



## STAFF REPORT

### City Council

**Meeting Date:** 8/12/2025

**Staff Report Number:** 25-122-CC

**Informational Item:** Progress report on implementing the 2030 Climate Action Plan

### Recommendation

This is an informational item and does not require City Council action.

### Policy Issues

In 2019, the City Council declared a climate emergency (Resolution No. 6535) committing to catalyze accelerated climate action implementation. Climate action has been a top City Council priority since 2020. In July 2020, the City adopted the 2030 Climate Action Plan (CAP) with a bold goal to be carbon neutral by 2030 (Attachment A). Additionally, in August 2024 the City adopted an updated CAP implementation scope of work for 2025-2030 (Attachment B). The CAP is a companion document to the General Plan providing an actionable scope of work to mitigate greenhouse gas (GHG) emissions and prepare the city for the impacts of climate change. Additionally, Sept. 24, 2024, the City adopted its first General Plan Environmental Justice (EJ) Element in alignment with Senate Bill 1000 (2016). In Goal EJ2, the community identified priority activities to reduce pollution exposure and improve air quality. Program EJ2.B is to implement and periodically update the City's CAP to improve air quality and reduce GHG emissions.

### Background

The CAP defines carbon neutral as achieving a 90% reduction in community and municipal GHG emissions from 2005 levels, and eliminating the remaining 10% of emissions through direct carbon removal measures. Many stakeholders support the implementation of the CAP's strategies. City staff across departments work on delivering the policies, programs, and plans outlined by the CAP. Annually, sustainability staff compile and present to City Council a progress report of activities from the previous fiscal year that support the CAP goal of carbon neutrality. This fiscal year 2024-25 progress report provides information on citywide emissions, actions taken to reduce emissions and anticipated activities for fiscal year 2025-26. The Environmental Quality Commission (EQC) received this progress report Aug. 20.

### Analysis

The fiscal year 2024-25 progress report (Attachment D) outlines the City's planned and ongoing efforts to achieve carbon neutrality by 2030. Staff have included updates on 2024-25 activities and anticipated activities in the scope of work. Organized by CAP strategy, the first six columns of the document detail specific action items, responsible lead divisions, and estimated timelines. Column seven details current fiscal year activities completed, and the column eight details anticipated activities for fiscal year 2025-26. Implementation relies on interdepartmental collaboration and addresses initiatives ranging from building electrification and electric vehicle (EV) infrastructure expansion to multimodal transportation improvements,

municipal operations decarbonization, and climate adaptation planning. The fiscal year 2024-25 progress report is a record of the City's current and anticipated actions and reflects how the City is advancing adopted CAP strategies within the identified timeframe.

### CAP strategies

The CAP has six strategies:

1. Explore policy/program options to electrify 95% of existing buildings by 2030.
2. Set citywide goal for increasing EVs and decreasing gasoline sales.
3. Expand access to EV charging for multifamily and commercial properties.
4. Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission.
5. Eliminate the use of fossil fuels from municipal operations.
6. Develop a climate adaptation plan to protect the community from sea level rise and flooding.

### CAP progress

In 2005, the baseline year for GHG emissions, Menlo Park's GHG emissions totaled approximately 350,000 metric tons of carbon dioxide equivalent (MTCO<sub>2</sub>e). The city reduced GHG emissions to 276,866 MTCO<sub>2</sub>e in 2023 (the most recent GHG emissions inventory available). Menlo Park will need to reduce emissions to at least 34,933 MTCO<sub>2</sub>e by 2030 to achieve a 90% reduction. As of 2023, emissions were reduced by approximately 21% from the baseline year. Emission inventories are compiled and analyzed every two years with support from the San Mateo County Office of Sustainability through the regionally integrated climate action planning suite (RICAPS) program.

### Outreach activities

Achieving carbon neutrality requires the participation and engagement of all community members. Staff conduct community outreach activities to raise awareness about the CAP, encourage community participation in programs and solicit input on policies. Attachment E provides a record of the outreach activities staff completed from July 2024 to June 2025.

### Fiscal year 2024-25 progress report accomplishments summary

The following sections provide an update on progress and summarize key activities and accomplishments for each CAP strategy, as well as a snapshot of anticipated activities. A complete list of activities, accomplishments and anticipated activities is detailed in the fiscal year 2024-25 progress report.

#### *CAP Strategy No. 1: Explore policy/program options to convert 95% of existing buildings to all-electric by 2030*

In March 2022, CAP strategy No. 1 was identified as a high priority by the City Council. In 2023, the burning of natural gas to power space heating, water heating, and cooking in buildings and pools and additional accessories accounted for 43% of the city's emissions or 119,623 MTCO<sub>2</sub>e.

- Adopted pre-wiring requirements for existing buildings in January 2025 and conducted community engagement on local building code amendments.
- Expanded Home Upgrade Services program eligibility to 120% area median income, including select rental properties.
- Completed 11 home electrification projects in Belle Haven through the Home Upgrades Services program.
- Anticipated: Launch a rental electrification kit program for renters and adopt and implement local building code amendments encouraging electrification and requiring increased energy efficiency for the installation of cooling systems and remodels costing above \$100K for single family buildings.

***CAP Strategy No. 2: Set citywide goal for increasing EVs and decreasing gasoline sales; and No. 3: Expand access to EV charging for multifamily and commercial properties***

In 2023, transportation was approximately 50% of the city's emissions or 138,892 MTCO<sub>2</sub>e. CAP strategies No. 2, 3, and 4 provide pathways for reducing emissions from transportation.

- Continued to promote incentives from Peninsula Clean Energy (PCE), PG&E, and other agencies to multifamily and commercial property owners using City communication channels.
- Menlo Park building owners installed 149 total EV chargers through PCE's EV Ready Program, 102 of which have been at multifamily properties.
- Advanced design plans for 12 new EV charging stations at key City facilities, including the City Council Chambers parking lot, police department parking area, and corporation yard.
- Anticipated: Coordinate an EV-focused event for multifamily property owners and expand promotion of PCE's EV Ready program.

***CAP Strategy No. 4: Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission***

- Completed bicycle infrastructure improvements on Valparaiso Avenue and upgraded existing bike lanes on Willow Road.
- Completed a shuttle study to identify opportunities for optimizing local shuttle routes and services.
- Anticipated: Complete construction of the Middle Avenue Complete Streets Project.

***CAP Strategy No. 5: Eliminate the use of fossil fuels from municipal operations***

Along with CAP No. 1, City Council identified CAP strategy No. 5 as a top priority for implementation in March 2022.

- Secured over \$3 million in grant funding from multiple sources, including the California Energy Commission and PCE, to support electrification projects at City facilities.
- Replaced aging gas water heaters at Burgess Pool showers and City Hall with energy efficient electric models through the PG&E Government and K-12 Education Program.
- Anticipated: Complete design and construction for electrifying the Belle Haven Child Development Center, finalize designs for the Arrillaga Family Recreation Center electrification project, and proceed with planned EV purchases for the fleet.

***CAP Strategy No. 6: Develop a climate adaptation plan to protect the community from sea level rise and flooding***

- Submitted SB-1 funding application for the development of a regional climate adaptation plan.
- Anticipated: Initiate early action tree planting program in Belle Haven and issue a request for proposals for the development of the Urban Forest Management Plan.

**Impact on City Resources**

The City maintains the resources to support City Council's direction to implement the CAP. Activities or projects that require additional funding are included in the 2025-26 budget or will be included in future budgets. The City has also received grant funds including \$4.5 million from the California Energy Commission for communitywide electrification efforts and \$2.29 million from the Metropolitan Transportation Commission (MTC) for EV charging infrastructure. Staff also actively engage with local, regional, and state agencies to find available incentives and grants to support implementation of the CAP.

## Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§15378 and 15061(b) (3) as it will not result in any direct or indirect physical change in the environment.

## Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

## Attachments

- A. Hyperlink – 2030 CAP: [menlopark.gov/files/sharedassets/public/city-managers-office/documents/sustainability/2030-climate-action-plan-amended-2021.pdf](https://menlopark.gov/files/sharedassets/public/city-managers-office/documents/sustainability/2030-climate-action-plan-amended-2021.pdf)
- B. Aug. 27, 2024, Staff Report #24-149-CC: [menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240827/h1-20240827-cc-cap-amend.pdf](https://menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240827/h1-20240827-cc-cap-amend.pdf)
- C. Aug. 13, 2024, Staff Report #24-138-CC: [menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240813/n3-20240813-cc-cap-progress.pdf](https://menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240813/n3-20240813-cc-cap-progress.pdf)
- D. Fiscal year 2024-25 progress report
- E. CAP outreach – July 2024 to June 2025

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## Fiscal year 2024-25 progress report

The CAP implementation scope of work outlines specific, feasible actions that the city will take between 2025 and 2030 to achieve carbon neutrality. The actions are organized by CAP strategy and identified by an action ID and a simplified name along with a more detailed description, the lead division(s) responsible for implementation, and estimated target timelines. Action items may shift depending on Council priorities, staffing, and other internal or external factors. Some actions involve policy decisions that would require further discussion and adoption by City Council. For the purposes of the table, the following definitions apply: short term is within one (1) year; medium term is within three (3) years, and long term is within five (5) years.

Interdepartmental collaboration has been crucial for the implementation of the scope of work outlined. Progress occurring from July 1, 2024, through June 30, 2025, on the implementation scope of work is added to the tables. Details about anticipated activities from July 1, 2025, through June 30, 2026, are also included.

CAP Strategy No. 1: Explore policy/program options to convert 95% of existing buildings to all-electric by 2030							
Action ID	Action name	Description	Lead	Timeline for initiation	Timeline for completion	Fiscal year 2024 – 25 activities	Anticipated fiscal year 2025 – 26 activities
1.1	Building codes	Adopt pre-wiring requirements for existing buildings in the short term and evaluate performance requirements both new and existing buildings during the 2025 code cycle adoption	Building/ Planning/ Sustainability	Short term	Medium term	<ul style="list-style-type: none"> <li>- Staff conducted community engagement on local building code amendments and other policy building electrification options with two public workshops and EQC meeting in May</li> <li>- Adopted pre-wiring requirements January 2025</li> </ul>	<ul style="list-style-type: none"> <li>- Adopt local amendments to the 2022 California Building Standards Code to qualify for Assembly Bill 130 exception, then readopt as part of the 2025 code update in Fall 2025 to implement Jan. 1, 2026</li> <li>- Support smooth implementation of new code requirements</li> </ul>
1.2	Multifamily electrification support	Support Peninsula Clean Energy (PCE) in the development of multifamily home electrification program	Sustainability	Medium term	Medium term	Not started	<ul style="list-style-type: none"> <li>- Engage with the San Mateo County Regional Integrated Climate Action Planning Suite (RICAPS) working group to enhance multifamily electrification marketing</li> <li>- Distribute portable cooling devices to qualifying residents through the Menlo Park Home Upgrade services program</li> </ul>
1.3	Community electrification	Develop additional program options to disperse California Energy Commission grant funds including opportunities for residents who are renting	Housing/ Sustainability	Short term	Short term	<ul style="list-style-type: none"> <li>- Expanded Home Upgrade Services program eligibility to 120% area median income</li> <li>- Began to electrify Belle Haven Child Development Center (BHCDC)</li> <li>- Launched a marketing campaign with communications agency support to enhance outreach for the Home Upgrade Services program</li> <li>- Completed 11 home electrification projects in Belle Haven through the Home Upgrades Services program</li> </ul>	<ul style="list-style-type: none"> <li>- Launch a program to administer matching rebates for heat pump water heater (HPWH) and heat pump HVAC system installation to residents in Belle Haven</li> <li>- Begin to serve select rental properties through the Home Upgrade Services program</li> <li>- Implement a rental electrification kit program through a contract with a community-based organization</li> <li>- Expand the Home Upgrade Services program to install residential solar and battery storage systems</li> </ul>
1.4	Outreach dashboard	Create a community outreach plan and measurement dashboard to track electrification progress, including data points for gas usage	Sustainability/ Information technology	Short term	Medium term	Not started	<ul style="list-style-type: none"> <li>- Leverage ICLEI Clearpath 2.0 tool to track electrification data in real time</li> <li>- Create an accessible dashboard showing electrification rates, gas usage, emission reductions, and cost savings.</li> </ul>

1.5	Permit streamlining	Continue to evaluate and enhance a permit streamlining program that: <ul style="list-style-type: none"> <li>a. Provides a clear, fast, predictable, and interconnected process for permit applicants and staff</li> <li>b. Includes continuous improvement of permit and inspection process and monitoring best practices from other jurisdictions</li> <li>c. Solicits feedback from stakeholders who complete electrification projects (permit applicants, homeowners, contractors, and staff)</li> </ul>	Building/ Planning/ Sustainability	Ongoing	Ongoing	<ul style="list-style-type: none"> <li>- Launched real time permit issuance for photovoltaic (PV) permit applications. Applicants can upload application 24-7 on online permit portal Accela</li> <li>- Implemented improvements to the building webpage to provide streamlined information about electrification</li> </ul>	<ul style="list-style-type: none"> <li>- Continue to improve the Building Team's webpage and Accela online citizen access portal for dissemination of information</li> </ul>
1.6	Affordable Housing	Require all-electric construction for affordable housing built on City owned land	Housing/ Planning/ Sustainability	Ongoing	Ongoing	Not started	<ul style="list-style-type: none"> <li>- Continue to evaluate as part of projects on a case-by-case basis</li> </ul>
1.7	Onsite energy generation	Complete a cost effectiveness study to activate Bayfront zoning green and sustainable building requirements (e.g. Municipal Code section 16.43.140(2)(A)) for onsite energy generation	Planning/ Building/ Sustainability	Medium term	Medium term	Not started	<ul style="list-style-type: none"> <li>- Explore with the PCE/TRC consultant team and investor owned utility funded statewide Local Energy Codes and Standards team</li> </ul>
1.8	Online electrification education hub	Enhance outreach and education on electrification including presenting the benefits, available incentives, and permit process by improving the website and linking the sustainability, building and online permit websites. Create additional outreach materials and a strategic communications plan to direct community members to the resources online.	Building/ Sustainability	Short term	Medium term	<ul style="list-style-type: none"> <li>- Reviewed existing website content on sustainability, building, and online permit pages to identify gaps in electrification information</li> <li>- Highlighted electrification benefits, available incentives, and permit process in plain, accessible language</li> <li>- Coordinated updated site layout, menus, and featured resources sections</li> </ul>	<ul style="list-style-type: none"> <li>- Create cross-linking structure between the sustainability, building, and permit pages for easy navigation</li> <li>- Design outreach materials (flyers, infographics, social media posts) that direct people to the updated web resources</li> <li>- Publish updates and promote via email newsletters, social media, and community events</li> </ul>

## CAP Strategy No. 2: Set citywide goal for increasing EVs and decreasing gasoline sales; and No. 3: Expand access to EV charging for multifamily and commercial properties

Action ID	Action name	Description	Lead	Timeline for initiation	Timeline for completion	Fiscal year 2024 – 25 activities	Anticipated fiscal year 2025 – 26 activities
2/3.1	Existing EV program promotion	Inform stakeholders of current incentives and benefits by: a. Promoting existing information on EVs, affordability, and emphasizing current incentives b. Evaluating potential partners for Level 1 & Level 2 charging	Sustainability	Short term	Long term	<ul style="list-style-type: none"> <li>- Promoted existing EV information in Weekly Digest January 21, April 14, April 28, May 27</li> <li>- Promoted existing EV information on social media April 16, April 28, May 29</li> <li>- Supported installation of 149 EV chargers, 102 have been at multifamily properties through PCE's program</li> </ul>	<ul style="list-style-type: none"> <li>- Develop a mailer with RICAPS EV marketing group to distribute to identified property owners and managers</li> <li>- Coordinate an event targeted to multifamily property owners promoting EV benefits and available incentives</li> <li>- Develop newsletter messaging for continuous promotion of programs in Weekly Digest and utility billing inserts</li> </ul>
2/3.2	EV charging network expansion	Focus on expanding EV charging network by: a. Leveraging partners who are already promoting EVs widely to prompt resident EV purchases b. Promoting focus on Level 1 & Level 2 chargers, not DC Fast Chargers, and evaluating future tech as it evolves / can scale c. Continuing to identify public lots for EV charging infrastructure d. Considering removal of other fees from City owned charging and identifying alternative funding to support operation, maintenance, replacement and/or additional chargers e. Explore building code policies to increase EV charging in new multifamily and commercial developments including the City of San Jose's EV charging building code f. Continue to adopt the City's current EV building code amendments with each code cycle	Public Works/ Sustainability	Medium term	Long term	<ul style="list-style-type: none"> <li>- Promoted Acterra's EV purchase and incentive workshop in Weekly Digest and social media April 2025</li> <li>- Promoted state e-bike voucher program in Weekly Digest and social media April 2025</li> <li>- Advanced the design for the installation of EV charger</li> </ul>	<ul style="list-style-type: none"> <li>- Coordinate an event to promote EV education and incentives</li> <li>- Complete the design for the EV chargers and plan for construction in 2026-27</li> </ul>
2/3.3	Increase EV access	Increase EV charging access in multifamily, small businesses, and city-owned buildings through partnerships, policy, and programs by: a. Exploring the creation of an inventory of installation opportunities in current buildings and future developments b. Partnering with public agencies and private property owners to install EV charging c. Shifting focus to private residences after completing target group above and utilizing lessons learned d. Exploring incentive-based rules (e.g. direct install programs) and building codes for existing buildings	Building/ Sustainability	Medium term	Long term	Not started	

CAP Strategy No. 4: Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission							
Action ID	Action name	Description	Lead	Timeline for initiation	Timeline for completion	Fiscal year 2024 – 25 activities	Anticipated fiscal year 2025 – 26 activities
4.1	Multi-modal networks	Continue to implement the Transportation Master Plan to build connected and safer multimodal transportation networks that make walking, bicycling and transit viable for more trips locally and regionally	Public Works	Ongoing	Ongoing	<ul style="list-style-type: none"> <li>- Completed bicycle improvements on Valparaiso Ave.</li> <li>- Completed upgrades to the existing bicycle infrastructure on Willow Rd.</li> </ul>	<ul style="list-style-type: none"> <li>- Complete the construction of the Middle Ave. Complete Streets Project</li> <li>- Complete the design of Middle Ave. Undercrossing</li> <li>- Initiate public outreach for bike / ped improvements on Middlefield Ave. between Willow Rd. and Woodland Ave.</li> </ul>
4.2	TDM requirements	Apply and update transportation demand management (TDM) requirements to help produce development that is not dependent on single occupant vehicles	Public Works/ Planning	Ongoing	Ongoing	Ongoing	Ongoing
4.3	Shuttle study	Complete a shuttle study to evaluate and optimize shuttle service and implement findings	Public Works	Medium term	Medium term	- Completed the shuttle study	- Continue to seek grant funding opportunities for shuttle services
4.4	Infrastructure coordination	Coordinate bike/pedestrian improvements with planned street resurfacing	Public Works	Ongoing	Ongoing	Ongoing	Ongoing
4.5	GIS dashboard updates	Update the Transportation Master Plan GIS dashboard to quantify GHG impacts of planned and completed VMT reduction projects (bike lanes, sidewalks)	Public Works/ Information Technology/ Sustainability	Short term	Short term	Not started	
4.6	TDM programs	Continue to operate programs, including the shuttle program and Safe Routes to School, to enhance transportation options for students, commuters and transit dependent populations	Public Works	Ongoing	Ongoing	Ongoing	Ongoing
4.7	Bicyclist engagement	Provide educational and engagement opportunities to support cyclists of all ages	Public Works /Sustainability	Ongoing	Ongoing	- Published educational information on e-bike safety on the City's website and organized the 2025 Bike to Wherever Day	Ongoing
4.8	Housing Element TOD	Continue to implement Housing Element policies that support transit oriented development	Housing/ Planning/ Public Works	Short term	Ongoing	Ongoing	Ongoing
4.9	C/CAG coordination	Coordinate with C/CAG to remove cross-jurisdictional barriers to regional active transportation planning and infrastructure projects	Public Works	Short term	Ongoing	Ongoing	Ongoing



CAP Strategy No. 5: Eliminate the use of fossil fuels from municipal operations							
Action ID	Action name	Description	Lead	Timeline for initiation	Timeline for completion	Fiscal year 2024 – 25 activities	Anticipated fiscal year 2025 – 26 activities
5.1	Leverage grants	Continue monitoring grant opportunities and prioritize capital projects that leverage grant funding	Sustainability	Ongoing	Long term	<ul style="list-style-type: none"> <li>- Secured \$2.27M through MTC for fleet and public EV charging at City Hall and downtown</li> <li>- Allocated \$670K from CEC community wide electrification grant for Belle Haven Child Development Center electrification</li> <li>- Secured \$786K PCE member agency grant for Arrillaga Recreation Center (ARC) electrification</li> </ul>	<ul style="list-style-type: none"> <li>- Complete corporation yard EV charging project design and construction</li> <li>- Proceed with design of the immediate EV charging infrastructure plan for City Hall and City Council Chambers</li> <li>- Complete design and construction of the BHCDC electrification project ahead of the June 2026 CEC deadline</li> <li>- Complete design phase for ARC electrification</li> <li>- Evaluate projects for the PCE GovBE building electrification program</li> </ul>
5.2	Creative financing	Explore electrification project financing options beyond Capital Improvement Program (CIP) allocations	Public Works/Finance / Sustainability	Short term	Long term	<ul style="list-style-type: none"> <li>- Participated in San Mateo County Energy Watch facilities working group meetings to learn about financing opportunities</li> <li>- Researched on-bill financing (OBF) program through PG&amp;E for City park outdoor lighting replacements</li> <li>- Explored PCE 0% financing loan and PG&amp;E government energy efficiency program for Burgess pool and other projects</li> </ul>	<ul style="list-style-type: none"> <li>- Pursue OBF lighting pilot project</li> </ul>
5.3	Fleet right sizing	Conduct a fleet rightsizing study to identify the number and type of vehicles needed for fleet operations and zero-emission alternatives	Public Works/Police/ Sustainability	Short term	Short term	<ul style="list-style-type: none"> <li>- Drafted project charter with input from internal stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>- Finalize charter for interdepartmental alignment and proceed with fleet rightsizing study to inform fiscal year 2026-27 vehicle purchase</li> </ul>
5.4	Utility dashboard	Develop or purchase an energy management software/dashboard that integrates utility billing/usage data with existing City asset management software	Information technology/ Sustainability	Short term	Short term	<ul style="list-style-type: none"> <li>- Investigated options and determined development of in-house system or expansion of existing software applications would not achieve the desired result</li> </ul>	<ul style="list-style-type: none"> <li>- Conduct internal stakeholder engagement and launch procurement effort to bring on vendor for energy management software</li> </ul>
5.5	Facility electrification	Establish facility electrification prioritization criteria and continue to develop and complete projects to electrify all city-owned buildings by 2030	Public Works/ Sustainability	Short term	Ongoing	<ul style="list-style-type: none"> <li>- Replaced water heaters for the Burgess pool showers and City Hall for no-cost through the PG&amp;E Government and K-12 education program</li> <li>- Secured enrollment of BHCDC in BayREN decarbonization program for no cost technical assistance to support facility electrification (HVAC and staff kitchens) through every phase and published RFP for design services to on-call contractors</li> <li>- Updated project cost estimates and refined timeline for equipment replacement for Burgess Pool heaters</li> <li>- Included CAP projects in five-year CIP budget, and secured City Council approval (additional funds to CIP)</li> </ul>	<ul style="list-style-type: none"> <li>- Identify remaining city-owned facilities eligible for no-cost water heater electrification and coordinate installations for leased facilities</li> <li>- Complete design and construction phases for BHCDC electrification by summer 2026 and provide information to BayREN team for case study</li> <li>- Complete design phase and finalize construction schedule for ARC electrification</li> <li>- Continue to explore available technology and site constraints, evaluate and funding opportunities</li> <li>- Evaluate HVAC boiler replacement City Hall and Menlo Park Library</li> </ul>
5.6	Fleet decarbonization	Continue to use renewable diesel and replace vehicles with zero-emission options to decarbonize the fleet by 2030 based on mileage, age, downtime for repairs, mandated emission regulations and an assessment of all vehicles and equipment with readily available EVs	Public Works/ Sustainability	Ongoing	Long term	<ul style="list-style-type: none"> <li>- Presented findings from the EV patrol pilot to the California Police Chief Association</li> <li>- Brought on contract project manager to support EV charging installation projects at the corp yard and City Hall/City Council Chambers</li> <li>- Purchased 15,483 gal of renewable diesel for fleet vehicles and equipment (down 5,486 gal from the previous year)</li> <li>- Investigated electric vehicles for all duty cycles and developed proposed vehicle purchases for fiscal year 2025-26 based on available vehicles and department operational needs; presented to the EQC</li> </ul>	<ul style="list-style-type: none"> <li>- Present fiscal year 2025-26 vehicle purchase to City Council, the purchase, outfit and deploy if approved</li> </ul>

5.7	Municipal GHG inventory	Update the municipal GHG inventory	Sustainability	Short term	Short term	- Completed January 2025	- Next update to be completed January 2027
5.8	Landfill flare	Capture emissions from Bedwell Bayfront landfill flare	Public Works	Short term	Medium term	Not started	- Explore opportunities for methane capture
5.9	CAP5 dashboard	Make data accessible to show the City's ability to reach its goal by 2030 (e.g. countdown to carbon neutrality, showing percentage of equipment electrified)	Information technology/ Sustainability	Short term	Ongoing	- Updated internal asset management tool to track vehicles and equipment, learned new data visualization tool Microsoft Power BI	- Create webpage dashboard with the municipal inventory, fleet and facility tracking information
5.10	Microgrids	Explore creating additional microgrid opportunities to enhance community resiliency and preparedness	Public Works/ Sustainability	Short term	Long term	- Coordinated replacement of roofs at four city facilities enrolled in PCE GovPV solar and storage for public buildings program (Belle Haven Child Development Center, Burgess Pool, City Hall, and Menlo Park Library), coordinated plan development, permitting and moved into system construction for the Menlo Park Library - Continued plan development and permitting for the BHCC microgrid Kelly Park array	- Coordinate construction of the PCE GovPV systems for the Belle Haven Child Development Center, Burgess Pool (on Arrillaga Family Gymnastics center roof), City Hall and finish Menlo Park Library then evaluate next steps for battery procurement - Coordinate construction of the final phase for the Kelly Park solar array
5.11	Battery storage	Explore battery storage utility programs to shift peak loads and lower operational costs for city facilities	Sustainability	Medium term	Long term	Not started	- Evaluate participation in second round of PCE GovPV program for installation of battery storage
5.12	V2B charging	Explore and install equipment for vehicle-to-building (V2B) bidirectional fleet charging	Public Works/ Sustainability	Short term	Medium term	- Identified potential parking space locations for later phase V2B EV charging installation	- Evaluate timing and opportunity for further evaluation based on immediate EV charging project progress
5.13	Remaining emissions	Develop programs and projects to eliminate the remaining greenhouse gas (GHG) emissions from the municipal inventory beyond building and fleet electrification including implementing programs in compliance with Senate Bill 1383 to increase organic collection services, establish food recovery programs, and purchase recycled organics products.	Sustainability/ Public Works	Short term	Long term	- Secured grant, procured new waste receptacles, modified signage at annual City employee recognition event for significantly improved sorting	Deploy new waste receptacles
5.14	ZELE for City crews	Continue to purchase and deploy zero-emission landscape equipment (ZELE) used by city staff and contractors	Public Works/ Sustainability	Ongoing	Ongoing	- Shifted Public Works staff to zero emission leaf blowers, hedge trimmers and string trimmers, deployed zero emission chainsaws in select teams, and continued to use electric reel mower for field maintenance where feasible	- Continue to deploy zero emission chainsaws and explore alternative zero emission mowers and other equipment, - Identify electric easement machine to extend the reach of the vector truck
5.15	Leave-the-leaves pilot	Explore a leave-the-leaves/blower-free park pilot	Public Works/ Sustainability	Medium term	Medium term	Not started	- Evaluate what a potential pilot could include
5.16	Green Business Certification	Explore Green Business Certification for fleet and/or facilities	Public Works/ Sustainability	Medium term	Long term	Not started	- Evaluate time and cost commitments

CAP Strategy No. 6: Develop a climate adaptation plan to protect the community from sea level rise and flooding							
Action ID	Action name	Description	Lead	Timeline for initiation	Timeline for completion	Fiscal year 2024 – 25 activities	Anticipated fiscal year 2025 – 26 activities
6.1	Planning and identifying funding	Engage the community in the areas of the city most vulnerable to the impacts of climate change to develop a climate adaptation plan beyond sea-level rise and flooding supporting implementation of the Environmental Justice Element programs and aligning with the four goals from the State of California framework (to tap into federal and state funding sources): 1) Build awareness and notification 2) Strengthen community services/response 3) Increase resilience of the built environment 4) Utilize nature-based solutions	Public Works	Short term	Medium term	<ul style="list-style-type: none"> <li>- Continued design of the SAFER Bay Project in on-going collaboration with other cities and OneShoreline</li> <li>- Submitted for SB-1 funding for the development of a regional adaptation plan</li> </ul>	<ul style="list-style-type: none"> <li>- Design of SAFER Bay Project</li> </ul>
6.2	Urban forest management plan	Develop an urban forest management plan (UFMP) and lead an early action tree planting effort	Public Works/ Sustainability	Short term	Short term	<ul style="list-style-type: none"> <li>- Completed initial scoping for an UFMP and identified locations for tree planting</li> </ul>	<ul style="list-style-type: none"> <li>- Issue a request for proposals for the development of the Urban Forest Management Plan</li> <li>- Initiate the early action tree planning program in Belle Haven</li> </ul>



## Climate Action Plan Outreach – July 2024 to June 2025

Table 1 is a record of the outreach activities that City sustainability staff completed from July 2024 to June 2025 to encourage community participation in programs and raise awareness of policies that support achieving the climate action plan (CAP) goal achieve carbon neutrality by 2030.

Table 1: Outreach activities			
Date	CAP strategy goal	Activity	Method
7/4/2024	No. 1	Partnered with 350 Silicon Valley to share Home Upgrade Services program information at their booth at the fourth of July celebration	In-person
7/10/2024	No. 1	Distributed informational flyers at libraries and additional city facilities about Home Upgrade Services program	Flyers
8/12/2024	No. 1	Promoted registration information to showcase electrified home for electric home tour	Weekly Digest, social media
8/19/2024	General outreach	Prompted Roots and Watts event hosted my 350 Silicon Valley	Weekly Digest, social media
8/22/2024	General outreach	Participated in Climate Resilient Communities' (CRC) Belle Haven Community Climate Change Team (CCCT) monthly August meeting	In-person
9/1/2024	No. 1	Advertised the Home Upgrade Services program	Waste bill insert
9/19/2024	General outreach	Participated in CRC's CCCT September meeting	In-person
9/26/2024	General outreach	Hosted information table at employee wellness fair	In-person
9/27/2024	No. 1	Provided Home Upgrade Services program flyers for Belle Haven Child Development Center Open House	Flyers
9/30/2024	No. 1	Promoted Clean Air Day event hosted by 350 Silicon Valley	Weekly Digest, social media
10/7/2024	No. 1	Advertised building electrification contractor academy	Weekly Digest
10/10/2024	No. 1	Hosted information table at Belle Haven Community Campus (BHCC) Open House to promote Home Upgrade Services program	In-person

10/10/2024	No. 1	Hosted information table at Clean Air Day event at TIDE Academy to promote Home Upgrade Services program	In-person
10/19/2024	No. 1	Hosted information table at Flyway Trail opening at Bedwell Bayfront to promote Home Upgrade Services program	In-person
10/19/2024	No. 1	Provided flyers to two homeowners to distribute during Acterra's Electric Home Tour to promote Home Upgrade Services program	In-person
10/23/2024 – 10/25/2024	No. 1	Provided flyers to Habitat for Humanity to distribute for grassroots door-knocking campaign in Belle Haven	In-person
10/28/2024	General outreach	Advertised on Wetlands and Watts event	Weekly Digest, social media
10/29/2024	General outreach	Hosted decorated electric vehicle (EV) and provided flyers at Trunk or Treat event at BHCC	In-person
11/7/2024	No. 1	Hosted information table at City's housing anti-displacement meeting in English to promote Home Upgrade Services program	In-person
11/14/2024	No. 1	Hosted information table at City's housing anti-displacement meeting in Spanish to promote Home Upgrade Services program	In-person
11/18/2024	No. 1	Announced launch of Home Upgrade Services program	Weekly Digest, social media
11/18/2024	No. 1	Began advertising the Home Upgrade Services program on video monitors at the BHCC and the Neighborhood Service Center	Monitors
12/12/2024	No. 1	Provided Home Upgrade Services program flyers and giveaways for Disaster Preparedness Workshop hosted at BHCC	In-person
1/1/2025	No. 1	Advertised the Home Upgrade Services program	Waste bill insert
1/13/2025	No. 1	Provided information about proposed building code changes	Weekly Digest
1/21/2025	No. 2	Advertised electric vehicle (EV) financial incentives virtual workshop	Weekly Digest, social media
2/5/2025	No. 1	Presented Home Upgrade Services program to Housing Commission	In-person

2/6/2025	No. 1	Presented Home Upgrade Services program at the Belle Haven Neighborhood Association	In-person
2/6/2025	No. 1	Presented at the Sustainable San Mateo County webinar (Your City's Path to Sustainability) Home Upgrade: New Peninsula Clean Energy (PCE) Services to Support Your Community in Decarbonizing	Webinar
2/7/2025	No. 1	Made outreach phone calls to Home Upgrade Services program interest list	Phone outreach
2/10/2025	General outreach	Advertised PCE's new website and program opportunities	Weekly Digest
2/10/2025	General outreach	Advertised Bay Area Regional Climate Action Plan workshop	Weekly Digest
2/11/2025	No. 1	Provided Home Upgrade Services program flyers to school districts and related organizations serving youth in Menlo Park at the Community Trust meeting	Flyers
2/17/2025-2/28/2025	No. 1	Placed electronic message board in the Belle Haven Neighborhood advertising the Home Upgrade Services program	Street ad
2/20/2025	No. 1	Presented at CRC's CCCT February meeting	In-person
2/21/2025	No. 1	Mailed 1,260 Home Upgrade Services program postcards to Belle Haven homeowners	Postcard
3/3/2025	No. 2	Advertised information about PCE's EV Ready Program	Weekly Digest
3/10/2025	No. 1	Placed Home Upgrade Services program banners in Belle Haven neighborhood	Outdoor ad
3/10/2025	General outreach	Provided information about PCE's lower energy costs	Weekly Digest, social media
3/17/2025	General outreach	Advertised the Love Our Earth Festival	Weekly Digest, social media
3/24/2025	No. 1	Added Frequently Asked Questions resource to existing building electrification webpage	Webpage update, flyers
3/29/2025	No. 1	Hosted information table at the City's Resource Fair in Belle Haven to promote Home Upgrade Services program	In-person tabling, social media
4/7/2025	No. 1	Provided information on improving restaurant efficiency	Weekly Digest

4/14/2025	No. 1	Advertised information on PCE savings and reducing electricity-related greenhouse gas emissions	Weekly Digest
4/14/2025	No. 1	Advertised benefits of electrification event hosted by PCE	Weekly digest, social media
4/14/2025	No. 5	Provided information about City's new heat pump water heaters	Weekly Digest
4/14/2025	General outreach	Advertised Earth month and the Love Our Earth Festival	Weekly Digest, social media
4/21/2025	General outreach	Advertised the Love Our Earth Festival	Weekly Digest, social media
4/22/2025	No. 1	Updated income limits to 120% area median income (AMI) on Home Upgrade Services program webpage and Frequently Ask Questions resource	Webpage update, flyers
4/26/2025	General outreach	Hosted the Love Our Earth Festival at BHCC	In-person tabling
4/28/2025	No. 1	Announced increased AMI for the Home Upgrade Services program	Weekly Digest, social media
4/28/2025	No. 2	Information on e-bike vouchers for income-qualified Californians	Weekly Digest, social media
4/28/2025	No. 1	Information on building code update input workshop	Weekly Digest, social media
5/6/2025	No. 1	Hosted in-person public feedback session about potential building code amendments at BHCC	In-person
5/8/2025	No. 1	Hosted virtual public feedback session about potential City building code amendment at BHCC	Virtual
5/19/2025-5/30/2025	No. 1	Placed electronic message board in the Belle Haven Neighborhood advertising the Home Upgrade Services program	Street ad
5/27/2025	No. 1	Printed and installed Home Upgrade Services program yard signs at two homes with completed projects	Outdoor ad
6/1/2025	No. 1	Shared Home Upgrade Services program information with Almanac News	Earned media
6/11/2025	No. 1	Uploaded video advertisements on the ChargePoint charging station monitors at BHCC promotion Home Upgrade Services program	Video ad

6/14/2025	General outreach	Hosted information table at Juneteenth to promote City's sustainability programs	In-person
6/16/2025	No. 1	Advertised PCE's new 24/7 emergency water heater replacement program	Weekly Digest, social media
6/16/2025	No. 1	Advertised CRC and PCE electrification workshop at BHCC	Weekly Digest, social media
6/23/2025	No. 1	Hosted CRC and PCE electrification workshop at the Belle Haven Community Campus	In-person