



# ENVIRONMENTAL QUALITY COMMISSION MEETING MINUTES

Wednesday, June 2, 2010 at 6:30 p.m.  
Burgess Recreation Center  
700 Alma Street, Menlo Park

---

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

**Commissioners Present:** Kristin Kuntz-Duriseti (Chairperson), Jeanne Durnford, Mitch Slomiak, Doug Scott and Daniel Kocher.

**Absent:** Megan Gutelius and Lawrence Byers

**Staff Present:** Starla Jerome Robinson, Assistant City Manager, Lisa Ekers, Engineering Services Manager, and Regina Wheeler, Environmental Programs Specialist.

**Public Present:** Robin, Saad and Jamela Shaban

**A. PUBLIC COMMENTS:** None.

## **B. BUSINESS ITEMS**

### **1. Approval of May 5, 2010 Minutes**

Commissioner Kocher motioned to approve the minutes, subject to the inclusion of the EQC Resolution regarding Trees for Menlo; Commissioner Slomiak seconded; unanimously approved.

### **2. Two-year work plan, presented by Starla Jerome-Robinson, Assistant City Manager**

All the commissions are being asked to develop a Mission Statement and a work plan that prioritizes the objectives of the commission, aligns these with Council goals, and guides the commission's activities. The final work plan is subject to Council approval. Staff time is available to complete this task, which is requested by December, 2010. Commissioners are asked to solicit input from at least five community members.

### **3. Discuss process for agenda setting, Reports to Council and current commissioner roles and responsibilities and recruitment schedule with Starla Jerome-Robinson**

The agenda and meeting discussion must comply with the Brown Act in order to ensure proper notice to and participation from the public. The agenda should "state the intent" of the discussion (per Ms. Jerome Robinson); "placeholders" without a specific objective are not appropriate. "Council Reports" are general comments; "Advisory Reports" are specific recommendations.

Commissioner Kuntz-Duriseti motioned to amend the EQC description based on discussion 3/5/10:

1. replace “coordination of awards programs” with “coordination of annual Environmental Quality Awards and Arbor Day programs” and
2. Add “Commissioners are encouraged to participate in ad-hoc subcommittees on topical issues of interest and are expected to contribute on occasion to the drafting of summary meeting minutes.”

Commissioner Slomiak seconded; unanimously approved.

#### **4. Heritage Tree appeal, 946 Florence Lane**

Staff Report by Regina Wheeler indicates that the tree is in good condition and reasonable alternatives exist to address concerns.

Owner Saad Shaban stated primary concerns with safety for residents and guests, damage to building infrastructure and repair of a sewer. Based on expert advice, Saad and Robin Shaban believe that tree removal is the only option for addressing their concerns.

Commissioner Kuntz-Duriseti motioned that the owners solicit additional information, including associated costs, regarding alternatives that specifically would preserve the tree while addressing the owners’ concerns (driveway, drainage and sewer line). Commissioner Slomiak seconded. Motion passed unanimously.

#### **5. Menlo Gateway Project**

Commissioner Scott motioned to ratify previous vote on Report to Council; Commissioner Kocher seconded; motion passed unanimously.

#### **6. Integrated Pest Management Plan, report and further direction**

Commissioner Kuntz-Duriseti reported on meeting with Dave Mooney, Parks Supervisor that IPM plan uses alternatives to herbicides in most cases, but does use Round-Up or Rodeo in areas that come in contact with water, e.g. creek banks or tidal areas, both of which fall into “Category 3.” Pesticides are not used.

Commissioner Scott suggests eastbound Sand Hill east of I-280 as a test case for eliminating the use of herbicides during the coming winter.

Discussion continued to July 7, 2010, meeting.

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

Kathleen Gallagher is completing a revision of the CAP, including updating the strategies, recommending and applying consistent metrics, interim targets and reinventory emissions. Ultimately, the CAP will be incorporated into the 5-year CIP. Subsequent to an internal review, the report will be shared with the ad-hoc sub-committee and presented to the Council.

#### **8. Environmental Quality Awards timeline**

July: Review nomination form

August: Open nominations

October: Determine Winners

November: Present awards at Council meeting

#### **9. Summer meeting schedule**

Commissioner Kuntz-Duriseti motioned that the EQC meet in August and cancel the September meeting, subject to further consideration; Commissioner Scott seconded; unanimously approved.

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

#### **1. Update on new waste service provider, Recology.**

Residents will receive a mailer indicating a choice of cart size, which will be delivered in early November.

#### **2. Environmental Program Manager**

New hire has been decided.

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