



CLIMATE ACTION AND ADAPTATION TASK FORCE

6:30 PM on October 15, 2024

1800 Francisco Boulevard, Pacifica in Community Development & Engineering Building

AGENDA

I. Call to Order (5m)

- A. Roll Call
- B. Approval of Agenda
- C. Approval of September 16, 2024 Minutes

II. Work Session with MIG Consultants (60m)

III. 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.*

IV. Task Force Communications (15m)

- A. Announcements from Task Force Members and updates from delegates:
 - i. RICAPS – Regionally Integrated Climate Action Planning Suite
 - ii. LERN – Local Energy Resources Network
 - iii. ICLEI – Local Governments for Sustainability

V. Staff Communications (15m)

- A. Updates and Announcements from City Staff
 - i. Staffing & Membership Updates
 - ii. Draft Review Process & Timeline
 - iii. CEQA – California Environmental Quality Act

VI. Discussion and Action (65m)

- A. Updates and announcements from Subcommittees:
 - i. SAS – Strategy and Actions Subcommittee(5m)
 - ii. WS – Writing Subcommittee (20m)
 - 1. Drafting Process & Timeline
 - iii. COS – Community Engagement and Outreach Subcommittee (10m)
 - 1. FogFest Recap
 - iv. ERES – Emissions Reduction and Energy Subcommittee (10m)
 - 1. GHG Reduction consultant assistance
 - v. TLUS – Transportation and Land Use Subcommittee (5m)
 - vi. RAS – Resilience and Adaptation Subcommittee (5m)
 - vii. FACS – Food and Consumption Subcommittee (5m)
- B. Standing Item – Formation/Updates to Subcommittee(s) (5m)

VII. Future Meetings (10m)

- A. Determine potential future agenda items

VIII. Adjournment

Next Regular Meeting: November 19, 2024, subject to change

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MEETING MINUTES

I. CALL TO ORDER

Chair Monica Meagher called the meeting to order at **6:32 PM**.

A. Roll Call

Members Present: Monica Meagher, Kai Martin, Maria Barr, Kimberly Finale, Margo Meiman, Rick Nahass, Dave Plumb, Carl Schwab, Nancy Tierney

Members Absent: Jake Scussel

Staff Present: Elizabeth Brooks - Management Analyst II

B. Approval of Agenda

Chair Meagher asked if there were any comments or modifications to the agenda. No comments or objections were made.

- **Motion: Carl Schwab** moved to approve the agenda as presented.
- **Second: Maria Barr** seconded the motion.
- **Vote:** The motion passed unanimously.

II. COMMUNITY COMMUNICATIONS

Chair Meagher opened the floor for community comments.

- Calvin, a student at Terra Nova High School, introduced himself as ASP president and cross-country captain. He presented the youth-led initiative to create a youth Climate Action Plan (CAAP). The group's long-term goal is to implement Pacifica's CAAP with a youth perspective, focusing on climate education for younger generations. Calvin shared that their group hopes to work with the City Council and Pacifica's schools, emphasizing collaboration between student groups at Terra Nova and Oceana high schools. Calvin also introduced his colleague, Adrian, another junior at Terra Nova.
- Adrian echoed Calvin's vision of creating educational connections between environmental efforts at schools and potential partnerships with other sustainability organizations, such as those in San Mateo County. Their timeline includes informing the Task Force in September and presenting their proposal to City Council by December or January.
- Gail Benton Shoemaker, representing Tree City Pacifica, spoke about the city's ongoing efforts toward achieving a 25% urban tree canopy goal, down from the original 30% due to feasibility. She explained the two primary ways trees are planted in Pacifica: (1) the tree ordinance, which requires a 2-for-1 replacement for protected trees over 12 inches that are removed, and (2) the annual Arbor Day celebration. Shoemaker raised a concern that



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replacement trees designated for the Arbor Day event might count towards the city's mandated replacements, resulting in fewer new trees. She highlighted the importance of the Arbor Day event in maintaining Pacifica's Tree City USA status and urged the Task Force to support the event's goal of planting 30 trees this year.

III. TASK FORCE COMMUNICATIONS

Maria Barr: Shared that she recently attended Los Angeles Climate Week, which focused on community engagement and climate psychology. She observed that while San Francisco Climate Week emphasized technology and AI, Los Angeles took a more community-based approach, with topics including brand innovation and climate communication. Barr commented on the value of having different perspectives on climate action from different regions.

Kimberly Finale: Provided an update on her attendance at a Pacifica School Board meeting where workforce housing on Oddstad was discussed. The new 70-unit building will be fully electric, utilizing solar and heat pump technology, serving as a model for sustainable development in Pacifica. Finale suggested that this project be included as an example in the CAAP.

Carl Schwab: Updated the Task Force on the latest discussions at San Mateo County's building electrification meetings, specifically regarding reach codes in light of recent legal challenges to Berkeley's gas ban. Schwab also mentioned ongoing collaboration with Rincon Consulting on evaluating greenhouse gas reductions and the potential for SEQUA streamlining for Pacifica's CAAP. He shared that further technical consultations are planned to clarify these processes.

Rick Nahass: Reported that he has been keeping the Rotary Club updated on the Task Force's work, and noted the club's interest in supporting the CAAP. He mentioned that while no specific involvement has been confirmed yet, the Rotary may provide volunteers or other resources to support the Task Force's efforts.

Nancy Tierney: Announced upcoming community engagement opportunities, particularly the Fog Fest, where the CAAP Task Force will have a booth. Tierney emphasized the importance of the Task Force's presence and encouraged members to volunteer for shifts during the event. She noted that colorful boards and materials from previous events would be used to draw attention and engage the public. She also commended the youth presenters for their commitment and expressed her enthusiasm for working with them.

IV. STAFF COMMUNICATIONS

Elizabeth Brooks:

- **Program Manager Position:** Brooks shared that the program manager position, previously held by Gabriel, has been filled by Brittany, a new Pacifica resident from the Monterey Bay area, who will start on September 23rd. Brittany brings a background in community engagement and environmental work and will



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take over management of the CAAP efforts. Brooks praised her passion for Pacifica's culture and her excitement to work with the Task Force.

- **Consultant Selection:** The City selected MIG, a consultant based in Berkeley, to assist with community engagement efforts for the CAAP. MIG has experience with similar projects, including climate action plans for Half Moon Bay and San Mateo County. Their strength lies in tailoring outreach to hard-to-reach populations, including youth. Brooks expressed confidence in their ability to develop creative, customized strategies for Pacifica.
- **Fog Fest:** The City Manager has secured table space for the Task Force at Fog Fest. Brooks reminded Task Force members to volunteer and referred them to the shared sign-up sheet for scheduling shifts. She encouraged the group to take advantage of the event to raise awareness and build recognition for the CAAP among residents.

V. DISCUSSION AND ACTION

A. Receive Updates from Subcommittees:

- **Strategy and Actions Subcommittee (SAS):**

The subcommittee reported that the road map has been updated, shifting many August items into September due to delays. The group aims to finalize goals and actions by November.

- **Community Engagement and Outreach Subcommittee:**

Kimberly Finale shared updates on outreach efforts, including the preparation for Fog Fest. She noted that existing materials would be used for the booth, and the Task Force would continue to raise awareness about the CAAP. Finale also mentioned that MIG's consultant team would likely assist with future community engagement efforts, particularly youth outreach.

- **Resilience and Adaptation Subcommittee:**

Maria Barr provided an update on the subcommittee's progress in reviewing and prioritizing action items. The goal is to consolidate a list of three to five key goals by the next meeting. They are awaiting support from Brittany, the new program manager, to help finalize the CAAP's resilience section.

- **Emissions Reduction and Energy Subcommittee:**

Carl Schwab shared that the subcommittee has made progress on several fronts, including outreach to organizations like the North Coast County Water District and Recology to gather data. However, much of their work is dependent on receiving emissions data from Rincon Consulting.



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Schwab also mentioned exploring potential improvements to permitting processes for water heaters and other electrification projects.

– **Transportation and Land Use Subcommittee (TLUS):**

Carl Schwab reported that TLUS has consolidated its list of action items and posted the latest version online for review. They have streamlined the list by combining similar actions and are now awaiting further input from Rincon Consulting to continue refining their section.

– **Food and Consumption Subcommittee:**

A **representative from the subcommittee** explained that while they have developed a list of action items, they have not yet begun edits due to technical issues with document access. The subcommittee is awaiting its own draft copy to begin revisions, as Brown Act restrictions prevent real-time collaboration.

B. Standing Item – Formation/Updates to Subcommittee(s):

– **Formation of Writing Subcommittee:**

Chair Meagher proposed the formation of a writing subcommittee to draft and consolidate the CAAP. The subcommittee will consist of Maria Barr and Rick Nahass, who will be excused from other subcommittee duties to focus on this task.

Motion: Kai Martin moved to create a writing subcommittee consisting of Maria Barr and Rick Nahass..

Second: Kimberly Finale seconded the motion.

Vote: The motion passed unanimously.

VI. FUTURE MEETINGS

The next meeting is scheduled for **October 15, 2024**, at 6:30 PM. The Task Force decided, without opposition, to move future meetings to **1800 Francisco Boulevard in the Community Development & Engineering Building**. Members expressed a preference for the location due to its convenience and layout.

VII. ADJOURNMENT

Chair Meagher adjourned the meeting at 7:54 PM.

Next Regular Meeting: The next meeting will be held on October 15, 2024, at 6:30 PM, at 1800 Francisco Boulevard in the Community Development & Engineering Building.