

**CITY OF PACIFICA**  
**Climate Action Plan Task Force**  
**Minutes of December 15, 2010**

**In attendance were members:** Ray Ramos, Carlos Davidson, Gil Anda, Timothy Cowan, Celeste Langille, Joe Murphy, Michael Northrop, David Rosenheim and Remi Tan

**Members of the public:** Todd Bray, Barbara Arietta, Green Building Task Force Chair; in attendance as member of public not to represent GBTF

**Staff Liaison;** Elizabeth Claycomb, Management Analyst

**Item 1. Call to Order**

Chair Davidson called the meeting to order at 7:07 PM

**Item 2. Approval of Order of Agenda**

Ray Ramos made a motion to approve the order of the agenda. The motion was seconded by Celeste Langille  
*The motion was unanimously approved 9/0*

**Item 3. Approval of Meeting Minutes**

Vice-Chair Langille made a motion to approve the minutes. Timothy Cowan seconded the motion.  
*The motion unanimously approved 9/0*

**Item 4. Discussion and possible action on the need to request a 1 one 1 ½ year time extension from the City Council for the Climate Action Plan Task Force**

Gil Anda made a motion for a 1 year time extension. Timothy Cowan seconded the motion. *The motion unanimously approved 9/0*

**Item 5. Education and Outreach for Climate Action Plan and CAP drafting process:**

5 a: Chair Davidson made a motion to accept proposed processes for facilitating responses to requests for preliminary draft language and issues of concern that may present in response to agenda items 5.a – 5.b.b; as defined in a handout circulated by Chair Davidson at the 12/15/10 meeting when the discussion of agenda item number five was initiated. Vice-Chair Langille seconded this motion. After a lengthy discussion on these suggested processes, Michael Northrop “Called the Question” closing the discussion so to take action on the motion on the table. Vice-Chair Langille seconded this motion. *The motion calling the question to close the discussion was approved 8/1. The motion for acceptance of the processes, programs and measures was approved 8/1.*

**Item 6. Presentation and discussion on draft language covering Energy Usage from the Energy Subcommittee and possible decision on draft Energy Use language**

Vice-Chair Langille made a motion for multiple amendments to the draft language including amendments to the formatting to make the document easier to follow and several amendments to content to demonstrate utilization of philosophies such as smart growth and to suggest that any new development related programs be connected to legislative actions, and supported by existing mandates. The edits suggested by Vice-Chair Langille were seconded by David Rosenheim. These edits included striking bullet point 4 ( initial numbering prior to formatting changes) on page two with the understanding that Remi Tan will rewrite this bullet point and present the revised language to the Task Force for consideration at the meeting of January 19, 2011. To close the discussion, Michael Northrop “Called the Question” closing the discussion on Vice-Chair Langille’s suggested edits. Timothy Cowan seconded this motion. *This motion to call the question closing the discussion on Vice-Chair Langille's proposed amendments was approved 7/1 with one abstention. The motion to approve Vice-Chair Langille's proposed amendments was approved with a vote of 7/0, with*

**two abstentions.** Michael Northrop made a motion to amend the draft language with minor modifications suggested on pages one and two. Timothy Cowan seconded this motion. ***The motion to approve Michael Northrop's proposed edits was approved 8/0 with one abstention.*** Gil Anda made a motion to strike bullet point 2 on page two. This motion was seconded by Ray Ramos. A discussion on the proposed amendment was initiated and due to time constraints and the need to set aside time to address how to handle remaining items on the agenda, Chair Davidson made a motion to table this motion until the meeting of January 19, 2011. This motion was seconded by Joe Murphy. ***The motion to table the motion made by Gil was approved unanimously 9/0.*** For details regarding approved amendments to the draft Energy Subcommittee Language, see Attachment C to the agenda for the CAPTF meeting of January 19, 2011.

**Item 7. Discussion on the list of measures attachment**

This item was tabled and will be considered for a future agenda following the conclusion of the Draft Energy Subcommittee language review.

**Item 8. Oral Communications from the Public and the Task Force**

Ray Ramos requested that it be noted that the Task Force has the right to refuse the CAP template currently being drafted by KEMA; the consultant firm contracted with C/CAG and SMC Energy watch to assist the SVJV Public Sector Climate Subcommittee with the creation of a CAP template to service SMC cities with the drafting of the mandated document. KEMA has also been contracted with the City of Pacifica to work with the Task Force in building out the CAP by pulling from the template document pieces that compliment the Task Forces draft language, proposed measures, processes, policies, and suggested programs for both municipal operations and community wide actions.

**Amendment from meeting of 1/19/11 (approved 8/1):** *Ray Ramos requested that the statement above be amended to say what follows in lieu of what was detailed in the minutes of 12.15.10, however as what is stated above is what was said during the December 15 meeting, it was agreed that the minutes be amended with this additional statement incorporated clarifying his intended meaning of his comment which was not "to consider the right to refuse" the consultants contract / template work, but instead "that the CAPTF have the option to consider both the CAPTF language and the template language when formulating the recommendation to City Council". It was restated by staff that it is understood this has been the intention of the CAPTF regarding use / non use of the template document produced by the consultant through the county contract.*

David Rosenhein requested the group schedule a discussion to consider use of a key performance indicator dashboard utility for the City's website to demonstrate GHG reduction progress for all sectors covered in the CAP.

Member of the public Todd Bray stated that when considering incentivizing energy audit programs / home retrofit programs, the Task Force should consider the average monthly cost of the energy utilities for the home owner / occupant in comparison to the cost of the energy retrofits proposed to determine the feasibility of implementing the upgrades for the home owner, as it may not be reasonable from a cost effectiveness standpoint.

**Item 9. Announcements None**

**Item 10. Items for Next Agenda**

***Items: continue the discussion regarding what is allowable for public disclosure while considering materials from this meeting are public, and part of the public record. Table the sample list of measures until the draft energy language review has concluded.***

**Item 11. Adjournment**

Chair Davidson Adjourned the meeting at 9:06 PM