

## Memorandum

To: Gina Mathias, City of Takoma Park  
From: The Cadmus Group  
Subject: Recommendations and Resources for Next Steps for the Sustainability and Climate Action Plan Planning Process  
Date: November 14th, 2019

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### Introduction

This memo provides suggested next steps and resources for Takoma Park's Sustainability and Climate Action Plan (SCAP) planning process. As part of Cadmus' initial proposal response, Takoma Park requested that Cadmus provide a series of suggested resources to continue to advance the SCAP. This document provides an overview of approaches for implementation as well as resources for each of the priority actions identified through the *Opportunities for Action Report* development process.

### Implementation Planning

Takoma Park's *Opportunities for Action Report* provided a set of recommended priority actions based on the results of an updated greenhouse gas inventory. The Action Report was focused on identifying near- and medium-term opportunities for the City to continue to advance its progress on emissions reductions. Within its Climate Emergency Resolution, Takoma Park committed to developing a detailed implementation roadmap in alignment with its "Net Zero by 2035" target.

Several communities across the country have shifted to more implementation and action-oriented planning documents for climate mitigation and adaptation in alignment with more ambitious climate targets. These documents have detailed programmatic approaches, provided systematic documentation of the timeline for delivery of climate programs, and served as tools to help provide transparency and accountability to community members. Examples of such documents, which could serve as points of inspiration for the implementation plan, include:

- [The Cambridge Net Zero Action Plan](#): The Cambridge net zero action plan establishes a detailed [timeline](#) for the evaluation and development of a series of programs, policies and regulations to achieve net zero emissions in the built environment through a mix of energy efficiency and renewable energy investments. The development of the plan proceeded under the direction of a stakeholder advisory group. The City continues to directly involve stakeholders in the development of each of the actions under the plan. For example, the commercial building community and electric and gas utilities have been directly involved in conversations to design a building energy performance ordinance. The City is actively working to develop a similar implementation schedule for climate preparedness that would be aligned with the net zero

strategy. As a final note, the plan identifies a mix of strategies including those directly within the City’s control as well as those which require regional coordination.

- [Sustainable D.C. 2.0](#): Sustainable D.C. 2.0 is an integrated plan that combines climate, sustainability, energy and social justice goals and targets into one document. The resulting plan contains a series of actions, responsible agencies and timelines across a series of topic areas. The report establishes a primary goal to complete all described actions by 2032. D.C. agencies reviewed and were made aware of all commitments, which will require coordination outside of the District Department of Energy and Environment to move forward. The community was also consulted regularly to inform the plan’s final contents.
- [Los Angeles 2019 Sustainability Plan](#): While Los Angeles is a much larger jurisdiction than Takoma Park, the structure of their sustainability plan is illustrative. As in Takoma Park, Los Angeles frames its current context as a climate emergency and commits to accelerating their existing goals. To illustrate this, through consultation with community members and stakeholders, Los Angeles established interim metrics, programs and targets to support the achievement of its 2045 goal. Los Angeles’ companion website also provides [clear pathways](#) for residents and stakeholders to get involved with ongoing work.

Broadly, these three examples illustrate core components that should be integrated into implementation planning:

- **Stakeholder and Community Buy-in:** These plans all have ambitious strategies, which require external buy-in from across the community. Many of these plans were established with the support of representative advisory committees or bodies. An example includes D.C.’s recently-created Climate Change Commission, which represents community, business and institutional interests. Such advisory bodies can help identify implementation partners.
- **Interagency Cooperation:** Many of the actions identified in these plans require coordination outside of City energy and sustainability teams. Each of the plans assigns responsibility to other partner agencies as a method of institutionalizing climate action and accountability. Similarly, Takoma Park should consider and identify its key internal allies and partners necessary to advance its work.
- **Regional and State Coordination:** There are certain elements of deep emissions reductions over which local governments can directly control or exert strong influence. Other components of emissions reductions strategies may require utility, regional or state engagement to succeed. Conversations, planning and coordination with external parties should begin early for targeted action in order to substantially improve the effectiveness of greenhouse gas emissions reductions.

We recommend the following items as central components of future implementation planning.

## Resources

The remainder of the memo provides documents, funding and grant resources for some of the focal topics identified in the Takoma Park *Opportunities for Action Report*. In addition to human resources and community buy-in, technical and financial resources will be needed to continue to achieve climate change

mitigation targets. Potential resources are organized by topic area. This list is meant to be illustrative, rather than exhaustive.

## **Community Choice Aggregation:**

- [SolSmart Program](#): The SolSmart program is a designation and technical assistance program for local government. The program provides cost-free technical assistance to communities that express an interest in becoming designated. SolSmart recently expanded its technical assistance and designation support to communities with interest in exploring CCAs. Cost-free technical assistance is expected to be available through 2020.
- [CalCCA](#): CalCCA is the member-organization of the California-based community choice aggregators. The association has compiled a series of best practices and program start-up documents for other communities. California's CCA legislation may differ from the Maryland law, if successful. The documents may need to be adjusted for local context.

## **Residential and Commercial Building Energy Performance and Disclosure:**

- [Residential Disclosure Toolkit](#): ACEEE has compiled a list of resources and suggested procedures for communities interested in pursuing residential disclosure ordinances.
- [BuildingRating.Org](#): As part of the Better Buildings Initiative, the Institute for Market Transformation (IMT), the Natural Resources Defense Council (NRDC), and the Global Buildings Performance Network (GBPN) have consolidated national and international best practices, samples policies and procedures in an online database. In the past, IMT has provided some technical assistance to communities seeking to launch their own commercial ordinances.

## **Building Electrification:**

- [Building Electrification Initiative](#): The Building Electrification Initiative (BEI) is a non-profit initiative, which has developed resources and is supporting communities in electrifying their thermal loads. BEI has previously supported Washington D.C. to develop a roadmap for electrifying the city's residential buildings and is in the process of conducting technical analysis and communication materials for the District. Some technical support and educational resources from BEI may be available to Takoma Park. At Takoma Park's request, Cadmus could provide an introduction to BEI's Executive Director to explore next steps.

## **Virtual Power Purchase Agreements:**

- [A Better City Case Study](#): This detailed case study document discusses the process for developing a successful virtual power purchase agreement between a private business, hospital and university. The collaboration was facilitated by a local business association in Massachusetts called "A Better City".
- [Multi-City Power Purchase RFI](#): The City of Boston and a collaboration of cities across the United States issued an RFI for information on large-scale power purchase agreements. The City's RFI documents, webinar and materials are online and may be able to be adapted for use by Takoma Park.

- [EPA Green Power Partnership](#): The EPA Green Power Partnership has developed resources to support organizations with different models of power procurement. Some of their resources can be used to inform Power Purchase Agreements at a local level.
- [The Business Renewables Center](#): The Business Renewable Center is an online resource repository and project of the Renewable Energy Buyers Alliance (REBA). REBA is a collaborative of businesses with renewable energy purchasing goals. Many of the resources and tools may be applicable to the Takoma Park context.

In addition to these resources, Takoma Park can also access technical assistance resources on both mitigation and resilience topics through MWCOG.