



# Environmental Quality Commission

## SPECIAL MEETING MINUTES

**Date:** 9/22/2021

**Time:** 6:00 p.m.

**Special Meeting Location:** [Zoom.us/join](https://zoom.us/join) – ID# 890 8487 9938

### A. Call To Order

Chair Payne called the meeting to order at 6:04 p.m.

### B. Roll Call

Present: Elkins, Evans (Vice Chair), Gaillard, Kabat, and Payne (Chair)

Absent: London and Price

Staff: Rebecca Lucky- Sustainability Manager

### C. Regular Business

#### C1. Approve August 18, 2021 minutes ([Attachment](#))

Chair Payne introduced item.

- Peter Edmonds identified a mistake with the May 19, 2021 and July 21, 2021 meeting minutes.

**ACTION:** Motion and second (Elkins/ Kabat) to approve the August 18, 2021 meeting minutes with the correction indicating the word “coloration” should be “negotiation” in May 19, 2021 and July 21, 2021, passed 5-0 (London and Price absent).

#### C2. Review and discuss Commissioner Elkins recommendation to City Council on gas powered leaf blower ban ([Attachment](#))

Chair Payne introduced the item.

Commissioner Elkins made the presentation ([Attachment](#)).

- Clouse spoke in support of a gas powered leaf blower ban.
- Scott Marshall spoke in support of a gas powered leaf blower ban.
- Katie Hadrovic spoke in support of a gas powered leaf blower ban.
- Peter Edmonds spoke in support of a gas powered leaf blower ban.

The Environmental Quality Commission directed the subcommittee, consisting of Commissioner Elkins, to add language to the report about the climate versus health impacts of gas power leaf blowers.

**ACTION:** Motion and second (Evans/ Kabat), at City Council direction, the EQC has examined the impacts of gas-powered leaf blowers (GLBs) and found that, while impacts on climate are likely to be far less than 1% of total impacts, there are significant impacts of GLBs on human health, safety, and well-being. EQC recommends that City Council consider bans on GLBs done by neighboring cities to avoid reinventing the wheel. As such, the EQC recommends that City Council explore this idea as a health and safety issue, to be handled by the appropriate department. Time and resources spent on this issue by staff and City Council

should not detract from those resources already dedicated to CAP implementation. The updated memo by Commissioner Elkins will be presented to City Council, passed 5-0 (London and Price absent).

The Environmental Quality Commission took a recess at 7:47 p.m.

The Environmental Quality Commission reconvened at 7:54 p.m.

- C3. Informational presentation on modification of the 2030 Climate Action Plan progress reporting methodology and clarification of the goals ([Attachment](#))

Sustainability Manager Rebecca Lucky introduced the item.

Sustainability Manager Rebecca Lucky and MuniPC consultant Candise Almendral made the presentation ([Attachment](#)).

- C4. Review and discuss Commissioner Gaillard, Kabat, and Chair Payne recommendations on Climate Action Plan tracking metrics ([Attachment](#))

Chair Payne introduced the item.

Commissioner Kabat made the presentation ([Attachment](#)).

- Scott Marshall requested information about the climate benefits of developing an urban forest master plan be included.

**ACTION:** Motion and second (Gaillard/ Evans), to recommend reporting for climate action plan action no. 1 be changed to reflect the annotated presentation ([Attachment](#)), passed 5-0 (London and Price absent).

**ACTION:** Motion and second (Gaillard/ Evans), to recommend reporting for climate action plan action no. 2 be changed to reflect the annotated presentation ([Attachment](#)), passed 5-0 (London and Price absent).

**ACTION:** Motion and second (Gaillard/ Evans), to recommend reporting for climate action plan action no. 4 be changed to reflect the annotated presentation ([Attachment](#)), passed 5-0 (London and Price absent).

**ACTION:** Motion and second (Gaillard/ Kabat), to recommend reporting for climate action plan action no. 5 be changed to reflect the annotated presentation ([Attachment](#)), passed 5-0 (London and Price absent).

**ACTION:** Motion and second (Gaillard/ Elkins), to recommend the subcommittee memorandum about climate action plan metrics be forwarded to the City Council, passed 5-0 (London and Price absent).

- C5. Review and discuss Commissioner Gaillard, Kabat, and Chair Payne recommendations on post-crisis implementation of the 2020 Climate Action Plan

Chair Payne introduced the item.

Commissioner Gaillard introduced the memorandum.

**ACTION:** Motion and second (Kabat/ Elkins), to approve the subcommittee memorandum ([Attachment](#)) with a modification to goal no. 5, adding a bullet point to protect the community from risks associated with groundwater table rise and liquefaction and forward to the City Council, passed 5-0 (London and Price

absent).

#### **D. Reports and Announcements**

##### **D1. Reports and Announcements from staff and commissioners**

Sustainability Manager Rebecca Lucky provided updates on ongoing climate action plan implementation and sustainability efforts:

- Outlined the informational report about the climate action plan progress to be submitted to the City Council at its October 12, 2021 meeting
- Climate action plan action no.1 work is ongoing
- Status of renewable microgrid for the Menlo Park Community Campus Project
- A consultant has been hired to implement climate action plan action no. 5
- A consultant will be kicking off a multifamily incentive program for climate action plan action no. 3
- Shared direction from August 31, 2021 City Council study session regarding existing building electrification
- Staff to follow up with ICLEI high impact analysis tool

Commissioner Gaillard provided updates on climate action plan no. 1:

- Staff has followed up with the climate action plan no. 1 subcommittee to discuss reducing barriers

#### **E. Adjournment**

Chair Payne adjourned the meeting at 10:00 p.m.

Sustainability Contractor Candise Almendral

These meetings were approved on November 17, 2021 by the Commission.



## PLEASE NOTE

- The Environmental Quality Commission received the following informational presentation on September 22, 2021
- **Blue text** reflects the Environmental Quality Commission recommendations



# **MODIFICATION OF 2030 CAP PROGRESS REPORTING METHODOLOGY AND CLARIFICATION OF GOALS**

**Rebecca Lucky, Sustainability Manager**

**Candise Almendral, MuniPC Sustainability**





## BACKGROUND

- Environmental Quality Commission reviewed draft progress report in July
- Staff proposed to return with recommendations on improving reporting methodology for future reports based on first year reporting experience
- EQC deferred to the climate action plan subcommittee consisting of Commissioner Gaillard, Kabat, and Chair Payne to provide feedback



# CHALLENGES AND OPPORTUNITIES IDENTIFIED



- Some metrics identified in the CAP were challenging to obtain or not well suited for annual reporting at this time
- Challenges in aligning metrics with progress on the six adopted CAP goals
- Need for clarity on the goals as it relates to current and future work
- Better alignment with showing progress at a local/city level for the six adopted CAP goals
- Helped to understand opportunities and constraints through department/division narratives
- Helped to identify potential areas where additional resources and support is needed (e.g., CAP No.5 and No.6)



## CRITERIA FOR PROGRESS REPORTING

- Capture progress in the form of emissions reduced/increased as it relates to achieving carbon neutrality goal
- Accurate, easy to obtain, publically available, and can be done on an annual basis
- Ability to communicate at a high level the current state at the local level while also providing context on progress constraints or opportunities
- Incorporation of 2030 Climate Action Plan metrics to the greatest extent possible





## MODIFICATIONS AND CLARIFICATIONS

- Strategy (**change to action for all strategies**) no. 1 (existing buildings electrification):
  - Total therms of natural gas consumed in Menlo Park
  - **Include CAP metrics 1-3**
  - Report out on any special programs or polices implemented by the city and/or its partners (education and outreach, permit streamlining, etc.)
  
- Strategy no. 2 (increase electric vehicles and decrease gasoline sales)
  - Reframe goal with the intent to drive/capture increases in the total community fleet- (**only change to “achieve” rather than “set” and if council decides to set a goal for total vehicles instead of new then 100% should be achieved by no later than 2030**)
  - Total light-duty vehicles registered that are fossil fuel (gasoline/diesel) vs. electric
  - **Include CAP metrics 4 and 5**
  - Gallons of fossil fuel (gasoline/diesel) sold in Menlo Park
  - Report out on any related programs and policies implemented by the city and/or its partners such as the Beyond Gas Initiative



## MODIFICATIONS AND CLARIFICATIONS CONT.

- Strategy no. 3 (expand access to electric vehicle (EV) charging):
  - Total available electric vehicle charging stations/spaces accessible to multifamily and commercial properties
  - Report out on any related programs and policies implemented by the city and/or its partners such as Peninsula Clean Energy incentive programs
  
- Strategy no. 4 (reduce vehicle miles traveled):
  - ~~Reframe the goal with the intent to expand and enhance multimodal opportunities and infrastructure to reduce community dependence/reliance on personal vehicle travel (do not change)~~
  - Mode share (methods of travel used by community)
  - **Revert to CAP metric No.8**
  - Miles of multimodal infrastructure improved and/or installed
  - Report out on any related programs and policies implemented by the city and/or its partners



## MODIFICATIONS AND CLARIFICATIONS CONT.

- Strategy no. 5 (eliminate the use of fossil fuels from municipal operations):
  - GHG inventory
    - Total therms of natural gas consumed to be reported by municipal building/facility
    - Report out on any related programs and policies implemented by the city
    - **Tracking conversions of fossil fuel equipment to electric and also tracking any new fossil fuel equipment**
  
- Strategy no. 6 (climate adaption):
  - Reframe the goal with the intent to address climate resiliency beyond sea level rise
  - Report out on any related programs and policies implemented by the city and/or its partners, such as:
    - Adoption and implementation of Local Hazard Mitigation Plan (LHMP)
    - Adoption and implementation of Safety and Environmental Justice (General Plan) Element
    - SAFER Bay construction implementation progress/status
    - Partnerships with other agencies to complete flood protection and ecosystem restoration projects along the bay shoreline to comply with new construction building reach codes.



# GREENHOUSE GAS INVENTORY

- Both the communitywide and municipal greenhouse gas inventories to be updated annually
- Municipal inventory provides holistic review of all operations related emissions
  - Can capture all department/division programs to reduce emissions (waste reduction, employee commuter programs, remote work policy, etc.) that may not be captured in fossil fuel consumption
- Due to the impact of external factors to tracking communitywide GHG emissions year-to-year, emissions will be considered on a rolling average (e.g., the most recent three reporting years)



## NEXT STEPS

- Informational item to City Council to present final progress report and inform the city council on reporting methodology and goal clarification going forward
- These modifications and clarifications would be incorporated when the City Council directs a formal review/update or amendment to the CAP goals or annual scope of work



**THANK YOU**