP Report Draft																								
Biennial CAP Report to Sustainability Commission																								
* Biennial CAP Report to City Council																								
Sustainability Speaker Series																								
* EcoDistrict Study Issue to City Council																								
* Council Action Required																								