



REGULAR MEETING MINUTES

Date: 5/15/2024
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 p.m.

B. Roll Call

Present: Hill, Chair Hedley, Kissel, Meyer, McKenna, Pelegri-Llopart, Vice Chair Schmidt
Absent: None
Staff: Sustainability Manager Rachael Londer, Management Analyst II Liz Tapia

C. Public Comment

- Menlo Spark representative Brian Schmidt spoke on the City of Berkeley's reach codes.

D. Regular Business

D1. Welcome new Commissioners

Vice Chair Hedley introduced the item.

The Commission introduced and welcomed new Commissioners Hill and Meyer.

D2. Select a Chair and Vice chair

Chair Hedley introduced the item.

The Commission discussed the selection of the chair and vice chair.

ACTION: Motion and second (McKenna/ Kissel), to select Commissioner Schmidt as Chair, passed unanimously.

ACTION: Motion and second (Schmidt/ Pelegri-Llopart), to select Commissioner McKenna as Vice Chair, passed unanimously.

D3. Approve the April 17, 2024 Environmental Quality Commission meeting minutes (Attachment)

Chair Schmidt introduced the item.

ACTION: Motion and second (Hedley/ Kissel), to approve the April 17, 2024 Environmental Quality Commission meeting minutes, passed 5-0-2 (Hill and Meyer abstaining).

ACTION: Motion and second (Hedley/ Kissel), to reorder agenda item D5. before item D4., passed unanimously.

D5. Review and discuss Climate Action Plan strategy goal No. 4 and provide feedback to staff on scope of work implementation for 2025-2030 (Presentation)

Chair Schmidt introduced the item.

Sustainability Manager Rachael Londer made the presentation.

The Commission received clarification on scope of work and metrics.

- Menlo Spark representative Brian Schmidt spoke on concerns related to autonomous vehicles, parking needs, aging seniors, public transportation and the Complete Streets Commission.

The Commission discussed the vehicles miles traveled (VMT) metric in relation to the Climate Action Plan (CAP) and the Environmental Quality Commission goals.

The Commission received clarification on VMT projects and CAP goal No. 4.

ACTION: Motion and second (Hedley/ McKenna), to adopt the scope of work for CAP No. 4 as recommended by staff, with additional specificity on which programs are included and how programs can be enhanced to further reduce emissions, passed unanimously.

The Environmental Quality Commission took a recess at 7:37 p.m.

The Environmental Quality Commission reconvened at 7:43 p.m.

D4. Discuss Environmental Quality Commission 2024-2025 work plan to submit to City Council (Presentation)

Chair Schmidt introduced the item.

Sustainability Manager Rachael Londer made the presentation.

The Commission discussed the Environmental Quality Commission 2024-2025 work plan.

ACTION: Motion and second (Hedley/ Kissel), to select Chair Schmidt to make the annual presentation to City Council with Vice Chair McKenna as backup at the July 9 City Council Meeting, passed unanimously.

ACTION: Motion and second (McKenna/ Hill), to create a work plan ad hoc subcommittee and select Commissioners Kissel, Pelegri-Llopert and Meyer to serve on the ad hoc subcommittee, present a first draft at the June 19 Environmental Quality Commission (EQC) meeting and to disband no later than the August EQC meeting, passed unanimously.

D6. Review and discuss Climate Action Plan metrics and progress report outline (Presentation)

Chair Schmidt introduced the item.

Sustainability Manager Rachael Londer made the presentation.

The Commission received clarification on staff recommendations related to the CAP and the annual report to City Council.

The Commission discussed recommending revising CAP goals, engage youth and include various metrics in the progress report.

E. Reports and Announcements

E1. Reports and announcements from staff and Commissioners

Sustainability Manager Rachael Londer reported out on the Belle Haven Community Campus opening, May 21 City Council meeting items, Environmental Justice Element study session June 1 and Earth Day 2025.

Management Analyst II Liz Tapia reported out on the zero emission landscape equipment (ZELE) voucher program.

Chair Schmidt reported out on Acterra Code Red for the Planet presentation and Urban Forest Management Plan CAL FIRE grant submission progress.

Commissioner Hedley reported out on the inclusion of youth and community engagement, rental protections, water resiliency, community solar, 15-minute cities and Block by Block in the EQC work plan.

Commissioner Pelegri-Llopart spoke on the Heritage Tree Ordinance and administrative guidelines.

F. Adjournment

Chair Schmidt adjourned the meeting at 8:48 p.m.

Management Analyst II Liz Tapia

Minutes approved at the June 19, 2024 Environmental Quality Commission meeting.