

Environmental Quality Commission



REGULAR MEETING MINUTES

Date: 5/19/2021

Time: 6:00 p.m.

Special Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 915 4675 0502

A. Call to Order

Vice Chair London called the meeting to order at 6:02 p.m.

B. Roll Call

Present: Elkins, Gaillard, Kabat, London, Martin (exited meeting at 7:06 p.m.), Price (arrived at 6:15 p.m. and exited at 8:06 p.m.), Payne

Absent: None

Staff: Rebecca Lucky- Sustainability Manager

C. Public Comment

None.

D. Regular Business

D1. Approve April 21 2021 minutes

Vice Chair London introduced item.

ACTION: Motion and second (Gaillard/ Elkins) to approve April 21 2021 minutes with correction to report out from Commissioner Elkins, passed (6-0-1, Price absent).

D2. Informational update from Canopy on the tree-planting permit conditions resulting from 1000 El Camino Real Heritage Tree Removal Permit

Christian Bonner introduced the item. Canopy Executive Director Catherine Martineau and Canopy Forestry Manager Maya Briones made the presentation (Attachment).

- Peter Edmonds spoke in support of former Mayor Mueller's negotiation with the permit applicant to increase tree replacements.
- Judy Rocchio spoke in support of an increase in more native species planted, support for former Mayor Mueller's efforts, and requested a progress report on the Willow/101 interchange tree-planting project.

D3. Amend the Environmental Quality Commission's work plan to include consideration and recommendation of a gas-powered leaf blower ordinance in 2021.

Sustainability Manager Rebecca Luck introduced the item.

- Judy Rocchio spoke on concerned related to the quality of life and health for labor force, community, and plants and requested a ban of leaf blowers.
- Randy Avalos spoke in support on a ban of leaf blowers.

ACTION: Motion and second (Elkins/ Kabat) to amend work plan as proposed with additional context regarding minimal greenhouse gas emissions reductions associated but leaf blowers activities do increase lung irritants and poor air quality, and create a subcommittee consisting of Commissioner Elkins to review this matter and provide advice to the commission, passed 6-0-1 (Martin absent) (Attachment).

D4. Discuss Climate Action Plan Subcommittee's recommendations for climate action in fiscal year 2021-22

Commissioner Gaillard and Kabat provided a presentation to commission (Attachment).

ACTION: Motion and second (Elkins/ London) to approve forwarding subcommittee's recommendations to the City Council with memo, passed 5-0-2 (Martin and Price absent).

D5. Discuss rescheduling June 16, 2021, Environmental Quality Commission Meeting

Sustainability Manager introduced the item.

ACTION: By acclamation, the Commission reached consensus on two alternative dates: June 10 and June 30, 2021, passed 5-0-2 (Martin and Price absent).

E. Reports and Announcements

E1. Reports and Announcements from staff and commissioners

Commissioner Gaillard shared information about the Department of Motor Vehicles data and reported new electric vehicle registrations are on the rise.

Commissioner Kabat shared information on legislation.

Sustainability Manager Rebecca Lucky provided updates on Climate action plan progress report, climate action plan strategy No. 1 progress, and progress on the request for proposals process for a renewable microgrid at the new community center (Menlo Park Community Campus).

F. Adjournment

Chair Price adjourned the meeting at 8:25 p.m.

Rebecca Lucky, Sustainability Manager

These minutes were approved on July 21, 2021 by the Commission.

62 Trees for Menlo Park

Canopy Update For EQC - May 19, 2021



Catherine Martineau, Executive Director
Maya Briones, Community Forestry Manager



Progress Update

Project Goals: 62 trees

- Twenty-two (22), twenty-four inch (24") box trees shall be planted at Burgess (Civic Center) and Kelly Park (Belle Haven neighborhood.)
- Forty (40) trees, at a minimum size of number 15 (15 gallon) nursery container, or twenty-four inch boxes, wherever possible, shall be planted in the Belle Haven neighborhood and near vicinity.

Delivered: 33 trees

- 19 24"-box trees planted at Burgess Park and Hamilton Park
- 14 15-gal in the Belle Haven neighborhood

Burgess Park March 27, 2021

- Menlo Park Arbor Day celebration
- Ceremonial Mayor's tree
 - Valley Oak
- COVID-safe volunteer event
 - 12 24"-box native trees planted
 - 20 community volunteers





Matt Matteson, Christian Bonner, Scott Johnson,
Starla Jerome Robinson, Josie Gaillard, Catherine Martineau,
Mayor Drew Combs



Hamilton Park

February 27 and April 10, 2021



- 7 24”-box trees planted
- 20 community volunteers
- Nice coverage by Susan Erhart, of bellehavennews.com





Pierce Road 12/19/2020

- In partnership with Menlo Park engineering, Canopy planted trees along the newly renovated Pierce Road
- 14 trees planted
- 12 community volunteers







Completion Plan

- 29 trees
- Obtained extension to 12/31/21
- All trees in Belle Haven
 - Belle Haven Elementary
 - All Five Preschool
 - Street trees
 - Canvass neighborhoods



Questions and Comments



Commission work plan guidelines

- Step 1** Review purpose of Commission as defined by Menlo Park City Council Policy 3-13-01.
- Step 2** Develop a mission statement that reflects that purpose.
- Step 3** Discuss and outline any priorities established by City Council.
- Step 4** Brainstorm goals, projects, or priorities of the Commission and determine the following:
- A. Identify priorities, goals, projects, ideas, etc.
 - B. Determine benefit, if project or item is completed
 - C. Is it mandated by State or local law or by City Council direction?
 - D. Would the task or item require a policy change at City Council level?
 - E. Resources needed for completion? (Support staff, creation of subcommittees, etc.)
 - F. Completion time? (1-year, 2-year, or longer term?)
 - G. Measurement criteria? (How will you know you are on track? Is it effective? Etc.)
- Step 5** Prioritize projects from urgent to low priority.
- Step 6** Prepare final work plan for submission to City Council for review and approval in the following order:
- Work plan cover sheet, listing of members, priority list, work plan worksheet – Steps 1 through 8.
- Step 7** Use your “approved” work plan throughout the term of the plan as a guide to focus in on the work at hand.
- Step 8** Report out on work plan priorities to the City Council, which should include:
- A. List of “approved” priorities or goals
 - B. Status of each item, including any additional resources required in order to complete
 - C. If an item that was on the list is not finished, then indicate why it didn’t occur and list out any additional time and/or resources that will be needed in order to complete



Environmental Quality Commission

Mission Statement

The Environmental Quality Commission (EQC) is committed to helping the City of Menlo Park to be a leading sustainable city that is well positioned to manage present and future environmental impacts, including the grave threat of climate change. The Environmental Quality Commission is charged primarily with advising the City Council on matters involving environmental protection, environmental improvement, sustainability and climate change.

Environmental Quality Commission Work Plan for 2021-2022



Environmental Quality Commission 2021-2022

Commission members listing

Commissioner (Chair) Ryann Price

Commissioner (Vice Chair) Janelle London

Commissioner Leah Elkins

Commissioner Josie Gaillard

Commissioner Tom Kabat

Commissioner Deborah Martin

Commissioner James Payne



Environmental Commission Priority List

The Environmental Quality Commission has identified the following priorities during 2021-2022:

1.	<p>Climate Action Plan (CAP) – Continue to recommend/advise on implementation of the City’s adopted 2030 Climate Action Plan initiatives to achieve or surpass the City’s greenhouse gas (GHG) reduction target, which includes:</p> <ul style="list-style-type: none"> • Adoption of an existing building electrification policy (Action #1) • Promotion of City goals for increasing EVs and decreasing gasoline sales (Action #2) • Implementation of a program or policy to expand access to EV charging for multi-family and commercial properties (Action #3) • Reduction of vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission (Action #4) • Elimination of fossil fuels from municipal operations, including fleet vehicles, gardening equipment, furnaces, water heaters, pool heaters, etc. (Action #5) • Development of a climate adaptation plan to protect the community from sea level rise and flooding (Action #6)
2.	<p>Urban Canopy Preservation – Continue to recommend/advise development of a comprehensive urban canopy strategy for Menlo Park, which includes monitoring the effectiveness of the City’s Heritage Tree Ordinance, hearing heritage tree appeals and consider establishing an urban canopy inventory.</p>
3.	<p>Green and Sustainable Initiatives – Support sustainability initiatives, as needs arise, which may include but not be limited to habitat protection, healthy ecology, environmental health protection, healthy air, surface water runoff quality, water conservation and waste reduction.</p>
4.	<p>Gas Powered Leaf Blower Ordinance- Recommend/advise City Council on a gas-powered leaf blower ordinance.</p>



Environmental Quality Commission Work Plan

Step 1

<p>Review purpose of Commission as defined by Menlo Park City Council Policy 3-13-01</p>	<p>The Environmental Quality Commission is charged with advising the City Council on the following matters:</p> <ul style="list-style-type: none">• Mitigating climate change by reducing community-wide greenhouse gas emissions to zero as rapidly as possible and inspiring other cities to follow,• Preparing the community for the effects of climate change, especially the threat of sea level rise, flooding and drought,• Preserving heritage trees, maintaining the urban canopy, making determinations on appeals of heritage tree removal permits and organizing an annual Arbor Day tree planting event,• Advising on programs and policies related to all other areas of environmental sustainability, including protection of natural areas, recycling and solid waste reduction, environmentally sustainable practices, air and water pollution prevention, and water and energy conservation.
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Step 2

<p>Develop or review a mission statement that reflects that purpose</p>	<p>The Environmental Quality Commission (EQC) is committed to helping the City of Menlo Park to be a leading sustainable city that is well positioned to manage present and future environmental impacts, including the grave threat of climate change. The Environmental Quality Commission is charged primarily with advising the City Council on matters involving environmental protection, environmental improvement, sustainability and climate change.</p>
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Step 3

<p>Discuss any priorities already established by City Council</p>	<ul style="list-style-type: none">• Make gains on our Climate Action Plan
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Step 4 *The goals and priorities identified below are not listed in order of magnitude.

*Brainstorm goals, projects or priorities of the Commission	Benefit, if completed	Mandated by State/local law or by City Council direction?	Required policy change at City Council level?	Resources needed for completion? Staff or creation of subcommittees?	Estimated completion time	Measurement criteria How will we know how we are doing?
<p>Climate Action Plan (CAP) – Continue to recommend/advise on implementation of the City’s adopted 2030 Climate Action Plan initiatives to achieve or surpass the City’s greenhouse gas (GHG) reduction target, which includes:</p> <ul style="list-style-type: none"> • Action #1: Review and recommend/advise on a policy to phase out the use of fossil fuels of existing buildings • Action #2: Advise on whether to work with BGI for promoting citywide goals of increasing EVs and decreasing gasoline sales • Action #3: Review and recommend/advise on policies and programs to increase access to EV charging for multi family and commercial properties • Action #4: Recommend that Council request CAP action #4 be included on Complete Streets 	<ul style="list-style-type: none"> • Other cities inspired to join us in adopting bold climate action, as happened with City’s all-electric Reach Code • Reduced GHG emissions • Reduced air pollution • Reduced traffic congestion • Improved public health • Increased community engagement for emissions reductions • Reduced risk of stranding fossil fuel assets • Increased equity and environmental justice • Increased preparedness for sea level rise and other climate threats • Demonstrated environmental leadership • Improved transparency on city goals and activities to meet GHG targets 	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>	<ul style="list-style-type: none"> • Subcommittees • Possible partnerships with organizations, businesses, other commissions • Staff time • Consultants/contractors 	<p>2 years</p>	<ol style="list-style-type: none"> 1. City reports progress on CAP metrics such as gasoline sales, EV registrations, natural gas sales, water heater replacements, etc. 2. City adopts policy for phasing out the use of fossil fuels in existing buildings 3. City launches program to assist multi-family and commercial building owners to install EV charging 4. Complete Streets proposes a VMT reduction goal 5. City makes progress on developing a climate adaptation plan 6. Other cities copy Menlo Park’s climate policies and programs

<p>Commission Work Plan (reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission)</p> <ul style="list-style-type: none">• Action #5: Continue to advise/recommend ways to electrify municipal buildings, fleet and landscaping equipment• Action #6: Continue to advise/recommend a climate adaptation plan to protect the community from sea level rise and flooding• Recommend 2021-22 Climate Action for Council Adoption• Advise/recommend Council support for State adoption of impactful impactful CALGreen and energy reach codes for the 2022 building code update• Continue to provide recommendations/advice that improves communication with the community about the Climate Action Plan• Recommend City strategy for sharing our policies and analysis with other cities to inspire and help others adopt bold climate action						
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<p>Urban canopy preservation – Continue to recommend/ advise development of a comprehensive urban canopy strategy for Menlo Park, which includes monitoring the effectiveness of the new Heritage Tree Ordinance, hearing heritage tree appeals, and consider establishing an urban canopy inventory.</p> <ul style="list-style-type: none"> • Receive update on implementation and operation of the Heritage Tree Ordinance and recommend adjustments as needed • Research ways other cities measure health of urban forest and make a recommendation to Council 	<ul style="list-style-type: none"> • Improved public awareness and satisfaction with Heritage Tree policies • Efficient functioning of the Heritage Tree policies 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> • Subcommittee • Staff time budgeted 	Ongoing	<ul style="list-style-type: none"> • Reduction in the number of healthy trees removed • Increase in the diversity and quality of trees within the entire urban canopy • Improved coordination with the planning process • Deliver recommendation on conducting inventory and catalogue of urban tree canopy
<p>Green and sustainable initiatives – Support sustainability initiatives, as needs arise, which may include but not be limited to habitat protection, healthy ecology, environmental health protection, healthy air, surface water runoff quality, water conservation and waste reduction.</p> <ul style="list-style-type: none"> • Develop recommendation for pesticide posting ordinance • Support initiatives improving air and water quality 	<ul style="list-style-type: none"> • Reduced cases of asthma • Clean air • Clean water • Reduced environmental impacts on health • Reduced exposure to pollutants • More efficient water usage • Critical habitat preserved • Less waste generated 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<ul style="list-style-type: none"> • Create Subcommittee, if needed 	Ongoing	<ul style="list-style-type: none"> • Council and community view Commission as responsive to environmental concerns

<ul style="list-style-type: none"> • Support initiatives protecting environmental health • Support initiatives that reduce waste • Support initiatives that conserve water • Support initiatives that improve the quality of water runoff in the City 						
<p>Gas Powered Leaf Blower Ordinance- Recommend/advise City Council on a gas-powered leaf blower ordinance.</p>	<ul style="list-style-type: none"> • Clean air • Reduced exposure to pollutants • Improved public health 	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<ul style="list-style-type: none"> • Subcommittee 	1 year	Recommendation provided to City Council

Step 5

List identified goals, priorities and/or tasks for the Commission	**Prioritize tasks by their significance			
	1 Urgent	2 1-year	3 2-year	4 Long term
<p>Climate Action Plan (CAP) – Continue to recommend/advise on implementation of the City’s adopted 2030 Climate Action Plan initiatives to achieve or surpass the City’s greenhouse gas (GHG) reduction target.</p>	<ul style="list-style-type: none"> Action #1: Review and recommend/advise on policies to phase out the use of fossil fuels of existing buildings Action #2: Advise on whether to work with BGI to promote citywide goals of increasing EVs and decreasing gasoline sales Action #4: Recommend that Council request CAP action #4 be included on Complete Streets Commission Work Plan (reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission) Recommend 2021-22 Climate Action for Council Adoption 	<ul style="list-style-type: none"> Action #3: Review and recommend/advise on policies and/or programs to increase access to EV charging for multi family and commercial properties Action #5: Continue to provide recommendations/advise to electrify municipal buildings, fleet and landscaping equipment Advise/recommend Council support for State adoption of impactful CALGreen and energy reach codes for the 2022 building code update 	<ul style="list-style-type: none"> Action #6: Continue to provide recommendations/advise in developing a climate adaptation plan to protect the community from sea level rise and flooding Continue to provide recommendations/advise on new climate actions to be adopted by Council in 2021 	<ul style="list-style-type: none"> Continue to provide recommendations/advise that improves communication with the community about the Climate Action Plan Recommend City strategy for sharing our policies and analysis with other cities to inspire and help others adopt bold climate action
	<ul style="list-style-type: none"> Track citizen concerns on large 	<ul style="list-style-type: none"> Receive update on operation and 	<ul style="list-style-type: none"> Provide advice on developing an urban 	

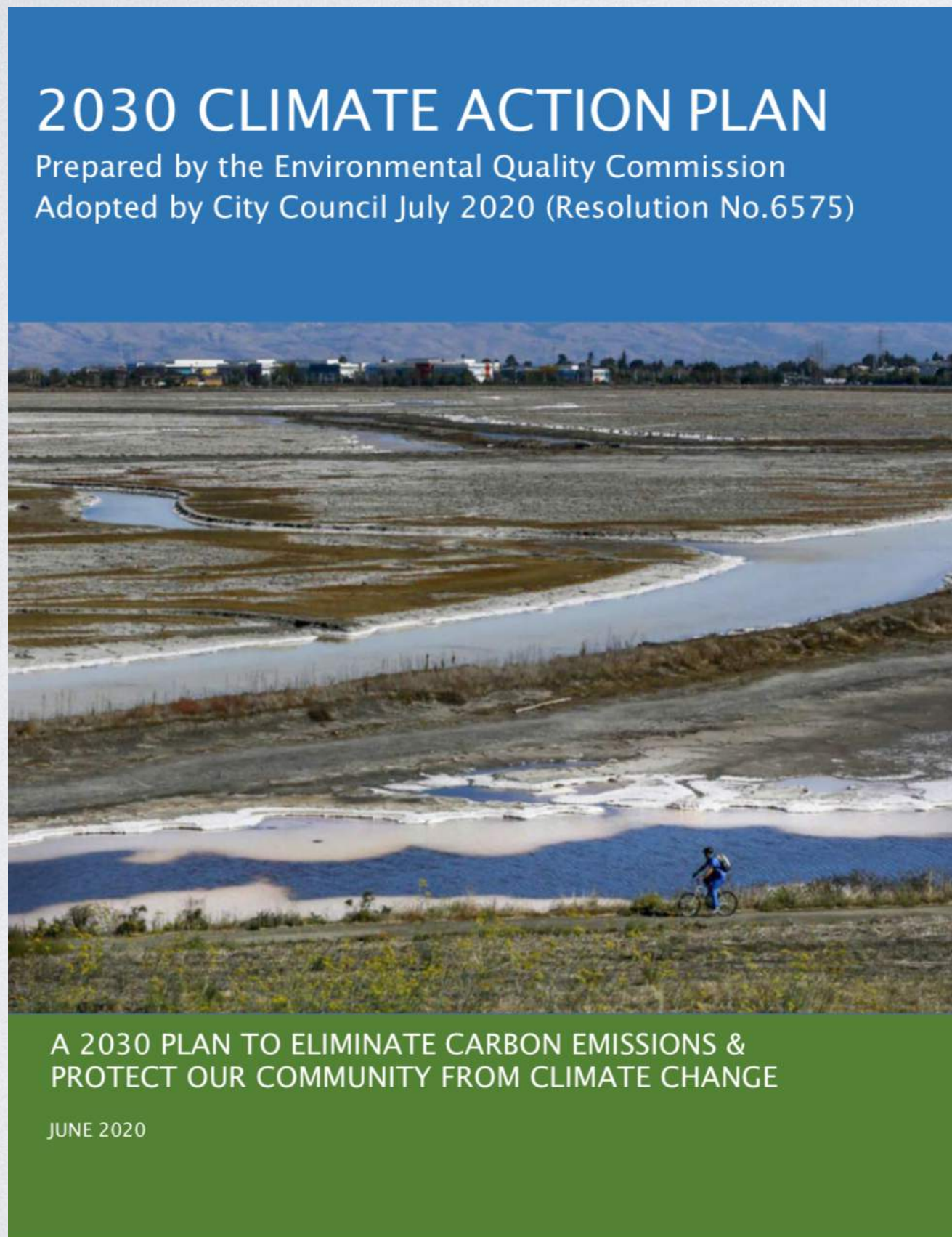
<p>Urban canopy preservation – Continue to recommend/ advise development of a comprehensive urban canopy strategy for Menlo Park, which includes monitoring the effectiveness of the new Heritage Tree Ordinance, hearing heritage tree appeals, and consider establishing an urban canopy inventory.</p>	<p>scale tree removal projects and provide advice on future policy improvements as it relates to tree removals</p>	<p>implementation of the Heritage Tree Ordinance and recommend adjustments as needed</p>	<p>forest master plan to City Council</p>	
<p>Green and sustainable initiatives – Support sustainability initiatives, as needs arise, which may include but not be limited to habitat protection, healthy ecology, environmental health protection, healthy air, surface water runoff quality, water conservation and waste reduction.</p>				<ul style="list-style-type: none"> • Develop recommendation for pesticide posting ordinance • Support initiatives improving air and water quality • Support initiatives protecting environmental health • Support initiatives that reduce waste • Support initiatives that conserve water • Support initiatives that improve the quality of water runoff in the City
<p>Gas Powered Leaf Blower Ordinance- Recommend/advise City Council on a gas-powered leaf blower ordinance.</p>		<ul style="list-style-type: none"> • Form a subcommittee • Prepare recommendation to City Council and receive further direction 		

Step 6 Prepare final work plan for submission to the City Council for review, possible direction and approval and attach the Worksheets used to determine priorities, resources and time lines.

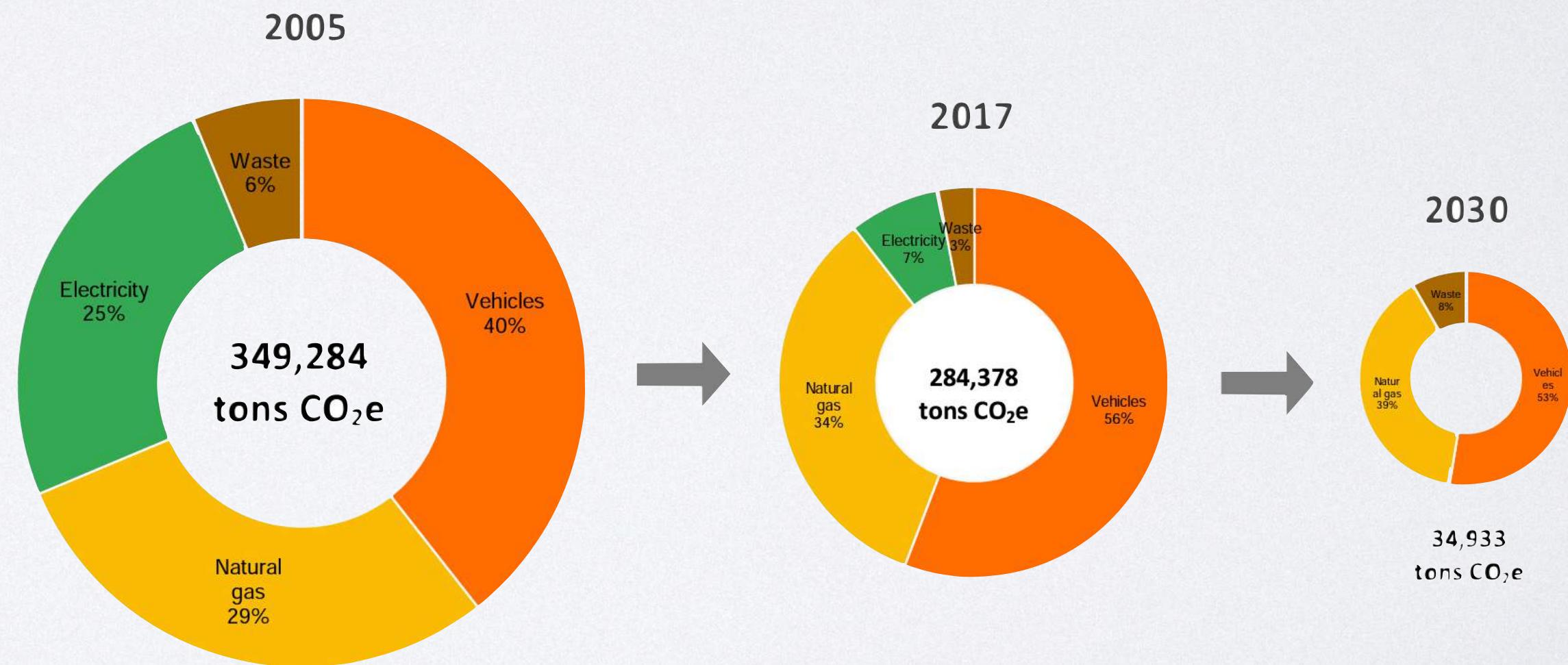
Step 7 Once approved; use this plan as a tool to help guide you in your work as an advisory body.

Step 8 Report out on status of items completed. Provide any information needed regarding additional resources needed or And to indicate items that will need additional time in order to complete.

CLIMATE ACTION PLAN



- Adopted by Menlo Park City Council in July 2020
- Sets a goal of 90% reduction in GHG by 2030 and elimination of the remaining 10% through direct carbon removal
- **Plan paired down due to pandemic budget cuts**

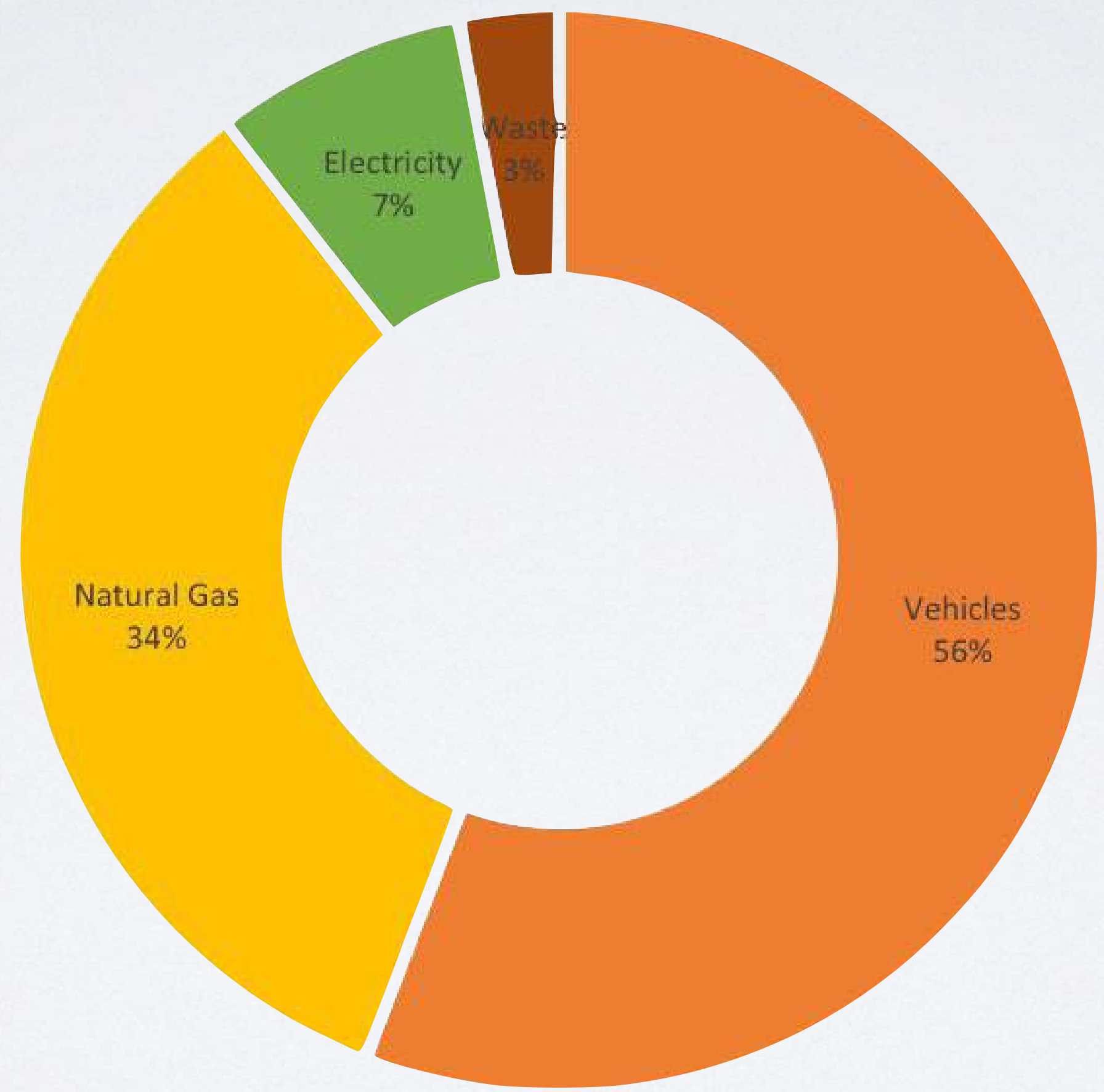


MENLO PARK CAP 2020-21

#	Action	2030 GHG Reduction (tons/yr)
1	Explore policy/program options to convert 95% of existing buildings to all-electric by 2030	1) 86,465 OR 2) 51,636
2	Set citywide goals for increasing EVs and decreasing gasoline sales	7,120
3	Expand access to EV charging	7,370
4	Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission	31,743
5	Eliminate the use of fossil fuels from municipal operations	879
6	Develop a climate adaptation plan to protect the community from sea level rise and flooding	0
		98,748

GHG EMISSIONS PROFILE

for Menlo Park

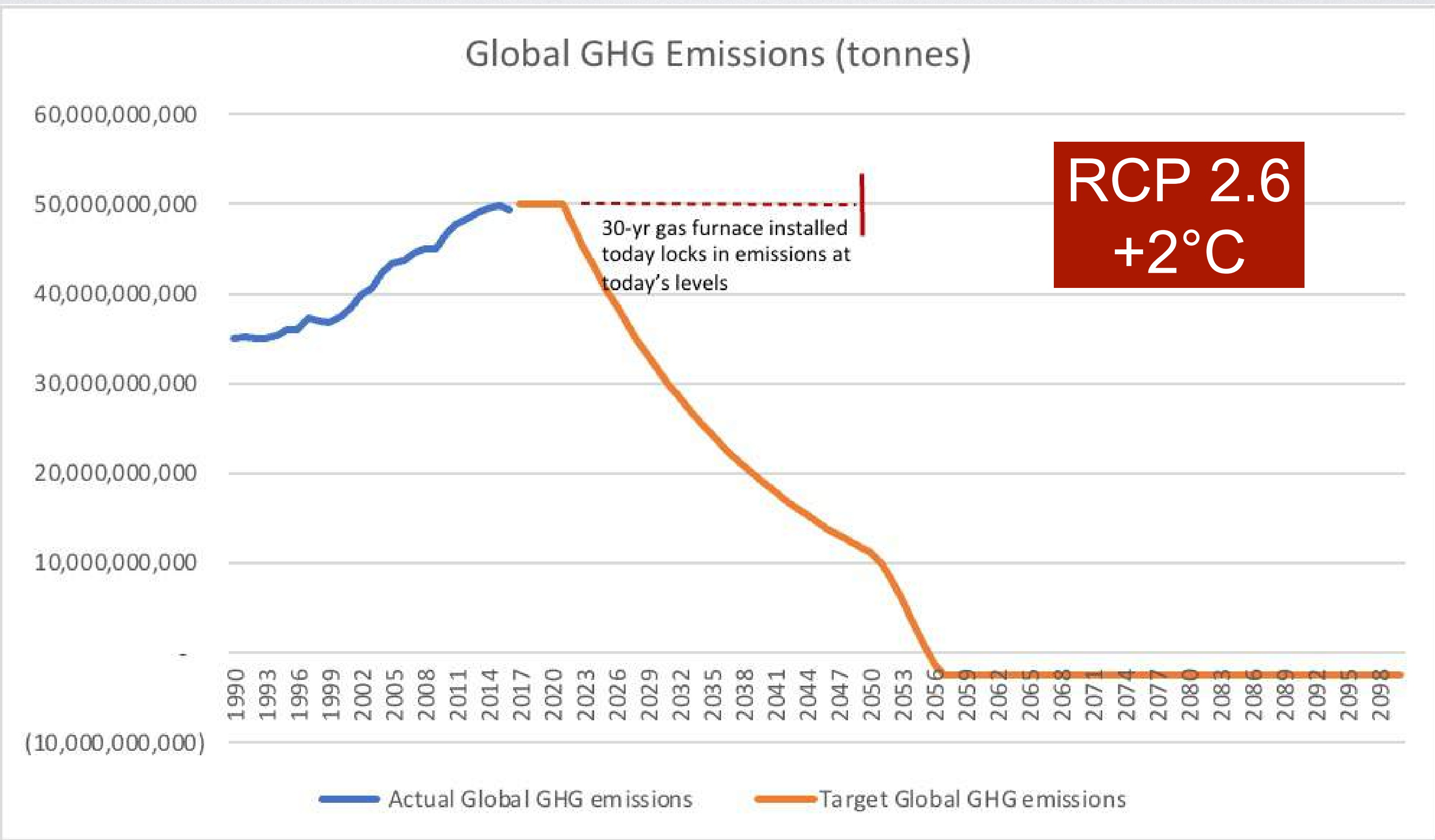


Source: City of Menlo Park December 2019 Staff CAP report

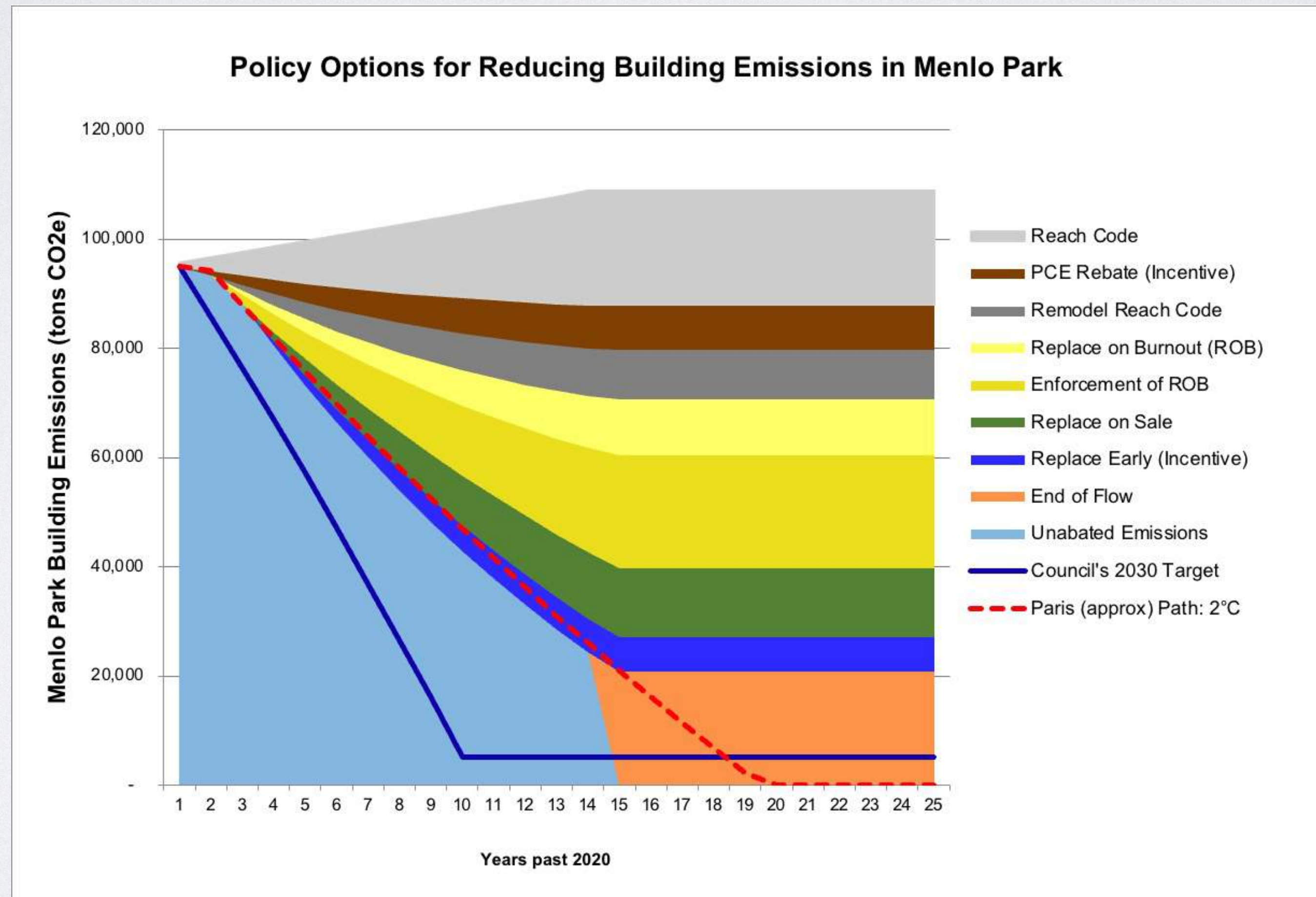
NOT ON TRACK TO MEET GOALS

- Menlo Park is not currently on track to meet adopted climate goals
- Not on track for GHG cuts required for 1.5°C
- Not on track for GHG cuts required for 2.0°C
- Not on track to meet Paris Climate Agreement goals

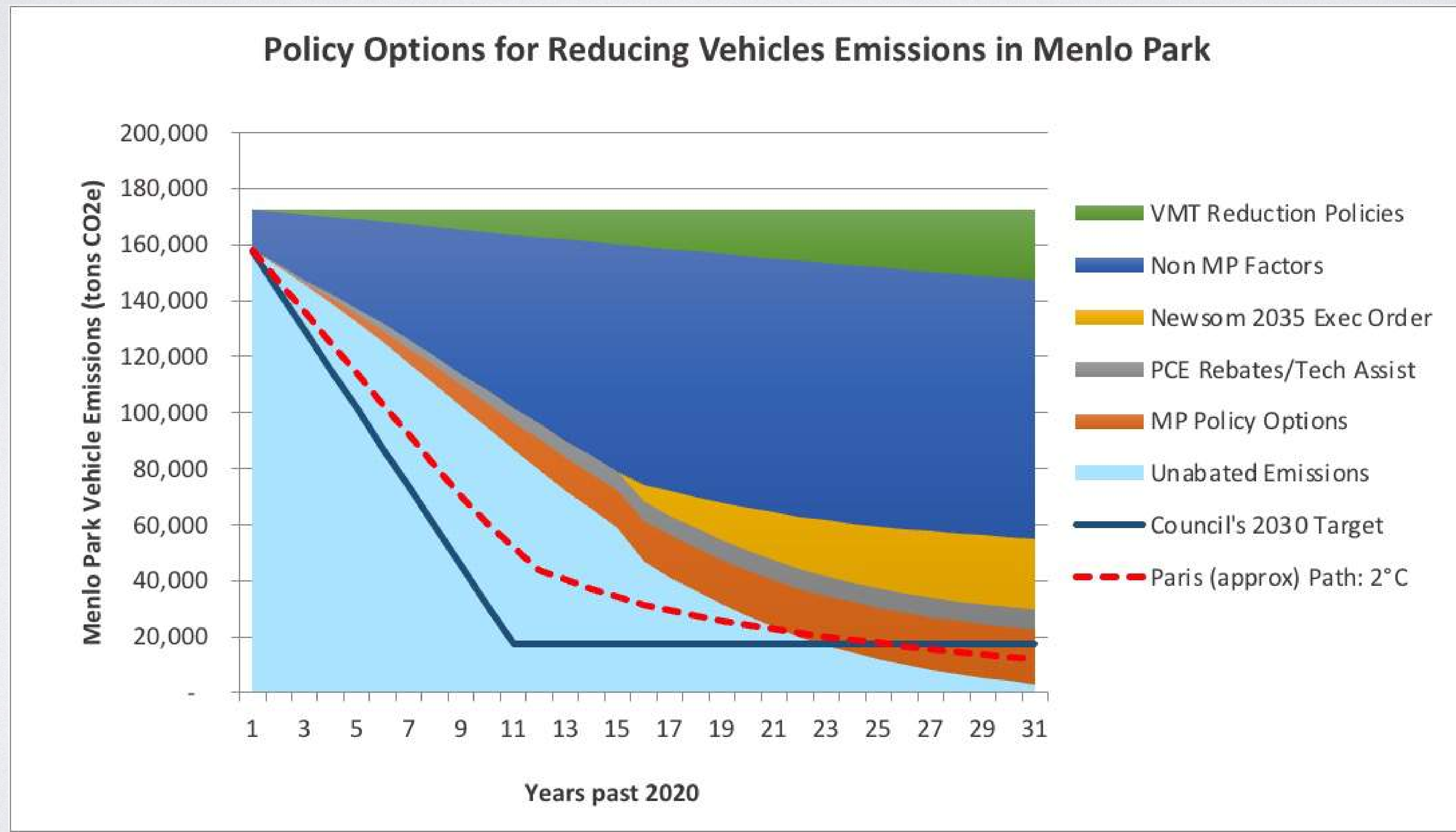
OUR ONLY PATH REMAINING TO 2°C



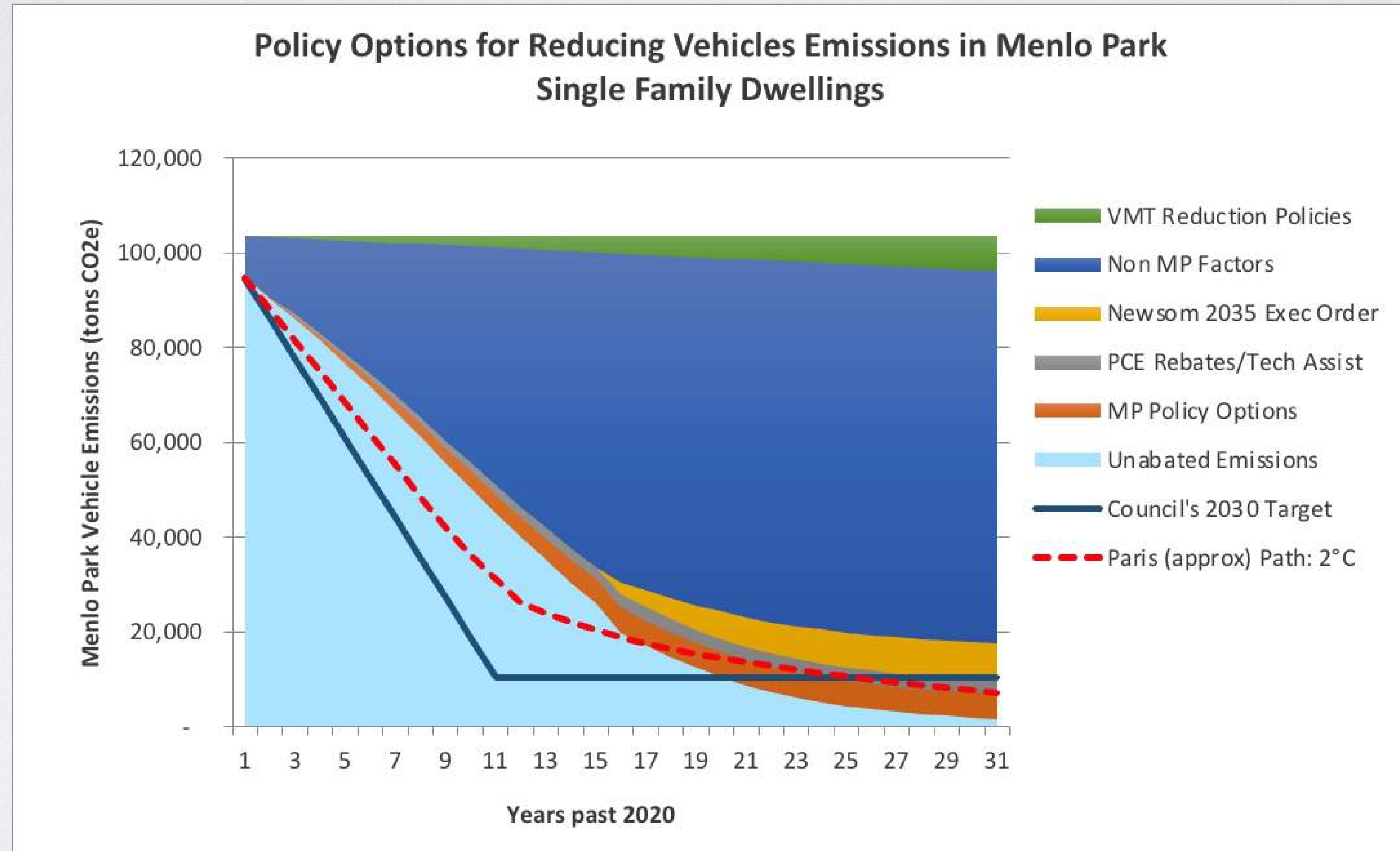
RAPID, BOLD ACTION REQUIRED FOR BUILDINGS



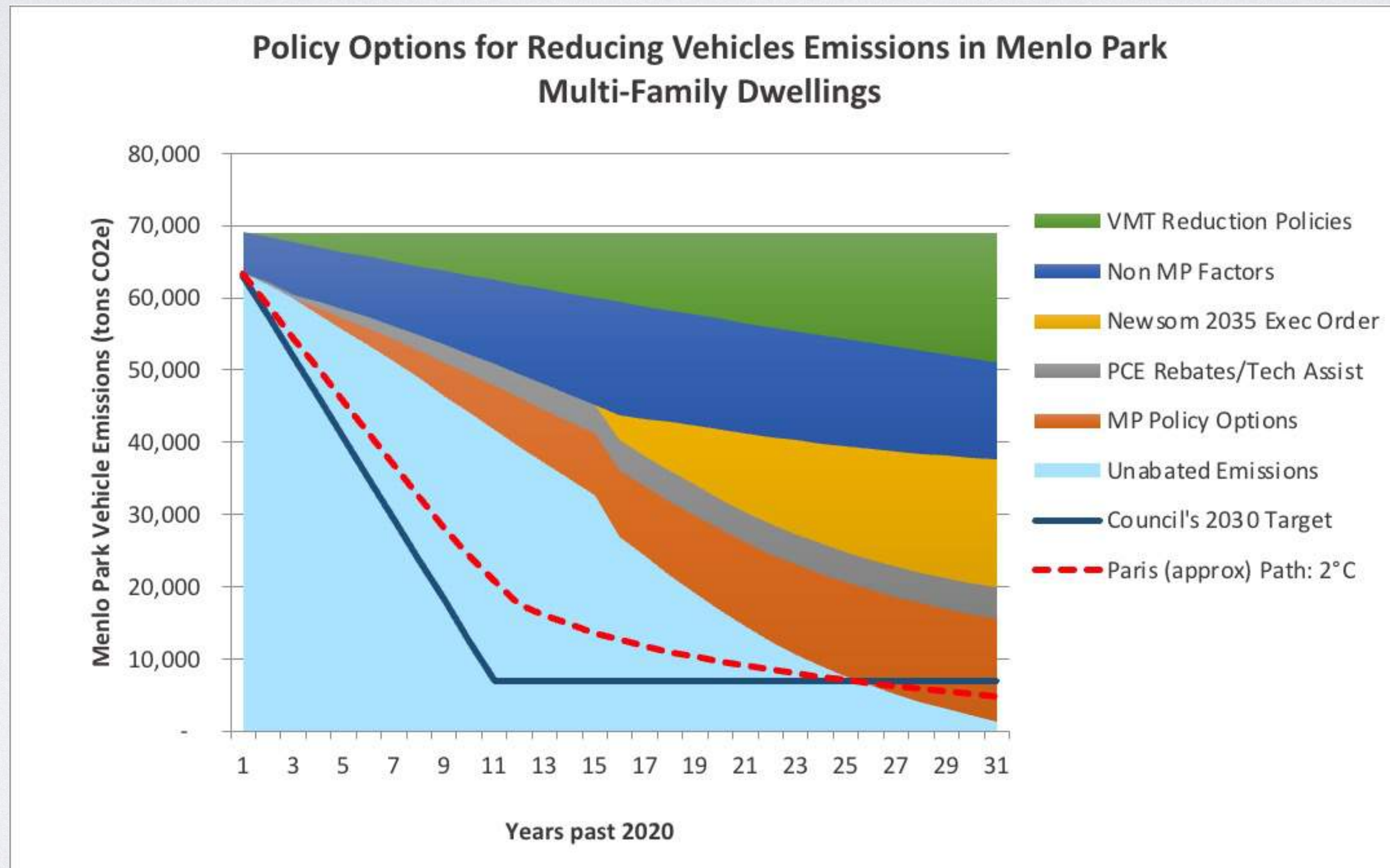
ACTIONS FOR VEHICLE EMISSIONS



SINGLE FAMILY HOMES CONVERTING TO EVS



MULTI-FAMILY DWELLINGS NEED SUPPORT TO CONVERT



PROPOSED GOALS FOR 90X30

- Goal #1: Reduce emissions from buildings by 90% by 2030
- Goal #2: Reduce emissions from vehicles by 90% by 2030
- Goal #3: Reduce emissions from waste by 90% by 2030
- Goal #4: Implement programs to sequester remaining emissions in 2030, equivalent to 10% of 2005 emissions
- Goal #5: Develop climate adaptation plans to protect portions of Menlo Park that are threatened by climate collapse
- Goal #6: Reduce emissions from construction 90% by 2030

NEED A POST-COVID PLAN

CAP Goal	Actions	#	Staff Skills Required	Policy	Legal	Engineering	Building Science	Building Codes	Energy Analytics	Urban Planning/Aborigiculture	Finance	Economics	Climate Damage Analysis	Marketing	Stakeholder Engagement	Organizational Design	Process Improvement	Information Technology	Dept	Sustainability	Legal	Public Works	Planning	Public Engagement	Information Technology	Skills Gaps	2020-21	2021-22	Beyond 2022	CAP Goal #
#1 Reduce emissions from buildings by 90% by 2030	Research and analyze CAP #1 policy options	1	Policy, engineering, building science, quantitative analysis, finance	x		x	x		x											Sustainability	x					Engineering, building science, quantitative analysis, finance	x			1
	Analyze cost effectiveness of CAP #1 policies	2	Finance, economics, energy analytics, building science, climate damage analysis	x		x	x		x	x	x				x					Sustainability	x					Finance, economics, energy analytics, building science, climate damage analysis	x			1
	Analyze legal implications of policies	3	Legal, policy	x	x			x												Legal		x						x		1
	Conduct community outreach for CAP #1 policies	4	Public relations, marketing, market analysis, stakeholder engagement, engineering, finance				x			x				x	x	x				Public Engagement, Sustainability	x			x		Engineering, finance, market analysis		x		1
	Draft policies and related code language	5	Legal, policy, code enforcement, engineering, finance	x	x	x		x		x										Legal, Planning (Building Dept), Sustainability	x	x		x				x		1
	Develop plan for enforcing CAP #1 policies	6	Organizational design, change management, building codes expertise					x								x		x		Planning (Building Dept), Sustainability	x			x		Organizational design, change management		x		1
	Simplify permit application and process for electrification	7	Process improvement, change management, information technology (Accela system design), building codes expertise					x								x	x	x		Planning (Building Dept), Information Technology, Sustainability	x			x	x	Process improvement, change management		x		1
	Create and implement electrification plan for all municipal buildings	8	Engineering, finance, building science, energy analytics			x	x	x	x		x		x	x						Public Works, Sustainability	x		x			Energy analytics, climate damage analysis, economics		x		1

GOAL #2

CAP Goal	Actions	#	Staff Skills Required	Policy	Legal	Engineering	Building Science	Building Codes	Energy Analytics	Urban Planning/Aboriculture	Finance	Economics	Climate Damage Analysis	Marketing	Stakeholder Engagement	Organizational Design	Process Improvement	Information Technology	Dept	Sustainability	Legal	Public Works	Planning	Public Engagement	Information Technology	Skills Gaps	2020-21	2021-22	Beyond 2022	CAP Goal #	
#2 Reduce emissions from vehicles by 90% by 2030	Explore and implement policies/programs to increase employer-based EV charging	9	Policy, legal, engineering, urban planning, energy analytics, finance, stakeholder engagement	x	x	x			x	x	x									x	x		x	x		Engineering, energy analytics, finance		x		2	
	Explore and implement policies/programs to increase EV charging at multi-family buildings	10	Policy, legal, engineering, urban planning, energy analytics, finance, stakeholder engagement	x	x	x			x	x	x									x	x		x	x		Engineering, eergy analytics, finance		x		2	
	Develop clear network of protected pedestrian/bike paths throughout town in order to reduce VMT	11	Engineering, urban planning, stakeholder engagement																		Sustainability, Planning (Transportation), Public Works, Public Engagement		x		x	x	Multi-modal transportation engineer			x	2
	Explore and implement policies to both concentrate, and increase the density of, development near transit in order to reduce VMT	12	Engineering, urban planning, stakeholder engagement			x															Sustainability, Legal, Planning (Transportation), Public Engagement		x		x				x	2	
	Explore other policies/programs to reduce gasoline sales and usage	13	Policy, legal, engineering, finance, stakeholder engagement	x	x	x															Sustainability, Planning, Legal, Public Engagement		x		x		Engineering, Finance		x		2
	Explore policies/programs to convert commercial fleet vehicles to EV	14	Policy, legal, engineering, energy analytics, finance, stakeholder engagement	x	x	x				x											Sustainability, Planning (Transportation), Public Engagement		x			x	Engineering, energy analytics, finance			x	2
	Implement municipal fleet vehicle electrification plan	15	Engineering, energy analytics, finance																		Public Works, Sustainability, Planning (Transportation)		x		x		Engineering, energy analytics, finance		x		2

GOAL #3

CAP Goal	Actions	#	Staff Skills Required	Policy	Legal	Engineering	Building Science	Building Codes	Energy Analytics	Urban Planning/Aboriculture	Finance	Economics	Climate Damage Analysis	Public Relations	Marketing	Stakeholder Engagement	Organizational Design	Process Improvement	Information Technology	Dept	Sustainability	Legal	Public Works	Planning	Public Engagement	Information Technology	Skills Gaps	2020-21	2021-22	Beyond 2022	CAP Goal #
#3 Reduce emissions from waste by 90% by 2030	Explore policies and programs to expand recycling and composting services to multi-family housing dwellers	16	Policy, legal, engineering, stakeholder engagement	x	x	x									x						Sustainability, Legal, Stakeholder Engagement	x	x							x	3
	Identify and tightly manage methane emissions from all local sources, inc. landfills, waste water treatment facility, etc.	17	Engineering, climate damage analysis, finance				x				x										Sustainability, Public Works	x		x						x	3
	Explore policies/programs to promote a circular economy	18	Policy, legal, engineering, finance, stakeholder engagement	x	x	x										x					Sustainability, Legal, Public Engagement	x	x			x				x	3
	Explore policies/programs to reduce plastic waste	19	Policy, legal, stakeholder engagement	x	x											x					Sustainability, Legal, Public Engagement	x	x			x				x	3
	Adopt Foodware Ordinance to reduce/eliminate plastics and singl use disposable foodware	20	Policy, legal, stakeholder engagement	x	x											x					Sustainability, Legal, Public Engagement	x	x			x				x	3
	Update waste requirements in Construction and Demolition Ordinance	21	Policy, legal, stakeholder engagement	x	x											x					Sustainability, Legal, Public Engagement	x	x			x				x	3

GOAL #4

CAP Goal	Actions	#	Staff Skills Required	Policy	Legal	Engineering	Building Science	Building Codes	Energy Analytics	Urban Planning/Aboriculture	Finance	Economics	Climate Damage Analysis	Public Relations	Marketing	Stakeholder Engagement	Organizational Design	Process Improvement	Information Technology	Dept	Sustainability	Legal	Public Works	Planning	Public Engagement	Information Technology	Skills Gaps	2020-21	2021-22	Beyond 2022	CAP Goal #	
#4 Implement programs to sequester 10% of emissions by 2030	Explore and implement policies/programs to sequester 35,000 tons/year of CO2e by 2030	22	Policy, engineering, climate damage analysis, finance	x		x					x		x								Sustainability, Public Works, Public Engagement	x		x		x		Engineering, finance, climate damage analysis		x		4
	Explore partnership w/ local land conservation trusts (e.g. POST) to sequester carbon on local lands with afforestation, regenerative agriculture or biochar generation	23	Policy, engineering, climate damage analysis, finance	x		x					x		x								Sustainability, Public Works, Public Engagement	x		x		x		Engineering, finance, climate damage analysis			x	4
	Explore and implement policies/programs to sequester carbon in building materials, such as concrete	24	Policy, legal, engineering, building science, building codes, climate damage analysis, finance, stakeholder engagement, public relations, marketing, information technology	x	x	x		x			x			x	x	x				x	Sustainability, Legal, Planning, Public Engagement, Information Technology	x	x		x	x	x	Engineering, Finance			x	4

GOAL #5

CAP Goal	Actions	#	Staff Skills Required	Policy	Legal	Engineering	Building Science	Building Codes	Energy Analytics	Urban Planning/Aboriculture	Finance	Economics	Climate Damage Analysis	Public Relations	Marketing	Stakeholder Engagement	Organizational Design	Process Improvement	Information Technology	Dept	Sustainability	Legal	Public Works	Planning	Public Engagement	Information Technology	Skills Gaps	2020-21	2021-22	Beyond 2022	CAP Goal #
#5 Develop adaptation plans to protect people and property threatened by climate collapse	Develop plan for protecting community from sea level rise	25	Policy, legal, engineering, building codes, urban planning, climate damage analysis, stakeholder engagement	x	x	x	x						x								Sustainability, Legal, Planning Public Works, Public Engagement	x	x	x	x	x		Engineering, climate damage analysis	x		5
	Develop plan for protecting community from drought, extreme heat and wildfires	26	Policy, legal, engineering, building codes, urban planning, climate damage analysis, stakeholder engagement	x	x	x	x						x								Sustainability, Legal, Planning Public Works, Public Engagement	x	x	x	x	x		Engineering, climate damage analysis	x		5
	Develop plan for adapting urban forest to changing climate	27	Aboriculture, urban planning, climate damage analysis, hydrology, stakeholder engagement																			Public Works, Public Engagement			x	x	x	Climate damage analysis	x		5
	Propose building moratorium or other policy to indemnify City against climate related damages on or near flood-prone property being developed on the Bay, inc. release of any obligation to maintain critical infrastructure: roads, sewers, etc.	28	Climate damage analysis, legal, engineering, urban planning, stakeholder engagement, policy	x	x	x								x								Planning, Legal, Public Engagement, Public Works, Finance	x	x	x	x		Engineering, climate damage analysis	x		5

GOAL #6

CAP Goal	Actions	#	Staff Skills Required	Policy	Legal	Engineering	Building Science	Building Codes	Energy Analytics	Urban Planning/Aboriculture	Finance	Economics	Climate Damage Analysis	Public Relations	Marketing	Stakeholder Engagement	Organizational Design	Process Improvement	Information Technology	Dept	Sustainability	Legal	Public Works	Planning	Public Engagement	Information Technology	Skills Gaps	2020-21	2021-22	Beyond 2022	CAP Goal #		
#6 Substantially reduce emissions from construction by 2030	Explore policies/programs requiring low embodied carbon building materials for new construction and remodels	29	Policy, legal, engineering, building science, building codes, energy analytics, finance, climate damage analysis, marketing, stakeholder engagement, process improvement, information technology	x	x	x	x	x	x				x	x						x	Sustainability, Legal, Planning, Public Engagement, Information Technology	x	x	x	x	x	x			x	6		
	Explore policies/programs requiring zero emissions construction equipment for new construction and remodels	30	Policy, legal, engineering, building codes, finance, climate damage analysis, marketing, stakeholder engagement	x	x	x	x			x			x	x								Sustainability, Legal, Planning, Public Engagement	x	x	x	x	x				x	6	
Totals				21	18	23	5	9	8	8	21	1	11	3	4	20	2	1	4			27	17	12	17	20	3			3	16	11	

STAFFING GAPS

Skills Required																	City Department							
Staff Skills Required	Policy	Legal	Engineering	Building Science	Building Codes	Energy Analytics	Urban Planning/Aboriculture	Finance	Economics	Climate Damage Analysis	Public Relations	Marketing	Stakeholder Engagement	Organizational Design	Process Improvement	Information Technology	Dept	Sustainability	Legal	Public Works	Planning	Public Engagement	Information Technology	Skills Gaps
	Totals	21	18	23	5	9	8	8	21	1	11	3	4	20	2	1	4		27	17	12	17	20	3

CURRENT STAFFING INADEQUATE TO ACHIEVE CAP GOALS

- Skills gaps identified in:
 - engineering
 - energy analytics
 - financial analysis
- Hires needed **across departments**:
 - Public works
 - Building department
 - Planning, transportation
 - Public engagement

PROPOSAL

- Adopt CAP Subcommittee recommendation
- Send, along with any EQC edits, to City Council for consideration in upcoming budget deliberations