

## MEMORANDUM

**TO:** Michael C. Van Milligen, City Manager  
**FROM:** Gina Bell, Sustainable Community Coordinator  
**SUBJECT:** RFP: Climate Action Plan Update  
**DATE:** May 3, 2019

### INTRODUCTION

This memo is to request City Council approval of the enclosed Request for Proposals (RFP) for the City of Dubuque Climate Action Plan Update.

### BACKGROUND

The Climate Action Plan outlines the vision and strategy to meet or exceed the City's 50% by 2030 Goal (greenhouse gas emission reduction of 50% of 2003 levels by the year 2030). The plan provides a roadmap to guide the environmental integrity, social/cultural vibrancy, and economic prosperity of the city. Input from the community is critical to developing a community vision and updating the Climate Action Plan.

The Community Engagement Process is needed to solicit public input in an innovative and inclusive way, reaching out to stakeholders, residents, and business owners through a variety of media and interaction types. The Community Engagement Process is a framework to better involve residents, especially those who are likely to be more deeply impacted by the effects of climate change.

The Climate Action Plan's goals help focus major policy decisions of how the City government, in partnership with the community, will address greenhouse gas emissions reduction goals (mitigation) and prepare for climate change impacts (adaptation), with direct correlation to Capital Improvement Program (CIP) projects. Built on the Sustainable Dubuque model, the Climate Action Plan directly supports the City's vision: *that Dubuque 2035 is a sustainable and resilient city and an inclusive and equitable community. Dubuque 2035 has preserved our Masterpiece on the Mississippi, has a strong diverse economy and expanding connectivity. Our residents experience healthy living and active lifestyles; have choices of quality, livable neighborhoods; have an abundance of fun things to do; and are engaged in the community.* A significant update of the City's Climate Action Plan is needed to include adaptation activities as well as an equitable focus.

### DISCUSSION

City staff recommends retaining a consultant, or a team of consultants, with expertise in facilitating and developing climate action plans with inclusive community engagement to develop a holistic Climate Action Plan for our community.

Proposals are due by 2:30 pm by June 14, 2019. The project is expected to begin July 1, 2019 and be completed by April 2020.

The Consultant Selection Committee is comprised of the following City staff members and community members:

City staff members

Gina Bell, Sustainable Community Coordinator  
Cori Burbach, Assistant City Manager  
Travis Schrobilgen, Assistant Planner  
Christine Olsen, Assistant Planner

Community Members

Sara Booth, Resilient Community Advisory Commission  
Collins Eboh, Community Foundation of Greater Dubuque  
Raki Giannakouros, Green Dubuque  
Adam Hoffman, Resilient Community Advisory Commission  
Dave Lyons, Greater Dubuque Development Corporation  
Paul Schultz, Green Dubuque

**BUDGET IMPACT**

Substantial funding is needed to undertake the update of the Climate Action Plan. The FY2020 budget approved a \$100,000 CIP to enable the City to retain a qualified consulting team for this update.

**REQUESTED ACTION**

The requested action is for City Council approval of the RFP for the Climate Action Plan Update. Please contact me with any questions. Thank you.

Enclosures