



## ENVIRONMENTAL QUALITY COMMISSION

### Meeting Minutes

**November 5, 2008**

Burgess Recreation Center  
700 Alma Street, Menlo Park

**CALL TO ORDER:** The meeting was called to order at 6:34 p.m.

**Commissioners Present:** Jeanne Durnford (Chair), Mitch Slomiak, John Nash, Doug Scott, Kristin Kuntz-Dureseti

**Commissioners Absent:** Dan Kocher

**Staff present:** Dianne Dryer, Environmental Programs Coordinator

**Public present:** Carol Taggert, Charles Bourne, Richard Rolands

**A. PUBLIC COMMENTS:** Ms. Taggert voiced concern about protecting the heritage oak tree at Oak Knoll School during construction. Mr. Bourne asked that the City enforce tree protection measures for the tree. Mr. Rolands presented copies of his report concerning the encroachment permit for the construction entry point.

### **B. BUSINESS ITEMS**

1. **Approval of October 1, 2008 Meeting Minutes:** Unanimously approved.
2. **Reportback on Meeting with City Manager Regarding Commissions' Input on Project Priority Setting:** Commission Chair Jeanne Durnford summarized the meeting she attended with other Commission representatives concerning an updated schedule of progress on the current 82 priority projects and the capacity of the organization to take on new projects in the next few years. The City Manager explained that in January 2009, the Council will set goals for FY2009-10, after which Commissions will be asked in February to suggest projects that fit within those goals. He wants to improve communication among the City commissions, Council and staff. Commissioners commented that they would like more information about how much staff capacity and funding are likely to be available when they are asked to suggest priority projects, so that reasonable and feasible suggestions can be offered. Another comment was that the City could be doing better with the current projects (e.g. efficiency, quality, right things).
3. **Street Tree Reforestation Program Update:** Dianne Dryer conveyed Ruben Nino's verbal report to her that about 100 trees have been planted since July 2008 (30 at Nealon Park and about 60 street trees). He stated that after the survey and pilot program are completed, a full reforestation program will be

developed and funding needs and sources will be determined and taken to Council. Commissioners commented that they would like to know the status of funds budgeted and expended to date, funds remaining, and a plan for spending them in the current fiscal year. Dianne also said that the survey work is complete and the contract arborists will provide a database (Excel format) showing the description, location and condition (health and structure) for over 2700 street trees by mid November.

### **C. Announcements and Reports**

Commissioner Nash reported that seven Environmental Quality Awards were presented to the recipients at the Council meeting on October 28<sup>th</sup>. He produced a very nice PowerPoint show with photos and brief descriptions of the achievements. The plaques were made out of recycled material.

Commission Chair Durnford prepared information for the Almanac newspaper about the importance of young tree watering, and how to do it. Unfortunately they only ran a very brief announcement, rather than an article. She will try again next summer.

Dianne Dryer announced that a series of trainings for volunteers to conduct home energy/water audits, known as the Green@Home program, have been scheduled and are on the City website. She asked Commissioners to spread the word that volunteers are needed.