



ENVIRONMENTAL QUALITY COMMISSION

Meeting Minutes

August 2, 2006

Burgess Recreation Center
700 Alma Street, Menlo Park

CALL TO ORDER: The meeting was called to order at 6:35 p.m.

Commissioners Present: Rick Stevens (Chairperson), Martin Engel, Dan Kocher, Bob Swezey, Jeff Jahnke, Doug Scott

Commissioners Absent: None

Staff present: Dianne Dryer, Environmental Programs Coordinator

Public present: None

A. PUBLIC COMMENTS: None

B. REPORTS AND ANNOUNCEMENTS: New Commissioner, Jeff Jahnke, was introduced. Commissioners discussed the recent falling of a very large oak tree on Hobart Street due to oak root fungus. It was suggested that the City Arborist check the safety of all oaks near streets and in parks, especially near high traffic and pedestrian areas. Outgoing Commissioner, Frank Carney, was honored for his eight years of service to the community.

C. BUSINESS ITEMS

- 1. Approval of Minutes of June 7, 2005:** Approved unanimously.
- 2. Street Tree Ordinance and Management Plan:** Dianne Dryer reported that the City Council introduced and discussed the ordinance and the Street Tree Management Plan at its meeting on August 1, 2006. The final approval vote is expected on August 22, 2006.
- 3. Pilot Reforestation Project:** Dianne Dryer reported that the Consulting Arborist, Barrie Coate, is surveying the trees in the Pilot neighborhood, noting species, size and condition. Each tree will be given a Removal Priority rating (1, 2, or 3). A selection of Priority 1 trees will be removed first. Letters to the residents will go out in mid-September, with a list of selected Priority 1 trees proposed for removal this fall. The Tree Walk with Barrie Coate and staff will be held within a couple of weeks after the letter. If four or more Commissioners want to attend, Dianne will do public notification of a Special Meeting of the Commission. It was suggested that residents with Priority 1 trees be given the option of declining the removal of their tree, unless it is in hazardous condition. Barrie Coate will recommend replacement trees street by street, and residents will be given the opportunity to select from two

or three choices. Also, residents will be given the option of paying for a larger replacement tree. Heritage-sized tree removals will be posted and noticed in advance, per procedures in the Heritage Tree Ordinance. Photos should be taken of the streets before the removals are done, as a record. Vacant spots should be planted as soon as possible.

4. **Environmental Awards Program:** Rick Stevens and Martin Engel will coordinate this year's program. Dianne Dryer will prepare the nomination forms, email them to Commissioners, post on the website, and distribute copies in public buildings. She will also issue a news release. Nominations will be due October 3rd. Nominees will be reviewed by the coordinators and Dianne before the November Commission meeting, at which winners will be selected. Criterion for awards is clearly stated on the nomination forms for each award category. Commissioners were encouraged to seek good candidates for nominations. Dianne has some ideas also.