



# CLIMATE ACTION AND ADAPTATION TASK FORCE

---

6:30 PM on May 21, 2024  
City Council Chambers, 2212 Beach Boulevard, Pacifica, CA 94044

## AGENDA

### I. Call to Order (5m)

- A. Roll Call
- B. Approval of Agenda
- C. Approval of Minutes

### II. Community Communications (TBD)

- A. Public Comment - *This portion of the agenda is available to the public to address the Task Force on items not on the agenda. Statements are limited to three (3) minutes.*

### III. Task Force Communications (15m)

- A. Task Force Member announcements and updates from delegates:
  - RICAPS – Regionally Integrated Climate Action Planning Suite
  - LERN – Local Energy Resources Network
  - ICLEI – Local Governments for Sustainability
  - OPR – California Governor's Office of Planning and Research

### IV. Staff Communications (20m)

- A. Updates and Announcements from City Staff
  - i. RICAPS template assignment
  - ii. Emissions reduction tools (SPARQ and ClearPath)
  - iii. School district and library jurisdiction responsibilities
  - iv. EV update

### V. Discussion and Action (80m)

- A. Updates and announcements from Subcommittees:
  - Update from Strategy and Actions Subcommittee (SAS) (45m)
    - Action on goal and action item format for final report and potential discussion on evaluation metrics
    - Review of City Council Update Draft Presentation
  - Update from Community Engagement and Outreach Subcommittee (COS) (15m)
    - WhaleFest Event Summary
    - Review of other events



# CLIMATE ACTION AND ADAPTATION TASK FORCE

---

6:30 PM on May 21, 2024  
City Council Chambers, 2212 Beach Boulevard, Pacifica, CA 94044

## AGENDA

- Update from Emissions Reduction & Energy Subcommittee (ERES) (5m)
- Update from Transportation and Land Use Subcommittee (TLUS) (5m)
- Update from Resilience and Adaptation Subcommittee (RAS) (5m)
- B. Standing Item: Formation/Updates to Subcommittee(s) (5m)

### VI. Future Meetings (10m)

- A. Determine potential future agenda items

### VII. Adjournment

**Next Regular Meeting:** June 18, 2024, subject to change

---

*The City of Pacifica will provide special assistance for persons with disabilities upon 24 hours advance notice to the City Manager's office at (650) 738-7301, including requests for sign language assistance, written material printed in a larger font, or audio recordings of written material. All meeting rooms are accessible to persons with disabilities.*



# CLIMATE ACTION AND ADAPTATION TASK FORCE

April 16, 2024 @ 6:30 PM

City Council Chambers, 2212 Beach Boulevard, Pacifica, CA 94044

## MEETING MINUTES

**Call to Order:** 6:33pm by Fellow Trevino

### Roll Call:

**Members Present:**

Maria Barr, Kimberly Finale, Kai Martin, Monica Meagher, Margo Meiman, Rick Nahass, Dave Plumb, Carl Schwab, Jake Scussel, Nancy Tierney

**Members Absent:**

None

**Staff Present:**

Elizabeth Brooks - Management Analyst II  
Gabriel Trevino - CivicSpark Fellow

### Approval of Agenda:

Meiman motioned to approve the agenda for the meeting, Schwab seconded the motion. Agenda approved without objection.

### Approval of March 19, 2024 Minutes:

Task Force requested revision to previous minutes be made regarding Brooks being absent. With that correction, Tierney motioned to approve the agenda, and Nahass seconded the motion. Motion approved without objection.

### Community Communications:

Calvin Chan from the Youth Advisory Board was present at this meeting, he informed the Task Force that he is a representative to keep an ear on what activities the City is up to regarding climate action. Shared that he is concerned about climate action and the environment in Pacifica and eager to be part of the process.

### Task Force Communications:

*Meiman:* Attended LERN meeting, and brought information regarding planning project decarbonization challenge from the California Energy Commission. Potential funding could exceed \$250,000. Also shared information regarding a forum taking place in Palm Springs. Lastly, shared that the California Air Resources Board is seeking community input on climate impact studies.

*Barr:* Shared that next week is the San Francisco Climate Week and that she will be hosting two climate related discussions regarding stress surrounding climate change, as well as behaviors related to sustainability.

- Finale shared that the guided conversations surrounding climate change stress and behaviors should be directed towards youth in Pacifica as well.
- Community member Chan shared that his experience from a youth perspective is that there is a state of urgency, but overall climate change can be difficult to conceptualize in larger actions that need to be taken.

*Meagher:* Shared that she will be out of the country for a few weeks, and may be unable to attend regular Subcommittee meetings but can respond to emails.

*Nahass:* Shared that he attended the Sustainable San Mateo County Awards Dinner, and provided information on the accessible metrics models that are gaining traction. Also informed the group that awards were given to members of the youth as well, including students from a high school whose education is centered around climate change and sustainability.

*Schwab:* Discussed his view on including youth more actively in the process of engagement and outreach here in Pacifica, as these topics have been common across other climate action plans he had reviewed recently.

*Scusiel:* Brought Pacifica Discussion form regarding input on streets or roads that he received in the mail. He shared that mailing could be a better way to reach people with survey options as opposed to only a couple hundred people reached via the FlashVote survey.

- Brooks shared details about her role in sending those forms out, and could come to the Task Force with cost estimates for future action.

*Finale:* Shared that COS attended and presented at Library Talk Into Action Science Starter. She summarized the content of the other presenters that attended, the resources they brought, and that COS was invited to participate in the panel discussion to share information about the Task Force. Expressed concerns regarding the survey provided to COS by City Staff.

*Tierney:* Attended RICAPS meeting and summarized the discussion that took place, specifically regarding electrification and the new Berkeley Reach Codes court case related to the ban on gas. Shared with the Task Force that she also attended the PREP Safety Element workshop, Pacifica is not taking part in updating their Safety Element but is engaged in the process of supporting regional efforts. Summarized her experience attending the presentation from PCE to City Council, and the various programs they offer. Lastly Tierney summarized attending the ICARP Adaptation Grant Planning Workshop.

- Brooks discussed that applying for Adaptation Grant Planning opportunity could be part of future City endeavors, and could be planned for as part of next year's fiscal process.

*Plumb:* Shared with the Task Force he also received the same mail form that Scussel did, and also shared personal experience with current challenges involved in installing solar panels and a heat pump water heater at his personal residence.

### **Staff Communications:**

*Brooks:* Gave a handout from IT Department that details some of the action to take when experiencing password issues with City accounts, as many Task Force members had been locked out of their accounts.

*Trevino:* Shared update regarding ICLEI, specifically that the Task Force will need to take a pause on ICLEI work as we wait for assistance from ICLEI representative Bobby Wenger. Pointed attention towards receiving the SPARQ Tool from Rincon consultants. Then shared information from the PCE presentation that Tierney had previously summarized, including no interest loans for residents to electrify, and funding resources from the Member Agency Grant Program/Community Fund that Pacifica has accrued which is in excess of \$400,000. Lastly, shared that PCE is reevaluating goals for 2025 energy portfolio to not compromise affordability for customers.

- Brooks shared information about the electric vehicle charging sites that may be beneficial to use funds for.
- Tierney reported that PCE has more than 30 electric vehicle chargers reserved for installation around the City of Pacifica.
- Community member Chan shared information relevant to the PCE Member Agency Grant Program and potential future projects that could be influential around the City, as guided by Policy OCI 4 in the General Plan.

*Brooks:* Informed the Task Force that the RICAPS template has been split up into sections, and is ready to be reviewed and begin working on as necessary to the work of the Subcommittees. Brooks asked Task Force members to remember to switch between personal hats and 'staff' hats as representatives of the Task Force. Also provided context as to the creation of the new survey and the collaboration process between SAS and City Staff, as numerical data needed to be collected from any community events that the Task Force attended.

- Tierney asked a clarifying question about the track changes feature and how that will apply across the various sections.

### **Discussion:**

#### **Item 1: Receive update from Strategies and Actions Subcommittee (SAS) Summary 2 indents in**

*Martin:* Presented a potential actions chart to the group and the general structure on how all Subcommittees with related work should be organizing this evaluation as they move forward. The example criteria for evaluating an action could include potential greenhouse gas reduction, estimated costs, feasibility, outside funding sources, etc..

- Schwab discussed the possibility of using a weighting system to guide discussions on how actions are potentially chosen for the Draft CAAP.

- Martin requested that the group provide general feedback on this system of choosing actions
- Trevino discussed the inclusion of co-benefits as a potential separate table for evaluating actions in the Draft CAAP for formatting purposes as only so many column headers, or evaluation criteria, can fit on one page or in one table. Suggested a criteria such as “future costs avoided” for actions related to resiliency

**Item 2: Receive update from Research and Data Analysis Subcommittee (RDAS)**

*Nahass:* Summarized thought process behind creating a chart of accessible indicators and metrics that might better communicate the impact certain greenhouse gas reduction measures will have in contributing towards public health, sustainability, and climate action.

- Meagher reinforced this idea, communicating to the group that once the Task Force has the actions chosen and the research into specific emission reduction statistics has been completed, it is necessary to translate these into a common understandable metric.
- Brooks built on this idea, suggesting these accessible indicators and metrics could be used in community outreach efforts
- Meiman raised attention to her personal concerns, questioning if implementing accessible metrics is conflicting with the RICAPS template.
- Martin, Meagher, and Nahass discussed how this could be displayed in the Draft CAAP the same way that co-benefits would have a separate section or table.

**Item 3: Receive update from Community Engagement and Outreach Subcommittee (COS)**

*Brooks:* Presented draft poster boards to be used for the upcoming Pacifica WhaleFest event, at which Task Force members and City Staff would attend to engage with the community on the project. Summarized the contextual information about the project’s history and climate action in the City of Pacifica.

- Martin proposed displaying information about PCE on the board, and suggested color changes in the statistics to reflect positive changes and negative changes.
- Meagher and Martin suggested clarification in the calculations displayed for emission reductions equivalent to homes powered for a year. Barr suggested including “clean energy” in that verbage for the final poster board iteration.
- Meiman reminded the group that of the emission reductions, approximately 60% could be attributed to reduction in vehicle miles traveled, and requested that information be present on the board in some way. Building on this, Tierney suggested substituting or replacing information as opposed to adding more information which could crowd the poster board.
- Schwab suggested going back to the idea of accessible metrics, and converting the emission reductions previously calculated into acreage of

forests preserved to instead reflect how many Pacificas, in terms of land size, that is equivalent to.

- Barr suggested developing a structure for interaction at WhaleFest; she proposed we direct residents to look at the poster boards, scan the QR codes, indicate their alignment with a specific solution by placing a sticker to vote, and finally ending with filling out the new survey.

*Finale:* Shared progress with the stakeholder engagement outreach email, and shared with the Task Force that some Pacificans have responded indicating their interest to participate. Suggested it would be a great opportunity to interact with all the business license holders.

**Item 4: Update from Emissions Reduction and Energy Subcommittee (ERES)**

*Meiman:* Summarized the findings shared by ERES in the previous month's meeting, and requested information from Rincon about the difference in city initiated efforts and state legislative efforts and how they contributed to specific greenhouse gas reductions. Rincon advised the group that while it is doable, it would take time and resources away from completing the newly expected inventory and would require a different contract than what is offered through RICAPS.

**Item 5: Update from Transportation and Land Use Subcommittee (TLUS)**

*Schwab:* Shared progress on the potential actions evaluation chart, and informed the group that TLUS will continue to work on the list before sending out to the group. Additionally informed the group that TLUS will be working with SAS to determine the most efficient way to communicate and evaluate the suggested actions.

**Item 6: Update from Resilience and Adaptation Subcommittee (RAS)**

*Barr:* Informed Task Force that this Subcommittee has not met yet, but will be following up with action items defined in the Roadmap.

**Standing Item:**

*Meagher:* No necessity for new Subcommittees to be formed.

*Martin:* Requested more information and follow up regarding Fellow Trevino staying with Pacifica beyond the CivicSpark contract to assist with project completion. Martin additionally asked the Task Force if schools would like to be included in the Draft CAAP in some capacity.

- Brooks clarified what the City of Pacifica's position is in terms of hiring Trevino for a limited term position, and shared the City's initial reservations with hiring another CivicSpark Fellow to supplement the work.

Meeting adjourned at 8:45pm