



# CLIMATE ACTION AND ADAPTATION TASK FORCE

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February 20, 2024

6:30 PM

City Council Chambers

2212 Beach Boulevard, Pacifica, CA 94044

## AGENDA

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

Roll Call

Approval of Agenda

Approval of Minutes

### **II. Community Communications (TBD)**

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

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

Task Force Member announcements and updates from delegates (RICAPS, LERN, ICLEI, OPR)

### **IV. Staff Communications (10m)**

Updates and Announcements from City Staff

- Report out from conversations with Rincon and City Staff

### **V. Discussion and Action**

Updates and announcements from Subcommittees

Item 1: Receive update on Subcommittee descriptions and receive Roadmap action detailed document from SAS (25m)

Item 2: Receive report on current state of CAP actions/completed actions from RDAS (10m)

Item 3: Receive update on FlashVote Survey, presentation of Engagement Plan, and instructions for Stakeholder Engagement from COS (30m)

Item 4: Receive update from ERES (5m)

Item 5: Receive update from TLUS (5m)

Standing Item: Formation/Updates to Subcommittee(s) (5m)

### **VI. Future Meetings (10m)**

Determine potential future agenda items

### **VII. Adjournment**

**Next Regular Meeting:** March 19, 2024, subject to change



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### AGENDA

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*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

January 16, 2024 @ 6:30 PM

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

## MEETING MINUTES

**Call to Order:** 6:32pm by Fellow Trevino

### Roll Call:

#### Members Present:

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

#### Members Absent:

Dave Plumb

#### Staff Present:

Elizabeth Brooks - Management Analyst II  
Gabriel Trevino - CivicSpark Fellow

### Approval of Agenda:

Chair Monica Meagher took a poll to approve the Agenda, no one objected. Agenda passes unanimously.

### Approval of December 19, 2023 Minutes:

Finale requested a correction to the December minutes, specifically to the spelling of the the author's name 'Xia'. Tierney requested a change to the minutes regarding a date change to what is recorded during Plumb's report. Meiman also requested a change to the minutes regarding how the CAAP is consistent with other city documents. She also provided notes to guide the corrections. Schwab requested corrections to the minutes regarding the goal of the CAAP to reduce greenhouse gas emissions.

Chair Meagher asks for a motion to approve the minutes with the adopted corrections, Meiman motions to approve. Martin seconds the motion to approve the minutes. Motion to approve the minutes with the discussed corrections passed.

### Community Communications:

No community members were present at the meeting.

### Task Force Communications:

*Schwab:* Attended the CCEC LERN meeting, and discussed the Climate Pollution Reduction grant, which also considers environmental justice and other topics not explicitly covered in the title of the grant. Also discussed the Clean Tech California Program.

*Barr:* Attended Women in Climate Tech and Sustainability Conference.

*Finale:* Attended City Council Meetings, and OPR Pacifica Workshop on the 10th.

*Meiman:* Shared that Pacific Beach Coalition is having an Earth Day Clean Up event on April 20th, and has offered the CAAP Task Force a table if our group wanted to do outreach of some sort. She also shared that the Pacifica Climate Committee got together to send out postcards regarding a switch to heat pump water heaters; 450 postcards were sent out.

*Nahass:* Also attended the OPR meeting, discussed presenting to the Task Force and City Council regarding solutions to include in the draft.

*Tierney:* Assisted with postcards, and also attended the OPR meeting. Interested in finding out how to structure the workshops they proposed after our group's initial feedback. Reminded group of Rosanna Xia event on March 3rd, and January 25th Coastal Act event.

- City Staff Brooks provided her thoughts on how to move forward with OPR, as it would need CAAP Task Force support and some other coordination with City resources.
- Discussion took place between Tierney, Finale, and Nahass regarding what the aimed focus was of the OPR workshops, as they did not seem to be particularly aimed at community engagement but rather more informative. Finale recommended that the entire Task Force sit in on a presentation with them, and from there, strategies as an entire group could potentially be generated regarding meaningful community engagement.
- Tierney volunteered and was appointed the liaison to OPR communication.

*Martin:* Shared how in England trash truck vehicles will be converted to electric bidirectional; so from trash trucks completing their normal routes they will be able to generate enough electricity to power homes.

*Meagher:* No updates at this time.

*Schwab:* Presented more updates, this time regarding ICLEI and giving context to what it is and the meeting that took place between himself, ICLEI representatives, and City Staff. He described the ICLEI Year Ahead meeting, and the ICLEI 101 meeting. Also described some of the other ICLEI resources and hubs, and general ICLEI information on their programs and how they may be of use to our Task Force.

**Staff Communications:**

*Brooks:* Informed the group that they can register for ICLEI using their City email addresses, since the domains are preapproved. She also encouraged the group to wait to register so that the invoice may have time to be cleared. Also updated the Task Force on all new files, folders, and permission changes that have been made to the CAAP SharePoint site. Additionally, Brooks informed the group that communication with FlashVote has been made and the process for scheduling a meeting has begun.

- Nahass and Finale had questions as to how exactly FlashVote will be assisting their group as a consultant. Brooks responded that by using the draft survey

approved by the entire Task Force, we engage in conversation with the FlashVote consulting group describing why certain questions are important to this Task Force as they represent the community, and receive feedback.

- There was then discussion between Finale, Nahass, Tierney, and Brooks regarding what are the answers we as a group are really seeking, as well as the general process of continuous review of which questions we submit to them. Brooks then clarified that our engagement with FlashVote is for that expertise of high level strategic guidance on how to frame questions to get results worth discussing.

*Brooks:* Continued with her announcements and informed the Task Force that the City has taken on a new grant writing consultant, and also informed the group that she is more optimistic about the type of direct assistance the City will be able to receive. Her announcement also included an update on the state of the Transportation Demand Management Plan and the general level of support from other staff within the City. Her final communication was a reminder regarding Brown Act rules, with specific reference to how many people are CC'd on an email as compared to use of BCC.

*Trevino:* Provided update to the Task Force that he is in the process of organizing meetings with various stakeholder departments from the City alongside Brooks in response to the questions various Task Force Subcommittee members have asked him. He details that these questions will all be split up according to the appropriate department that may provide the Task Force with the best answers; Public Works Engineering, the Building Official, and the Planning Department. He additionally provided his insights regarding the OPR meeting. He agreed with Finale that based on the goals and discussion topics presented during that meeting, there is not really room for meaningful community engagement in the context we as a Task Force were previously imagining. Lastly, he quickly reviewed some of the important concepts discussed from Schwab's update regarding ICLEI. This included the use of ICLEI's Community Site where the Task Force can access forums, and the various documents available for review. He used the example of how an entire appendix document of over fifty nature based solutions was provided within minutes after requesting from ICLEI.

- There was then discussion between the Task Force as to who to filter questions through if anyone had a request for information from ICLEI. Brooks, Meagher, and Martin suggested that questions should be sent to Schwab and Trevino directly, then they can forward the questions to ICLEI representative Wenger.

## **Discussion:**

### **Item 1: Updates from Subcommittees**

*Martin:* Asked clarifying question regarding the inclusion of a 'standing item' on the agenda. Informed the group of updates made to the Roadmap as can be found in the General Folder of the SharePoint. Summarized the work of RDAS as according to the timeline, and briefly covered the next steps. Then described the work of the soon to be created ERES, RAS, and TLUS.

- Meiman asked a clarifying question regarding the overlap of TLUS and ERES, as addressing transportation will be part of emissions reduction efforts.
- Discussion of an ICLEI Subcommittee was had, and the group determined that it may be more helpful down the road to address or to simply entrust each Subcommittee with access to ICLEI so they may access resources relevant to their topics as they need.

*Schwab*: Conducted PRRS presentation as a substitute for Plumb who was absent. Shared with the group that the spreadsheet looks mostly complete, and that the Subcommittee can take a break for their members to focus on other responsibilities within other Subcommittees.

*Nahass*: Presented RDAS update evaluating the 2014 CAP and comparing some of our groups outlined goals to what is in the RICAPS template, all within the context of evaluating the effectiveness of the 2014 CAP.

- Finale discussed the importance of including groups such as the Youth Advisory Board in our process and in how our group decides on specific actions to require City Council to adopt. Meagher reminded the group that Fellow Trevino will be engaging in discussions with various stakeholders to learn about the details behind the capital improvement plan and how certain projects are prioritized. Fellow Trevino added that unconventional community engagement could be an approach that our group adds to our version of an adapted RICAPS template; he added that eventually coming to City Council with a proven record of successful community engagement would strengthen the draft document, especially if the youth are utilized and properly incentivized.

*Meagher*: Regrouped the discussion after hearing agreement from Task Force regarding the strategy to engage the community ahead of approval of draft CAAP document, so as to build support for the project, foster understanding of the issue, and build a rapport within the community. Chair Meagher moved the discussion towards the approval of the new Subcommittees.

- Martin motioned to approve the creation of all three Subcommittees, Finale seconds. Motion to approve the new Subcommittees passed.
- Meiman, Schwab, Martin volunteered to join ERES
- Meagher, Tierney, Nahass, and Schwab volunteered to join TLUS
- Martin, Barr, Tierney, and Finale volunteered to join RAS
- Meagher then outlined the upcoming deliverables from various Subcommittees and from City Staff for the upcoming February meeting.

**Adjourn at 8:33pm**

# Introduction

The Draft Climate Action and Adaptation Plan's success is contingent on the willingness and follow through of various City departments in a multitude of capacities. The Task Force acknowledges that what we accomplish, can not be done alone. The Task Force is still in the preliminary phases of determining the extent to which the previous 2014 Pacifica CAP has been acted upon, as well as in preliminary research phases. Due to this, the group has yet to determine specific actions to include in the Draft.

Whichever goals the Task Force does agree are in the best interest of the City of Pacifica to act upon, as guided by State goals defined by agencies such as California Air Resources Board, will also need to be in accordance with City documents and goals. This includes ensuring the actions or goals defined in the Draft CAAP are actionable and feasible for local department resources.

This document is an effort from City Staff to answer questions from various Task Force Subcommittees to gain greater understanding of departmental priorities, resources, and capacity to support goals defined within this project.

# Public Works

In response to a request from various members of the Climate Action and Adaptation Plan Task Force and from the Research and Data Analysis Subcommittee to gain insight into the processes behind action in the City of Pacifica, City Staff Elizabeth Brooks and Fellow Gabriel Trevino organized a stakeholder meeting.

The purpose of this meeting was to ask specific questions provided by the Task Force, Subcommittees, and City Staff to glean information on municipal building electrification, the Capital Improvement Plan, and various questions pertaining to specific projects going on around the City. City of Pacifica Public Works Director Lisa Petersen and Deputy Director City Engineer Roland Yip were able to speak to these matters and more during an hour-long meeting with Staff.

The following questions were asked by City Staff to the Public Works Representatives during this meeting:

1. What has the City done in municipal buildings, whether investing in energy efficiency or shifting from gas? (CAP 4.1.3)
2. Has all street lighting been replaced with LEDs (as was planned in 2014 CAP)?

3. What is the CIP process at Pacifica? How do items get added? What information is needed before making it on the plan? How are things prioritized? How do grants figure into the CIP planning process? Can the plan be modified if a new grant opportunity comes along or are the plans and budgets predetermined?
4. Once they are determined and adopted by Council, how can the goals in the CAAP (such as NBS revolving around urban forestry, green roofs, more bioswales, incorporation of horizontal levees/remediation of dune ecosystems) be combined with planned projects by Public Works?
5. How could a standing committee (if one were to be formed) support the work of the Public Works department? What capacity, if any, does Public Works have to support such a body?
6. Of specific projects, which take priority? Is there any flexibility to implement 'greener' goals within these projects?
7. Of the various pavement improvement projects, are there visual components to these plans, or an interactive component such as ArcGIS, where planning involving bioswales or more vegetative cover could be implemented?
8. For the various drainage improvement projects, are these related to the grates themselves, flow rate, replacement of old infrastructure needs, etc.? If related to flow rate, to what extent has Public Works investigated the possibility of NBS such as rain gardens, bioswales, implementation of green roofs near highly impacted drains?
9. Of bicycle lane projects, what components within these plans specifically target the reduction of car-supporting pathways?
10. Are there ways the BBIRP contributes to resilience beyond the use of a concrete wall?

This document serves as a basic, high-level overview summary of the statements given by the Public Works representatives, and the sentiments and messages for the Task Force to take away from these statements. This meeting conversation was recorded.

In response to Question 1, we were informed that solar panels have been installed at the Community Center, with Public Works also aiming to have solar panels installed at the Civic Center Campus and the Wastewater Facility. City Staff was informed by the Public Works Director that to some extent, there may be disconnect between the Public Works Engineers and Public Works Field Services Departments as she was unsure about the specifics regarding which municipal buildings have undergone certain electrification upgrades. She was also unsure about the timeline regarding when some of these improvements have been completed.

Petersen was confident that, at some point, water heaters at the Community Center were replaced as well as possibly at the Public Works facilities. Petersen guessed that this upgrade could have been made everywhere around the city in municipal buildings. The Public Works representatives were keen to point out that the new Civic Center is poised to have solar and EV charging stations but lacks the funding to be fully implemented.



They spoke more on this theme, stating that there are plenty, if not a majority, of municipal buildings and developments that can support newer cleaner technologies but can not do so because of financial constraints.

When addressing Question 2 the Public Works representatives informed City Staff that all street lights have been replaced with LEDs, as well as most if not all lights at parks, tennis courts, the Community Center, Police Department, and a few other municipal buildings with more on the way. This installation work is done through a Pacific Gas & Electric subcontractor.

Question 3 is where a lot of discussion was had; the information presented in this segment of the stakeholder meeting could be very beneficial to the Task Force's planning efforts. While the tone of the Public Works Department Head Petersen at times seemed to insinuate lack of attention for the purposes of the CAAP from the perspective of the City, her explanations provided insight behind her delivery. It is clear that the limitations of resources dedicated to supporting Public Works has taken a toll on the attitudes of the department.

Public Works reaches out to departments across the city to find out what sort of improvements they need or would like to happen, as well as the City Manager's Office, or from lawsuits and emergencies. These projects are compiled and discussed at a goal setting meeting with City Council members where they then receive guidance on how to prioritize projects. Estimates and the rough scope of the project are needed for City Council to decide on how to prioritize these projects, but with so many planned each year and such limited staffing capabilities, there is often a roll-over of projects between years.

Grants could potentially support the work of Public Works, as funding is a major limiting factor, but research of a grant and application completion is left to the department to handle due to limited bandwidth from Public Works. Speaking on the limited bandwidth, both Public Works representatives agreed that standing committees tend to be a hindrance as they can not get much done on their own without staff resources and time. So while our CAAP could potentially locate grant funding, they highlighted how grant projects require a great deal of staff time to implement and manage the projects.

# Building Official

In an effort to collect insight from various City Departmental stakeholders that are crucial to the success and implementation of goals that will be outlined in drafts of the Climate Action and Adaptation Plan, City Staff organized a meeting with the Building Official. The purpose of this meeting was initially to understand some of the concerns Task Force members had brought to attention regarding energy efficiency standards, but more specifically the way they are enforced.

While the conversation with the Building Official did stay on topic for a bit, the conversation then transformed into subjective, opinionated discussion involving recommendations from this expert to our Task Force. This Building Official has been working in the field for close to 60 years across various jurisdictions in the Bay Area via CSG Consultants. The contract Building Official from the Building Department that served as the representative for this stakeholder interview was Fred Callum.

The following questions were asked by City Staff to the Building Official representative during this meeting:

1. How does the Buildings Departments address the 2014 CAP Green Building practices (Section 4.1.1) in permitting and inspections?
  - a. What methods does the Building Department use to enforce these practices?
  - b. What, if any, barriers do the Building/Code Enforcement Department encounter in implementing and enforcing these practices?
2. The City extended the state's "model water efficiency ordinance" to all newly landscaped areas when adopting the 2016 CBC. Is this still in place with the most recent building code adoption?

In response to the first question, Fred Callum answered that inspections of this nature that are looking to check for compliance with any green building codes are typically dealing with Title 24 Code. There are many subsections within Title 24 but his underlying message was that green building code is typically part of most, if not all, developments.

While CSG is a consulting group that carries out some of the inspections, there are so many ordinances to keep track of that it would be impossible for one person to address every single code during inspections. Callum highlighted that oftentimes groups that the State hires can even conduct parts of these inspections, such as the Home Energy Rating System (HERS) Index inspectors.

As far as the responsibilities go between the Building Official and plans involving solar panels, he informed me that they no longer check the plans and the permit is issued by an online service. All the inspector has to do then is check the viability of the installation. However, he did notify Staff that challenges arise during cases such as this, as PG&E take too long to accept

these technology switches and actually allow customers to start using the solar energy they are producing.

He then offered some recommendations to City Staff based in part by his opinion, but also from what he is seeing out in the field and the supporting systems. Callum recommends that when it comes to meeting our goal of reducing VMT and switching fleets to EV, the best way to go about this is to locate the grant funding available to assist with changing infrastructure. As it currently stands, there is no sufficient infrastructure in place that could support the goals of the Task Force.

This goes to support previous comments made by the Public Works Department; there are so many great opportunities for infrastructural upgrades and innovations throughout Pacifica, but some crucial limiting factors such as funding remain a prevalent issue. To this point, Callum informed Staff that while PG&E has been responsible for energy throughout the Bay Area (something our jurisdiction is mostly exempt from due to our involvement with Peninsula Clean Energy), there are issues with transmission and distribution losses.

He claims that the energy most people receive is only around 10% of the energy actually generated, as so much of it is lost on these transmission lines and on the distribution processes across miles and miles of wires. Callum recommends Pacifica to seriously consider sourcing the batteries and storage of them locally, to avoid such issues. As it is, when City Staff reviewed the Greenhouse Gas Inventory provided to us by Rincon, Transmission & Distribution losses in terms of CO<sub>2</sub> equivalent is unclear. Local storage and distribution could potentially provide numerous advantages if paired with renewable energies.

In response to question 2, Callum notified Staff that yes MWELo as they call it among Building Officials is something that is still reviewed in applications and during inspections. He admits, however, that there are limitations if our true objective of this plan is to address adaptation. He recommends that for our plan to be actionable, we should consider adding ordinances to the Building Code that address permeable surfaces. Currently, there is no minimum percentage requirement for permeable surfaces on a development, so pavement can run rampant and impact groundwater recharge and flow patterns, possibly leading to flooding.

Callum's final point, and perhaps most important for the Task Force to consider, is that further amendments to Reach Codes or ordinances relating to energy efficiency are not economically feasible for the average person. Callum claims that anywhere from 90-95% of what can be achieved in terms of energy efficiency has already been done, and further advancement would be an economic burden.

# Planning Department

The Climate Action and Adaptation Plan Task Force requested contextual information and background on the processes involved with reviewing planning applications that had significant or notable environmental and climate related aspects to them. City Staff Elizabeth Brooks and Fellow Gabriel Trevino joined to interview a representative from the Planning Department to learn about this review process and general best practices for drafting plans.

In an hour-long session, conversation additionally steered towards what could be a general recommendation from the Planning Department to the Climate Action and Adaptation Plan Task Force on how best to make the Project Draft actionable and in alignment with other City documents. Planning Department Senior Planner Stefanie Cervantes was able to speak to these matters with Staff.

The following questions were asked by City Staff to the Planning Department representative at this meeting. Additional comments were provided based on follow up questions that City Staff Elizabeth Brooks and Gabriel Trevino had as they arose.

1. When reviewing the environmental/climate-related aspects of a development application, what municipal/zoning code or other policy document guides your review process?
  - a. Specifically, codes/rules/regulations to follow from these documents in relation to subjects such as energy efficiency standards, policies for adding more greenery to the city, installing infrastructure to support electric vehicles, wildfire management practices, and projects that trigger CEQA
  - b. What projects trigger CEQA thresholds?
2. What are Pacifica's reach code standards?
  - a. Do Pacifica reach codes exceed State requirements minimums? In which ways?
3. Has Pacifica adopted the Bay Area Water Supply and Conservation Agencies indoor and outdoor ordinances?

This document serves as a basic, high-level overview summary of the statements given by the Planning Department representative, and the sentiments and messages for the Task Force to take away from these statements. This meeting conversation was recorded.

In response to the first question, Stefanie Cervantes told City Staff that during this review process there is typically an entire list of rules and ordinances that are reviewed during each phase of a project, not just the planning phase. They are typically very straightforward, but in the instance that the plan is not straightforward it could potentially call and apply for variance. Examples of the documents that really utilize the overarching ordinances and policies related to environmental development would be the larger documents within the City, such as the Coastal Program, or the General Plan.

She described that the role of the Planning Department is really to serve as very well educated generalists in all sorts of fields as they pertain to development throughout the city. If there are questions, concerns, or something they need more clarification on they can then request the help of someone more specialized in that field or direct the said proposed plans/applications towards those departments.

Typically, it is pretty clear right away when an application is going to trigger or require some sort of environmental review, and during those cases it is incumbent upon the City and the developer to keep track of a couple significant factors. Those would be the potential impacts that the project will have, as well as the mitigative measures that will need to be taken as a result of those possible impacts.

Cervantes then discussed for some time the complicated nature of CEQA cases and how there are instances where the developer can be protected against having to take any mitigative measures to address a possible impact. This can happen as there will be gaps in laws or regulations from governing lead agencies that oversee projects, so while areas or subjects such as biology or biodiversity can ensure mitigative measures are taken, other sectors that have impacts on the anthropogenic sphere may not be addressed, such as traffic.

In response to the second question, City Staff was told that Reach Codes are usually just monitored through the building permitting process. In response to the third question, Cervantes recommended we reach out to James [also from the Planning Department] as they would have a better idea of issues pertaining to water ordinances.

Cervantes described her time working with the City of Oceanside, in which she gained valuable insight into the process of how they developed their Climate Action Plan, and how it was written to properly be integrated within City government. Her one single most important piece of advice to the Task Force is to write policies and actions that are actionable via ordinances.

While policy and ordinance go hand in hand and would need to be the deliverables of the Climate Action and Adaptation Plan Draft, ensuring that they are written in a way that is congruent with the rhetoric and detail presented in other City documents and the policies and ordinances shaping them is imperative.

She informed City Staff that in order to have detailed ordinance, so when it comes time for a review, either a yes or no needs to be the end result. There can be no wiggle room. Fleshing out the CAAP with ordinance and municipal code that is ready to be integrated into the City zoning codes or buildings codes, etc. will ensure that the draft document is as strong as can be.

When providing context from her time in Oceanside, Cervantes informed City Staff that the first phase of this involved research and writing and the inevitable ordinance adoption by City Council, then community and stakeholder education to go along with that implementation. The subsequent phases involved additional ordinance adoption for anything that may have been missed the first time around, also inclusive of more action on the City's part.

This recommendation by Cervantes was coupled with follow up recommendations, that policy and ordinance need to be developed hand in hand; that policy needs to remain broad enough to enable action by the city's part; ordinance needs to result in a yes or no checklist; the Task Force should be careful not to confuse goal setting language with policy language or ordinance language; the draft should reinforce ideas of differentiation between goals, policy, and action; and that some training may be required to write in the city document language style.

**Climate Action and Adaptation Plan (CAAP) - Task Force**  
Subcommittees and Responsibilities  
DRAFT ver4 (Feb 9, 2024)

The following list of subcommittees is based upon the “Climate Action and Adaptation Task Force Staff Report” of October 17, 2023 with edits from Subcommittee review in January and February 2024.

Fundamental Subcommittee Categories

**) Strategies and Actions Subcommittee (SAS):**

- Oversees integration of recommendations from subcommittees into final Plan, ensuring subcommittees work in harmony and do not duplicate efforts.
- Responsible for maintaining the quality and consistency of work produced by subcommittees.
- Developing & maintaining a roadmap of CAAP TF actions, responsibilities, and due dates.

**) Community Engagement and Outreach Subcommittee (COS):**

- Responsible for welcoming and seeking input on potential initiatives throughout drafting process, engaging with the community, and galvanizing community involvement.
- Promotes awareness at community events, workshops, and other outreach opportunities.
- Ensures the Plan prioritizes equity and includes marginalized and vulnerable communities in decision-making and in public outreach, education, and polling opportunities.

**) Research and Data Analysis Subcommittee (RDAS):**

- Gathers and analyzes data regarding climate change, assesses local vulnerabilities, and provides the scientific basis for climate action recommendations.
- Develops systems for tracking project progress, collecting data on emissions reductions and adaptation measures.

**) Policies & Regulations Research Subcommittee (PRRS):**

- Works on research of policies, regulations, and incentives to aid City in creating climate action goals, including zoning changes, building codes, and environmental regulations.

**) Grants and Funding Subcommittee (GAFS):**

- Identifies grant opportunities, and financial mechanisms to support climate action initiatives and projects throughout the city.

Supplemental Subcommittee Types as Related to CAAP Scope

**) Emissions Reduction and Energy Subcommittee (ERES):**

- Focuses on implementable strategies to reduce GHG emissions, such as transitioning to clean grid energy, improving energy efficiency, sustainable building practices, and electrification of the city fleet.

- This will include emissions related to energy used in potable water distribution and the emissions from wastewater treatment
- Identify GHG emissions related to solid waste disposal and recycling and recommend actions to reduce these emissions.

**) Transportation & Land Use Subcommittee (TLUS):**

- Focuses on strategies to reduce emissions from transportation, including public transit improvements, active transportation options like biking and walking, and electric vehicle adoption
- Evaluate what land use strategies can be effective in addressing the climate issues identified in the Climate Action and Adaptation Plan.
- Coordinate land use strategies, urban planning, e.g., General Plan and Local Coastal Land Use Plan, with the CAAP Task Force & other subcommittees to minimize duplication of effort and create a more cohesive CAAP.

**) Resilience and Adaptation Subcommittee (RAS):**

- Concentrates on developing resilience measures to climate change impacts, including strategies for protecting against extraordinary weather events, sea-level rise, and other climate-related risks that may be relevant to coastal cities.
- This grouping was observed to be broken down more specifically to:
  - Infrastructure and Built Environment Subcommittee:  
Organizes information about infrastructure projects that support climate resilience and low-carbon developments.
    - Includes incorporation of Nature Based Solutions as part of Infrastructure and Built Environment
    - Infrastructure that leads to water conservation
  - Natural Resources and Conservation Subcommittee:  
Focuses on developing strategies for preserving ecosystems, habitat restoration, protection of open spaces, and addition of green infrastructure to enhance climate adaptation and biodiversity.
    - This includes water conservation measures beyond infrastructure and built environment

**) Food and Consumption Subcommittee (FACS) - (New Subcommittee):**

- Focuses on strategies to reduce GHG emission related to food consumption as well as purchased goods and services.
- This includes improving consumers' use of food such as reducing food waste and making more ecofriendly food choices.
- It also includes increasing the utilization of consumer goods purchased and consumed.
- Investigate the opportunities to reduce GHG emission in consumer services like Healthcare, Education, Entertainment and Recreation.



Pacifica Climate Action Survey February 2024

FV Version

Q1 (USE AS FILTER)- In 2014 the City of Pacifica published the “2014 Climate Action Plan” that catalogues existing emissions, analyzes the value of actions which will reduce emissions, sets reduction goals and plans other ways to adapt to climate changes (IS THIS BASICALLY ACCURATE FOR PACIFICA???)

Prior to reading this, which best describes what you knew about that plan?

- a. Never heard of it
- b. Heard of it, but didn't really know what was in it
- c. Knew about it and what is in it
- d. Not Sure

Q2 (USE AS FILTER)- How concerned are you about the future effects of global warming?

(1-5: Not at all, Slightly, Somewhat concerned, Very, Extremely; Not Sure)

Q3- (RANDOMIZE) Which potential global warming impacts in Pacifica are you most concerned about, if any? (You can choose up to FOUR, if any)

- Sea level rise causing more flooding
- Sea level rise damaging coastal buildings
- Heavier rain causing flooding
- Heavier rain causing landslides
- Warmer temperatures
- Less fog
- Coastal land eroding
- ???
- Other: \_\_\_\_\_

Q4- (RANDOMIZE) Which of the following do you think make the most sense to help reduce greenhouse gas emissions (CO2 and others) in Pacifica, if any? (You can choose up to FIVE, if any)

- a. Opt to ride a bike, walk, drive electric car or use public transportation instead of driving
- b. Make my home more energy efficient (insulation, energy efficient home appliances, etc.)
- c. Use more carbon-free energy myself (solar, wind, nuclear, geothermal, etc.)
- a. Have the City of Pacifica make buildings more energy efficient
- b. Have the City of Pacifica use more carbon free energy in its operations
- c. Do an inventory of local emissions and cost-effective reduction options
- d. Offer free home energy assessments
- e. Have more public transportation connections and options
- f. Other: \_\_\_\_\_

Q5- Any other comments or suggestions about climate action in Pacifica? (OPEN)

## Potential Guiding Strategy to Support Community Engagement Timeline:

The following is a brief strategy outline that can be used as supplementary material to inform the Task Force of the context of items found on the Community Engagement Timeline. While the timeline serves as a concrete listing of the actions and events taking place, as well as expectations COS is setting for themselves, that is half of the Engagement Plan.

The Engagement Plan is both the Timeline and the following Strategy Outline combined. One informs the other, and vice versa. This outline briefly details the various project phases.

1. Phase 1: Making Connections and Behind the Scenes Work
  - Pending input from all Task Force members, reach out via email and phone call to various community stakeholders to assess willingness and capacity for collaboration. This also includes COS members agreeing on an informational 'elevator pitch' to present to people during any sort of interactions while volunteering, etc.
  - Behind the scenes, COS members will study the ICLEI Climate and Sustainability Communications Toolkit
2. Phase 2: Raising Awareness and Processing Initial Survey Results
  - Pending survey results, each member of COS will individually comb through results and take note of possible trends, general sentiments from citizens regarding climate action, the extent to which people care about climate change, and what sort of actions should be supported in the CAAP draft to reflect community willingness to act
  - COS members will be reaching out to community group stakeholders that agreed to collaborate to plan exactly when events take place, and forward that schedule to City Staff to distribute to Task Force for availability to sign up. Via in person grassroots efforts, COS members and Task Force members will get the word out that the City is developing a new Climate Action and Adaptation Plan
3. Phase 3: Processing Survey Results Continued and Developing In Person Connections
  - As a larger group with the entire Task Force, COS will present their findings on patterns from the survey results and possible courses of action on how to reflect community sentiments into the CAAP draft document
  - Attending in person events, getting emails from locals to sign up for possible CAAP newsletter, and continue elevator pitches
4. Phase 4: Continuing to Attend Community Outreach Events and Receiving Feedback (Cycle)
  - As a Task Force, piecemeal components of the CAAP draft (for example, develop the list of specific actions we are asking the City to follow through on and how) and send out to community members for initial feedback. Doing so in smaller bursts of information will promote more engagement
  - Pending feedback, review and edit CAAP draft
  - Continue to attend community events
  - Repeat Phase 4

Pacifica Climate Committee, Beautification Advisory Committee, Pacific Beach Coalition, Open Space Parkland Advisory Committee, Pacific Environmental Friends, Pacifica's Environmental Family, Pedro Point Association  
 Check Libraries for events, could be good way to reach families and youth for engagement

Highlight = Best Practices Steps to be completed asap

Highlight = Individual Actions by each member of COS

Highlight = Formal report to TF expected

2024/2025											
Monitor/Review	Research				Plan					Implementation	
February	March	April	May	June	July	August	Sept	Nov	Dec	Jan 2025	Feb 2025
<p><b>Flash Vote Meeting final results</b></p> <p>(Based on above timeline for completion):                      Receive approval for survey distribution by TF</p> <p>Reach out to City Weekly Newsletter for collaboration</p> <p>Develop quick 1 paragraph memo to be sent out with City Weekly Newsletter regarding survey</p>	<p>Contact the above entities and community groups and check their calendars for events to join in on</p> <p>Organize meetings with reps from ^ asap</p> <p>Process results of survey, form short 1 page reports on takeaways, then meet as a group</p> <p>Review ICLEI Community Outreach Materials</p>	<p>Contact the above entities and community groups and check their calendars for events to join in on</p> <p>Organize meetings/follow up meetings ^</p> <p>Report results of survey to TF, begin discussion on next steps</p>	<p>(Hopeful we receive GHG inventory update from Rincon):                      Go to community with new data on how we are doing with emissions</p> <p>Continue discussion with TF regarding survey next steps, how to incorporate these views into CAAP actions</p> <p>Attend any community events as info only</p>	<p>Attend as many community events as there is bandwidth for</p> <p>Among TF, continue to discuss how to implement community survey results into CAAP</p>	<p>Now that we are beginning the planning stage, finalize a draft for community review of CAAP actions (this work could be bolstered by considering what actions can we take that could potentially be grant funded just by <i>planning</i> for it)</p> <p>Distribute to community, receive feedback</p> <p>Attend as many community events as there is bandwidth for</p>	<p>Continue to receive feedback from community regarding draft of CAAP actions</p> <p>Attend as many community events as there is bandwidth for</p>					
<p><b>One Paragraph memo could be about TF and goal</b></p> <p>Prepare messaging to alert community about the survey</p> <p>After preparing statement, forward to Staff so we can use Social</p>	<p>Send emails, introduce yourself and TF and ask about capacity to engage with their group and promote a CAAP</p> <p>When reviewing the ICLEI CO materials, take short very general notes of what methods or strategies stick out to you</p>	<p><b>Follow up emails</b>, confer with TF on how to meaningfully engage with these groups</p> <p>With the report to TF on survey, try to examine for a pattern or schools of thought that are predominant within the community</p>	<p><b>(Dependent on GHG inventory update)</b> Create fact sheet that assembles the key emitting sectors and how we are doing; on the last inventory Rincon provided the first page had graphs of all the important data</p> <p>Very short report summarizing</p>	<p>Promote involvement of CAAP TF in community events via social media/other media</p>	<p>Promote involvement of CAAP TF in community events via social media/other media</p> <p>COS should search for grants related to community outreach for sustainability</p>		<p>Social media:                      Newsletter:                      TV:                      Printed handout:                      Website:                      etc...</p>	<p>Tabling, postcards, determine whether certain things need to be communicated weekly or monthly etc.</p>			

Media/other media to promote			<p>strategies that relate to GHG reduction and adaptation connected to what community said</p> <p>Promote involvement of CAAP TF in community events via social media/other media</p>								
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Example events to attend as a representative of the TF (providing information only while engaging in the community work being done by that organization): Linda Mar Habitat Restoration events happening each 4th Sunday of the month