

Environmental Quality Commission



REGULAR MEETING AGENDA

Date: 3/15/2017
Time: 6:30 p.m.
City Hall/Administration Building
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call – Bedwell, DeCardy, Dickerson, Vice Chair London, Marshall, Chair Martin, Smolke

C. Public Comment

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.

D. Regular Business

- D1. Informational presentation on the San Francisquito Creek Joint Powers Authority’s current flood control projects – 30 min
- D2. Make a determination on an appeal for three coast redwood heritage trees at 9 Hesketh Drive ([Attachment](#)) – 60 min
- D3. Discuss and potentially select a representative to the Oversight and Outreach Committee of the Bedwell Bayfront Park Master Plan project ([Attachment](#)) – 15 min
- D4. Discuss Arbor Day tree planting event – 15 min
- D5. Approve the Feb. 22, 2017, Environmental Quality Commission meeting minutes ([Attachment](#)) – 5 mins

E. Reports and Announcements

- E1. Commissioner reports – 10 min
- E2. Staff updates – 10 min
- E3. Future agenda items – 5 min

F. 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 the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.



STAFF REPORT

Environmental Quality Commission

Meeting Date: 3/15/2017

Staff Report Number: 17-003-EQC

Regular Business: Make a determination on an appeal for three coast redwood heritage trees at 9 Hesketh Drive

Recommendation

Staff recommends the Environmental Quality Commission deny the appeal and uphold staff's decision to approve the heritage tree removal permit application for 9 Hesketh Drive.

Policy Issues

The proposed action is consistent with City policies.

Background

On April 13, 2016, Karen Wang, property owner of 9 Hesketh Drive, submitted a heritage tree removal permit application for 3 coast redwood heritage trees located on said property. The permit application was submitted with completed arborist form, associated images, invoice for plumbing services, and a notice from the San Mateo County Mosquito and Vector Control District (Attachment A). The application stated the following reasons for the removal request:

- Tree stress
- Property damage to pool
- Health concerns with standing water from damaged pool

The City Arborist reviewed the application and inspected the trees to evaluate condition and property damage claim May 18, 2016.

Upon request, the property owner submitted further information documenting property damage, dating back to 2010, (Attachment B) and contacted neighboring property owners regarding the intent to remove the heritage trees. The removal permit application was approved by staff July 29, 2016, based on the following considerations:

- The trees were determine to be diseased and evaluated as being in poor to fair condition
- The trees have caused interference with utility services and property damage

On Aug. 17, 2016, John Fox filed a heritage tree appeal to the Environmental Quality Commission to deny the permit to remove the subject trees (Attachment C).

Analysis

Chapter 13.24 of Menlo Park's Heritage Tree Ordinance (Municipal Code) stated intent is to establish regulations of the removal of Heritage Trees within the city in order to preserve as many trees as possible

consistent with the propose of this chapter and the reasonable economic enjoyment of private property. **Section 13.24.040, of said chapter** requires staff and the Environmental Quality Commission to consider the following eight factors when determining whether there is good cause for permitting removal of a heritage tree:

1. The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;
2. The necessity to remove the tree or trees in order to construct proposed improvements to the property;
3. The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters;
4. The long-term value of the species under consideration, particularly life span and growth rate;
5. The ecological value of the tree or group of trees, such as food, nesting, habitat, protection and shade for wildlife or other plant species;
6. The number, size, species, age distribution and location of existing trees in the area and the effect the removal would have upon shade, privacy impact and scenic beauty;
7. The number of trees the particular parcel can adequately support according to good arboricultural practices;
8. The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s).

Staff's approval of the removal permit was based on the following Heritage Tree Ordinance conditions:

- The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services;
- The availability of reasonable and feasible alternatives that would allow for the preservation of the tree(s).

With respect to criteria one, the condition of the tree or trees with respect to disease, proximity to existing structures and interference with utility services were considered:

Condition of Trees

- Tree #1 was rated as being in fair condition with healthy but sparse foliage throughout the crown (Attachment D). A sunken canker is located at the base of the trunk on northwest side extending up approximately 15 feet in height (Attachment E). A canker is an area of localized dead or diseased tissue on the trunk, roots or stems. Cankers are the result of fungal or bacterial pathogens. Coast redwoods are susceptible to redwood canker (caused by *Botryosphaeria* or *Cytospora* fungi), which is an opportunistic disorder often affecting trees in stressed condition. Cankers vary in size, shape and appearance but typically are characterized by a sunken area with response growth along the margins. In addition to the cankers themselves, wilt, dieback, and flagging in the crown are also symptoms of infection. Crown symptoms may not be visible for some time after infection occurs.
- Trees #2 and #3 were rated as being in poor condition with sparse chlorotic foliage and stem dieback, particularly in the upper crown (Attachment F).
- Tree #3 has a sunken canker located at approximately 20 feet in height on the southeast side of trunk.
- The property line fence between 9 Hesketh Dr. and 5 Hesketh Dr. has been built out to accommodate the pronounced root collar at the base of tree #3.

Proximity to Existing Structures and Interference with Utility Services

- The location of the subject trees is in the southwest corner of a residential lot where there is limited soil volume due surrounding hardscape, residential homes and swimming pools (Attachment G). Limited soil volume to adequately support root development can result in drought stress even when supplemental irrigation is provided.
- Redwood trees are known to have aggressive root systems that are located relatively low in the soil profile. The roots of the subject redwood trees are interfering with water lines and causing damage to the swimming pool at 9 Hesketh Dr. The damage has rendered the swimming pool inoperable and caused health concerns from the San Mateo County Mosquito and Vector Control District due to standing water.

With respect to criteria eight, reasonable and feasible alternatives were considered:

- The removal of tree # 2 and #3 would likely have an adverse impact on tree #1 if it were to be retained. Tree #1 is likely to have existing redwood canker infection that has yet to show outward expression of foliar symptoms in crown. Removal of adjacent trees will disturb the redwood grove causing stress to remaining tree(s) and accelerating the spread of infection. Trees growing in groves provide structural and biological support one another. Roots graft to share resources and provide lattice of anchoring roots. A shady microclimate is created reducing temperatures and sun exposure. Removal of any one of the trees would increase wind loading to remaining tree(s), further compact the existing soil structure, reduce soil moisture, increase soil temperature, and create an unbalanced in crown(s).
- Cultural care practices such as mulching and irrigation to maintain the health and vigor of trees that are not infected with redwood canker is the most effective method of protecting trees. However, the prognosis for infected trees is poor. Chemical control for infection has not shown to be feasible. Unless there is a known nutrient deficiency, fertilization is not recommended. Nitrogen based fertilizer can aggravate disease problems especially in mature trees. Sanitation, the pruning and disposal of infected branches and dead tops, can delay the spread of the disease once it is infected. However, sanitation is ineffective in the case of severe infection and often, in less acute infections, only acts to delay the inevitable decline.

Correspondence

The appellant provided an updated letter from his arborist, Chris Regan (Attachment H). Staff has not received any other correspondence thus far.

Impact on City Resources

There are no additional City resources required for this item.

Environmental Review

An Environmental Review is not required for this item.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Heritage Tree Removal Permit Application
- B. Property Damage Invoices
- C. Appellants Appeal of the Removal Approval
- D. Tree Image (Front of 11 Hesketh Dr.)
- E. Canker (Tree #1)
- F. Tree Image (Front of 5 Hesketh Dr.)
- G. Property Image (Google Maps)
- H. Letter from Chris Regan, arborist for the appellant

Report prepared by:
Christian Bonner, City Arborist

Report Reviewed by:
Vanessa Marcadejas, Senior Sustainability Specialist



Heritage Tree Removal Permit Application

This application must be submitted with the Arborist Report Form
Please submit completed forms to:
701 Laurel Street, Menlo Park, CA 94025

PAID

Application No. HTR2016-00089A ^{APR 13 2016}
CITY OF MENLO PARK

Purpose of application: Removal ☒

Pruning of more than 25% ☐

Permit Fee: \$135.00 (each tree, up to 3 trees); \$90 each additional tree (separate forms required for each tree)

PLEASE PRINT CLEARLY

Site Address: 9 Hesketh Dr. MP

Name of Applicant: Karen Wang Phone 650.490.0868 FAX 650.239.3603

Mailing Address: 9 Hesketh Dr. Email: karen@kleewang.com

Type of Tree: Redwoods Location on property: NW corner

Reasons for Request:

2 trees look very distressed. Tops are dying. The tree roots are busting through my pool pipes. Drained pool. Standing water. Mosquitoes breeding

IF TREE IS DEAD or DAMAGING STRUCTURE PLEASE ATTACH PHOTOS DEMONSTRATING CONDITION.

ARE YOU CONSIDERING ANY CONSTRUCTION ON YOUR PROPERTY IN THE NEXT 12 MONTHS?

Yes ☐

No ☐

☒ TBD

If yes, please submit additional information describing what type of construction is planned and a site plan.

- Tree may not be removed (or pruned over 25%) unless and until the applicant has received final permission from the City as indicated below.
- The signed permit approval form must be on site and available for inspection while the tree work is being performed.
- A suitable replacement tree, 15 gallon size or larger with a mature height of 40 feet or more, is to be installed in the time frame indicated below.

I (we) hereby agree to hold the City harmless from all costs and expenses, including attorney's fees, incurred by the City, including but not limited to, all cost in the City's defense of its actions in any proceeding brought in any State or Federal Court challenging the City's actions with respect to the proposed tree removal.

Incomplete applications will not be processed.

Signature of property owner authorizing access and inspection of tree in his/her absence.

[Signature]

Date: 3/17/16

-----PLEASE DO NOT WRITE BELOW THIS LINE-----

PERMIT APPROVED ☒

PERMIT DENIED ☐

TIMING OF REMOVAL

- ☒ Upon receipt of this approved permit
- ☐ After applying for a Building Permit for associated construction

TIMING OF REPLANTING

- ☒ Within 30 days of Heritage Tree removal
- ☐ Prior to final building inspection of associated construction

Staff Signature: [Signature]

Date: 7/29/16

Print name and title: CITY ARBORIST

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063

650 839 9539

Karen Wang
9 Hesketh Dr
Menlo Park, CA 94025

March 3, 2016

Site: 9 Hesketh Dr, Menlo Park

Dear Karen

Re: 3 Redwoods at the rear of the property

I looked at the redwoods and have the following observations and summary.

Observations

The redwoods are located at the rear of the property. The trees can be seen in Photo 1. They are numbered 1 through 3 starting with the tree in the corner

Redwood #1

Coastal redwood, *Sequoia sempervirens*
Diameter at Standard Height 48.3"
Height 90 feet
Canopy Spread 25 feet by 20 feet

The tree is in good health and condition. The canopy is the thickest of all 3 trees. No signs of disease or insect infestation.

Redwood #2

Coastal redwood, *Sequoia sempervirens*
Diameter at Standard Height 50.5"
Height 90 feet
Canopy Spread 25 feet by 20 feet

The tree is in fair health and condition. The canopy is thinning and one sided, the top of the tree is declining. Tree is drought stressed.

Redwood #3

Coastal redwood, *Sequoia sempervirens*
Diameter at Standard Height 48.2" at 6' above grade
Height 80 feet
Canopy Spread 25 feet by 20 feet

The tree is in poor health and condition. The canopy is very thin. Trunk is disfigured. Tree is drought stressed and declining

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063

650 839 9539

All 3 trees are located at the end of the pool between the pool and the pool equipment. The pool has been drained and the pool equipment is now nonfunctional because of the damage cause by the root systems of all 3 trees.

Recommendations

The redwoods are in good, fair and poor health and condition respectively. All 3 trees are clearly drought stressed to a certain extent. Tree # 3 also has some structural issues higher up in the canopy.

Significant damage is being caused to the pool and pool equipment by the roots systems of all 3 trees which cannot be rectified by root pruning without jeopardizing the health and stability of the trees. Consequently, I recommend removal of all 3 trees.

If you have any questions or I can be of further assistance, please don't hesitate to call.

Sincerely



Robert Weatherill
Certified Arborist WE 1936a

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063

650 839 9539

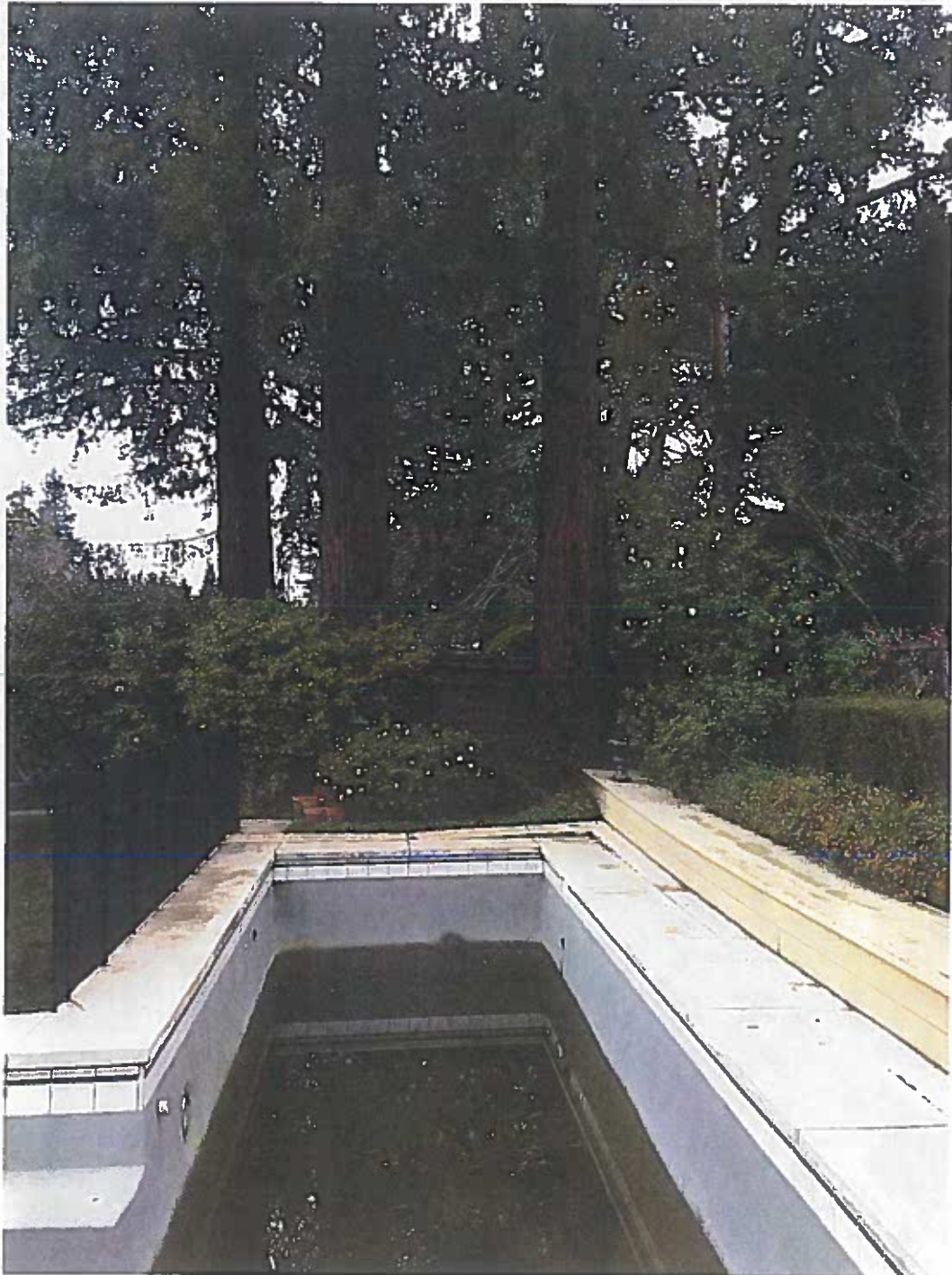


Photo 1: 3 Redwoods at the rear of the house

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063

650 839 9539



Photo 2: Pool equipment house

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063

650 839 9539



Photo 3: Lifting stonework around pool

Advanced Tree Care

P.O. Box 5326, Redwood City, CA 94063

650 839 9539



Photo 4: Tree growing into fence

Had to extend fence into
neighbor's yard.

We found the following mosquito sources on your property:

- ☐ Pond, fountain, or other water feature
- ☒ Swimming pool or spa
- ☐ Containers (buckets, plant saucers, etc.)
- ☐ Tree holes
- ☐ Leak under structure
- ☐ Ditch, stream, pond, or creek
- ☐ Gutters
- ☐ Catchbasin or drain

☐ Over-watering or irrigation leaks

☐ Bird bath - Found multi-stage

☐ Other: Larvae - Mosquito
breeding in pool;
treated.

- would be good to use a
pump and drain if possible

Thank you. Walter

San Mateo County Mosquito and Vector Control District

(650) 344 - 8592
1351 Rollins Road
Burlingame, CA 94010

Monday-Friday
8a.m. to 4:30p.m.

www.smcmvcd.org


**AMERICAN
LEAK
DETECTION**
THE ORIGINAL LEAK SPECIALISTS™

Norfin Inc. - Tax ID 94-3391494
1201 Andersen Dr.
Suite N
San Rafael, CA 94901

(800) 900-LEAK (5325) Fax # (415) 485-1250

Each Office Independently Owned/Operated

INVOICE # 59971

SITE	Karen Wang 9 Hesketh Dr Menlo Park, CA 94025	Tech	EB	Start Date	9/23/2013
		Order	AS	Complete Date	9/23/2013
		Billing #			
BILLING	Karen Wang 9 Hesketh Dr Menlo Park, CA 94025	Claim / PO			
		Site Phone # 650 490 0868c			

DESCRIPTION	AMOUNT
<p>Domestic Pool and Spa Leak Detection - Gunite</p> <p>American Leak Detection isolated and pressure tested all of the underground plumbing lines associated with pool and spa circulation through the pump and filter system. If a line was found to lose pressure, ultra sound equipment was used to locate and mark the area of highest electronic readings of the plumbing leak. In addition, the structure was visually inspected.</p> <p>Concern: Water level stops below the skimmer throat.</p> <p>Line(s) that held pressure: Pool Main Drain Line (Hydrostatic); Pool Suction Line; Pool Return Line; Pool Sweep Line; Skimmer Equalizer; Spa Main Drain Line (Hydrostatic); Spa Return Line.</p> <p>Leak Detected On: SOLAR LINE.</p> <p>Leak Location: Outside the left side of the pool equipment room at the base of the small redwood tree.</p> <p>Pipe Size/Material: 1.5" - 2" PVC.</p> <p>Marked: White ALD Flag; Blue Spray Paint.</p> <p>Deck/Floor Finish: Dirt.</p> <p>Structural Tests Performed: Skimmer; Plaster; Ports.</p> <p>Equipment Shut Down: Yes.</p> <p>Notes: The pool use was a pool and spa combo but has been converted into just a pool, but still retains all of the spa plumbing.</p> <p>If requested within 30 days, ALD can return for further testing at an hourly rate of \$150.</p> <p>A repair Estimate Acceptance was provided to the customer on site for the amount of: \$790. (EB Only)</p> <p>Paid in Full by Credit Card.</p> <p>THANK YOU FOR CALLING AMERICAN LEAK DETECTION. Your feedback is of importance to us. Please fill out our survey at: www.americanleakdetection.com/survey</p>	<p>395.00</p>
Work Ordered By	Karen Wang
FAX #	
TOTAL	\$395.00

OUR GUARANTEE: Detections are guaranteed for 30 days. We will re-test the system or refund the detection fee (at our sole option) if it is reported within 30 days that a leak still exists. Repairs made by others can be retested upon request for a \$150/hr charge. Minor repairs guarantee (less than \$500). 30 days. Major repairs guarantee. 2 years. All work is guaranteed from date of completion and for defective workmanship only. We will not be liable for any consequential losses. PAST DUE ACCOUNTS: Subject to 1.75% per month finance charge. STATE OF CALIFORNIA CONTRACTOR LICENSE 662617. Contractors are required by law to be licensed & regulated by the CSLB. Refer questions concerning a contractor to the Registrar. Contractors State License P.O. Box 26000, Sacramento, CA 95826.

ALL FENCE COMPANY, INC.

1900 Spring Street
Redwood City, CA 94063
Phone: 650-369-4556 Fax 650-369-4559
Lic. 732295

CUSTOMER #: 50506

INVOICE #: 61860 NEW

INVOICE DATE: 04/14/15

DUE DATE: 04/21/15

BILL TO:

KAREN WANG
9 HESKETH DRIVE
MENLO PARK, CA 94025

JOB: 00

FENCE CONSTRUCTION

DESCRIPTION	QUANTITY	PRICE	AMOUNT
FENCE REPAIRS (LEFT SIDE)			540.00
FENCE REPAIRS (REAR)			885.00
FENCE REPAIRS (RIGHT SIDE)			330.00
FENCE REPAIRS (NEIGHBOR'S)			985.00
- COURTESY DISCOUNT			-140.00
NET DUE:			2,600.00

Thank you for your business!

PAID IN FULL
4/14/15
[Signature]



**AMERICAN
LEAK
DETECTION**
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1201 Andersen Dr, STE
N
San Rafael, CA 94901

(800) 900-LEAK (5325) Fax # (415) 485-1250

Each Office Independently Owned/Operated

INVOICE # 62966

SITE	Karen Wang 9 Hesketh Dr Menlo Park, CA 94025	Tech	EB	Start Date	5/22/2014
		Order	AS	Complete Date	5/22/2014
BILLING	Karen Wang 9 Hesketh Dr Menlo Park, CA 94025	Billing #			
		Claim / PO			
		Site Phone #			

DESCRIPTION

AMOUNT

Domestic Pool Solar Line Leak Repair	790.00
<p>The dirt was excavated and the leaking 2" ABS pipe was exposed. The leaking line was impacted by roots and found to be among a cluster of pipes. During the excavating, ALD hit an irrigation lateral line. The leaking section was cut out and repaired with new pipe and fittings as well as the irrigation lateral line. The remaining visible pipe appears to be in good condition. The system was retested and found to hold pressure.</p> <p>The equipment was operated and found to be working in good condition. The hole was backfilled to grade. The work area was cleaned, completing the repair.</p>	
Additional cost: Clustered pipes	200.00
Additional cost: Pipe impacted by roots	200.00
Additional cost: Irrigation Lateral Line Repair	200.00
Courtesy Discount	-200.00
Paid in Full by Credit Card.	
<p>THANK YOU FOR CALLING AMERICAN LEAK DETECTION. Your feedback is of importance to us. Please fill out our survey at: www.americanleakdetection.com/survey</p>	
Work Ordered By	Karen Wang
FAX #	
TOTAL	\$1,190.00

OUR GUARANTEE: Detections are guaranteed for 30 days. We will re-test the system or refund the detection fee (at our sole option) if it is reported within 30 days that a leak still exists. Repairs made by others can be retested upon request for a \$165/hr. charge. Minor repairs guarantee (less than \$500) 30 days. Major repairs guarantee. 2 years. All work is guaranteed from date of completion and for defective workmanship only. We will not be liable for any consequential losses. PAST DUE ACCOUNTS. Subject to 1.75% per month finance charge. STATE OF CALIFORNIA CONTRACTOR LICENSE 662617 Contractors are required by law to be licensed & regulated by the CSLB. Refer questions concerning a contractor to the Registrar. Contractors State License P.O. Box 26000, Sacramento, CA 95826.



**3674 Slopeview Drive
San Jose, CA 95148**

**COMPLETE POOL
SERVICE & REPAIR**
408-270-6026
CELL 408-569-3106

Invoice

Date	Invoice #
7/31/2010	24104

Karen Wang
9 Hesketh Dr
Menlo Park, CA 94025

**This invoice is for the month of july
,2010**

P.O. No.		Terms	Due On Receipt	Project	
Description	Quantity	Rate	Amount		
Pool Service		75.00	75.00		
Pool suction and return pipe leaks repair labor and parts		675.00	675.00		
Santa Clara County Sales Tax		9.25%	0.00		
<i>paid 8/11/10</i>					
Total					\$750.00

1310 Elder Ave.
Menlo Park, CA 94025
August 16, 2016

Environmental Department
701 Laurel Street
Menlo Park, CA 94025

Re: Notice dated August 4, 2016

Approval of a Heritage Tree Removal in Your Neighborhood
Address: 9 Hesketh Drive

I am an immediate neighbor of the house at 9 Hesketh Drive, and these three redwoods are substantial trees, very important for the canopy, shade, cooling and habitat in our shared neighborhood. I have concerns about the plan for their removal.

I have lived near these trees since 1993, and in a previous drought cycle roughly 20 years ago they also were stressed. At that time the homeowners invested in the trees, trimmed dead branches, treated the trees and in subsequent wetter years the trees regained a healthy appearance.

I would like to appeal this decision to the Environmental Quality Commission. I would hope the process can cover several aspects of this decision, such as:

#1) The health of the trees, what mitigations or treatments, feeding, watering etc. might be available to improve their health. What these treatments might cost, how the cost of maintaining and improving the trees compares to the costs (and environmental costs) of their removal.

#2) A better understanding of the "Property Damage" listed on the card. What is damaged? Can it be mitigated or repaired? What is the economic cost of this damage?

Thanks for the opportunity to file this appeal. I enclose a check for \$200 to cover the appeal fee. I also attach copies of the notice I received.

Sincerely,



John D. Fox
1310 Elder Ave
Menlo Park, CA 94025



APPROVAL OF A HERITAGE TREE REMOVAL IN YOUR NEIGHBORHOOD

The City Arborist has evaluated and approved the removal of the following heritage tree. Any Menlo Park resident or property owner may appeal this decision within 15 days of the date of this notice by submitting a signed letter requesting an appeal to: *Environmental Department, 701 Laurel Street, Menlo Park, CA 94025*. There is an appeal fee of \$200. The appeal will be heard by the Environmental Quality Commission at its next available meeting. For more information about the Heritage Tree Ordinance, please visit the City website at www.menlopark.org or call (650) 330-6780.

Notice Date: August 4, 2016

1786

Address: 9 Hesketh Drive

Type of Trees: 3 Coast Redwoods

Reason for Removal: Poor health and property damage

CITY OF MENLO PARK
PUBLIC WORKS DEPARTMENT
701 LAUREL STREET
MENLO PARK, CA 94025-3483



neopost

049J62034963
\$00.465
08/05/2016
Mailed From 94025
US POSTAGE

FOX JOHN DAVID
1310 ELDER AVE
MENLO PARK, CA 94025

IMPORTANT NOTICE

9402535534 0004











Mr. John Fox
1310 Elder Avenue
Menlo Park, CA 94025

March 1, 2017

TREE ASSESMENT

Assignment

My assignment was to look at the current tree population in over four properties and make an assessment of the current tree population and recommendation for a sustainable tree population, identify trees to be removal and suitable replacement trees. The four trees are 9 Hesketh Drive, 5 Hesketh Drive, 1310 Elder Avenue and 4 Elder Court.

This is an update to February 27 letter to include planting suggestions for 5 Hesketh Drive.

1. 9 Hesketh Drive

The main focus here is on the three Heritage size Redwoods in the back left corner. The trees are closely spaced together and show signs of drought stress. Tree roots have caused damage to pool equipment and pipes. This is to be expected as these trees have an aggressive root system and the close proximity to the pool equipment.

If the pool equipment and pool was to remain the Redwood roots will continue to be an issue. An option would to relocate the pool equipment and pipes to the other end of the pool.

If the pool is to be removed this changes the situation.

I recommend removing the one smaller Redwood growing toward 5 Hesketh Drive. Also removing any dead branches from the remaining Redwoods would be beneficial to tree health and new plant growth. Summer irrigation would benefit these trees. This winters rain should have a positive effect on tree health.

2. 5 Hesketh Drive

The three mature Deodar cedar trees located, at the front left of the property are in good health. They do have a history of broken branches. This is something that can be managed with remedial pruning.

The backyard to this property has plenty of planting space available to add new tree planting. This provides an opportunity to increase and diversify the tree population across the four properties.

3. 1310 Elder Ave

The main tree of concern due to poor health and a short remaining life expectancy is the Monterey pine located behind the pool. This does offer good screening of the overhead wires however I would not count on the tree as a long term solution for screening. I recommend removing this tree and replanting as part of any landscape improvements.

The Deodar cedar on the left boundary does require minor maintenance pruning. The Deodar cedar behind the pool with the overhead wires running through the canopy also offers a screening of the wires. The tree canopy has been severely misshapen by the utility clearance pruning and while it is the wrong tree for its

location I would tend to just work with it for the value it provides of screening the wires at this stage.

4. 4 Elder Court

Two heritage size Redwoods are located beneath the overhead wires on the right boundary. The positioning of these trees are problematic with the overhead wires. The trees are regularly severely pruning for high voltage clearance.

Additionally in the longer term the tree roots will enlarge at the edge of the house and potentially cause a problem with the foundation. While this is something that can be managed by root pruning, I would at least by then consider whether it is worth the effort or better to removal and replace the trees.

Overhead/undergrounding wires

Trenching to underground the high voltage wires could have an effect on tree roots and tree health.

The route from Elder Avenue would need to go next to the Deodar cedar trees and this would be detrimental to tree health.

Trenching along the boundary of 1310 Elder Ave and 4 Elder Ave would also be detrimental to the health of the two Redwoods and one Deodar cedar. However at that stage the main benefit of these trees in relation to wire screening would no longer be required and opportunity to replant with new trees without canopy height restrictions would be created.

Replacement and new tree planting

In considering replacement trees for the Monterey pine the high voltage wires at the boundary fence limit a new tree to something that is lower growing than the overhead wires or a narrow growing habit so grow does not continue to grow vigorously into the wires.

Lower growing tree suggestions; Crepe myrtle, Redbud dogwood Narrower habit: Italian cypress, Birch, Spruce

As most of the large trees across the four properties are conifers I suggest mixing the species up with some broadleaf deciduous trees. There is enough space to add two new trees in the back of Hesketh Drive. I have provided some suggestions below:

- Red maple
- Chinese pistache ("Keith Davies)
- California pepper tree
- Chinese elm

Should you have any questions, or if we may be of further assistance, kindly contact our office at any time.

Very truly yours,

Chris Regan
ISA Certified Arborist WE-6897A
Qualified Tree Risk Assessor
S. P. McClenahan Co., Inc.



STAFF REPORT

Environmental Quality Commission

Meeting Date: 3/15/2017

Staff Report Number: 17-004-EQC

Regular Business:

Discuss and potentially select a representative to the Oversight and Outreach Committee of the Bedwell Bayfront Park Master Plan project

Recommendation

Staff recommends the Environmental Quality Commission discuss and appoint a representative to the Bedwell Bayfront Park Master Plan project's Oversight and Outreach Committee.

Policy Issues

The proposed action is consistent with City policies.

Background

At its Feb. 28, 2017, regular meeting, the City Council received an information item (Attachment A) on the community outreach plan for the Bedwell Bayfront Park Master Plan project.

At its Feb. 7, 2017, regular meeting, the City Council approved an agreement with Callander Associates Landscape Architecture to work with the City in the development of the Bedwell Bayfront Park master plan. The scope of work includes developing a master plan that provides a longterm vision and general development guide for the park and its facilities, including how to protect its resources, improve amenities to enhance the park user experience, manage visitor use, plan for future park enhancements and develop a financing plan to pay for maintenance on the capital cost of the park. The master plan will recommend improvements for the next 25 years.

One important strategy for master plan's development is community engagement and the formation of a Bedwell Bayfront Park Master Plan Oversight and Outreach Committee. Its main purpose is to:

- Provide advisory input and recommendations to the consultant and staff regarding the outreach process and concept plans (i.e. alternatives); and
- Reach out to other community members and help bring them into the broader planning process through participation in the community workshops and other planning activities

Analysis

The proposed committee composition includes

- Derek Schweigart, Assistant Community Services Director
- Azalea Mitch, Public Works Senior Engineer
- Dave Mooney, Parks Supervisor

- Parks and Recreation Commission – 1 member
- Environmental Quality Commission – 1 member
- M2 Business Representative – 1 member
- Friends of Bedwell Bayfront Park Representative – 1 member
- Environmental Group Representative - 1 member
- Menlo Park Resident-At-Large – 1 member

It is anticipated that there will be three to four committee meetings in addition to the planned community workshops/meetings. The first meeting of the Oversight and Outreach Committee is planned for Thursday, March 23, 2017.

Impact on City Resources

There are no additional City resources required for this item.

Environmental Review

An Environmental Review is not required for this item.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Feb. 28, 2017, City Council staff report re: Oversight and Outreach Committee for the Bedwell Bayfront Park Master Plan project

Report prepared by:

Clay J. Curtin, Assistant to the City Manager/Interim Sustainability Manager



STAFF REPORT

City Council

Meeting Date:

2/28/2017

Staff Report Number:

17-046-CC

Informational Item:

**Bedwell Bayfront Park Master Plan project
community outreach plan**

Recommendation

This is an information item and does not require any action by Council.

Policy Issues

The Bedwell Bayfront Park (BBP) Master Plan project is consistent with City policies and the 2016 Menlo Park City Council Work Plan item No. 17 – Develop a Bedwell Bayfront Park operations and maintenance plan to enhance use, improve access and determine sustainable funding sources for ongoing maintenance. The public outreach plan for the development of the BBP Master Plan will follow the City's Community Engagement Model, which requires that the communication strategy be in both English and Spanish (See Attachment A).

Background

BBP is the City's largest park and the City's only open space on the San Francisco Bay. Consisting of 160 acres, the Park's trails and hills provide great views of the refuge and South Bay. Its hilly terrain, specifically designed for passive recreation, now serves as a landmark high point along the edge of the Bay.

Originally a sanitary landfill, construction of BBP on the site began in 1982 and was completed in 1995. Currently, the park is designed as a passive open space with minimal improvements, including bike/pedestrian trails and restrooms. Users enjoy "passive-recreation" through activities that include hiking, running, bicycling, dog walking, bird watching, kite flying and photography.

In conjunction with the construction of the park, gas recovery and leachate control projects were also built to ensure that the closed landfill met all regulatory requirements at the time of the installation. The landfill gas recovery system consists of a well field that includes 72 gas extraction wells, a network of pipes embedded just beneath the surface of the landfill cap that collect the gas and a flare that combusts the gas that is collected. The leachate system consists of 9 wells and 16 extraction sumps installed along the perimeter of the landfill for the extraction of the leachate that forms due to the decomposition of the solid waste. The systems are operated to meet regulations set by the Bay Area Air Quality Management District and the Regional Water Quality Control Board.

The park has seen a significant increase in usage over the years and the recreational interests and needs of the users have changed. Through various public forums, the City has learned that there is a desire for docent-led educational programs and tours, as well as spaces for interpretive displays and exhibits throughout the park. Among other ideas presented was a desire to improve access and connectivity to the water in the Bay for non-motorized small boats such as canoes, kayaks or sailboards similar to the floating dock at the Palo Alto Baylands Nature Preserve.

Staff issued the BBP Master Plan Request for Proposals (RFP) on November 4, 2016. A panel of staff members reviewed the 9 proposals that were received and invited the 4 most qualified consultants to interview for the project. Interviews were conducted by staff and one member of the Parks and Recreation Commission on January 4 and January 10, 2017. Callander Associates Landscape Architecture was selected as the most qualified consultant based upon their expertise in similar projects and their understanding and approach to the project scope. At their meeting on February 7, 2017, Council approved an agreement with Callander Associates Landscape Architecture to work with the City in the development of the BBP Master Plan, as well as with CB&I for a technical evaluation of the park to address former landfill considerations.

The scope of work includes developing a Master Plan that provides a long-term vision and general development guide for the park and its facilities, including how to protect its resources, improve amenities to enhance the park user experience, manage visitor use, plan for future park enhancements and develop a financing plan to pay for maintenance and the capital cost of the park. The Master Plan will recommend improvements for the next 25 years.

Specifically, the BBP Master Plan scope of work consists of the following:

- A thorough park site investigation and analysis of opportunities and constraints;
- Development of a stakeholder coordination and community engagement plan that includes the potential formation of an oversight group to assist with the identification of user needs and interests;
- Evaluation of Americans with Disabilities Act design compliance;
- Development of recommendations for park improvements based on the assessment of the existing conditions, opportunities for improving the site to meet future needs and the goals and objectives of the study;
- Funding analysis that includes an assessment of potential funding sources for the implementation of the proposed improvements;
- Presentations to the Parks and Recreation and Environmental Quality Commissions and City Council.

The Master Plan will be completed by the end of 2017.

Analysis

As part of their scope of work, Callander Associates has proposed an extensive community engagement plan (See Attachment B) that is consistent with the City's Community Engagement Model. Some of the highlights of this plan include:

- Project review by the Parks and Recreation and Environmental Quality Commissions and City Council
- Stakeholder coordination
- Interactive workshops and community meetings
- Community newsletter
- On site posters
- Event booths
- Project web site
- Formation of oversight and outreach committee

One important strategy for community engagement is the formation of the BBP Master Plan Oversight and Outreach Committee. Its main purpose is to:

1. Provide advisory input and recommendations to the consultant and staff regarding the outreach process and concept plans (i.e. alternatives); and
2. Reach out to other community members and help bring them into the broader planning process through

participation in the community workshops and other planning activities.

Proposed committee composition:

- Derek Schweigart, Assistant Community Services Director
- Azalea Mitch, Public Works Senior Engineer
- Dave Mooney, Parks Supervisor
- Parks and Recreation Commission – 1 member
- Environmental Quality Commission – 1 member
- M2 Business Representative – 1 member
- Friends of Bedwell-Bayfront Park Representative – 1 member
- Environmental Group Representative - 1 member
- Menlo Park Resident – 1 member

Project Stakeholders: The following is a list stakeholders that City staff and Callander Associates has identified for this project and would be included in Master Plan discussions:

- City of Menlo Park (MP) Community Services Department staff
- City of MP Public Works Department staff
- City of MP Community Development Department staff
- City of MP City Council
- City of MP Parks and Recreation Commission (PRC)
- Cargill, Inc.
- Friends of Bedwell-Bayfront Park
- California State Coastal Conservancy (CSCC)
- California Department of Fish and Game (CDFG)
- U.S. Fish and Wildlife Service (USFWS)
- South Bay Salt Pond Restoration Project
- Don Edwards San Francisco Bay National Wildlife Refuge
- Audubon Society of San Mateo County
- Audubon Society of Santa Clara County
- Facebook, Inc.
- Bohannon Corporation
- West Bay Sanitary District staff and board
- Concerned Citizens to Complete the Refuge (CCCR)
- Committee for Green Foothills
- Bay Trail Project

The BBP Master Plan is expected to be completed by November 2017. The project will allow review of plan alternatives by the Parks and Recreation Commission and the City Council, as well as any constraints, recommended improvements and funding strategies which will result in a master plan that is implementable for the future.

Impact on City Resources

On February 7, 2017, Council approved the BBP Master Plan budget of \$258,111 and BBP Technical Evaluation of \$69,995, which includes a 10% contingency and administrative costs.

Environmental Review

The project is categorically exempt under Class 6 of the current State of California Environmental Quality Act Guidelines, which allows for information collection, research and resource evaluation activities as part of a study leading to an action which a public agency has not yet approved, adopted, or funded. The results of the project will identify environmental reviews and studies required to advance the project.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. City of Menlo Park's Community Engagement Model
- B. Bedwell-Bayfront Park Community Outreach Plan by Callander Associates

Report prepared by:

Derek Schweigart, Assistant Community Services Director

Azalea Mitch, Senior Engineer

Menlo Park Community Engagement Model

What we're striving for in our community engagement processes:

1. Processes reflecting the three basic stages of Public Participation

Stage One: Decision Analysis

1. Clarify the decision being made (develop the problem or opportunity statement)
2. Decide whether public participation is needed and for what purpose (determine the level of engagement needed)
3. Identify any aspects of the decision that are non-negotiable, including expectations for who makes the final decision
4. Identify the stakeholders and their interests (determine the scope of the project)

Stage Two: Process Planning

1. Specify what needs to be accomplished at each public step
2. Identify what information people and process facilitators need to build public judgment
3. Identify appropriate methods for each step

Stage Three: Implementation Planning

1. Develop a supporting communications plan
2. Plan the implementation of individual activities
3. Plan the input analysis process
4. Determine the evaluation activities and a feedback loop

2. Processes that begin with a well-defined problem or opportunity...

Here are two examples of problem statements:

Capital Ave SW Reconstruction

Capital Avenue is one of the top five most-used streets in Battle Creek, especially for north-south traffic and as an emergency vehicle and school bus route. But the project area, a two-and-one-half mile stretch is also one of the worst roads in the City. It's crowded, left turns are difficult, and the road surface is really rough. Poor drainage in the area makes the situation worse and often results in flooding and standing water. All these conditions are causing concern for personal safety of people who drive on or walk near the road and something must be done to solve these problems

Example: Your City Your Decision

The City of Menlo Park faces a \$2.9 million budget shortfall in 2006-2007. This gap represents 10% of the City's annual operating budget and will widen over time if nothing is done. Short-term savings and lower impact cuts made over the last four years have not been enough. A permanent solution to Menlo Park's budget crisis is needed and will involve many tough choices and trade-offs.

3. Processes that clearly identify the level and purpose of community engagement....

What level of community engagement is right? Levels of community engagement have been described by the International Association of Public Participation (IAP2) as including a spectrum of activities demonstrating varying levels of public participation in decision-making depending upon the goals, time frames, resources and level of public interest in the decision. We're looking for process designs that clearly define expectations within appropriate level of this spectrum.

4. Processes that clearly identify what stakeholders are deciding and what is not negotiable about a decision...

Examples of givens:

Capital Ave Reconstruction Project

There are some givens on this project, or points that are not open for negotiation. These points were developed by the City Council working with staff to make sure the City fulfills its moral, legal and safety responsibilities.

- To invest taxpayer dollars wisely and to solve safety problems, Capital Ave will be reconstructed, including roadway, storm drainage and curb and gutter.
- To make sure drivers and pedestrians are safe, the City will make all final decisions on traffic signal locations and will build the road and drainage improvements according to professional engineering standards; and
- The city will decide what the final project budget will be. It's expected to be in the \$3 million to \$4 million range.

Community Directions

Serving as a framework for the residents of Battle Creek to help set budget priorities are a list of conditions which must be met:

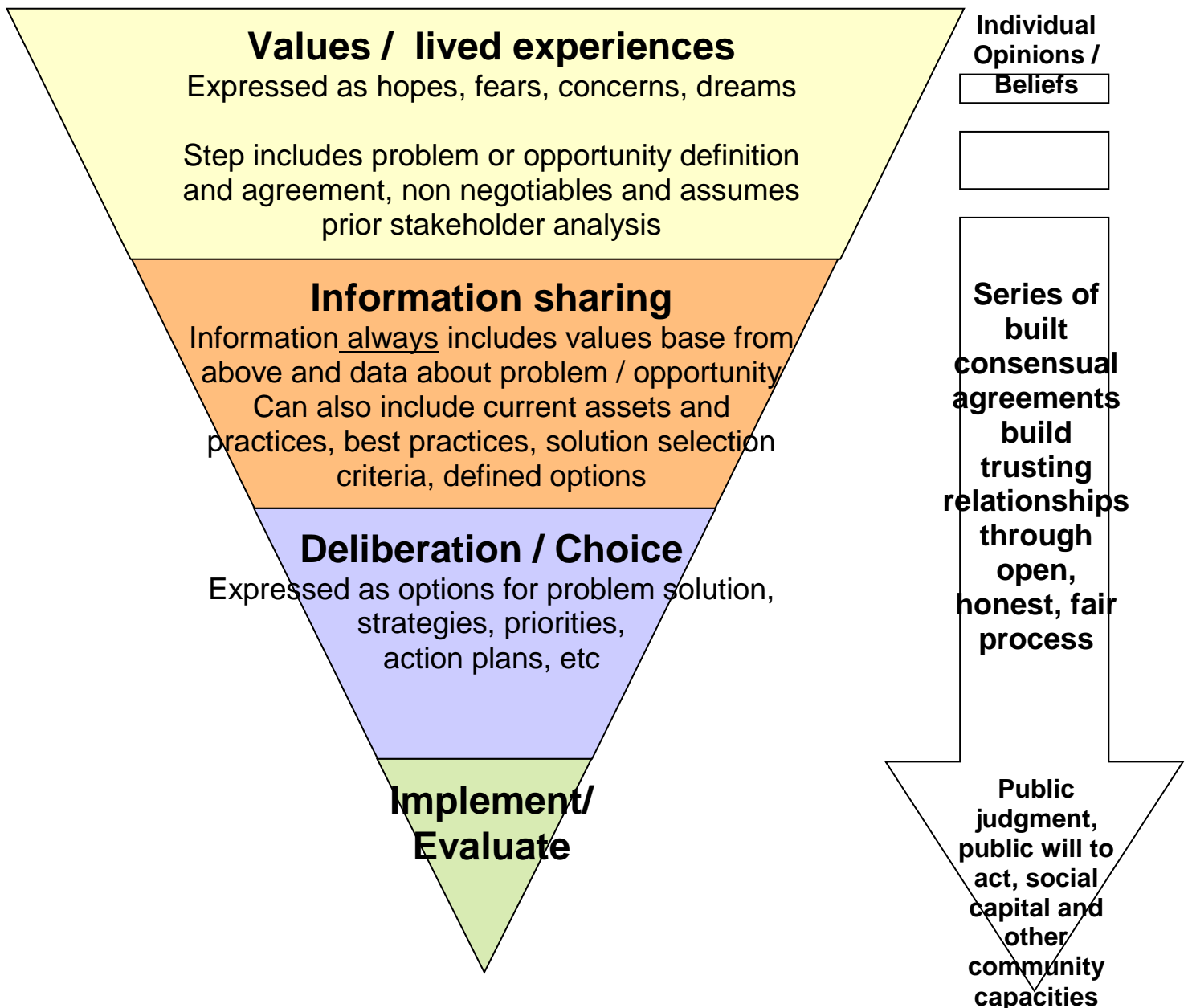
- The City budget must be balanced.
- The safety of community residents will not be compromised in any way.
- State and federal mandates must still be met.
- Financial indebtedness must be honored.
- Prior votes of the people must be honored.
- Services will be provided to professional management standards.
- City staff and Council want to hear people's ideas about what services are the priority; the City will decide HOW those services will be delivered; and

- In accordance with the City Charter, the City Council will make the decision on the final budget.

5. Processes that are open and inclusive for all stakeholders and interests

6. Processes that transform individual opinion to public judgment, using a defined sequence of decisions that looks like this:

Sequence of Decisions



Example of a Project Outline: Capital Ave Reconstruction Project
City of Battle Creek

This project was a reconstruction of a two-mile stretch for a major north-south thoroughfare anchored by commercial at each end and bisecting an upscale, historic neighborhood.

1. Identify Hopes and Concerns (May – July)

- Focus questions: What would you like to see as Capital Ave. is redone?
What would you be worried about?
- Engagement Methods
 - Door-to-door personal conversations / interviews along the length of the project area as well as a post card survey on case residents were not available for interviews
 - Noon-time briefing meetings at gathering places around the community
 - Table at local mall for “stop by” interviews and conversations
 - Hotline phone number answered by a real person to take comments and answer questions
 - Initial series of three identical workshops to present problem, givens and conduct an “around the room” identification of issues and concerns related to the project
 - Survey on the City web site
- Communication Methods
 - Project newsletter to all residents and businesses within ½ mile of project area plus adjacent neighborhoods
 - Project newsletter and survey on web site
 - Project engineer appearance on local radio call-in show

2. Site Analysis / Development of Construction Options

- Focus questions: Are there physical constraints on roadway reconstruction?
What reconstruction elements best achieve the hopes and best avoid the concerns expressed in Step One?
- Engagement Methods
 - Internal work by City Engineers
- Communication Methods
 - None (internal step)

3. Discussion / Selection of Preferred Options

- Focus questions: Based on what people said they wanted and are concerned about, and based on your own beliefs and experiences, which of these options for each element do you prefer?
- Engagement Methods
 - Three repetitive workshops (identical format and agenda) held in two weekday evenings and a Saturday morning at a school near the project area. Information on choices presented included: upgrade street lights or leave as is; maintain two lanes widen to three or widen to four; reduce or increase speed (specific options provided); install sidewalks on one side, the other or both, or none.
- Communication Methods
 - Second issue project newsletter with options / response card
 - Second issue newsletter on web page w/ response option
 - Newspaper article

4. Develop Preferred Options

- Focus question: Based on the choices people made in Step Three, how should the roadway be reconstructed to best include those preferred elements while meeting professional design standards?
- Engagement Methods
 - Internal work by City Engineers
- No Communication Methods (internal step)

5. Review Preferred Options

- Focus questions: Have we got it right? Are there major changes that must be made to achieve what people said they wanted?
- Engagement Methods
 - Final workshop that presented preferred option. Discussion produced agreement to change one element.
- Communication Methods
 - Third issue project newsletter with options / response card
 - Third issue newsletter on web page w/ response option

6. Adopt reconstruction plan

Formal public hearing and Council vote with supporting announcements.



February 22, 2017

Bedwell Bayfront Park Master Plan Outreach Plan

Outreach goals:

- To incorporate public input in the development of the Master Plan, which will define the long-term vision for Bedwell Bayfront Park and include measures that protect the park's resources and enhance the visitor experience.
- Maximize the number of people and the quality of input received
- The outreach audience will be City-wide, but specific outreach will be made to the neighborhoods near the park, including Belle Haven
- Allow for easy, convenient (ie. '24/7') input by using multiple methods of communication

Outreach notification methods:

- City staff will develop a project webpage
- Booth at Farmer's Market or equivalent event (2 to 4 weeks prior to open house #1)
- On-site posters (2 weeks prior to each public workshop, distribution by CA)
- Flyers at City Hall/community centers/main library (3 weeks prior to each public workshop, distribution by City)
- Place newsletters in City utility billing, if feasible (1 week prior to each public workshop, distribution by city utility billing service, 4 or 5 cycles?)
- Mail out postcards to adjacent neighborhoods (3 weeks prior to each public workshop, by City/CA)
- Place ad or meeting notice in the City Belle Haven newsletter (target the April edition, by City)
- Facebook fan page (not a personal profile). Callander Associates will develop a profile for City review. City to review and approve the tagline/url name. Comments will be logged on a weekly basis or more frequently if needed
- E-mail blast to local stakeholder groups (1 week and 3 weeks prior to each public workshop), ie. Friends of Bedwell Bayfront Park, Facebook employees), City recreation group(s)

Public outreach meetings:

- *Workshop #1:* On-site at parking lot on a Saturday morning, 10 am to 2 pm, April 8, 2017. Goals for this first workshop include: educate attendees about the project background and opportunities and constraints, discuss a definition for 'passive recreation,' understand the public's perceptions of the park, and obtain initial input on desired park program elements. The workshop will be an open house format, allowing attendees to arrive and leave at their leisure.

SAN MATEO
311 Seventh Avenue
San Mateo, CA 94401
T 650.375.1313
F 650.344.3290

SAN JOSE
300 South First Street, Suite 232
San Jose, CA 95113
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12150 Tributary Point Drive, Suite 140
Gold River, CA 95670
T 916.985.4366
F 916.985.4391

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Sustain
www.callanderassociates.com

A combination of materials will be utilized to solicit input, and likely will include questionnaires, park program prioritization boards, and an opportunities and constraints plan.

- *Workshop #2:* On-site at parking lot on a Saturday morning, 10 am to 2 pm, June 17, 2017. Goals for this second workshop include: present alternative park plans and solicit public input on plan elements and desired character. The workshop will be an open house format, allowing attendees to arrive and leave at their leisure. Materials to be utilized likely will include questionnaires, park plans, design details (ie. cross section, enlargement plans, or perspective sketches), funding – programming matrix, and prioritization image boards.
- *Workshop #3/Parks and Recreation Commission Meeting:* City Council chambers on Wednesday evening, 6:30 pm to 8:30 pm, October 25, 2017. Goals for this third workshop include: present preferred park plan and funding strategies and solicit public input. The format will be more rigid, with an opening presentation and time for soliciting public input. Materials to be utilized likely will include a Powerpoint presentation, park plan, funding matrix, and image boards.

Outreach tasks for Community Workshop #1 on 4/8:

	Event Date	Person Responsible	Due Date	Completed / Status
Send flyer and postcard to translator Manti	3/3	CA	2/22	
Send flyer and postcard to City	3/3	CA	2/28	
Complete newsletters	4/8	CA	3/3	
Place newsletters in City utility billing	4/8	AZ/DS	3/3	
Create project page on City website	4/8	AZ/DS	3/3	
Create Facebook page	4/8	CA	3/3	
Place ad/notice in Belle Haven newsletter	4/8	CA	3/3	
Coordinate link to City webpage with Friends of Bedwell Park, Facebook webpages	4/8	AZ/DS/CA	3/10	
Project outreach at Farmer's Market	4/8	CA	3/11 – 3/25	
E-mail blast to various stakeholder groups	4/8	AZ/DS	3/18	
Place flyers at City Hall/community centers/main library	4/8	AZ/DS	3/18	
Mail postcards to adjacent neighborhoods	4/8	AZ/DS/CA	3/25	
Place on-site posters	4/8	CA	3/10	
E-mail blast to various stakeholder groups	4/8	AZ/DS	4/1	

CA – Callander Associates

DS – Derek Schweigart, City

AZ – Azalea Mitch, City

-END-

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Environmental Quality Commission



REGULAR MEETING MINUTES - DRAFT

Date: 2/22/2017
Time: 6:30 p.m.
City Hall/Administration Building
701 Laurel St., Menlo Park, CA 94025

A. Chair Martin called the meeting to order at 6:38 p.m.

B. Roll Call

Present: Chris DeCardy, Vice Chair Janelle London, Scott Marshall, Chair Deb Martin, Christina Smolke
Absent: Allan Bedwell, Joyce Dickerson
Staff: Clay Curtin, Assistant to the City Manager/Interim Sustainability Manager
Vanessa Marcadejas, Senior Sustainability Specialist

C. Public Comment

- John Woodell spoke about electric vehicle charger technology and provided the commission with information on Palo Alto's Electric Vehicle Charging station installation guide for residents.

D. Regular Business

D1. Informational presentation on the community zero waste plan and rate study update

Emily Ginsberg from R3 Consulting and Ruth Abbe from Abbe and Associates provided a presentation to the commission.

D2. Discuss Arbor Day tree planting event

Chair Martin agreed to take the lead on coordinating this annual event and will work with staff on a recommendation for date, location and tree species.

D3. Review the Environmental Quality Commission 2-Year Work Plan and discuss the next quarterly update to City Council

The commission expressed interest in revisiting the 2-Year Work Plan in a future meeting.

D4. Discuss potential environmental participation with the City's proposed "complete streets" commission

Vice Chair London provided an update to the commission about environmental aspects of a proposed "complete streets" commission. Clay Curtin provided clarification on the proposed structure of the "complete streets" commission and announced that the City Council would be voting on this at its Feb. 28, 2017, meeting. No further action was taken.

D5. Approve January 25, 2017, Environmental Quality Commission meeting minutes

ACTION: Motion and second (DeCardy/Marshall) to approve the Jan. 25, 2017, meeting minutes with a correction to the action for item D4 to indicate that the item was approved (Motion: Martin/Second: London/Vote: 6-0-1, Smolke absent)

E. Reports and Announcements

E1. Future agenda items

- Discuss Arbor Day tree planting event
- Discuss quarterly update to City Council
- Update on San Francisquito Creek JPA flood control work
- Update on PG&E proposal for tree removals related to gas line safety
- Update on Community Zero Waste plan

F. Adjournment

Chair Martin adjourned the meeting at 8:45 p.m.

Meeting minutes prepared by Vanessa Marcadejas