



# CLIMATE ACTION AND ADAPTATION TASK FORCE

---

6:30 PM on April 16, 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

### V. Discussion and Action (70m)

- A. Updates and announcements from Subcommittees:
  - Update from Strategy and Actions Subcommittee (SAS) (10m)
    - Discussion of metrics to use for selecting recommended strategies and actions
  - Update from Research and Data Analysis Subcommittee (RDAS) (10m)
    - Discussion of accessible indicators
  - Update from Community Engagement and Outreach Subcommittee (COS) (30m)
    - Stakeholder Engagement Plan
    - WhaleFest Preparation
    - Review of Outreach Materials (staff to present)
  - Update from Emissions Reduction and Energy Subcommittee (ERES) (5m)



# CLIMATE ACTION AND ADAPTATION TASK FORCE

---

6:30 PM on April 16, 2024  
City Council Chambers, 2212 Beach Boulevard, Pacifica, CA 94044

## AGENDA

- 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:** May 21, 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

March 19, 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, Dave Plumb, Carl Schwab, Jake Scussel, Nancy Tierney

**Members Absent:**

Rick Nahass

**Staff Present:**

Elizabeth Brooks - Management Analyst II  
Gabriel Trevino - CivicSpark Fellow

**Approval of Agenda:**

Martin motions to approve the agenda for the meeting, Barr seconds the motion. Agenda approved without objection.

**Approval of March 19, 2024 Minutes:**

Meiman motions to approve the minutes from the March 19, 2024 meeting. Barr seconds the motion. Meeting minutes approved without objection.

**Community Communications:**

No community members present at the time of this announcement in the agenda. Later in the meeting, local architect and member of the team from the 2014 CAP document Remi Tan arrived.

Tan described his role in working on the 2014 CAP, which included an investigation into greenhouse gas emissions beyond just vehicle transportation. He shared that his team found that plane transportation for business and personal reasons contributed the most amount of emissions. Tan also commented that the agenda can be daunting for a member of the public to read, as there are too many acronyms; if these acronyms were spelled out on the agenda fully, more people might be interested in attending to hear specifically about the work of a specific Subcommittee.

**Task Force Communications:**

*Barr:* Discussed San Francisco Climate Week taking place the week of April 21st.

*Meagher:* Discussed the BAYCAN Climate Capacity Building workshop, in which they presented a tool for General Plans from around the State in the form of a database. Also discussed Bay Area Air Quality Management District and a data portal they have for

vehicle miles reduction. Shared how at this meeting San Mateo County was described as the “Disneyland of disasters”. Meagher also attended an OPR workshop for adaptation.

*Schwab*: Discussed ICLEI and hope to use it more in the future across all Subcommittees.

*Meiman*: Attended LERN meeting and discussed the plethora of grant opportunities for various subjects related to what might be in our project. Additionally discussed IBANK, a resource for funding projects in communities. Also discussed CivicWell applications opening and being due June 7th.

*Finale*: Discussed her involvement in community meetings related to the relevancy of local environmental disasters. Finale additionally discussed Rosanna Xia’s book signing and forum, as well as her attendance at the City Council goal setting meeting. Finale shared that she had conversations with members of the 2014 CAP document team, and was given the information that the consultant from that document was very thorough and recommendable.

*Tierney*: Attended Local Coastal Plan meeting and City Council goal setting meeting. Tierney shared that she spoke at the goal setting meeting and shared some of what the Task Force was working on, and described the electrification topics that were covered at the monthly RICAPS meeting. Tierney shared that she would like Elizabeth or Staff to look into PREP, an aspect within the Safety Element of the General Plan. Lastly, Tierney shared that collaboration between the Task Force and the OPR will be coming to a pause, as the main contact is leaving her position.

*Plumb*: Shared that he also attended the Local Coastal Planning Meeting; separate from that issue he described how California is currently off track to reach greenhouse gas reduction emission goals for 2030.

#### **Staff Communications:**

*Trevino*: Fellow Trevino shared that Elizabeth had spoken with other City Staff regarding a presentation to City Council for an update to the project progress, in which July was the suggested month. He additionally shared that Avana from RICAPS had offered our Task Force a space to practice our progress report with the RICAPS group to gain some preliminary feedback before presenting to the City of Pacifica. Trevino also shared that for the purpose of WhaleFest, the City can offer some resources such as chairs, a canopy with the City logo, chairs, and printable materials among others.

- Martin motioned that City Staff accept Avana’s offer to present a progress report for the RICAPS group. Meiman seconded the motion. The motion passes without objection.

#### **Discussion:**

**Item 1: Receive update from Strategies and Actions Subcommittee (SAS)**

*Martin:* Shared the updates to the Project Roadmap that have taken place, including workflow items, RICAPS sanity check, and that the RICAPS template is being worked on to be split up into digestible sections for individual Subcommittees.

**Item 2: Receive report on ICLEI ClearPath CheatSheet from Research and Data Analysis Subcommittee (RDAS)**

*Meagher:* Shared that there are a lot of guides available for Task Force information, but a central problem currently revolves around multiple log-ins, and the relevance of tools within ICLEI to the various Subcommittees.

- Meiman shared the date of May 21st for the ICLEI 101 Virtual Training seminar

**Item 3: Receive results from FlashVote survey, instructions for Stakeholder Engagement including Elevator Pitch, and plans for WhaleFest from Community Engagement and Outreach Subcommittee (COS)**

*Finale:* Described the contents of the FlashVote Analysis, which included total participants, types of comments and subjects raised, and her general takeaways on what community sentiments are. Finale discussed the prevalence of sea level rise as a major topic that received many written comments on the community survey.

*Barr:* Shared her takeaway on the comments that have a negative connotation, specifically the ones denouncing the existence of climate change or are still questioning it as a concept. Barr also discussed that more transparency should be involved in this project and that our Task Force should really invite community members to engage with us more.

*Scusset:* He built on what was described by Barr regarding the negative comments, and shared that there was a sense of individualism as opposed to the community. He shared that this project should be described better to the local community members as a plan by Pacificans for Pacificans.

- Tierney shared her surprise that people who denounce climate change still took the time to fill out the survey to completion and leave multiple comments
- Martin shared that while we should do something to address the naysayers, our research strategies and community outreach efforts should target the overwhelming majority of people that indicated they are concerned or very concerned about the potential future impacts.

*Trevino:* Shared that over 40% of people who took the survey had no idea the 2014 CAP existed, which is a call to action for more community outreach and follow up after the plan is accepted and entering the implementation stage. Described how this is actually a huge opportunity to get so many more people educated and involved in a process that otherwise was not necessarily

accessible before. Agreed with Martin that the main target of community outreach should be the people already really invested in the topic, as well as the noticeable amount of Pacificans that are still on the fence. He pointed out that there may be a topic these 'one the fence' folks are actually deeply invested in; meaning they have potential to become very engaged in the Draft CAAP process. Trevino additionally shared that the community desires reflected in Question 4 of the survey should go on to inform what are priority actions, as these will be lower hanging fruit that the community is more likely to support early on. His last observations he shared regarding the survey were a summary of the major topics mentioned in all of the comments, as well as their call to actions.

- Community member Tan shared that the City should utilize more online outreach methods to engage citizens and share information regarding the Draft CAAP such as NextDoor

*Finale:* Discussed the next steps of the Stakeholder Engagement, as not all stakeholder groups had a contact person within the Task Force. Finale shared that for any stakeholders on the excel sheet that have not been accounted for, the community outreach group will be reaching out to them. She then asked Fellow Trevino to pull up the outline script for how the Task Force members will introduce themselves and ask for engagement.

- Meiman asked about the next steps in those conversations if a stakeholder responds 'yes' to the script, indicating that they would like to be part of the Draft CAAP process and would like to have a say. Meagher and Tierney echoed this curiosity
- Finale responded by saying at this point the Community Engagement and Outreach Subcommittee is looking for a tally of all the stakeholders who are, at which point follow up can then be conducted. Fellow Trevino suggested adding a sentence at the end of the script that detailed follow up will happen sometime in the future if a stakeholder indicates they do want to be involved
- Fellow Trevino requested approval of stakeholder outreach script with some proposed edits to the end to include follow up details. Martin motions to approve, and Tierney seconds. Motion passes without objection

*Finale:* Discussed logistics of the WhaleFest event, including the resources the group should have available. Summarized the support that City Staff can offer in terms of content creation tools.

- Trevino reiterated that the City can provide a table, canopy, chairs, table cloth with City logo, and a poster or two summarizing some of the important statistics from the 2021 greenhouse gas inventory. He additionally discussed that COS and Staff needed further direction from the Task Force on what should possibly be included on the second poster; he outlined some potential ideas such as listing sample actions that can

be included in the Draft CAAP and having a polling system for citizens to engage with. He reminded the group that the interactive component of the second poster and of the outreach needs to be quantifiable or noted in some metric.

- Meagher suggested using sticker dots for citizens to indicate where their interests align regarding sample action measures to be potentially included in the Draft CAAP
- Barr built on this idea noting that some of the actions should be taken from the survey, since that is what we have already polled people on. She pointed out that we have available data for people to reference, so they can compare their beliefs to what their neighbors have already indicated as important to them. Barr also suggested having another write in section, on some sort of spreadsheet there with a Staff laptop that way if there is a topic not covered a citizen can still have their sentiment recorded
- Meagher suggested a space on the poster for highlighting some of the alarming comments or the subjects that were raised in those comments as a way to encourage people to speak more on them
- Trevino requested that the Task Force approve that Staff and COS could work on some materials to present at the following Task Force meeting for WhaleFest materials and the general direction of using the dots sticker polling method. Meiman motions, Barr seconds. Motion approved without objection

**Item 4: Receive update from Emissions Reductions and Energy Subcommittee (ERES)**

*Meiman:* Shared analysis on what goals were met for emissions reductions by the City of Pacifica. Described how Pacifica was close across many sectors when using the 2021 data and using 2005 as our baseline year for comparison. While the City of Pacifica is doing well in some areas, sectors such as Natural Gas Use had actually increased during this time period. Described the overlap with the RICAPS template and that emissions from food and consumption have not been completely accounted for. Described the next steps of ERES, including an analysis of county vs. city actions and how they have contributed to the emission reductions

- Comments from Martin, Tierney, Plumb, Meagher, and Meiman discussed that Task Force members agree that it is the due diligence of the City of Pacifica to provide accurate information in their CAAP. That being said, they agreed that the City can not take all the credit for emissions reductions and that some are attributed to the County.

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

*Schwab:* Described similar analysis of what actions has the City taken since the previous CAP in 2014, and shared that TLUS investigated specific reductions in on road and off road transportation. Shared that as a group they would be looking into land use topics and projects related to transportation that may be found in the General Plan to craft specific advocations for them to be completed.

- Trevino suggested using the ICLEI Community Forums to search for specific plans such as transportation strategies

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

*Martin:* No updates to share at this time but will be setting up meeting soon to begin workflow items on the Project Roadmap

**Standing Item:**

*Meagher:* Indicated no further action required, but showed the Project Roadmap for all Task Force members to see so they may see what upcoming deliverables are expected for the April meeting

Meeting adjourned at 8:39pm

DRAFT



**Template - Accessible (Understandable) Metrics to kickoff stakeholder discussions -> CAAP Appendix along with suggested ordinances and resolutions**

Note - Data provided as a way to illustrate the approach to citizen engagement for prioritization.

**START** **HERE**

CAAP Section	Accessible Indicator	The Science/Policy	Benchmark Sources	Approach	Potential Actions/Projects	Public Priority
<b>Education, Outreach and Empowerment</b>	# public water stations			Model single use plastic behavior	Develop/Fund programs to reduce single use plastic	TBD
<b>Transportation, Land Use</b>	# people riding the bus	GHG Reduction, VMT Reduction	SamTrans/MTC	Develop/Fund Transit Hubs	Rapid Shuttles to BART, Caltrain	TBD
	# of people walking or biking instead of driving	GHG Reduction	ICLEI?	Harden CA 1 - Harden evacuation routes from south Pacifica and midcoast	Extend/Raise CA1 freeway to the tunnel, connect neighborhoods east /west of CA1	TBD
	# neighborhoods (homes) split by CA1	Reduce roadway injuries (public health/safety), # car trips replaced with walking/biking	ICLEI?, Caltrans?	Harden CA 1 - Harden evacuation routes from south Pacifica and midcoast	Extend/Raise CA1 freeway to the tunnel, connect neighborhoods east /west of CA1	TBD
<b>Energy</b>	# EVs	GHG Reduction	ICLEI	Financial Incentives	Market government incentives or EV Chargers, Apartments and Homes	TBD
	# Homes with Solar	GHG Reduction	ICLEI		Microgrid	TBD
	# All Electric Homes	GHG Reduction (Metric Tons CO2/home)	ICLEI		Create Electric 'public' utility separate from PGE from Pacifica to Santa Cruz	TBD
	# Government Buildings with Solar/Batteries	GHG Reduction	ICLEI			TBD
<b>Waste, Water</b>						TBD
<b>Adaptation</b>	# of homes at risk from wave erosion per neighborhood			Armor or pay owners move properties (homes, businesses)	Create 50 Year Fund for at risk properties	TBD
	#homes at risk for flooding per neighborhood			Dune and marsh restoration	Move pump infrastructure above flood lines	TBD