



REGULAR MEETING MINUTES

Date: 4/17/2024
Time: 6:00 p.m.
Location: Teleconference and
City Hall Downtown Conference Room, 1st Floor
701 Laurel St., Menlo Park. CA 94025

A. Call To Order

Chair Hedley called the meeting to order at 6:03 p.m.

B. Roll Call

Present: Hedley, Kissel, McKenna, Pelegri-Llopart, Schmidt
Absent: Lin
Staff: Sustainability Manager Rachael Londer, Management Analyst II Liz Tapia

C. Public Comment

- Pam D. Jones spoke on concerns related to program accessibility for the Belle Haven community electrification initiative and spoke in support of Commissioner Pelegri-Llopart's work on the Hetch Hetchy easement project.

D. Regular Business

D1. Approve the March 20, 2024 Environmental Quality Commission meeting minutes (Attachment)

ACTION: Motion and second (Pelegri-Llopart/ McKenna), to approve the March 20, 2024 Environmental Quality Commission meeting minutes, passed 5-0 (Lin absent).

D2. Review and discuss Climate Action Plan strategy No.6 and receive recommendations from the Climate adaptation subcommittee on scope of work for 2025-2030 (Presentation)

Chair Hedley introduced the item.

Management Analyst II Liz Tapia made the presentation.

Vice Chair Schmidt made a presentation.

- Pam D. Jones spoke on concerns related to groundwater and sea level rise in relation to the Urban Forest Management Plan, Belle Haven Community Climate Change team (BHCCCT) work on a vulnerability study and on concerns related to community engagement.
- Menlo Spark representative Brian Schmidt spoke in support of Red Cross and Community Emergency Response team (CERT) as potential partners, and including heat resilience in to the climate adaption plan.

The Commission discussed incorporating other state initiatives into the plan, restoring salt ponds

and wetlands, Menlo Park budget allocation to the plan and City priorities, incorporating resiliency and community partnerships.

ACTION: Motion and second (Kissel/ McKenna), to adopt recommendation of the Climate Adaptation Subcommittee to move scope of Climate Action Plan (CAP) No. 6 beyond sea-level rise and flooding to develop our CAP No. 6 goal in alignment with the four goals from the State of California framework (to tap into federal and state funding sources):

1. Build public awareness and notification
 2. Strengthen community services / response
 3. Increase resilience of built environment
 4. Utilize nature-based solutions,
- passed 5-0 (Lin absent).

ACTION: Motion and second (Hedley/ Kissel), to disband the Climate Adaptation Subcommittee, passed 5-0 (Lin absent).

D3. Receive recommendations from the Permit Streamlining Ad Hoc Subcommittee (Presentation)

Chair Hedley introduced the item.

Commissioners Pelegri-Llopart and McKenna made the presentation.

The Commission received clarification on inspection practices and processes.

- Pam D. Jones spoke in support of permit streamlining and on concerns related to electrification.
- Menlo Spark representative Brian Schmidt spoke in support of “blindness” during inspections of non-life-threatening situations.

The Commission discussed process improvements for defining permit streamlining.

ACTION: Motion and second (Hedley/ Pelegri-Llopart), to adopt the definition of permit streamlining:

1. Clear, fast, predictable, and interconnected process,
 2. Initial and continuous improvement of permit and inspection process,
 - a. Track key metrics
 - b. Monitor best practices from different jurisdictions
 - c. Solicit feedback from stakeholders (permit applicants, contractor, homeowners, staff)
 3. Inspections completed with a focus just on work with active permit except for life/safety issues,
 4. Completed by staff who are sufficiently trained on electric appliances (including electric vehicle charging) and installs, particularly on calculating load requirements,
- and recommendations of the Permit Streamlining Ad Hoc Subcommittee into the 2025 – 2030 scope of work for CAP strategy No. 1,
passed 5-0 (Lin absent).

ACTION: Motion and second (Hedley/ Kissel), to disband the Permit Streamlining Ad Hoc Subcommittee, passed 5-0 (Lin absent).

E. Reports and Announcements

E1. Reports and announcements from staff and Commissioners

Chair Hedley reported out on the Love our Earth Festival, City Council Earth Day proclamation, Arbor Day celebration at Belle Haven Child Development Center and the Mayor's tree planting event.

Commissioner Kissel spoke on community education for home electrification, and reported out on their work outside of the Commission on an awarded electrification grant.

Commissioner Pelegri-Llopart reported that the California Public Utilities Commission board will discuss community solar at the next meeting and Peninsula Clean Energy board of directors will discuss how to accomplish goals of hourly match renewable energy.

Vice Chair Schmidt reported out on the Love our Earth Festival, CAL FIRE Urban Forest Management Plan, and Menlo Park City School District meeting on CAP and the City budget.

Commissioner McKenna reported out on the Love Our Earth Festival and planning committee.

Sustainability Manager Rachael Londer reported out on the launch Zero Emission Landscaping Equipment Voucher program and the Home Upgrade Electrification Program.

Management Analyst II Liz Tapia reported out the Zero Emission Landscaping Equipment Voucher program.

F. Adjournment

Chair Hedley adjourned the meeting at 8:14 p.m.

Management Analyst II Liz Tapia

Minutes approved at the May 15, 2024 Environmental Quality Commission meeting