

## **Citizen's Focus Group and Technical Advisory Committee (TAC) Meeting #6**

**June 11, 2015, 1:30-3:30 p.m.**

**Sam Pipes Room, Merced Civic Center, 678 W. 18th Street**

### **Meeting Objectives**

At this meeting, the Focus Group will review the draft approach to achieve the greenhouse gas (GHG) reduction target identified in the adopted Climate Action Plan (CAP) and the tools to implement GHG reduction efforts as part of the Programmatic Climate Action Plan (PCAP) project. Primary discussion topics include the tools and process to implement the CAP and track progress toward the target.

The meeting will address the following objectives:

- Present an approach to successfully achieve the adopted GHG reduction target.
- Demonstrate the draft tools to implement the CAP measures and monitor progress.
- Summarize the staff process to monitor and track growth relative to GHG reduction targets.
- Obtain Focus Group feedback and input on draft materials.

## Meeting Agenda

- I. **Welcome and Introductions** (*Bill King, City of Merced, and Jennifer Venema, PMC*)
  - a. City staff and PMC
  - b. Focus Group and TAC members
  
- II. **Project Update** (*Bill King and Jennifer Venema*)
  - a. Project overview
  - b. Project status
  - c. Review of last meeting
  
- III. **Implementation Tools** (*Jennifer Venema*)
  - a. Tool benefits
  - b. Implementation process
  - c. Demonstration of the Project Options Checklist
  - d. Tracking growth and changes in GHG emissions
  - e. Connection to the Unified Design Manual (UDM)
  
- IV. **Additional Focus Group Discussion** (*Jennifer Venema, Bill King*)
  - a. Additional options for performance approach
  - b. Feedback on implementation and monitoring tools
  
- V. **Next Steps** (*Jennifer Venema and Bill King*)
  - a. Completion of draft materials
  - b. Future Focus Group/TAC meetings
  - c. Upcoming events
  
- VI. **Opportunity for Additional Comments and Discussion**

### Next Steps

At the end of each meeting, Focus Group and TAC members will be given a small number of topics to think about and prepare a response to. These responses will help inform the discussion of the next meeting and relate to items on future meeting agendas.

For this meeting, Focus Group and TAC members are asked to think about and **prepare responses by June 19** to the following questions. We will consider your responses as we compile the CAP Implementation Plan. Please **send your responses** to Bill King at: **KingB@cityofmerced.org**.

- Do you have suggestions or feedback regarding the usability or functionality of the Project Options Checklists?
- What other options for project streamlining should be considered in the Project Options Checklists?
- What measures from the Project Options Checklists do you think new projects are most likely to implement?
- Do you have specific expectations for what the PCAP (the CAP work plan) will consist of?
- Do you have other suggestions to ensure the success of CAP implementation?

### Attachments

- A. Revised Draft Technical Memorandum 4: Climate Action Plan Monitoring Approach