



STAFF REPORT

City Council

Meeting Date: 8/13/2024
Staff Report Number: 24-138-CC

Informational Item: Progress report on implementing the 2030 Climate Action Plan

Recommendation

This is an informational item and does not require City Council action.

Policy Issues

In 2019, the City Council declared a climate emergency (Resolution No. 6535) committing to catalyze accelerated climate action implementation. Climate action has been a top City Council priority since 2020. In July 2020, the City adopted the 2030 Climate Action Plan (CAP) with a bold goal to be carbon neutral by 2030 (Attachment A). The CAP is a companion document to the General Plan providing an actionable scope of work to mitigate greenhouse gas (GHG) emissions and prepare the city for the impacts of climate change.

Background

Many city stakeholders support the implementation of the CAP's strategies. The Environmental Quality Commission (EQC) is charged with advising the City Council on matters related to climate change. City staff across departments work on delivering the policies, programs, and plans outlined by the City's 2030 CAP. Annually, sustainability staff compile and present to City Council a progress report of activities from the previous fiscal year that support the CAP goal of carbon neutrality. This fiscal year 23-24 progress report provides information on citywide emissions and actions taken to reduce emissions. The last progress report was presented to City Council May 23, 2023 (Attachment B).

Additionally, over the past year, the EQC and staff have worked to update the CAP implementation scope of work for 2025-2030, which will be considered by City Council at a future meeting this year.

Analysis

CAP strategies

The CAP has six strategies that support the city in achieving carbon neutrality by 2030:

1. Explore policy/program options to electrify 95% of existing buildings by 2030.
2. Set citywide goal for increasing electric vehicles (EVs) and decreasing gasoline sales.
3. Expand access to EV charging for multifamily and commercial properties.
4. Reduce vehicle miles traveled (VMT) by 25%.
5. Eliminate the use of fossil fuels from municipal operations.
6. Develop a climate adaptation plan to protect the community from sea level rise and flooding.

The CAP defines carbon neutral as achieving a 90% reduction in community and municipal GHG emissions

from 2005 levels, and eliminating the remaining 10% of emissions through direct carbon removal measures.

Staff resources

The sustainability team in the city manager's office consists of three full time employees including a sustainability manager and two management analysts. This team implements the CAP, pursues grant funding, facilitates collaboration across city departments, conducts outreach to community members, supports City sponsored events such as Arbor Day and Earth Day, serves as the staff liaisons for the EQC, and builds relationships with community-based organizations and volunteers. In addition, the sustainability team leads the zero emission landscaping equipment (ZELE) ordinance development and implementation.

CAP progress

In 2005, the baseline year for GHG emissions, Menlo Park's GHG emissions totaled 350,000 metric tons of carbon dioxide equivalent (MTCO_{2e}). The city reduced GHG emissions to 284,380 MTCO_{2e} in 2017 and further to 282,558 MTCO_{2e} in 2021 (the most recent GHG emissions inventory available). Menlo Park will need to reduce emissions to at least 34,933 MTCO_{2e} by 2030 to achieve a 90% reduction. As of 2021, emissions were reduced by approximately 18% from the baseline year. Emission inventories are compiled and analyzed every two years with support from the San Mateo County Office of Sustainability through the regionally integrated climate action planning suite (RICAPS) program.

Outreach activities

Achieving carbon neutrality requires the participation and engagement of all community members. Staff conduct community outreach activities to raise awareness about the CAP, encourage community participation in programs and solicit input on policies. Attachment C provides a record of the outreach activities staff completed from May 2023 to July 2024.

Building electrification activities (CAP strategy No. 1)

In 2021, the burning of natural gas to power space heating, water heating, and cooking in buildings and pools and additional accessories accounts for 43% of the city's emissions or 121,573 MTCO_{2e}. In March 2022, CAP strategy No. 1 was identified as a high priority by the City Council. The City Council, EQC, and staff have taken the following actions since the last progress update to City Council:

- May 2023: City received \$40,000 from the California automated permit process (CalAPP) program to establish a same-day permit process for solar.
- July 2023: Promoted volunteer community collaboration session heat-pump water heaters in the weekly Digest newsletter.
- August 2023: Staff tabled at National Night Out to promote home electrification.
- September 2023: EQC considered 2025-2030 scope of work for CAP strategy No. 1.
- October 2023: Staff presented to the Planning Commission and City Council on Zoning Ordinance Amendments to allow electric equipment in garages and equipment enclosures in setbacks.
- November 2023: City Council adopted the Zoning Ordinance Amendments.
- December 2023: The Zoning Ordinance Amendments went into effect and staff presented at the Bay Area Regional Energy Network (BayREN) regional forum to share an overview of the amendment process.
- February 2024: Staff met with City Council CAP subcommittee three times in February to discuss potential electrification requirements for existing buildings for a future City Council study session.
- April 2024: City Council adopted a resolution to authorize the city manager to execute an agreement with Peninsula Clean Energy for \$2,210,000 to implement a state grant funded community electrification program.
- April 2024: Staff hosted the Love Our Earth Festival with neighboring cities, community based

organizations and volunteers.

- May 2024: Staff presented on building electrification practices and interdepartmental teamwork at the Code Red for Humanity event hosted by Acterra, a community-based organization.
- May 2024: City Council approved extending the permit fee waiver and credit program for existing building projects that involve electrification or EV charging. As of June 2024, \$188,842.05 in permit fee waivers and credits have been provided for:
 - One hundred three (103) gas to electric/heat pump water heater conversions
 - One hundred forty-five (145) gas to electric/heat pump space heating (HVAC) conversions
 - Fifteen (15) electrical panel upgrades to support future electrification
 - Six EV chargers installations
 - Two hundred sixty-seven (267) multiple electrification upgrades in a project
- Sustainability, planning and building staff met regularly to identify and implement process improvement projects, developed new and updated webpage materials to provide information about electrification incentives, rebates, and new Zoning Ordinance allowances for electric equipment in existing homes.

Set citywide goal for increasing EVs and decreasing gasoline sales (CAP strategy No. 2)

In 2021, transportation was approximately 50% of the City's emissions or 142,569 MTCO₂e. CAP strategies No. 2, 3, and 4 provide pathways for reducing emissions from transportation. Implementation of strategy No. 2 focuses on encouraging community members who drive to choose EVs and to report annually on the amount of gasoline sold in the city.

Opportunities remain to increase outreach about EVs. Staff is developing a communications strategy to encourage EVs and promote existing county, state and federal incentive programs. Additionally, staff is exploring data from Coltura, a non-profit, and government sources to include in future progress reports.

Expand access to EV charging for multifamily and commercial properties (CAP strategy No. 3)

The City continues to promote incentives from PCE, PG&E, and other agencies to multifamily property owners using city communication channels as outlined in Attachment B. PCE also promotes its incentives and to date, seven multi-family residential properties in Menlo Park have installed 94 chargers through PCE's program. The project pipeline includes three new condominium sites currently in construction, three rental sites currently selecting contractors, and approximately 10 more sites in the design phase. Additionally, staff have pursued grant funding and have managed city EV charging facilities that are open to the public. The City Council, EQC, and staff have taken the following actions since the last progress update to City Council:

- June 2023: Staff submitted an application for the Charging and Fueling Infrastructure (CFI) Discretionary Grant program requesting \$544,956 in funding for the Belle Haven Community Campus (BHCC) EV Charging project. The facility includes 19 planned EV charging spaces; three began operation in May 2024. In June 2024, the application received a "recommended" rating and staff submitted the application for reconsideration for the second round of funding.
- August 2023: The EQC recommended staff explore removing some of the fees from City-owned charging stations.
- December 2023: City Council adopted an amendment to the City's comprehensive master fee schedule, reducing the EV charging access fee from \$1.00 to \$0.50. The access fee is intended to recover the full costs of the charging stations, including installation, maintenance, extended warranty and network access. This enables the City to fund additional charging stations or pay for indirect costs to operate the chargers.
- June 2024: The City did not receive funding in the first round of the CFI grant. However, the City's project

received a “recommended” rating and staff submitted the application for reconsideration for the second round of funding.

Reduce VMT by 25% (CAP strategy No. 4)

The City works to reduce VMT by (1) building connected and safer multimodal transportation networks that make walking and bicycling more viable for more trips locally and regionally; (2) applying and updating transportation demand management (TDM) requirements to help produce development that is not dependent on single occupant vehicles; (3) operating programs, including the shuttle program and safe routes to school to enhance transportation options for students, commuters and transit dependent populations; and (4) by developing land use plans to incorporate mixed use, transit-oriented development and housing near jobs that will reduce the demand for vehicle trips. City Council, the Complete Streets Commission, and staff have taken the following actions since the last progress update to City Council:

- October 2023: City Council adopted the BHCC parking management plan to help address various parking needs generated by the City’s new multi-service campus. The campus is home to five community-serving City programs and other public and educational facilities.
- June 2023: The City completed its first quick-build project at the intersection of University Drive and Menlo Avenue. Quick-build projects focus on pedestrian and bicycle safety improvements using paint, flexible posts and other easily removed materials.
- January 2024: City Council adopted the Vision Zero Action Plan integrating a set of programs, plans and policies to help implement the City’s Vision Zero policy, which is to eliminate all traffic fatalities and serious injuries by 2040.
- May 2024: City Council approved the Middle Avenue Complete Streets project providing vital bicycle and pedestrian improvements to a key east-west corridor that serves all user groups.
- Safe Routes to School: The ongoing program aims to enhance the safety of students accessing all schools that serve Menlo Park residents and promotes alternative transportation modes of travel.
- Coleman and Ringwood Avenues transportation study: The City serves as a key stakeholder to this County-led planning project that will provide short- and long-term transportation network recommendations for Coleman and Ringwood Avenues.
- Middlefield Road safe streets project: In early 2023, the City converted the portion between Ringwood Avenue and Willow Road from four lanes to three lanes (i.e., one travel lane in each direction plus a center turn lane) and added buffer zones to the existing bike lanes as a pilot. Moving forward this project will explore improvement alternatives to the portion between Willow Road and the Menlo Park/Palo Alto city boundary.
- Comprehensive shuttle study: This study will analyze and recommend measures to better connect the community to transit, jobs, shopping, and other destinations while maximizing ridership and cost-efficiencies.
- Willow Road pedestrian and bicycle safety project: Staff initiated this project to implement pedestrian and bicycle improvements on Willow Road (State Route 114) between Bayfront Expressway and U.S.101, including enhanced pedestrian crossings, a new pedestrian crossing at O'Brien Street and separated (Class IV) bikeways on both sides of the street.
- The City’s Transportation Demand Management Guidelines update: This ongoing effort will enhance the City’s TDM guidelines to be consistent with County policies for all future developments.

Eliminate the use of fossil fuels from municipal operations (CAP strategy No.5)

Along with CAP No. 1, City Council identified CAP strategy No. 5 as a top priority for implementation. City Council, the EQC, and staff have taken the following actions since the last progress update to City Council:

- May 2023: Public works and sustainability staff identified a contractor to install clean energy infrastructure for the BHCC, including solar and battery storage, electric heat pumps for pool heating, and public EV charging spaces.
- July 2023: Public works, police department, and sustainability staff evaluated EV chargers and financing options for facility electrification.
- August 2023: Library and community services, public works and sustainability staff coordinated the installation of 9 heat pump water heaters across 8 city facilities (Arrillaga Recreation Center, Little House Senior Center, Menlo Children’s Center, Menlo Park Library and the Rosener House) at no cost to the city (\$110,871 value) through the PG&E’s Government K-12 Energy Efficiency program.
- September 2023: Fleet staff presented a contract for vehicle purchases approved by the City Council Sept. 26, 2023 which included (12 total):
 - One electric non-patrol police truck;
 - One electric patrol vehicle (Chevrolet Blazer EV as a next phase in piloting EVs for patrol);
 - Seven electric light-duty public works trucks;
 - Two electric light-duty public works vans;
 - Electric compact boom lift equipment; and
 - One electric shuttle bus for the Library Community Services Department shuttle.
- October 2023: Public works staff deployed electric string trimmers and hedge trimmers. S
- October 2023: EQC recommended scope of work updates on CAP strategy No. 5.
- November 2023: Sustainability staff submitted an application for the Inflation Reduction Act low-income bonus credit for additional rebates for the BHCC microgrid.
- December 2023: Sustainability staff provided an informational item to the City Council on the PCE GovPV program.
- January 2024: Police department and sustainability staff presented initial findings on the Tesla police patrol pilot program to the EQC.
- February 2024: Public works staff deployed the all-electric reel mower for park maintenance.
- February 2024: Finance and sustainability staff received preliminary approval for Inflation Reduction Act direct pay tax credits and associated low income bonus credit to offset 40% of the total cost of the clean energy system.
- February 2024: Sustainability staff submitted a state ENERGIIZE grant application for \$92,000 for fleet EV charging at the corporation yard.
- April 2024: Public works staff directed the completion of an arborist report for the fleet EV charging project and deployed electric chain saws for tree and park maintenance.
- May 2024: Public works and sustainability staff evaluated scope options for the Belle Haven Child Development Center (BHCDC) electrification project.
- May 2024: City Council approved power purchase agreements (PPAs) for PCE’s GovPV program for the BHCDC, Burgess Pool, City Hall and Menlo Park Library.
- May 2024: The City received a conditional award of the ENERGIIZE grant for EV charging at the corporation yard.
- June 2024: City Council approved a contract for roof replacements on facilities that will install PV systems through the PCE GovPV program.
- June 2024: City joined the PG&E EV Fleet program to receive a new transformer and dedicated electrical service for EV charging, securing the equivalent value of between \$500,000 - \$1,000,000 in design, engineering and infrastructure installation costs. The program supports the installation of the following infrastructure:

- Immediate phase installing the following number of ports:
 - Corporation yard lot
 - One expandable direct current fast charger (DCFC) port
 - Two Level 2 ports
 - City hall PD lot
 - Two expandable DCFC ports
 - Four low-power DCFC ports
 - Four Level 2 ports
 - City Council Chambers lot
 - Ten Level 2 ports
- Later phases
 - City hall PD lot
 - Six low-power DCFC ports
 - City Council Chambers lot
 - Twelve (12) Level 2 ports
 - Administrative lot
 - Twenty-five (25) Level 2 ports
- July 2024: Parks staff replaced remaining gas equipment with electric leaf blowers and string trimmers.
- July 2024: Maintenance and sustainability staff evaluated opportunities for electrification of remaining water heaters including the Burgess Pool showers and City Hall.

Develop a climate adaptation plan to protect the community from sea level rise and flooding (CAP strategy No.6)

- In 2021, the City Council provided the following direction on the scope of work for this goal:
- Update the Safety Element in Menlo Park's General Plan to bring it into compliance with recent changes in General Plan law, including Senate Bill 379 (Climate Adaptation and Resiliency).
- Continue progress on the Menlo Park SAFER Bay grant application.
- Continue to participate in and monitor OneShoreline.
- Hold a City Council study session by July 2021 on the City's local hazard mitigation plan.

City Council and staff have taken the following actions since the last progress update to City Council:

- April 2023: Award of \$50 million from the Federal Emergency Management Agency (FEMA) BRIC program grant for the Menlo Park SAFER Bay project. Public Works is continuing to work with the project partners (the San Francisquito Creek Joint Powers Authority (SFCJPA), Meta and PG&E) to begin the development of the design and supplemental environmental documents.
- May 2023: Began construction of a new Chrysler stormwater pump station to provide flood protection to sections of the Bayfront utilizing a \$5 million grant from FEMA.
- May 2024: Staff submitted an application for the CAL FIRE Urban and Community Forestry 2024 Inflation Reduction Act grant requesting \$514,375 in funds to establish an Urban Forest Management Plan that includes studying and planning for the impacts of sea level rise and groundwater intrusion on the City's growing urban tree canopy.
- Development of the City's first Environmental Justice Element and a draft update to the Safety Element in Menlo Park's General Plan to bring it into compliance with recent changes in General Plan law, including Senate Bill 379 (Climate Adaptation and Resiliency)
- Staff are continuing to pursue options to advance shoreline protection in the remaining areas along Menlo Park's shoreline, with a focus on the area north and west of Bedwell Bayfront Park adjacent to

Redwood City.

- Continued coordination with OneShoreline.
- Continued annual storm drain preventative maintenance.
- Continued annual Atherton Channel and San Francisquito Creek cleanups to remove debris.
- Expanded capacity to prepare for flooding by hiring an emergency preparedness coordinator.
- Maintained the City's participation in the community rating system (CRS) program, which provides discounts to residents on flood insurance based on the City's flood protection practices.
- Continued to participate in the SFCJPA, with an emphasis on delivery of the upstream of US 101 project.

Impact on City Resources

The City maintains the resources to support City Council's direction to implement the 2030 CAP. Activities or projects that require additional budget are included in the 2024-25 budget. The City has also received \$4.5 million from the California Energy Commission for communitywide electrification efforts to be spent before June 2026. Staff also actively engages with local, regional, and state agencies to find available incentives and grants to support implementation of the CAP.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines § § 15378 and 15061(b) (3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Hyperlink – 2030 CAP: menlopark.gov/files/sharedassets/public/city-managers-office/documents/sustainability/2030-climate-action-plan-amended-2021.pdf
- B. March 23, 2023 Staff Report #23-129-CC
- C. Outreach activities in fiscal year 23-24

Report prepared by:

Rachael Londer, Sustainability Manager

**STAFF REPORT****City Council****Meeting Date:****5/23/2023****Staff Report Number:****23-129-CC****Informational Item:****Progress report on implementing the 2030 Climate Action Plan****Recommendation**

This is an informational item and does not require City Council action.

Policy Issues

In 2019, the City Council declared a climate emergency (Resolution No. 6535) committing to catalyze accelerated climate action implementation. In July 2020, the City adopted the 2030 Climate Action Plan (CAP) with a bold goal to be carbon neutral by 2030 (Attachment A).

Background

This year the City Council has prioritized CAP implementation as one of five top priorities. The purpose of this report is to provide information on CAP progress and activities over the next year. High level progress on the CAP was provided by staff on a quarterly basis as part of the City Council's priorities and work plan progress reports throughout 2022. A specific staff report was provided to the City Council in March 2022 for three of the six CAP strategies (Attachment B). A formal progress report on the CAP is planned for early 2024, and is typically undertaken every one to three years based upon implementing City Council CAP priorities and available staff resources. The last formal progress report was completed Oct. 12, 2021 (Attachment C).

Analysis

The CAP has six strategies to begin on a path to be carbon neutral by 2030:

1. Explore policy/program options to electrify 95% of existing buildings by 2030
2. Set citywide goal for increasing electric vehicles (EVs) and decreasing gasoline sales
3. Expand access to EV charging for multifamily and commercial properties
4. Reduce vehicle miles traveled (VMT) by 25%
5. Eliminate the use of fossil fuels from municipal operations
6. Develop a climate adaptation plan to protect the community from sea level rise and flooding

The CAP defines carbon neutral as achieving a 90% reduction in community and municipal greenhouse gas emissions from 2005 levels, and eliminating the remaining 10% of emissions through direct carbon removal measures. In 2005, Menlo Park's greenhouse gas emissions totaled 350,000 tons.

Climate action beyond Menlo Park

There's been both good and bad news regarding climate change. The most recent 2023 report from the

United Nations Intergovernmental Panel on Climate Change (IPCC) indicates that global temperature will reach or surpass 1.5 degrees C (2.7 degrees F) before 2037, continuing to cause significant negative impacts on quality of life, health and safety, and on economies. Deeper reductions are required immediately to not exceed 1.5 degrees with the report identifying the following global greenhouse gas emission reduction needs:

- 43% reduction from 2019 levels by 2030
- 60% reduction from 2019 levels by 2035
- 69% reduction from 2019 by 2040

The report calls for a rapid shift away from burning fossil fuels and to invest significantly in climate adaptation and resiliency strategies.

Federal, state, and regional government agencies recognize the dire situation, and over the years continue to provide funding and adopt policies and programs to help local governments and individuals address climate change. Examples include:

- Peninsula Clean Energy (PCE) providing 100% greenhouse gas free electricity to customers in San Mateo County (including Menlo Park) and offering technical assistance, incentives, and financing programs for building electrification, EVs and EV charging stations.
- Bay Area Regional Energy Network (BayREN) building electrification incentives, resources and workforce training.
- State of California approved significant funding to incentivize the installation of heat pumps through the TECH Clean California program.
- The Bay Area Air Quality Management District will prohibit the sale of gas-fired water heating and space heating equipment starting in 2027.
- State of California will prohibit the sale of gas powered gardening equipment starting Jan. 1, 2024.
- The Inflation Reduction Act provides incentives to individuals and businesses to transition to clean energy equipment and vehicles.
- Formation of the San Mateo County Flood and Sea Level Rise Resiliency District, known as OneShoreline.

The climate action activities from outside agencies and higher levels of government help support Menlo Park in reaching its 2030 CAP goal and can be leveraged by Menlo Park to create additional complimentary policies, programs, and outreach to accelerate greenhouse gas reductions. Menlo Park continues to have lasting leadership impacts due to its aggressive climate goal to be carbon neutral by 2030. To date, over 60 cities have adopted Menlo Park's electrification requirements in new buildings. Menlo Park is also at the forefront of eliminating fossil fuels from its city operations by 2030.

Staff resources, work streams and volunteer support

Up until recently the Sustainability Division had not been fully staffed since the CAP was adopted in July 2020. The Sustainability Manager primarily works on implementing CAP strategy No. 1 to electrify existing buildings as described later in this report. Other activities include securing funding and financing opportunities for CAP activities, supporting education and outreach activities led by other organizations and volunteers, supporting City sponsored events such as Arbor Day and Earth Day, managing and coaching sustainability staff, managing relationships with advocacy organizations and supporting Environmental Quality Commission (EQC) activities and agenda items. In addition, the sustainability manager has been leading the policy development of proposed zero emission landscaping equipment (ZELE) rules.

A management analyst was hired in March 2022 and is working on CAP strategy No. 5 to eliminate fossil

fuels from city operations. Although the intent for the position was to initially focus on building electrification education and outreach, a group of citizen volunteers that included three EQC members offered to provide outreach and education to the community. To date, staff have supported the volunteers in securing meeting venues where possible, researching rules and processes for city participation, and continue to promote their events and meetings using available City communication tools. See Attachment D for a list of educational and outreach efforts provided to date.

The volunteer education efforts increased capacity for the newly hired management analyst to take advantage of time sensitive technical and financial assistance programs to electrify city owned buildings and vehicles and support identifying operational and upfront cost saving opportunities. It also aligns with the EQC and City Council's preference for the City to lead the community in showcasing the ability to be carbon neutral by 2030. Details regarding this work stream are described later in this report.

A second management analyst was hired in February 2023 to focus on climate adaptation and resiliency efforts over the long term (CAP strategy goal No. 6), and is also supporting outreach and education for gas powered gardening equipment rules and building electrification, and applying for multiple grant opportunities for expediting permit issuance of solar projects (CalAPP Grant program) and funding to install public EV charging.

Building electrification activities (CAP strategy No. 1)

The following activities have been undertaken since the last update to the City Council in March 2022, and highlights have been included in the quarterly City Council reports up to December 2022:

- Spring 2022: Staff supported Menlo Spark in submitting an application for a \$1 million grant from ICLEI (Local Governments for Sustainability) that would support BlocPower and reduce project costs for low to moderate income building owners who want to electrify. Ultimately, the grant was not awarded to the City or Menlo Spark.
- March 2022: Recommendations on new and existing building electrification requirements were presented to the EQC.
 - EQC supported staff recommendations and added additional measures for the City Council to consider. However, the EQC requested that staff delay presenting to the City Council until the release of model reach codes from the Bay Area Reach Code Initiative.
 - The Bay Area Reach Code Initiative released model codes in June 2022.
 - Staff met with City Council CAP subcommittee (Mayor Wolosin and City Councilmember Nash) four times in the spring and summer of 2022 on proposed measures and provided a comparison table of staff, EQC, and the Bay Area Reach Code initiative recommendations.
 - The subcommittee supported moving forward with re-adopting the City's current requirements for new buildings and enhancing EV charging requirements for new construction, and decided to reconvene with staff in late 2022 to work on existing building electrification requirements.
- June 2022: City Council adopted a resolution of support to promote BlocPower services in the community.
- August 2022: City Council approved a permit fee waiver and credit program for existing building projects that involve electrification or EV charging.
 - Over the next several months, staff incorporated the program into the City's online building permit system.
 - Staff expanded the criteria to allow a greater range of electrification projects to be eligible for the waiver/credit consistent with the intent. The following projects are now included:
 - Homes that do not have a central heating system (HVAC system), but applicant chooses to

install an electric heating system instead of a gas central heating system.

- Air conditioners that use a reverse valve that allows electric heating in the winter.
- A \$250 permit fee credit for incorporating 1 electrification element into the project with other building improvements (e.g., kitchen remodel that includes a water heater gas to electric conversion) or \$500 credit for more than 1 electrification element incorporated into a project scope (e.g., panel upgrade, EV charging, electric water heating with a kitchen remodel).
- To date, \$11,446.26 in permit fee waivers and credits have been provided for:
 - Twenty-eight gas to electric/heat pump water heater conversions
 - Nine gas to electric/heat pump space heating (HVAC) conversions
 - Ten electrical panel upgrades to support future electrification
 - Four EV chargers installations
 - One back up battery installations
- November 2022: City Council readopted the City's previous electrification requirements for new buildings as part of the new building code cycle that started Jan. 1.
- January 2023: Presented to the EQC proposed rule changes to allow electrification equipment to be located in garages and protective enclosures within required side and rear yard setbacks for existing single-family homes to help facilitate electrification and support permit streamlining.
- February 2023: Staff met with the City Council CAP subcommittee three times in February to discuss potential electrification requirements for existing buildings for an upcoming City Council study session.
- April 2023: Applied for the CalAPP grant and reserved \$40,000 in funding to implement online permit issuance of solar projects.
- May 2023: Presented public education and outreach ideas to the EQC, and received supportive feedback from the commission to implement.
- Sustainability and Building Division staff worked on developing webpage materials to provide information about electrification incentives, rebates, and resources on how to electrify. New webpages were posted to identify permit submittal requirements more clearly to help streamline project review.

Work planned for the remainder of this calendar year includes:

- Continue to promote the volunteer-led community collaboration discussions and other relevant and credible sources of education and outreach resources, such as the City of San Jose May webinar series on building electrification.
- Implement public education and outreach activities for existing building electrification.
- Begin program planning to expend \$4.5 million from the California Energy Commission for communitywide electrification efforts:
 - Present options to the EQC (anticipated June 2023)
 - Present options at a City Council study session
 - Implement programs based on City Council direction
- Continue policy work for developing electrification requirements for existing buildings.
- Planning Commission and City Council meetings to consider adopting modifications to garage and yard space clearance requirements to allow greater flexibility to install electrification equipment, particularly for heat pump water heaters that cannot be located in the same location due to upsizing tank.
- Continue to update relevant City webpages to include incentive, updated permit processes, and how to electrify your home or business.
- Continue to work on streamlining the electrification building permit process by engaging with other cities on their permit process, and enhancing internal plan checking processes.

- Support the Building Division in obtaining the CalAPP grant.

Set citywide goal for increasing EVs and decreasing gasoline sales (CAP strategy No. 2)

Implementation of this strategy was to announce and promote goals of 1) increasing the purchase of all new vehicles to be electric by 2025 and 2) reducing gasoline sales each year by 10%, based on the total reported in 2018, and track progress on both goals publicly on an annual basis.

Coltura, a nonprofit, was implementing this strategy on behalf of the City. Staff is exploring how to use some of the information provided on Coltura's website and other government sources to include in the upcoming formal progress report in early 2024.

Expand access to EV charging for multifamily and commercial properties (CAP strategy No. 3)

In August 2022, the City Council approved a permit fee waiver and credit program for existing building projects that involve EV charging. The 2022 building code update that was adopted by the City Council in November 2022 included enhanced EV charging requirements for new (not existing) multifamily and commercial developments. Implementation of the enhanced requirements began Jan. 1. The Menlo Park Community Campus (MPCC) project will also include 27 EV charging spaces that will be installed in 2023.

Installing EV charging for existing multifamily properties (condos and apartments) continues to be challenging. 40% of Menlo Park residents live in multifamily unit properties with shared parking, and less than 1% have access to at-home charging. At-home charging is the most significant deciding factor in whether someone determines to purchase or continue to use an EV. Staff provided a detailed analysis on this topic in October 2020. Incentivizing at-home charging for multifamily properties, particularly for existing rental apartments, will be a key component in reaching Menlo Park's 2030 climate goal. The City may want to consider a similar approach to the City of San Carlos which offers a matching incentive to PCE's EV charging rebate for existing multifamily properties.

City Council directed that staff resources be used to monitor the effectiveness of state and regional charging infrastructure incentives, and the City will promote/market the incentives to multifamily property owners using existing databases and communication mediums.

Marketing efforts were undertaken in fall 2021, and have continued as outlined in Attachment D. PCE also promotes incentives in Menlo Park. The marketing efforts have had a small impact on increasing participation in EV charging incentive programs. To date, six condo properties in Menlo Park have begun to install a small amount of EV chargers. Rental apartments with shared parking have had little to no participation.

Work planned for the remainder of this calendar year includes:

- Present updated information to the EQC on existing multifamily participation in PCE's EV charging rebate program, share information about the City of San Carlos matching incentive, and receive advice on increasing participation
- Present a recommendation to the City Council on how to increase installing EV charging at existing multifamily properties
- Continue to apply for public EV charging grants

Reduce VMT by 25% (CAP strategy No. 4)

The City works to reduce VMT by (1) building connected and safer multimodal transportation networks that make walking and bicycling more viable for more trips locally and regionally; (2) applying and updating transportation demand management (TDM) requirements to help produce development that is not

dependent on single occupant vehicles; (3) operating programs, including the shuttle program and safe routes to school to enhance transportation options for students, commuters and transit dependent populations; and (4) by developing land use plans to incorporate mixed use, transit-oriented development and housing near jobs that will reduce the demand for vehicle trips.

Eliminate the use of fossil fuels from municipal operations (CAP strategy No.5)

The following activities have been undertaken since the last update to the City Council in March 2022:

- Continuing to support project management and related contracts to install clean energy infrastructure for the MPCC project that includes solar and battery storage, electric heat pumps for pool heating, and 27 public EV charging spaces.
 - Secured \$120,000 EV charging incentive from PCE
 - Submitted an application to the California Public Utility Commission (CPUC) Self-Generation Incentive Program (SGIP) requesting \$367,200 in incentives over the life of the project
 - MPCC start of operations expected in 2024
- Replaced existing natural gas appliances and equipment that reached the end of its life, including water heater at the City's corporation yard and clothes dryers at the child care centers
- Secured \$110,871 incentive through PG&Es Government/ K-12 program, covering 100% of project cost to convert nine water heaters from gas to electric heat pumps at eight city-owned buildings. Installations are expected to be completed by fall 2023.
- Working with PCE to identify further funding and financing for municipal electrification and EV charging projects.
- Completed Facilities Conditions Assessments (FCAs) to inventory and evaluate the condition and replacement timeline of buildings and equipment for all City facilities in December 2022
 - High priority gas equipment reaching the end of its life within five years include:
 - Burgess Aquatic Center pool heater
 - Five Belle Haven Child Development Center furnaces
 - Two Corporation yard furnaces
 - Two Arrillaga Family Gymnasium tankless water heaters
 - Two Arrillaga Family Recreation Center water heaters
 - Two Rosener House water heaters (leased facility)
 - Menlo Children Center water heater
 - Gate House water heater and two furnaces (leased facility)
- Analyzed Burgess Aquatic Center pool heating electrification options
 - Pool heating equipment is expected to reach the end of its life in the next two years
 - Project to explore options for the Burgess Campus is anticipated to be proposed in the five-year capital improvement program budget
 - Estimated cost to electrify is \$1.8 million
 - Working on securing a \$450,000 incentive from PG&E Government/K-12 Program
 - Working with PCE to pilot a cash incentive and financing program for electrification for public pool heating equipment
- Launched the Tesla police patrol pilot program
- Addressing fleet EV charging needs
 - This is an immediate and urgent need to comply with the City Council goal to be carbon neutral by 2030. There is currently not enough charging to support the City's existing EVs or future purchases.
 - Developed a fleet EV charging plan that involves two phases with a mix of level 2 chargers with 7-19 kW output and direct current fast chargers (DCFC) with 22-100 kW output

- Immediate phase installing the following number of ports:
 - Corporation yard lot
 - Two battery-integrated direct current fast charger (DCFC) ports
 - Two Level 2 ports
 - City hall PD lot
 - Two battery-integrated direct current fast charger (DCFC) ports
 - Six low-power DCFC ports
 - City Council Chambers lot
 - Two Level 2 ports
- Later phase
 - Corporation yard lot
 - Two expandable DCFC ports
 - Two battery-integrated DCFC ports
 - City hall PD lot
 - Four low-power DCFC ports
 - City Council Chambers lot
 - Three Level 2 ports
- Presented Fleet EV charging plan to the EQC in January 2023
- Submitted applications for technical assistance and funding programs through PCE in December 2022 and Pacific Gas and Electric (PG&E) in April 2023
- Solar and battery storage projects at city facilities
 - Supports minimizing increases in operational cost as a result of building electrification projects
 - Working extensively with PCE staff on potential power purchase agreements to install solar and battery storage at eight city buildings
 - Site analysis performed in February 2023
 - Submitted interconnect applications to PG&E in April 2023, qualifying the city to receive greater incentives from the state for producing renewable energy (Net Energy Metering 2.0).
- Assessing vehicle replacement purchases consistent with the Sustainable Fleet Policy and 2030 carbon neutral goal
 - Vehicle purchase presented to the EQC at a special meeting Aug. 31, 2022
 - The EQC recommended approval of the police department purchases and for staff to look into further alternatives for public works fossil fuel equipment purchases (particularly for a field lawnmower).
 - Public works incorporated additional electric equipment that was approved by the City Council Oct. 11, 2022
 - Approved purchases included:
 - Five electric non-patrol police vehicles
 - Three lower emission police traffic enforcement motorcycles
 - Three electric light-duty public works trucks
 - Electric reel mower for parks (found through additional research following EQC direction)
 - Four pieces of renewable diesel powered equipment (chipper, vibratory roller, farm tractor, stump grinder)
- Ongoing analysis on:
 - How and when to transition fossil fuel equipment and vehicles for city operations to be carbon neutral by 2030
 - Exploring solutions to reduce upfront costs and utility bill increases for city operations

Work planned for the remainder of this calendar year includes:

- Create plan to convert handheld gas powered landscaping equipment, particularly leaf blowers and string trimmers, in City operations
- Plan for implementation of immediate phase of EV charging project
- Develop request for proposals (RFPs) for the Burgess Campus and Belle Haven Child Development Center electrification projects, and the Corporation Yard Needs Assessment which would incorporate options for improved energy and water efficiency
- Present final findings from the Tesla police patrol pilot to the EQC and City Council
- Support vehicle and equipment replacement purchase research and selection
- Review and determine whether to proceed with the Solar and Battery Program offerings from PCE
- Evaluate ongoing water heater replacement incentive offerings to limit costs for the City to electrify
- Project management and support for the immediate EV charging plan through construction

Develop a climate adaptation plan to protect the community from sea level rise and flooding (CAP strategy No.6)

In 2021, the City Council provided the following direction on the scope of work for this goal:

- Update the Safety Element in Menlo Park's General Plan to bring it into compliance with recent changes in General Plan law, including Senate Bill 379 (Climate Adaptation and Resiliency)
- Continue progress on the Menlo Park SAFER Bay grant application
- Continue to participate in and monitor OneShoreline
- Hold a City Council study session by July 2021 on the City's local hazard mitigation plan

Since that time, significant progress was made on sea level rise protection as follows:

- July 2021: Received notification from the Federal Emergency Management Agency and California Office of Emergency Services (CalOES) that the \$67 million Menlo Park SAFER Bay grant application to the FEMA BRIC program was selected for further review. Staff responded to requests for information from CalOES and FEMA throughout 2021 and 2022 as they were received.
- October 2021: Responded to the San Mateo County grand jury report on sea level rise.
- November 2021: City Council provided direction to return with a staffing request (1.0 provisional FTE) to support this project.
- January 2022: City Council adopted a resolution affirming the City's role in leading the FEMA BRIC grant, if awarded, and authorized execution of a memorandum of understanding with funding and technical project partners, the San Francisquito Creek Joint Powers Authority (SFCJPA), Meta and PG&E. The agreement outlines SFCJPA's role in the overall project and completing programmatic environmental clearance, while the City would be responsible for project-level environmental clearance.
- May 2022: Staff participated in the SFCJPA's notice of preparation and scoping sessions for programmatic environmental clearance for SAFER Bay.
- June 2022: City Council authorized the staffing request (1.0 provisional FTE) for this project. Pending formal award of the grant, this position is still vacant as of May 2023.
- On May 16, staff received a notice of award of grant funds from FEMA for the first phase of Menlo Park SAFER Bay. A kick-off meeting with FEMA and CalOES is scheduled for the week of May 23. The five-year capital improvement program shows the anticipated expenditures over the next five years for this project.

Throughout the last two years, staff has also continued to monitor and engage with OneShoreline including efforts to:

- Pursue options to advance shoreline protection in the remaining areas along Menlo Park's shoreline, with a focus on the area north and west of Bedwell Bayfront Park adjacent to Redwood City.
- Complete construction of the Bayfront Canal and Atherton Channel flood protection project in 2022.
- Review and comment on the draft sample ordinances OneShoreline released in April 2023 for sea level rise and stormwater considerations.
- Monitor OneShoreline board meeting activities
- Respond to the San Mateo County grand jury report on sea level rise

Flood protection efforts have also advanced, including:

- Continued work to develop a citywide stormwater master plan that is nearly complete as of early 2023
- Continued annual storm drain preventative maintenance
- Continued annual Atherton Channel and San Francisquito Creek cleanups to remove debris
- Constructed storm system improvements at the Caltrain station in 2021
- Implemented new stormwater permit regulations required under the Municipal Regional Permit 3.0, which are significantly more stringent than 2.0 in fiscal year 2022-23
- Awarded a construction contract in February 2023 to replace and upgrade the Chrysler Stormwater Pump Station, utilizing a \$5 million FEMA hazard mitigation grant. Construction began in May 2023 and is expected to take approximately 18 months.
- Included funds for a storm system funding study in the five-year capital improvement program
- Maintained the City's participation in the Community Rating System (CRS) program, which provides discounts to residents on flood insurance based on the City's flood protection practices and outreach
- Continued to participate in the SFCJPA, with an emphasis on delivery of the upstream of US 101 project
- Responded to the major storms of early 2023, tracking flooding locations, assessing damage, repairs and clean up needs
- In May 2023, initiated an assessment of the San Francisquito Creek banks for erosion and the condition of the stormwater outfalls that drain to the creek

The City's annex to the San Mateo County local hazard mitigation plan was adopted by the City Council Nov. 16, 2021. An annual progress report, at the City Council's request, is prepared in the fall, with the most recent update Oct. 11, 2022.

In addition, a management analyst (referenced above as well) was hired (March 2023) to work on long term resiliency and climate adaption planning and implementation.

Work planned for the remainder of this calendar year includes:

- Formally initiate Menlo Park SAFER Bay project
- Continue construction on Chrysler Pump Station
- Continue efforts to monitor and engage with OneShoreline, with an emphasis on securing funding for the area near Bedwell Bayfront Park
- Continue to engage with the SFCJPA on the upstream of US 101 project, focusing on analysis of the 2023 winter storms and potential adjustments to the scope of the project in response
- Continue preventative maintenance efforts on San Francisquito Creek, Atherton Channel and the storm system
- Prepare the annual progress report on the local hazard mitigation plan progress
- Prepare for winter storms, including potential for El Nino weather pattern that appears to be developing
- Work on long-range climate adaptation and resiliency planning and implementation

Impact on City Resources

The City maintains the resources to support City Council's direction to implement the 2030 CAP. Activities or projects that require additional budget are included in the proposed 2023-24 budget. The City will be receiving \$4.5 million from the California Energy Commission for communitywide electrification efforts. Staff also actively engages with local, regional, and state agencies to find available incentives and grants to support implementation of the CAP.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines § § 15378 and 15061(b) (3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Hyperlink – 2030 CAP: menlopark.gov/files/sharedassets/public/city-managers-office/documents/sustainability/2030-climate-action-plan-amended-2021.pdf
- B. Hyperlink - March 22, 2022, City Council staff report: menlopark.gov/files/sharedassets/public/agendas-and-minutes/city-council/2022-meetings/agendas/20220322-city-council-agenda-packet.pdf#page=446
- C. Hyperlink – 2030 CAP progress report- Oct. 12, 2021: menlopark.org/DocumentCenter/View/29886/Menlo-Park-Climate-Action-Plan-progress-report
- D. Outreach activities since March 2022

Report prepared by:
Rebecca Lucky, Sustainability Manager

CAP Outreach – March 2022 to May 2023

Date	CAP Strategy Goal	Outreach Activities	Method
3/1/2022	No.3	Incentive information for installing electric vehicle charging for existing multifamily buildings	Waste bill insert
3/1/2022	No.3	Incentive information for electric vehicle rentals and purchases	Waste bill insert
3/28/2022	General outreach	Information about the April 16, 2022 Earth Day event	Weekly digest
5/30/2022	City Council direction	Information to take part in Menlo Park's gas-powered landscape equipment survey	Weekly digest
6/15/2022	No.1	Promotion of BlocPower Services	Weekly digest
8/22/2022	No.3	Incentive information for EV charging	Weekly digest
9/1/2022	No.3	Incentive information for installing electric vehicle charging for existing multifamily buildings	Waste bill insert
9/1/2022	No.2	Incentive information for electric vehicle rentals and purchases	Waste bill insert
9/1/2022	No.1	Information on available rebates for heat pump water heaters	Waste bill insert
9/1/2022	No.1	Information on available rebate for installing solar and battery backup system	Waste bill insert
9/12/2022	General outreach	Information on the volunteer community collaboration sessions focus on Climate Action Plan progress	Weekly digest
9/26/2022	General outreach	Information on the volunteer community collaboration sessions "What's your 2040?" climate movie and community conversation	Weekly digest
October 2022	General outreach	Information on the volunteer Community collaboration sessions Environmental Justice and Safety Element	Weekly digest
10/17/2022	City Council direction	Information on the City Council zero-emission landscape equipment ordinance study session	Weekly digest
11/7/2022	No.5	Information on meeting the newest electric members of the city fleet-	Weekly digest
12/22/2022	No.1	Information on heat pump water heater rebates	Weekly digest
1/1/2023	City Council direction	Information on proposed zero emissions landscape equipment requirements	Waste bill insert
1/1/2023	No.3	Incentive information for installing electric vehicle charging for existing multifamily buildings	Waste bill insert
1/19/2023	No.1	Information on the volunteer community collaboration session - Home Electrification	Weekly digest
2/6/2023	City Council direction	Information on the proposed Zero Emission Landscaping Equipment rules-	Weekly digest
March and April 2023	City Council direction	Webinars and tabling events to inform and receive feedback on proposed zero emission landscaping equipment rules	Meetings and in-person tabling
3/1/2023	City Council direction	Information on proposed zero emissions landscape equipment requirements	Waste bill insert
3/1/2023	No.3	Incentive information for installing electric vehicle charging for existing multifamily buildings	Waste bill insert
3/6/2023	City Council direction	Information about webinars for proposed rules for gas powered landscaping equipment	Weekly digest
3/6/2023	General outreach	Information on volunteer community collaboration session How to get youth involved in Climate Action	Weekly digest
4/3/2023	General outreach	Information on the Love our Earth Festival April 22 Event	Weekly digest
April	General outreach	Information about the Love our Earth Festival	Banners on Santa Cruz Ave
4/17/2023	City Council direction	Information about the Environmental Quality Commission discussing zero emission landscape equipment ordinance	Weekly digest

Date	CAP Strategy Goal	Outreach Activities	Method
5/1/2023	No.1	Information about home electrification at Climate Smart San José's webinars	Weekly digest
5/11/2023	No.6	Information on volunteer community collaboration session - Lessons Learned from the Storms	Weekly digest



Climate Action Plan Outreach - May 2023 to July 2024

Table 1 is a record of the outreach activities that City sustainability staff completed from May 2023 to July 2024 to encourage community participation in programs and raise awareness of policies that support achieving the climate action plan (CAP) goal of a carbon neutral city by 2030.

Table 1: Outreach Activities			
Date	CAP Strategy Goal	Activity	Method
5/1/2023	No.1	Information about home electrification at Climate Smart San José's webinars	Weekly digest
5/11/2023	No.6	Information on volunteer community collaboration session - Lessons Learned from the Storms	Weekly digest
6/1/2023	City Council direction	Information on City Council meeting to adopt zero emission landscape equipment ordinance	Direct letters, text, email
7/7/2023	General outreach	Information on volunteer community collaboration session heat-pump water heaters	Weekly digest
7/19/2023	City Council direction	Information on City Council adoption of zero emission landscape equipment ordinance	Direct letters, text, email
7/24/2023	City Council direction	Information on the adopted Zero Emission Landscaping Equipment ordinance	Weekly digest, social media
8/1/2023	General outreach	Tabling at National Night Out to promote zero emissions landscape equipment ordinance and electrification	In-person tabling
9/18/2023	General outreach	Information on volunteer community collaboration session for virtual electric home tour	Weekly digest
10/1/2023	City Council direction	Information on the adopted Zero Emission Landscaping Equipment ordinance	Waste bill insert
12/11/2023	No. 1	Information on adopted ordinances to facilitate electrification of existing buildings by allowing heat pump water heaters, EV chargers and other electric equipment to encroach in parking spaces.	Weekly digest
7/24/2023	City Council direction	Information on the adopted Zero Emission Landscaping Equipment ordinance	Weekly digest
8/1/2023	General outreach	Tabling at National Night Out to promote zero emissions landscape equipment ordinance and electrification	In-person tabling

9/18/2023	General outreach	Information on volunteer community collaboration session for virtual electric home tour	Weekly digest
10/1/2023	City Council direction	Information on the adopted Zero Emission Landscaping Equipment ordinance	Waste bill insert
12/11/2023	No. 1	Information on adopted ordinances to facilitate electrification of existing buildings by allowing heat pump water heaters, EV chargers and other electric equipment to encroach in parking spaces.	Weekly digest
1/29/2024	General outreach	Information on volunteer community collaboration session on switching to heat-pump water heaters	Weekly digest, social media
3/1/2024	City Council direction	Information on the adopted Zero Emission Landscaping Equipment ordinance	Waste bill insert
3/1/2024	General outreach	Information on the Love of Earth Festival	Waste bill insert
3/4/2024	No. 6	Information about growing urban forest and newly planted trees	Weekly digest
3/11/2024	General outreach	Information on the Love of Earth Festival	Weekly digest, social media
4/8/2024	City Council direction	Launch of zero emissions landscape equipment voucher program	Weekly digest, social media
4/13/2024	General outreach	Tabling at the Love of Earth Festival to promote zero emissions landscape equipment voucher program and Home Upgrade program	In-person tabling
4/15/2024	No. 3	Incentive information for EV charging	Weekly digest
4/22/2024	General outreach	Recap of the Love of Earth festival	Weekly digest
4/22/2024	No. 6	Information about Arbor Day celebration and tree planting	Weekly digest
5/9/2024	No. 1	Acterra CodeRed presentation on Zoning Ordinance amendments	Staff presentation
5/11/2024	No. 1	Tabling at the city's Housing Resource Fair to promote Home Upgrade program	In-person tabling, social media
6/3/2024	City Council direction	Information on the adopted Zero Emission Landscaping Equipment ordinance beginning	Weekly digest, social media
6/10/2024	City Council direction	Information on the adopted Zero Emission Landscaping Equipment ordinance	Weekly digest, social media

6/15/2024	No. 1	Tabling at Juneteenth to promote Home Upgrade program	In-person tabling
6/24/2024	General outreach	Incentive information for e-bikes	Weekly digest
6/24/2024	City Council direction	Announcing the start of the adopted Zero Emission Landscaping Equipment ordinance enforcement	Postcard
6/26/2024	No. 6	Added interest list for second round of Zero Emission Landscaping Equipment voucher to City website	Webpage update
6/26/2024	No. 1	Added Home Upgrade program to Existing building electrification webpage	Webpage update
7/1/2024	City Council direction	Announcing the start of the adopted Zero Emission Landscaping Equipment ordinance enforcement	Waste bill insert
7/4/2024	No. 1	Partnered with 350 Silicon Valley to share home upgrade program information at their booth at the fourth of July celebration	In-person tabling
7/10/2024	No. 1	Distributed informational flyers at libraries and additional city facilities about Home upgrade program	Flyers
7/22/2024	No. 6	Updated Zero Emission Landscaping Equipment webpage with project subscription list	Webpage update