



# ENVIRONMENTAL QUALITY COMMISSION MEETING MINUTES

Wednesday, April 7, 2010 at 6:30 p.m.  
Burgess Recreation Center  
700 Alma Street, Menlo Park

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**CALL TO ORDER:** The meeting was called to order at 6:30 PM.

**Commissioners Present:** Kristin Kuntz-Duriseti (Chairperson), Megan Gutelius, Mitch Slomiak, Lawrence Byers and Daniel Kocher.

**Absent:** Jeanne Durnford and Douglas Scott.

**Staff Present:** Regina Wheeler, Environmental Programs Specialist.

**Public Present:** David Bohannon and Jen Rank, legal counsel to the Bohannon Group.

**A. PUBLIC COMMENTS:** None.

## **B. BUSINESS ITEMS**

**B.1. Approval of January 6, 2010 Minutes** (minor changes to B.2. Heritage Tree Appeal)

Commissioner Slomiak moved to approve the minutes; Commissioner Byers seconded; unanimously approved.

**B.2. Approval of February 3, 2010 Minutes** (minor changes to B.2. 5-year CIP)

Commissioner Slomiak moved to approve the minutes; Commissioner Byers seconded; unanimously approved.

**B.3. Approval of March 3, 2010 Minutes**

Commissioners suggested several minor changes to the minutes, especially the inclusion of the resolution to B.2. (Trees for Menlo). Final approval continued to commission meeting on May 5, 2010.

**B.5. Menlo Gateway Update** (moved to accommodate members of public)

Commissioner Slomiak briefed the commission on the sustainability features of the project (LEED gold/silver, reduce carbon footprint from buildings to net 0 emissions, partially mitigate transportation impact).

In response to a City Council request to reduce car trips by 50%, the Bohannon Group has offered to reduce net new car trips by 17% and impose a transient occupancy tax (i.e. lodging tax, also referred to as TOT) to be used by the city to offset transportation impacts. Pavement sensors will count cars; \$100 penalty per car trip above annual limit to be assessed.

Dave Bohannon and Jen Rank discussed transportation demand management (TDM) program features including shuttles, guaranteed ride home, subsidized transit passes, bike lockers, preferential vanpool parking, electric vehicle charging stations, and car sharing arrangements. The Bohannon Group will continue their current strategy of communicating with tenants to assess behaviors and needs to adopt “green” practices.

Commissioner Slomiak expressed a concern that the Term Sheet provides discretion to City Council to use transient occupancy tax proceeds and potential penalties for failing to attain TDM requirements in any manner they see fit. Since the stated intent of each of these provisions is to reduce the impact from transportation and reduce greenhouse gas emissions, he would like to see the City establish a funding mechanism that prevents discretionary diversion of these funds.

Discussion on this item continued to commission meeting on May 5<sup>th</sup>.

#### **B.4. ECR/Downtown Visioning**

Draft Specific Plan release and community outreach meetings are planned during April. The impact of plans for high-speed rail on Menlo Park’s development project continues to be an important consideration.

#### **B.5. California First**

Commissioner Gutelius kindly offered to attend the San Mateo County Residential Energy Action Program (REAP) Committee meetings.

#### **B.6. Climate Action Plan** (update from ad-hoc sub-committee)

The final draft of the Summary and Tables were presented. Commissioner Kocher moved to send the memorandum to city staff; Commissioner Gutelius seconded; motion passed unanimously.

The administrative draft prepared in coordination with the consultant will be released soon. A sub-committee meeting with staff and the consultant will be scheduled as soon as possible.

### **C. REPORTS AND ANNOUNCEMENTS**

#### **1. Environmental Program Manager**

The position has been reposted, since a suitable candidate has not been hired.

#### **2. GRCC Drive Less Challenge**

From April 22 to May 6, participants in Menlo Park, Palo Alto, Mountain View and Burlingame will log their “green miles” to reduce single-rider car trips through the online tool available at the website: [www.drivelesschallenge.com](http://www.drivelesschallenge.com)

Minutes submitted by Commissioner Kuntz-Duriseti with assistance from Ms. Wheeler.