

Climate Adaptation Plan

WORK PLAN - UPDATE

July 15, 2021

Project Phase	Tasks	Suggested Lead(s)	Done?	Timeline																			
				Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21
Phase I - Project Definition and Initiation																							
	Assemble project team	Council	✓																				
	Identify desired project outcomes (mission)	Committee	✓																				
	Define priority hazards, assets, and resilience goals	Council	✓																				
	Define data source(s) and reliability, and data gaps for priority hazards & assets	Staff	✓																				
	<i>Identify & make contact with community organizations to engage with for information sharing and coordination</i>	Committee	✓																				
	<i>Identify & make contact with regional partners to engage with for information and coordination</i>	Committee	✓																				
	Identify sources of support & timing of support where applicable (e.g. grants)	Staff*	✓																				
	<i>Council Update on priority hazards, assets, and partners</i>	Staff	✓																				
Phase II - Assess Vulnerability																							
	<i>Describe historical hazard events, impacts, and identified vulnerabilities</i>	Committee/staff	✓																				
	Finalize list of climate effects of most concern, and assets and populations that will be susceptible to them	Council/Committee	✓																				
	Adaptive capacity and existing resources: develop matrix of existing community resources and policies that provide adaptation capacity	Council/staff	✓																				
	Develop Vulnerability Scores for potential impacts and adaptive capacity	Committee*	✓																				
	Council Update on Vulnerability Scoring	Council																					
	<i>Engagement and Outreach: workshops to gather feedback on local vulnerabilities and strengths, community priorities and ideas for adaptation</i>	Committee/Staff	✓																				
Phase III - Define Adaptation Strategies																							
	Confirm project outcomes and resilience goals	Council																					
	Review community ideas for adaptation and examples from other jurisdictions	Committee																					
	Assemble draft adaptation strategies	Staff*																					
	Council, F&B, Planning Commissions Review of Vulnerability Scoring and Draft Adaptation Strategies	Council																					
	Review and prioritize strategies	Committee																					
	<i>Engagement and Outreach: workshops to develop and gather feedback on proposed strategies</i>	Committee/Staff*																					
Phase IV - Adaptation Plan																							
	Assemble a Climate Adaptation Workplan	Staff*																					
	Review and Finalize Workplan	Committee*																					
	Council Review and Adoption of the-Workplan	Council																					

* denotes item that could be conducted by consultant

Tasks in italics are likely to be impacted by social distancing requirements due to Covid-19

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Phase I - Project Definition and Initiation				Phase I																		
	Create a Climate Action Plan Advisory Committee	Council	✓																			
	Identify desired project outcomes (mission)	Committee	✓																			
	Education: Background on GHG Inventory	Staff	✓																			
	Education: Climate Action Planning Guidance	Staff	✓																			
	Work Plan & Discuss the Scope of the Plan	Staff	✓																			
**	Identify & make contact with community organizations to engage with for information sharing and coordination	Committee	✓																			
**	Identify & make contact with regional partners to engage with for information and coordination	Council	✓																			
**	Identify sources of support & timing of support where applicable (e.g. grants)	Staff	✓																			
**	Identify opportunities for community workshops and educational outreach (continous)	Council/Committee																				
**	Council Update on Phase I progress	Staff	✓																			★
Phase II (Option A) - Baseline Assessments & Target Adoption (Community Only)				Phase II																		
	Establish/Adopt Community Inventory Baseline (2015, 2018) - <i>AMBAG to deliver community Inventory (Date TBD)</i>	Committee	✓																			
	Identify Goals and GHG Emissions Reduction Targets	Committee	✓																			
++	Estimate trends through an emissions forecast	Consultant																				
**	Council Update on Inventories and Forecasting	Staff																				
	Identify opportunities for community workshops and educational outreach (continous)	Council/Committee																				
Phase III - Develop Climate Action Plan				Phase III																		
	Identify Greenhouse Gas Emissions Reduction Strategies	Committee*																				
	Review and prioritize strategies	Committee*																				
	Council Review of Forecasting and Draft Strategies	Council*																				
	Conduct Analysis and Assemble Plan Strategies	Staff*																				
	Create Implementation Framework and Timeline	Council*																				
	Workshops to develop and gather feedback on proposed strategies & implementation timeline	Council/Committee*																				
Phase IV - Action Plan Implementation & Adoption				Phase IV																		
**	Assemble Climate Action Plan Report	Staff*																				
**	Review and Finalize Report	Staff*																				
**	Council Review and Adoption of the Plan	Council																				

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** shared task with Adaptation Plan

++ Decision Point: Will require consultant to complete. If consultant assistance is unavailable, cannot have certified CAP. If unable to proceed, options include: waiting until funding is available (date unknown), prepare an uncertified climate analysis without forecasts

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Phase II (Option A) - Baseline Assessments & Target Adoption (Community Only)				Phase II (Option A)																	
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