



## ENVIRONMENTAL QUALITY COMMISSION AGENDA

Special Meeting  
March 20, 2013 at 6:30 p.m.  
City Administration Building – Council Conference Room  
701 Laurel Street, Menlo Park

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### CALL TO ORDER

**ROLL CALL** – Allan Bedwell, Chris DeCardy, Kristin Kuntz-Duriseti, Adina Levin, Scott Marshall, Mitchel Slomiak (Chair), Christina Smolke (Vice Chair)

### A. PUBLIC COMMENT (Limited to 30 minutes)

Under “Public Comment”, the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

### B. BUSINESS ITEMS

- B1.** Approve February 27, 2013 Minutes ([Attachment](#))
- B2.** Discuss Environmental Quality Awards Presentation ([Attachment](#))
- B3.** Discuss Arbor Day and Designate a Commissioner to Coordinate Tree Planting
- B4.** Consider Revisions to the Environmental Quality Commission’s Presentation to City Council Regarding Establishment of Greenhouse Gas Reduction Targets

### C. REPORTS AND ANNOUNCEMENTS

- C1.** Staff Update on Environmental Policies to be Considered by City Council
- C2.** Commission Subcommittee Reports and Announcements
- C3.** Discuss Future Agenda Items

### D. ADJOURNMENT

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At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at Engineering/Environmental Division 701 Laurel Street, Menlo Park, CA 94025 during regular business hours.

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## ENVIRONMENTAL QUALITY COMMISSION MINUTES

Regular Meeting  
February 27, 2013 at 6:30 p.m.  
City Administration Building – Council Conference Room  
701 Laurel Street, Menlo Park

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The meeting was called to order by Mitch Slomiak at 6:35 p.m.

**ROLL CALL:** Chris DeCardy, Kristin Kuntz-Duriseti, Adina Levin, Scott Marshall, Mitchel Slomiak (Chair)

Absent: Allan Bedwell, Christina Smolke (Vice Chair)

**A. PUBLIC COMMENT:** None

**B. REGULAR BUSINESS**

**B1.** Approve January 9, 2013 Minutes ([Attachment](#))

**ACTION:** Motion and second (Levin/Marshall) to approve January 9, 2013 minutes passes (4-0-3), (Abstain: Kuntz-Duriseti, Absent: Allan Bedwell, Christina Smolke).

**B2.** Issue a Determination on a Heritage Tree Appeal at 715 Cambridge Avenue ([Attachment](#))

### Public Comment

- Maryam Taba, appellant and property owner of 715 Cambridge Avenue stated the following:
  - She supports the appeal to remove the tree.
  - She has safety concerns over the tree because the tree is too large for her lot, the tree is not healthy, has visible symptoms of bark beetle and Pitch Canker, and poses a liability to her neighbors should the tree experience limb failure.
  - Pruning and cabling the tree will not be effective.
- Fatemeh Ziaei, appellant and property owner of 715 Cambridge Avenue stated the following:
  - She supports the appeal to remove the tree.
  - She is concerned over the safety of her neighbors; the tree is hazardous.
  - Pruning effectiveness as an alternative is unknown on whether it will help the tree.
  - Although she is limited financially she is willing to contribute to the expenses of having the tree removed.

- Kurosh Dalili, David Miller, Leslie Louie, Lyle Hurst, Pegah Sarram, Jerry L. Jones, and Erna Jones, neighbors to the appellant, all spoke in support of the appeal to remove the tree due to the risk of the tree's limbs falling on their property.

**ACTION:** Motion and Second (Slomiak/DeCardy) to uphold the appeal for the Monterey Pine based on consideration No. 1 of the Heritage Tree Ordinance due to the tree's potential for limb failure and being in close proximity to structures on neighboring properties passes (4-1-2), (Noes: Levin, Absent: Allan Bedwell, Christina Smolke).

**B3.** Receive Informational Quarterly Arborist Report and Discuss Changing Reporting Timeframe

**ACTION:** Motion and Second (Slomiak/Marshall) to change the Arborist Report reporting timeframe from quarterly reporting to bi-annual reporting, which would be every March and September passes (5-0-2), (Absent: Allan Bedwell, Christina Smolke).

**B4.** Review Environmental Quality Award Nominations and Select Winners ([Attachment](#))

**ACTION:** Motion and Second (Kuntz-Duriseti/Slomiak) to award all nominees, change the award category for Carolyn Dorsch from "Climate Action" to "Education," and have Commissioner Marshall present the awards at an upcoming Council meeting (with Commissioner Kuntz-Duriseti as an alternate presenter) passes (5-0-2), (Absent: Allan Bedwell, Christina Smolke).

**B5.** Discuss Climate Action Plan Status and Update Report and Greenhouse Gas Reduction Target Presentation for Upcoming Council Meeting ([Staff Attachment](#)) ([Chair Presentation Attachment](#))

**ACTION:** Motion and Second (Slomiak/Kuntz-Duriseti) to accept the Greenhouse Gas Reduction Target Presentation with the addition of slide number nine before presenting it to Council passes (5-0-2), (Absent: Allan Bedwell, Christina Smolke).

**B6.** Discuss Environmental Quality Commission Quarterly Report to City Council  
By consensus the Commission approved the following topics as discussed by Commissioner Slomiak:

- EQC Meeting Date Change
- Update on Climate Action Plan Report
- Environmental Quality Awards Status
- Future improvements to the Heritage Tree Appeal Process and Heritage Tree Ordinance for next year's CIP

**C. COMMISSION REPORTS AND ANNOUNCEMENTS**

The following reports and announcements were received:

**C1.** Staff Update on Environmental Policies to be Considered by City Council

**C2.** Commission Subcommittee Reports and Announcements

**C3.** Discuss Future Agenda Items

**D. ADJOURNMENT**

The meeting was adjourned at 10:16 p.m.

Meeting minutes prepared by Vanessa Marcadejas, Environmental Programs Specialist

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## ENVIRONMENTAL QUALITY AWARDS PRESENTATION OUTLINE

Environmental Quality Awards have been presented to people, projects, businesses, efforts and/or property design that contribute to environmental quality improvement in the City of Menlo Park.

The awards have been a collaboration of the City Council and the Environmental Quality Commission for nearly 30 years.

The prospective winners are nominated by community members and are chosen for outstanding contributions in one of the seven categories listed below:

- Climate Action: A project or initiative that substantially reduces greenhouse gas emissions from original conditions.
- Environmental Education: A project or program that educates the community on the environment, such as climate protection and/or environmental improvement.
- Heritage Tree: Demonstration of proper care and preservation efforts of a heritage tree.
- Landscape or Native Habitat: A project that promotes water conservation and incorporates drought-resistant and/or native plants and/or materials.
- Resource Conservation: A project or program that conserves resources, reduces pollution, reduces litter or improves environmental quality.
- Sustainable Building: A new, renovated, or remodeled residence or commercial building that exhibits exemplary sustainability features in design and/or construction.
- Sustainable Lifestyle: Individual and/or family demonstrating exemplary actions in reducing use of resources over the past year in the community.

The Environmental Quality Commission chooses winners based contributions to the improvement of the environmental quality of life in Menlo Park and not the need to fill the above categories. Consequently not all categories are filled and some categories may have more than one winner.

This year the City of Menlo Park recognizes five outstanding leaders in contributing to the Environmental Quality of the City of Menlo Park.  
In the category of:

## Climate Action

### Facebook

- Eight main buildings on the campus were remodeled to achieve LEED Gold Commercial Interiors status
- Gold Status as bicycle friendly business by American League of Cyclists
- On site waste separation increases recycling and composting rate by 80%
- 60% reduction of outdoor water use
- 50% reduction in indoor water use
- 15-20% energy reduction
- Use of renewable solar energy
- Instituted a Transportation Demand Management program

### MENLO BUSINESS PARK, LLC. c/o Tarlton properties

- Adopted an Energy efficiency program - Integrated demand-side management which was a partnership program with PG&E to provide financial incentives to vastly reduce the environmental and energy footprint of the campus
- The program was started by a complete lighting demand reduction project on 50% of the buildings on campus with another 40% being retrofitted by the years end
- By the end of the retrofit projects first year, Menlo Business Park had reduced its electrical consumption by 2.6 kilowatt hours. This translates to a reduction in greenhouse gases of 1.34 million pounds or 607.27 metric tons of CO2 equivalent. (By comparison Menlo Park as a whole, produces the greenhouse gas output of approximately 400,000 metric tons).



- The business park has installed an integrated solar PV systems for roof-top HVAC
- B20 Bio Diesel/w Hydrogen On-Demand Shuttle that carries tenants between Union City Bart, Palo Alto Caltrain and Menlo Business Park
- Cool EatZ Catering Company on campus as a sustainable food cafe' for its tenants

## **Environmental Education**

Back yard composter - Carolyn Dorsh

- A Graduate of San Mateo County's Master Compost program
- She is and advocate on education and has distributed information to the community on the benefits of composting
- She has provide composting information at the summer Street Fair as will as setting up recycling and composting displays at the library.
- Has lead composting workshops at local schools and at the Recreation Center
- For over five years, on a monthly basis, Carolyn has staffed a composting information table at the Menlo Park Farmer's Market

## **Resource Conservation**

Pacific Biosciences

- Reduction of waste through a targeted "zero-waste" initiative
- Reduced solid waste by 66.3% with implementation of recycling and composting programs
- Removed 1000 glass bottles from waste through implementation of the solvent container re-use program
- Diverted 792 pounds of mixed recycling waste containing styrofoam and plastic wrap
- Cost saving of \$45,000 by waste segregation and reduction efforts

## **Sustainable Building**

### Hillview Middle School-Menlo Park School District

- Design and build an sustainable and environmentally-conscious project by incorporating sustainable building practices in these six areas of the project
- Energy conservation and Generation  
Measures 225w PV solar
- High-efficiency Heating & cooling system exceeds Title 24 energy standards by 16.5%
- Buildings controlled by energy management system that allows buildings to be heated and cooled when in use but be shut off when not occupied
- LED lights for all outdoor lighting fixtures
- This project is 24% more energy efficient than 2005 Title 24 requirements

### Water Conservation

- Drought tolerant landscaping
- Synthetic turf field-saves between 500,000 to 700,000 gallons of water a year
- Ultra low flush toilets and automatic bathroom fixtures

### Natural Lighting and Operable Windows

- Maximizing day lighting by use of large glazing areas, skylights, light wells and solar tubes-reduces the need for interior lights and to provide natural ventilation

### Building Envelope

- Solar shades on outside windows reduces classroom temperatures
- Cool roof material use on buildings - reflects the sun's heat rather than absorbing it

- Formaldehyde-free insulation in walls and roof eliminates harmful chemical off gassing

#### Building Material

- Flooring is resin based all natural material and made with recycled material
- Percentage of recycled material content in products  
Ceiling Tiles: 80%  
Insulations: 30 to 80%  
Carpet: 33%  
Casework: 80%  
Tack boards: 100% of core material

#### Transportation and Parking

- Over 300 bike parking stalls
- 120 Automobile parking spaces-reduces parking demand on neighborhood streets
- Reconfigured student drop-off loop-reduces traffic congestion and idling cars in neighborhood streets

By honoring the above achievements, The City of Menlo Park and the Environmental Quality Commission hope to show the city's residents as well as neighbors from other communities that working to better the environment is not only worthy of an award but that it sets an example of how to live and conduct business that will inspire others to follow.

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