

White Salmon Community Climate Action Plan (CAP): *Project Work Plan*

Introduction

The City of White Salmon declared a climate crisis in 2021, recognizing, “*the need to address climate change and climate resiliency,*” and that this duty, “*compels the City of White Salmon to participate in a global effort to rapidly and safely reduce existing greenhouse emissions and excess carbon from the atmosphere; to protect our economy, land, people, and all species.* (Resolution 2021-03-517)” As a first step, the City created an open-member board (CityLab Board) of White Salmon regional residents tasked with considering issues of sustainability, diversity, equity, and inclusivity, to advise municipal policy making. Now, following in the footsteps of hundreds of other local municipalities, White Salmon is looking to form a Climate Action Plan (CAP) in order to set targets related to Greenhouse Gas Emissions (GHG) reductions and improving the city’s resilience to climate related shocks.

The CityLab board is heading up efforts to write this CAP, with the goal of expanding involvement of other everyday residents in the process, and educating and connecting on climate. The following is the proposed Work Plan for this project, including expected participation, gaps, and outcomes of set “deliverables.” The scope of this project is within the city limits of White Salmon, but collaboration and understanding for the surrounding region will naturally be included in the process. The CAP Report is the first step, where we collectively identify the strategy for future planning. As new climate implementation plans are rolled out in the coming years, the City’s plan for how to respond to the ever-evolving climate crisis may change. But if successful, the strategy should remain lasting. As such, this process will require broad community support and adoption to create a lasting strategy rooted in the moral and cultural values of our home.

For More Information:

Visit the CityLab Board Website: www.white-salmon.net/bc/page/citylab-board
(509) 493-1133 | wscitylab@gmail.com | Monthly meetings 4th Tuesday

Project Approach

Being a comparatively small community, White Salmon has agreed to take a novel approach with community-led engagement at its core. The Climate Action Planning process involves multiple stakeholders and work over many months. In the initial brainstorming session, several clear “**deliverables**” – tangible and useful documents that will aid City officials and city residents in taking action on climate – were established (see right). This Project Work Plan is in **Phase A**.

Phase B is focused on auditing the city writ large to set a clear baseline of emission sources and vulnerabilities that can be considered.

Phase C develops proposed solutions, relying on the feedback and information gathered from residents, business owners, leaders, and city officials.

Phase D is implementation focused, with the presentation of findings sparking action into the coming decades and further investigations. The remainder of the project workplan lists the deliverables and their components detailing the format, goals, and timeline on which Project Management plans to complete them.

Our Climate Action Planning Process

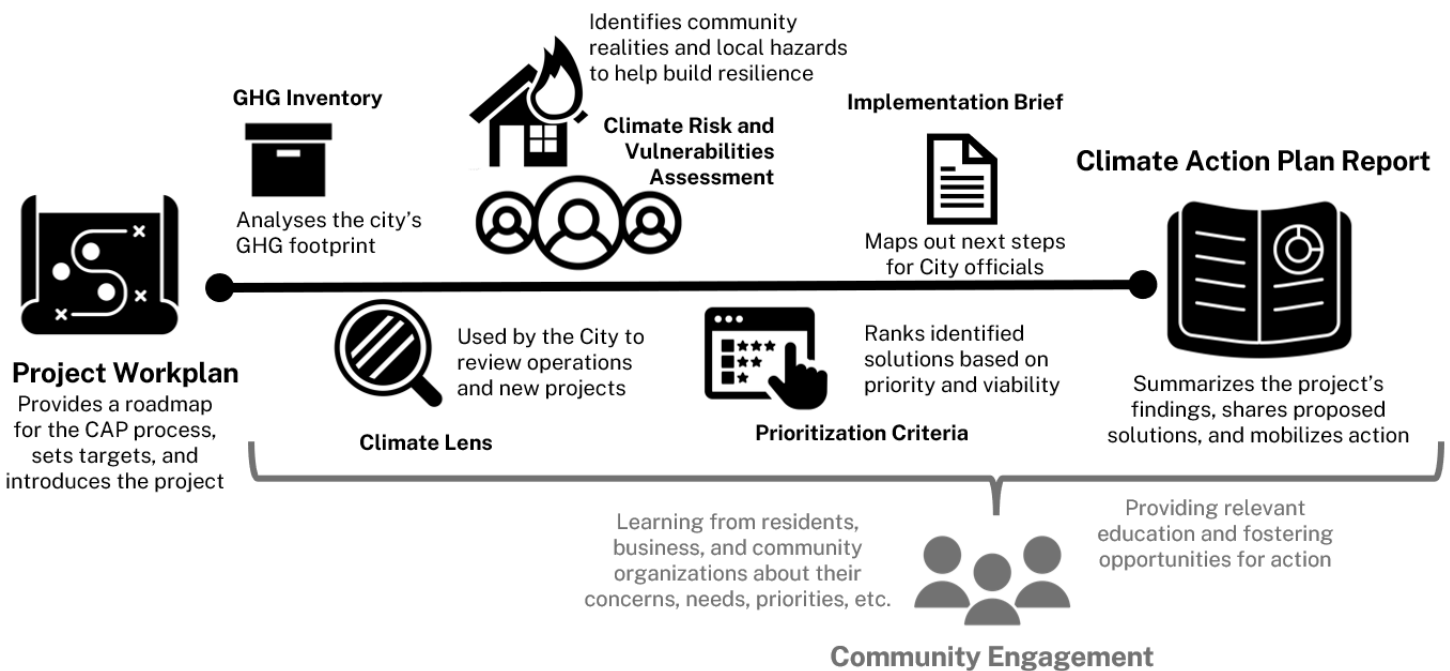


Figure 1: Timeline of CAP Process

Project Management is being directed by **Peter Fink**, with major help from other CityLab members. **Kalama Reuter** is leading the GHG inventory technical investigation with **Ruth Olin**, **Kate Bennett**, and **Jim Ransier**, supporting the CAP process through the CityLab Board. Key assistance on the initial stages of the technical investigation has come from Eric Strid. Staff with the City of White Salmon continue to provide invaluable information and guidance with this process. As the plan develops, additional actors will be invited to join or contribute to sections of the report.

Summary of Requests:

In this Project Workplan, we are requesting support from the City for the following:

- Budgeting 9,000 to 14,000 dollars to hire consultants to
 - translate the CAP Report; and
 - to conduct targeted outreach among White Salmon’s socially disadvantaged communities including the Latinx community
- The creation and usage (with oversight and post-specific pre-review) of social media in the City’s name to better reach constituents with climate education and opportunities to provide input
- Outreach to local organizations, businesses, scientists, and experts to encourage participation in the process and solicit feedback — via communication *by the City, in the City’s name, or mentioning the City.*
- The creation of the CAP Report and associated Annexes and publication on website/webpages associated with the City

Deliverable Tasks:

Climate Lens

Primary Authors: Peter Fink, Kate Bennett

Format: Online checklist/butterfly chart tool

Timeline: Feb-Apr 2023

A climate lens is a tool that decision makers can use to assess the impacts from a climate perspective of ongoing or planned projects. Traditionally this entails two main components:

1. Mitigation — examining the impact on greenhouse gas emissions (i.e., might the project increase or decrease GHGs?) and

2. Adaptation – considering the integrity and efficacy of the project in the face of looming climatic changes (i.e., will this project help prepare us or still be viable amidst increasingly severe weather and climate?)

Several government entities have developed climate lenses. The Government of Canada's *Infrastructure Canada* now requires all applying entities to screen their project through the [Infrastructure Canada Climate Lens](#). Huron County, ON has also developed a [climate lens](#) for officials. In Scotland, a climate lens has been added to their Place Standards Tool, after they adopted a national [place-based](#) working approach in 2015.

The White Salmon climate lens deliverable will first identify *when* it is necessary to apply a climate lens as an official. Most climate lenses rely on a series of questions or checklists to determine eligibility, identifying the climate related components (mitigation and resiliency or adaptation). CAP Project Management (CAP-PM) will work with the City to develop an easy-to-use online tool in the form of an online survey or easily adaptable butterfly-chart that allows decision-makers to apply a climate lens. This will be called the **Climate Lens Checklist Tool**. This lens will also be used by CAP-PM in the formation of subsequent deliverables (e.g., Community Engagement; Technical Investigation) to evaluate proposed solutions and methodologies. The majority of this lens is concerned with technical components, but for sections concerning social impacts and other climate justice concerns, members of the White Salmon Community will be invited to review and provide input on its structure.

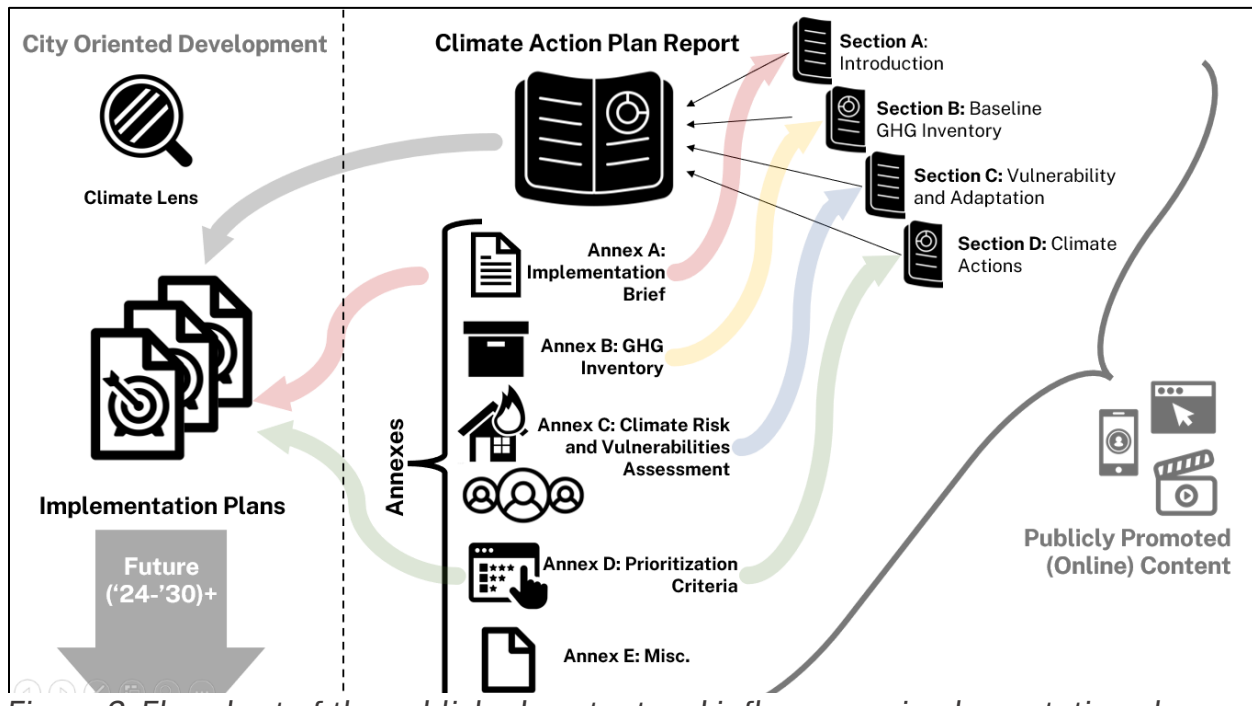


Figure 2: Flowchart of the published content and influence on implementation plans

Climate Action Plan

Primary Authors: Peter Fink

Format(s): CAP Report (.pdf, .doc), CAP Website (http), Social Media (videos, posts)

Timeline: April-July 2023

Climate Action Plan Report

The final CAP Report will be a relatively brief visual summary of CAP-PM’s work (~30-50 low-text-density pages), intended to be accessible for an average reader. The pdf will be made available, alongside a web-text or html version and Spanish translation on the City’s website. Accompanying the report are multiple [Annexes](#) which provide the methodology and data behind the findings of the CAP Report. The CAP Report is divided into four main sections: **Section A: Introduction | Section B: Baseline GHG Inventory | Section C: Vulnerability and Adaptation | Section D: Climate Actions**. See attachment (1) which illustrates how a page taken from the CAP report (Section D) *could potentially be* laid out and stylized.

Section A: Introduction

Section A introduces the report and provides background.

- Executive Summary
 - Introduces our current GHG baseline and “GHG reduction targets (short term, intermediate and long term) for scopes 1, 2, and 3 with clear articulation of the community’s challenges and opportunities in meeting GHG reduction goals”
 - Recommendations for top priority “implementation actions for achieving targets across multiple climate categories...and across multiple community groups”
 - “Climate adaptation strategies and actions that coordinate with or augment mitigation strategies and action “
- Background and Context
 - Description of the project and brief chronology
 - Explanation of existing policies/plans of the City and the CAP’s alignment with these goals
 - Identification of existing federal, regional, and state level GHG and Climate Action related policies and plans and placement of the WS-CAP in this matrix.
 - Acronyms, and usage guide

Section B: Baseline GHG Inventory

This section primarily summarizes findings generated in the Citywide Baseline GHG Emissions Inventory — [Annex B](#). Here, charts, graphs, images, and short explanations break down emissions in the following categories.

- Citywide emissions
- Municipal emissions
- Residential Emissions
- Commercial Emissions
- Major Trends
- BAU Trajectory

Section C: Vulnerability and Adaptation

Drawing heavily on the findings of [Annex C](#) — the Climate Risk and Vulnerability Assessment, Section C explains the current conditions of our community and our climate. It provides generalized models of the changes anticipated for our region and names critical climate hazards that are faced. It uses maps and figures to identify areas at risk, and charts and graphs to convey the impact of demographic trends on White Salmon’s climate resiliency.

- Climate modeling
 - Inclusion and analysis of local historic, current, and forecasted climate trend data in sufficient detail for short, mid, and long-range target setting and action planning
- Hazards
 - Identification of major hazards such as:
 - Extreme Heat; Drought; Wildfire; Extreme Precipitation Events;
 - Compounding Hazards: Earthquakes, Power outages, etc.
 - Anticipated trends for climate hazards
- Preparedness
 - A vulnerability assessment of White Salmon’s vulnerabilities for the following modes:
 - Geographic; Social; Financial; Physical
- Areas of greatest concern

Section D: Climate Actions

Here, actions that have been highlighted through the prioritization process ([Annex D](#)) are shared visually. This section is split in to general categories. As more information is gathered, solution pages will be arranged in descending priority

within their categories. Attachment (1) gives an example of how each action page could be formatted.

- Municipal actions
 - Mitigation: Municipal operations
 - Mitigation: Policy
 - Adaptation: Infrastructure and Upgrades
 - Adaptation: Policy
- Residential actions
 - Mitigation: In the home
 - Adaptation: As a family
 - Building community resiliency
- Commercial and collective actions
 - Mitigation: In the workplace
 - Adaptation: Responsibility to others and productive collaboration
 - Adaptation: Workplace Health and Safety

Technical Investigation

Primary Authors: Kalama Reuter, Eric Strid, Peter Fink, Other community experts

Components: GHG Workbook, CAP Report Annexes

Timeline: Ongoing throughout project duration

A robust ongoing technical investigation allows residents to become and stay involved without major forehand technical knowledge as a barrier. There are two broad categories of investigation: **1. Mitigation** and **2. Adaptation**. This technical investigation establishes baseline greenhouse gas statistics, and evaluates viability of solutions. It also identifies major vulnerabilities to better identify the risk posed by climate impacts. Finally, it will categorize pathways to adapt to these changes. The bulk of the data, methodology, and information accumulated in the Technical Investigation will be shared in the CAP Report Annexes, a set of addendums to the report which allow prudent readers to dive deeper into the evidence.

The CAP Report Annexes

The Annexes are attachments to the CAP Report that contain the calculations, tables, methodologies, and data used to form the report. These documents may be more useful for planners, officials, and academics, while to the average reader looking for a synopsis, they are less relevant. Annexes A-D match closely with the content of Section A-D (respectively) of the CAP Report.

Annex A: Implementation Brief

The City’s RFP for this CAP called for 3 consecutive two-year plans to succeed the CAP report. Ostensibly these would be a 2024-2025 implementation plan, a ’26-’27 plan, and a ’28-’29 plan. As a better understanding of what is realistic for the City is gained, the duration and timing of those implementation plans will be updated. In these implementation plans, actions identified and recommended by the CAP reporting process are to be selected for implementation, with short-term, high-priority actions slated for early adoption, and longer term or ‘lower-value’ actions selected for latter plans. Annex A maps out these “next steps” for city officials and designs revisit-able drafts of the 3 implementation plans. The Implementation Brief also ties in heavily with Annex D’s work to prioritize potential actions. In this Annex, the following are addressed in the format of a brief intended for city officials

- “Identification of and recommendations for resolution of potential conflicts between existing City policies/plans and the CAP being developed.”
- “Development and articulation of methodology and tools for measurement process/performance tracking metrics for plan achievement and progress”
- “Development of an ongoing reporting plan aligned with measurement process plan to inform Council and public on efforts and achievements of plan over time including recommendations on frequency and level of detail of reporting.”
- “Formatting and display of implementation plan [drafts] that assists City staff and City Council in incorporating selected implementation actions into the City’s budget process as appropriate.”
- “Allocation of specific actions for three consecutive two-year implementation plans.”
- Identification of areas for further investigation and planning (e.g., Hazard Mitigation Plan, Community Risk Assessment, Water Resource Audit, etc.)

Explanation of Citywide Baseline GHG Emissions Inventory

In order to effectively reduce a community’s greenhouse gas (GHG) emissions (typically measured in CO₂ equivalent global warming potential: CO₂e), it helps to first know how much that community has historically and is currently emitting each year. In the process of generating a total estimate, the most culpable emissions sectors can also be identified. This allows planners to develop solutions that tackle major sources of GHGs, pick “low-hanging fruit” and consider more protracted and difficult areas for emissions reduction. Three main actors must be involved. **Commercial** entities like local grocers or small businesses have emissions that are

generated in the production of commerce. Businesses are subject to company policies and federal or state regulations regarding their emissions. Emissions that result from an individual's actions at home and *not related to their work* are **Residential**. City governments like the City of White Salmon are some of the most influential actors. They can work to reduce the **Municipal** emissions of city operations like the heating of City buildings or emissions from the vehicle fleet. The City is also responsible for setting policy, standards, and sometimes regulations for residents and businesses, as well as managing incentives to adopt changes that are beneficial for community health. Cumulatively, the commercial, residential, and municipal emissions form the **total citywide emissions**. Often, it is easier to calculate total citywide emissions first. In Phase A, CityLab members have begun this process and are now working to break down the data for an accurate estimate.

Taking White Salmon's municipal operations as an example, GHG emissions are generally classified into three scopes.

Scope 1. — Emissions the City is **directly** responsible for such as tailpipe emissions from the cars that departments use.

Scope 2. — Emissions the City is **indirectly** responsible for — typically related to energy. For example, when the City purchases and uses electricity from the Klickitat Public Utility District (KPUD) to power municipal buildings and street lights, a portion of that electricity was generated by methane gas-powerplants that emit greenhouse gasses. In these cases, no GHGs are emitted directly on the spot (i.e., the streetlights are not emitting CO₂), but the City is still indirectly responsible for a portion of the powerplants' emissions. Crucially, changes the City makes to its operations can have an impact on these emissions.

Scope 3. — Emissions associated with the City's **consumption of products**. Almost every item the City purchases is made in a process that required fossil fuels along the way. If the City purchases a lamppost from a company that uses outdated coal-fired kilns to forge the metal, the City would be responsible for greater **upstream** Scope 3 emissions than if they had purchased one from a company that uses more efficient metal forges. Often, companies do not have thorough data on the carbon *embodied* in their products, making the reduction of scope 3 emissions one of the most difficult for the City. The City may also have **downstream** scope 3 emissions: for example, waste and garbage which City departments *produce*, may go on to emit GHGs like methane in landfills. Importantly, once cities have bought (or sent away) products, they have little say in how those companies run their operations and their emissions. This means the City has much less control over scope 3 emissions.

White Salmon's Citywide Baseline GHG Emissions Inventory will not be able to effectively calculate Scope 3 emissions. As embodied carbon data from companies becomes more available in the future, the City may revisit the issues and begin to take it into account with its purchases. Businesses are encouraged to investigate the products they purchase or sell, and individual consumer choice is welcomed.

Annex B: Baseline Inventory and GHG

Eric Strid's work developing an online modeling workbook for counties to calculate their GHG profile has proved invaluable for an initial assessment of the city's carbon emissions. Annex B is a refined version which provides the details and calculations as well as assumptions and estimations behind the report's GHG emissions claims. Overarching themes covered include:

- Historical citywide emissions from the past three years and trends in energy, natural gas, and vehicle's emissions for the near future.
- GHG emissions of municipal operations
- Average GHG footprint in White Salmon
- Data from businesses and organizations which cooperatively share information

Both an .xlsx and .pdf version will be available, allowing anyone interested to manipulate and investigate the data themselves. Key takeaways will be shared in Section B of the CAP Report. [See above](#) for more details about GHG audits.

What is a Community/Climate Vulnerabilities Assessment (CVA)

A community vulnerability assessment or climate vulnerability assessment is an investigative exercise that a growing number of cities in the U.S. have completed or are working on. ([See here](#) for an international list including 40+ U.S. cities) CVA's have become a go-to first step in preparing to adapt to the impacts of global warming.

The field of disaster management typically refers to *climate risk* when investigating appropriate adaptation measures. Risk is defined as a factor of three components: **vulnerability**, **hazards**, and **exposure**. In a community vulnerability assessment, planners try to identify how their community or sections of their community are socially, physically, financially, or geographically vulnerable. These can be understood not as weaknesses of the community, but rather structural realities that establish levels of endangerment—factors that are important to consider and potentially address. Often, larger municipalities will also separately develop a hazards mitigation plan which identifies the major hazards that may afflict that

community: ice-storms, train derailments, landslides, wildfires, extreme heat, among others. Next is the process of predicting or evaluating to what degree the community is exposed of to the hazards identified. Risk is then determined based on the starting conditions of a community (vulnerability), and how much (exposure) that community will see of a threatening event (hazard). If the community is especially resilient (low vulnerability), the hazards are less intense, or there is little exposure, the risk can be lowered and a disastrous situation can be avoided.

Annex C: Climate Risk and Vulnerabilities Assessment (CRVA)

Combining hazard identification and mitigation planning with a community vulnerabilities assessment, White Salmon will conduct a **Climate Risk and Vulnerability Assessment (CRVA)** with help from local experts on topics such as wildfires, wildlife and ecosystem changes, disaster planning and meteorology. In addition, public data will be leveraged with input from community groups to better understand the city’s demographic statistics and their impact on our community’s resilience and climate risk.

By using scientific methods and expert opinions, Annex C will be able to accurately provide a document with:

- “Inclusion and analysis of local historic, current and forecasted climate trend data in sufficient detail for short, mid and long-range target setting and action planning”
- “Identification of significant current and potential vulnerabilities for the City of White Salmon and the community as a result of climate change, including wildfires... and potential related costs if no action is taken.”
- “Identification of areas for preservation of existing, and historical loss of, natural carbon sequestration (e.g., trees, plants, etc.)”
- Information and input from community members, regarding the cultural, financial and physical viability of potential actions, and an updated census of community characteristics

The following listed names are examples of community experts that will be approached with a request for information on their respective fields. Their input will be used to form a basis of investigation. As they will not be hired at this stage, they will not be held liable for their accuracy of statements or expected to produce thorough answers.

Name	Position/Experience	Topic of Consultation
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Bill Weiler	Wildlife Biologist	The impact of climate change on our local wildlife and ecosystem
Eric M. White	Ph.D., Research Social Scientist Pacific Northwest Research Station, USDA Forest	The impact of climate change on recreation and recreation-dependent economies
James H. Hulbert	Author of the 2004 Community Wildfire Protection Plan	Wildfire risk in White Salmon
Bill Hoffer	Professional Mechanical Engineer WA, NABCEP Certified Solar PV Installer, SEI Alumni since 1994	Site assessment for Solar Access
City consultant or relevant dept.	Expertise or background on the City's water resources	White Salmon's water management
	More to be discovered	

Understanding that this project has no direct funding, and that some experts may be unavailable or expect a formal contract for consultations, certain areas may not be covered thoroughly enough to warrant confidence in the findings. **Should these components of the CRVA be unmet, project management will create a detailed list of areas needing further investigation with the intent that the City will assume responsibility for sponsoring investigations it deems critical.** In other words, what CAP-PM is unable to answer, we will identify and reassign for paid experts to answer.

In addition to the technical investigation focused on leveraging community experts, a major component of the CRVA will rely on community input and participation. In the community engagement process, ([see below](#)), the outreach process will include collecting anonymous, relevant demographic information and residents' concerns to fully inform the CVRA.

Annex D: Climate Action Prioritization Criteria

Annex D is an in-depth table which provides a detailed ranking and a criterium through which potential climate actions were screened for the CAP report. Actions are differentiated as mitigation-focused and adaptation-focused activities, although, some actions may entail overlap between the categories (ex: adoption of

heat pumps reduces energy wastage [mitigation] while offering efficient air-conditioning capability [adaptation]). Each recommended action in the report has a numerical value ranking its priority to be adopted and implemented. Annex D lists each action that is examined in subsequent rows, assigning numerical scores in columns for each grading factor before calculating a total score which is used to assign comparative priority. In addition to the table, Annex D provides the methodology behind the assigning of each number and the sources of information. Factors which are numerical are scaled appropriately and non-quantitative factors are appropriately assigned numerical values. The factors which suggested solutions are ranked on include:

- Financial – Upfront/initial cost (n); long-term cost savings (n); est. \$ cost of inaction (n); funding availability (q); weighted cost effectiveness (n)
- Temporal – exp. time investment (n); est. duration of action & timeline (n)
- Political – Contentiousness (q); degree of City influence over the action (q); primary responsible actor (q); potential for unintended consequences (q); potential co-benefits (q); tangible cost of inaction(q)
- Climate – GHG reduction potential (n), Contribution to climate resiliency (q); cultural influence or market impacts of adoption (q)
- Planning – Concordance/overlap with existing city efforts (q); Engagement with community interests
- Technical – Technical feasibility/viability (q); technical complexity of implementation (q)

(n)= numerical factor

(q)= numericized qualitative factor

As a reminder the City of White Salmon outlined the following goals in the 2021 climate crisis resolution:

- a. Reduce reliance on fossil fuels in municipal operations;*
- b. Pursue local policies and reforms that promote environmental stewardship and overlapping economic sustainability;*
- c. Identify current municipal greenhouse emissions in pursuit of a target reduction in municipal net greenhouse gas emissions of at least 45% by 2030 and net zero by 2050;*
- d. Initiate efforts to formulate adaptation and resilience strategies in preparation for intensifying climate impacts such as wildfires, drought, reduced water availability, and stormwater runoff;*

e. Work on climate issues in conjunction with diverse communities within the city and neighboring communities, with whom we share our fragile resources.

While considering

- *the need for community education, participation, inclusion, and support, in efforts to reduce greenhouse-gas emissions and the city's climate impacts.*
- *opportunities and funding to address the climate and ecological emergency and its impacts through existing hazard mitigation and emergency management programs.*
- *the concerns of vulnerable communities and impacts to tribal treaty resources*

The declaration also highlights the importance of the participation of such communities and the need for collective local to international cooperation. Annex D works to select a suite of actions that effectively achieves these goals. It also provides context such as helping to identify and incorporate “best practices from peer communities.” By learning from past shortcomings and victories, the goal is to maximize chances of successful implementation

Annex E: Misc.

Potentially included here are:

- a detailed bibliography of references cited in CAP report and annex materials;
- acknowledgements;
- list of figures; and
- additional relevant information
- Insert _____ x

CAP Report Accessibility

Making a report that everyone can read is important. However, ultimately no document will be accessible to all. Some may face language barriers. Other's may have visual impairments that require the use of a screen reader or the use of high contrast colors in visual elements. Finally, many do not have the time to read or look through a document. Creating a suite of social media videos and other online multi-media content that uses simple language and engaging techniques will be one attempt to overcome the traditional barriers. Listed are goals for the final report:

Accessible Content

- The CAP report will aim to be brief when possible while sharing all relevant information. Annexes will be used for those seeking additional depth.
- The report will make use of visuals and soft aesthetics for a more inviting presentation.
- Examples and other illustrative components will be culturally relevant
- References will be listed for any external factual claim to facilitate scientific review

Accessible Language

- The authors of the report will try to keep the language as simple as possible. We recognize that the purpose of the report is to share information with residents not to impress others.
- A Spanish translation of the PDF will be made available on the website alongside the release of the English version.
- A HTML version of the report will be published online. This format is often easier for screen-readers and makes it easier for online translation tools offered as extensions on web-browsers (e.g., Google Translate) to translate the English text into numerous languages.

Accessible Visuals

- All pictorial figures (.png, .jpg, etc.) in all CAP-related publications will be labeled with Alt-Text
- Any colored elements of CAP-related publications will have a Web Content Accessibility Guidelines (WCAG) minimum color contrast level of “AA” (4.5:1) or greater
- The font used for this report and subsequent reports will be Public Sans, a font developed by the U.S. Web Design System (USWDS) as a readable typeface to be used by the Federal Government. Public Sans is open-source meaning it can be downloaded for free online. Some compromise is made for readers with dyslexia who report difficulty distinguishing letters typed in Public Sans but an editable download allows for readers to change the font in a word processor of their own choosing.
- An HTML version of the report will convey information textually as an alternative for readers that find the incorporation of visuals confusing or complicated to interpret.

Community Engagement

Active participation from residents is fundamental to White Salmon’s Climate Action Plan. All components from project management to the climate action analysis will be reliant on full participation of our community. To achieve this, project management is attempting a novel, and flexible approach involving shifting ownership and more in-depth data collection. **Alongside this, we are requesting the City hire a consultant that demonstrates stake and ability to reach White Salmons underreported and socially disadvantaged communities.** Ultimately, the proliferation of climate education is also a major goal of this project; allowing informed communication within the community to flourish and heighten climate literacy, civic engagement, and community discourse. To that end, the following actions work in tandem to thoroughly engage the public:

Dispersive and Participatory Peer-Led Engagement

This CAP process is somewhat unique in that it is being principally developed and carried out by community members acting without financial gain. Although there are limitations associated with this approach (i.e., assumed credibility, lack of financial resources, uncertain commitments, etc.), it offers the opportunity to include a wide

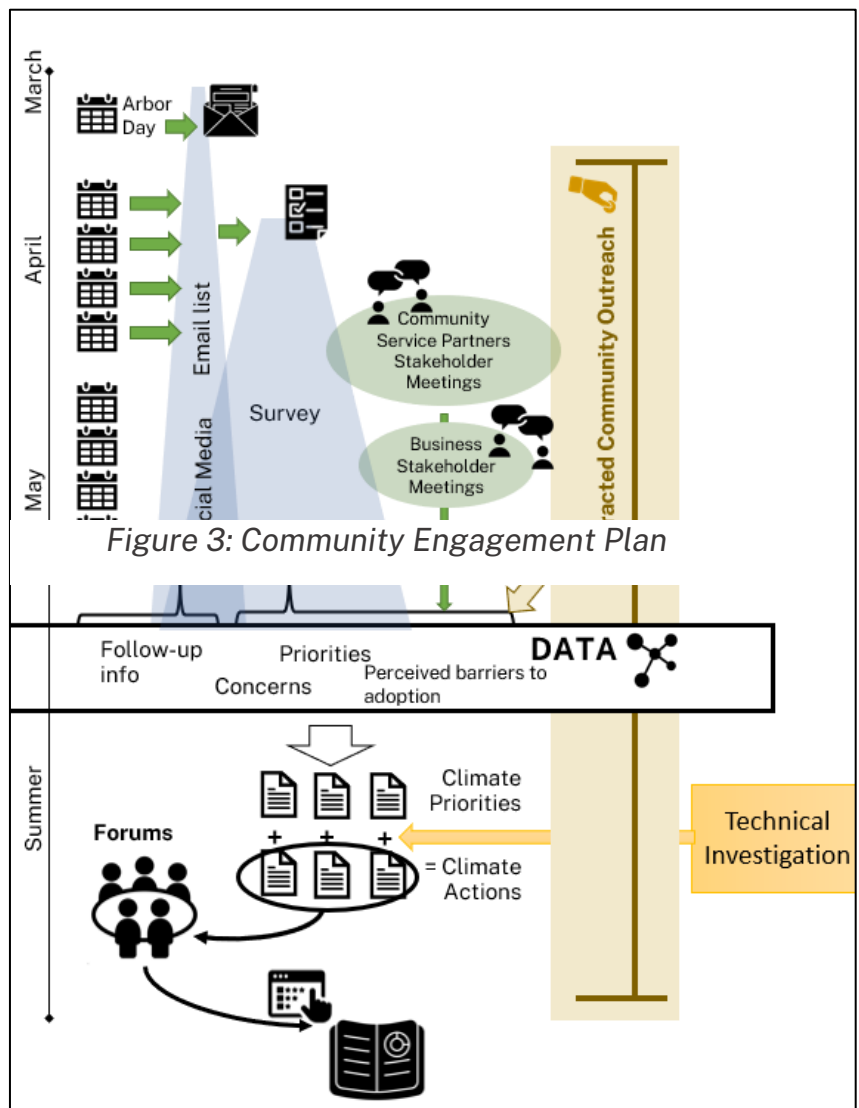


Figure 3: Community Engagement Plan

variety of residents in participation — not just as survey respondents but as authors, editors, and contributors to the report itself and related projects.

This approach takes inspiration from Community Based Participatory Research (CBPR) — a model which seeks to develop insight on questions identified by a community by working directly alongside community members to provide the information and resources that are needed.

Collaboration with Students

Many families in White Salmon either have children or know a family with children enrolled in a White Salmon school. Students, as active learners are also constantly engaging with new concepts, new assignments, and new interests that influence their careers and future success. For these reasons, involving students in the CAP process can be a great start for community outreach. One opportunity is relying on students to use information they are learning to develop lines of questioning and practice interview skills with friends and neighbors to get a better picture of White Salmon's climate situation. Outreach options that will be investigated include:

1. Collaborate with educators to craft a lesson plan or set aside time to discuss climate action planning.
2. Sharing the data gathered that estimates the city's emissions along with scientific consensus about climate change. Instructing students to research commonly promoted components to addressing the climate crisis.
3. Inviting students to help form survey questions and methods based off shared examples
4. Tasking students to identify 1-3 persons in their family or social circle and ask them questions related to the survey. Information is recorded for qualitative and quantitative data
5. Holding events where students can share their work related to climate with the broader public in a welcoming setting

Understanding that this plan is contingent on successfully connecting with educators and students and fitting into existing lesson plans, this option will evolve to reflect feasibility.

Collaboration with Community Organizations

A second component is engaging the broader community who may not factor into student's social circles (ex: families with no children) but who have other ties within a sub-community of White Salmon. Community organizations are known for their ability to reach sub-set groups. These actions are recommended for approval:

1. Coordination with community groups is used to appropriately approach members of community groups during a group meeting (ex: The Rotary, The Elks, Comunidades, the Grange, etc.)
2. Inviting members to respond to prompts developed in partnership with students for use in their query projects.
3. Collaboration is used to plan outreach events that effectively engage constituencies of engaged groups and solicit more input
4. Member groups are invited to share their priorities
5. Community groups are also consulted for their expertise on various issues.

Potential examples include:

- a. Groups such as the Underwood Conservation District or the Mountain View Grange are consulted on agricultural issues,
- b. Social services like KC Senior Services are consulted for information about our senior community and potential vulnerabilities
- c. Comunidades and other local groups advocating for our region's Latinx community are invited to share trends and common issues faced
- d. Businesses are directly asked and indirectly asked through the Mt. Adams Chamber of Commerce for their experience with climate and business

Direct Outreach to Underreported People

A final, vital component is reaching those who may be isolated due to social, physical, or linguistic factors, and serving as a catchall for remaining missed participants. As described, this step necessarily requires funding. Without a budget, this outreach methodology will not be reasonable.

1. Working with business in retail and grocery to offer grocery waivers to incoming customers in exchange for answering questions
2. Advertising is made for free low-cost beverages (coffee, etc.) at relevant establishments in exchange for survey completion
3. Posters are left and personal visits or meetings with respondents are organized to collect responses
4. Collaboration with social services such as WAGAP's Food Bank and others is used to share information with White Salmon residents

Contracted Community Outreach

Below is a requested "budget" for this project. While the CityLab board/CAP-PM will not be receiving a budget per the City's dictate, **we are requesting the City hire consultants for translation services and for community outreach.**

Once Council has approved this Project Workplan, we will work with City Staff to develop a Scope of Work that outlines the requested goals for community outreach.

We recognize that our limited capabilities at outreach will likely underrepresent financially or socially disadvantaged communities within White Salmon — specifically the Latinx community, and Low-Income households. A scope of work would require an applicant to demonstrate ability to reach socially disadvantaged communities in White Salmon, including the Latinx community. Applicants that are based locally or demonstrate significant stake and commitment to this process would be sought. They will be tasked with using culturally appropriate outreach to learn the major priorities of focus communities. Liberty would be given to the organization to design a plan to achieve this, although they must coordinate with the existing plans of CAP-PM. Plans which are able to mobilize participation alongside gathering input would be preferred. After gathering and conveying the input, the Scope of Work would also task groups with relaying CAP findings back to communities of focus and adapting climate education to meet community gaps and needs.

Public Events

Public events have multiple important uses:

1. Informing residents about the CAP process and its value to the community
2. Offering an opportunity for residents to share their input and survey responses
3. Drawing community members together to share thoughts and build connections

While CAP-PM can and will participate with City tables at existing planned events (e.g., El Grito Festival, Arbor Day, Farmer’s Market, etc.) **we are recommending that the Scope of Work for hiring a consultant include a plan to hold two public events that are specifically tied to the CAP process.** Our recommendation is that one such event be held in spring (**Event 1**) to launch the project and coordinate with the CityLab board’s local outreach and survey, and then again in early-to-mid-summer (**Event 2**) to engage the community in a “solutions forum” that highlights the work and what is next. Survey participants would be reinvited to forums organized with help from involved stakeholder groups. The goal is to create accessible large in-person event(s) with draws such as child entertainment activities, food, or other benefits where all can learn about the findings of the CAP report, connect with services and opportunities, and grow a sense of ownership and involvement in the

process. Further input may be added and recirculate back to city officials and decision-makers before the finalization of implementation plans.

Some funding would be required from the City to ensure these events were well organized and advertised – this could be accomplished either through in-kind city support, via funding allocated to community organizations hired by the City, or by working with other community partners to facilitate the event.

Social Media Presence

It is a very small subset of White Salmon that attends City Council meetings, or gets involved in City efforts. Work and family commitments, overwhelming language or bureaucracy, and feelings that there is a lack of relevance or importance to one's life, and can turn many away from getting involved. Social Media are widely used opportunities to get residents of White Salmon involved in the process. **CAP-PM is requesting the creation of a social media presence on new platforms such as Instagram, and the ability to post informative content through existing social media accounts run by the city (Facebook, YouTube, etc.).** Offline media such as posters, pamphlets, and (a) feature(s) on the back of the City water bill are also important ways to communicate findings and opportunities to get involved in the process.

City CAP Webpages

Creating an online home for the finalized documents and to blog updates in the process is important to making findings available and accessible. Whether as pages on the City's website or through a separate website that is accessible through a City webpage, **PM will design webpages containing content such as:**

- Downloadable versions of the (sections of the) CAP Report and Annexes, and other related documents
- Web versions of all CAP publications
- Short videos that can be shared on social media covering basic concepts and important factoids related to findings from the report and relevant actions
- Printable coloring sheets and family activity pages
- Access to resources for homeowners and businesses (collated for ease of use)
- Information about how to make one's voice heard in planning processes
- Links to additional resources

Budget

The CityLab board has been informed that it cannot be granted a budget as a citizens committee. However, given the CityLab’s ability to make recommendations and suggestions to Council on decisions with administrative and budgeting consequences, there is the opportunity for city council to provide funding to this project. We are requesting the following funds be appropriated towards supporting the CAP process. As a reminder, Council had initially offered a budget of \$50,000 to the CAP when hiring a consultant for its preparation was still the intention.

Hire	Details	Requested Budget
Community Outreach to Social Disadvantaged Communities and Latinx Community	CAP-PM would like the City to hire a consultant or organization with that can demonstrate significant commitment to – and the ability to – reach socially disadvantaged communities in White Salmon, including the Latinx community. They will be tasked with using culturally appropriate outreach to learn the major priorities of focus communities and adapting climate education to meet community gaps and needs.	\$8000-12,000
Translation Services	CAP-PM would like the City to hire a translator or translation team to translate the CAP Report, outreach materials, media, and any other documents the city requests, into Spanish.	\$1000-3000
Total		\$9000-14,000

Schedule

Attachment (2) is a Gantt Chart – a list of tasks and a timeline visualizing when they will be accomplished throughout Phases A-D. Here is a general description of the Phases which CAP-PM will be working on.

Phase A – Project Development and Groundwork

Time Frame: Jan-Feb 2022

Objectives:

- Establish correspondence and become familiar with City staff, school staff, community group leadership
- Begin discussion of intended steps and potential pathways to achieve success
- Determine common objectives to amend project work-plan
- Identify potential barriers and gaps

Activities:

- Meet with intend partners to discuss objectives and further steps
- Finalize project workplan

Phase B – Carbon audit and information gathering

Time Frame: Feb-April 2022

Objectives:

- Determine the sources, quantity, and nature of GHG emissions
- Begin collaborative community outreach process and data collection ([See above](#))
- Organize and hold participatory events to refine community priorities for the project and collect information

Activities

- Meet with businesses operating in White Salmon and collaborate to determine their business emissions
- Finalize survey questions and participation plan as well as survey plan guide for educators
- Craft carefully tailored surveys to solicit responses from departments individually
- Release the **Climate Lens**
- Collect information from city department offices relevant to GHGe
- Begin surveying the broader community

Phase C – City coordination and strategizing

Time Frame: March-June 2022

Objectives:

- Refine potential strategies and solutions for given hazards or sources of emissions
- Analyze and cross-reference common goals in existing city planning efforts
- Bring together findings from community input to weight solutions' local importance when communicating with City

- Learn about community vulnerabilities and climate hazards from local organizations, community groups, and experts living in the area

Activities

- Consult local experts on climate impacts in the area and demographic realities
- Conduct ride-alongs and meetings with municipal departments to become familiar with realities faced by departments.
- Develop the prioritization criteria and begin to analyze potential mitigation and adaptation solutions.
- Finalize the formation of a **Baseline GHG Emissions Inventory**
- Finalize sections of the CAP report
- Continue public outreach

Phase D – Presentation and Adaptation

Time Frame: June-Aug 2022

Objectives:

- Communicate findings of CAP with process participants and the broader community at a large forum event
- Publish CAP report and create materials to spread information in a more accessible format
- Rally department leaders with city officials to finalize 3 successive 2-year plans


Activities

- Finalize **Annex D: Prioritization Guide**
- Finalize **Climate Risk and Vulnerabilities Assessment**
- Organize logistics for a large event in a public space to serve as a forum
- **Publish Annex A: Implementation Brief**
- Publish the Climate Action Plan Report
- Continue to meet with the City regarding plan implementation
- Develop online content to share findings and encourage action



C.4.1.0 Municipal Fleet Electrification

Sector 
Transportation

Timeframe:

Mid-term – Ongoing



With vehicle emissions making up x percent of the municipal GHG baseline in 2021, the electrification of the city’s fleet is a promising opportunity for the City to take bold action. Currently, supply chain issues and demand-driven price hikes remain major barriers to adoption. In 2021, the Bingen-White Salmon Police Department put in a request for two FHEV (hybrid) police cruisers but due to supply chain issues (xxx).

Estimated Cost: 

Yearly Avg.	\$120k/year
Cumulative Cost	\$3.4 million
Yearly Savings	\$10k/year
Net Cost	\$3.1 million

Co-Benefits Box

In a studied year a number of Americans died from air toxicity caused by vehicles & heavy machinery emissions. Co-Benefits of electrifying the city’s fleet include

- Air quality improvements
- Reduced fuel reliance

As battery and EV technology improves, production increases, xxx, the City expects the electrification of its fleet to become more available as a climate opportunity. Costs include the purchase and maintenance of low and no emissions vehicles; installation of EV charging infrastructure; time spent on training; and electricity costs. Additional details are added here.

Estimated GHG Reductions:



Yearly	28 tons CO ₂ e
Cumulative	434 tons CO₂e

Primary Actors:

 | **The City of White Salmon**

- >Bingen-White Salmon Police
- >White Salmon Public Works
- > White Salmon Fire Dept.
- >Taxpayers

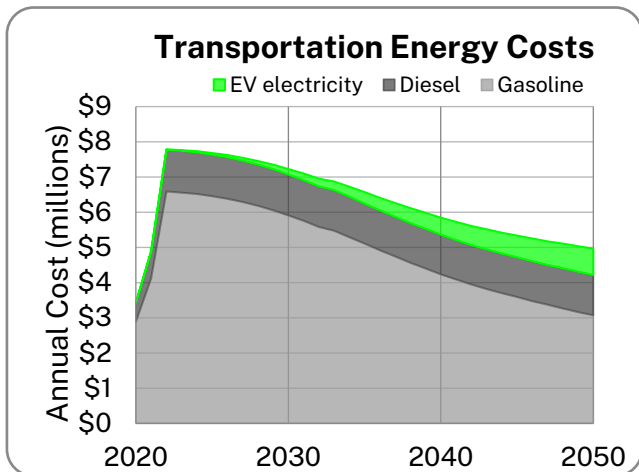
Implementation Plan

- ‘24-25: CAIPI
- ’26-27: CAIPII
- ‘28-30: CAIPIII

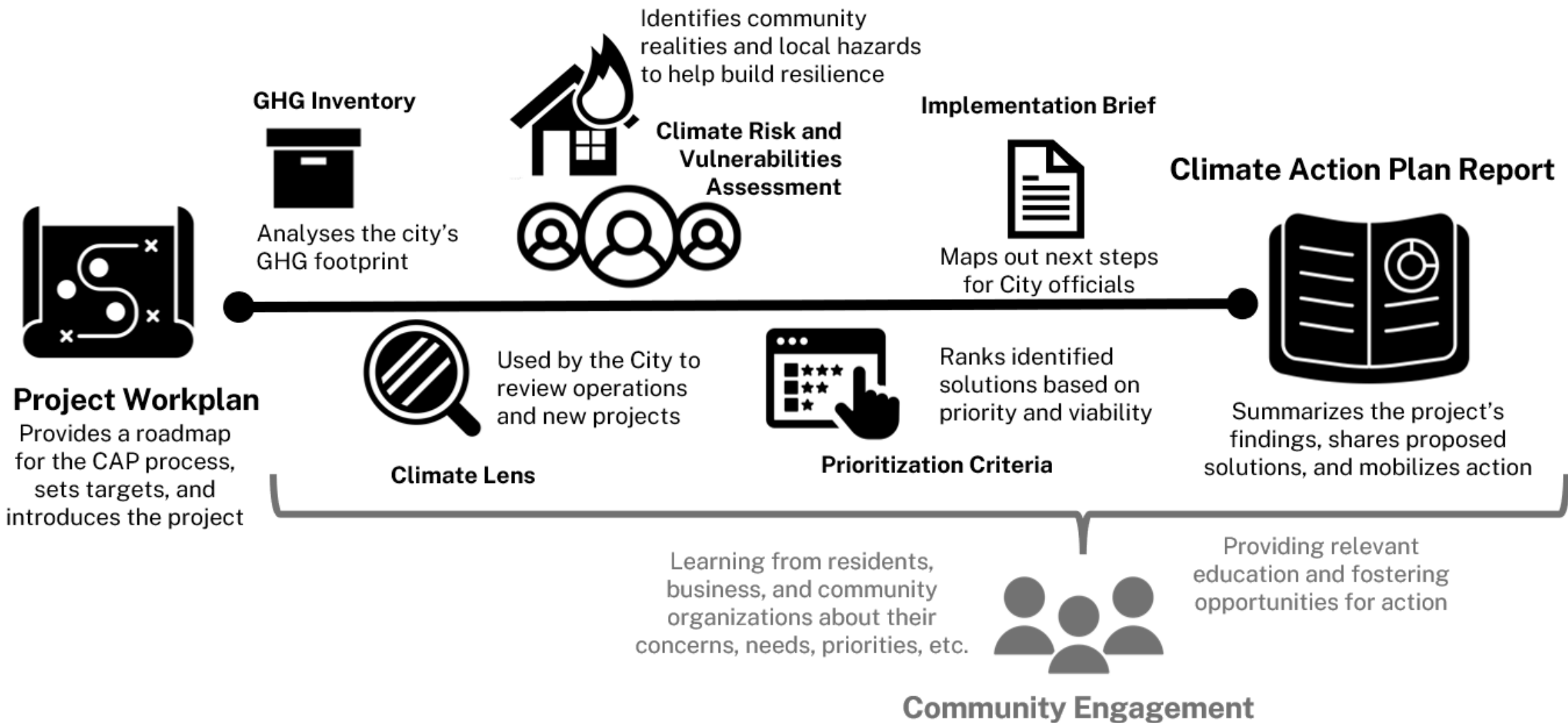
Existing Planning Overlap

- > Annual Budget
- > Transportation Plan

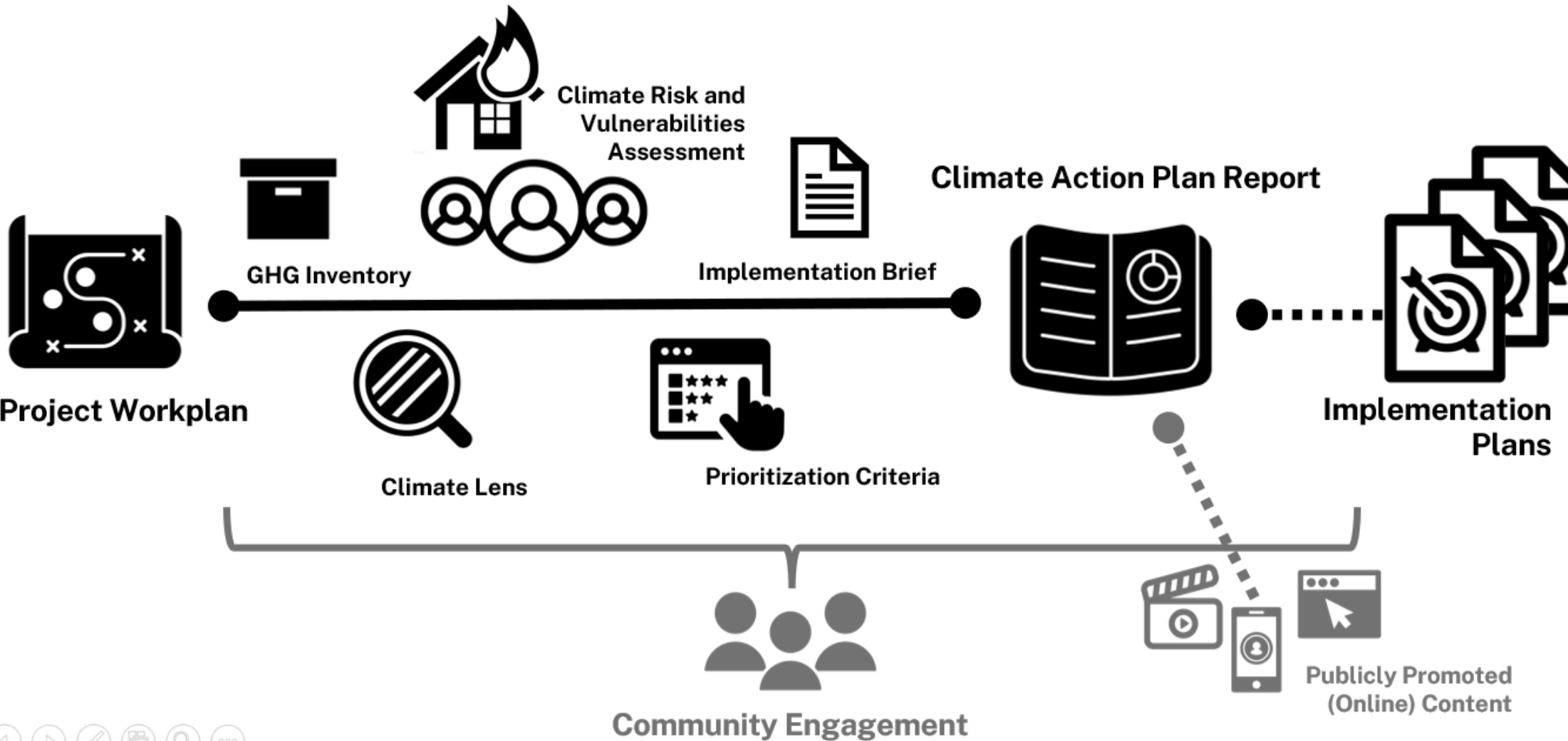
Explains this graphic using relevant and simplified language. Alternatively, this serves as a caption to a relevant photo and provides credit to the photographer. Remember that specific data is shared in Annexes.



Our Climate Action Planning Process



Our Climate Action Planning Process



City Oriented Development



Climate Lens



Implementation Plans

Future ('24-'30)+



Climate Action Plan Report



Section A: Introduction



Section B: Baseline GHG Inventory



Section C: Vulnerability and Adaptation



Section D: Climate Actions

Annexes



Annex A: Implementation Brief



Annex B: GHG Inventory



Annex C: Climate Risk and Vulnerabilities Assessment



Annex D: Prioritization Criteria



Annex E: Misc.



Publicly Promoted (Online) Content



