

# Environmental Quality Commission



## REGULAR MEETING AGENDA

**Date:** 2/19/2025  
**Time:** 6:00 p.m.  
**Location:** [Zoom.us/join](https://zoom.us/join) – ID# 879 3070 9093 and  
City Hall Downtown Conference Room, 1st Floor  
701 Laurel St., Menlo Park, CA 94025

Members of the public can listen to the meeting and participate using the following methods.

- How to participate in the meeting
  - Access the meeting, in-person, at the Downtown Conference Room
  - Access the meeting real-time online at:  
[Zoom.us/join](https://zoom.us/join) –Meeting ID 879 3070 9093
  - Access the meeting real-time via telephone at:  
(669) 900-6833  
Meeting ID 879 3070 9093  
Press \*9 to raise hand to speak

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### Regular Session

#### A. Call To Order

#### B. Roll Call – Hill, Hedley, Kissel, Meyer, Vice Chair McKenna, Pelegri-Llopart

#### 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. You are not required to provide your name or City of residence, but it is helpful. 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. Approve the January 15, 2025 Environmental Quality Commission meeting minutes ([Attachment](#))
- D2. Update on communitywide electrification grant and provide feedback on expending the second half of funds ([Attachment](#))

- D3. Review outreach approach for adopting amendments to the building code ([Attachment](#))
- D4. Disband Impact of Plastics on the Environment and Distributed Energy Resources ad hoc subcommittees
- D5. Consider selecting additional commissioners to Environmental Quality Commission ad hoc subcommittees

**E. Reports and Announcements**

- E1. Reports and announcements from staff and Commissioners

**F. Informational Items**

- F1. 2024-25 Environmental Quality Commission work plan ([Attachment](#))

**G. Adjournment**

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.

For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or before, the public hearing.

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**REGULAR MEETING MINUTES – DRAFT**

**Date:** 1/15/2025  
**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**

Vice Chair McKenna called the meeting to order at 6:00 p.m.

**B. Roll Call**

Present: Hedley, Kissel (arrived 6:08 p.m.), Meyer, Vice Chair McKenna, Pelegri-Llopart,  
Absent: Hill  
Staff: Sustainability Manager Rachael Londer

**C. Public Comment**

None.

**D. Regular Business**

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

**ACTION:** Motion and second (Hedley/ Pelegri-Llopart), to approve the November 20, 2024 Environmental Quality Commission meeting minutes, passed 5-0-1 (Hill absent).

D2. Review and discuss recommendations related to artificial turf and landscaping from the impact of plastics on the environment ad hoc subcommittee (Presentation)

Vice Chair McKenna introduced the item.

Sierra Club Loma Prieta Chapter Plastic Pollution Prevention Committee Chair Susan Hinton made a presentation (Attachment).

Vice Chair McKenna made a presentation (Attachment).

- Brian Schmidt spoke in support of collecting a fee related to cumulative impacts from developments and artificial turf.
- Dorene Martinez spoke in support of pausing Kelly Field artificial turf installation to allow time for research.
- Ben Eiref spoke in support of banning the use of artificial turf and an outreach program ahead of any process.

The Commission discussed the risks of artificial turf, local examples of policy actions to ban artificial turf and options for banning artificial turf within the City of Menlo Park.

**ACTION:** Motion and second (McKenna/ Meyer), to recommend City Council:

- Adopt an ordinance prohibiting the use and installation of synthetic grass and artificial turf within the City of Menlo Park (applies to all properties and property types), using the City of Millbrae ordinance as model and including provisions for existing installations to remain in place under certain conditions for a period of up to four (4) years; and
- Engage the Environmental Quality Commission early in the replacement of Burgess Park (or any other park) fields; and
- Consult with experts in order to implement organic maintenance program for natural grass athletic fields, passed 3-2-1 (Kissel and Pelegri-Llopart dissenting, Hill absent).

The Commission took a recess at 7:55 p.m.

The Commission reconvened at 8:00 p.m.

- D3. Review and discuss the recommendations to reduce single use plastics from the impact of plastics on the environment ad hoc subcommittee (Presentation)

Commissioner Hedley introduced the item and made the presentation with support from a representative from the Youth Advisory Committee (Attachment).

- Ben Eiref spoke in support of a single-use plastic ban.
- Dorene Martinez spoke in support of party packs with sustainable materials, hydration stations and following the models of other cities.

The Commission discussed the trade-offs and considerations for the nine presented opportunities to reduce single-use plastics in the community.

**ACTION:** Motion and second (Hedley/ Kissel), to recommend that the City eliminate single-use plastics in City activities/events, ban sale of plastic water bottles on city property, add Climate Action/Zero Waste as Community Need for community grant program, develop plan to adopt the countywide foodware ordinance, and further consider the entire list of opportunities as priorities when implementing zero waste plan, passed 5-0-1 (Hill absent).

- D4. Review and discuss recommendations from the distributed energy resources ad hoc subcommittee (Presentation)

Commissioner Pelegri-Llopart introduced the item and made the presentation (Attachment).

The Commission received clarification on portable batteries, grant spending and future technologies.

- Brian Schmidt spoke in support of distributed energy resources (DERs) and mitigating electricity cost increases to help electrification and improve resilience.
- Dorene Martinez spoke in support of a clear recommendation and leveraging resources from other cities.
- Ben Eiref spoke in support focusing on high-need residents for battery distribution and additional education.

The Commission discussed options to advance the deployment of DERs in the community.

**E. Reports and Announcements**

E1. Reports and announcements from staff and Commissioners

Sustainability Manager Londer reported out on heritage tree ordinance administrative guidelines, upcoming Jan. 28 City Council meeting items, Burgess Campus electrification and the preliminary results of the municipal greenhouse gas inventory.

Commissioner Pelegri-Llopart reported out on electric bicycles and pedestrian infrastructure examples from Paris.

Vice Chair McKenna provided an update on Peninsula Clean Energy's Home Upgrade Program soft launch and data on the number of assessments and projects moving forward countywide.

**F. Informational Items**

F1. 2024-2025 Environmental Quality Commission work plan

**G. Adjournment**

Vice Chair McKenna adjourned the meeting at 9:42 p.m.

Sustainability Manager Rachael Londer



# Menlo Park Plastic Ban

- 16/20 cities in San Mateo County already have a plastic ban, including San Mateo, Foster City, & Burlingame
- Surveyed 20+ restaurants in San Mateo
  - Many were unaware of the ban & the resources available to them
- CCL San Mateo Youth would love to see Menlo Park implement the existing ban, with a couple of amendments to make the ordinance more effective
- CCL San Mateo Youth would help:
  - Make amendment suggestions
  - Raise money to fund grants to help businesses transition away from plastic foodware
  - Complete city-wide outreach to raise awareness



# COMMUNITYWIDE ELECTRIFICATION PROGRAM UPDATE AND NEXT STEPS

February 19, 2025 Environmental Quality Commission – presented by staff

## BACKGROUND

- State appropriated \$4.5 million to the City of Menlo Park for communitywide electrification to be expended by **June 2026**
- The City executed an agreement (\$2.21 million) with Peninsula Clean Energy (PCE) to electrify 40 to 60 homes
- Goal is to expend the first half of funds by June 2025 to be able to invoice the state for second half to stay on track with expending full amount by June 2026
- Remaining funds (\$2.5 million) will be disbursed once the City expends first half of funds



## PCE'S HOME UPGRADE PROGRAM

- Provides for the no-cost installation of the following measures for eligible homeowners:
  - Heat pump space heating and cooling
  - Heat pump water heater
  - Induction cooktop/stove and cookware
  - Electric dryer
  - Electrical remediation including new circuits, rewiring and panel upgrades, if needed.
  - Minor energy efficiency and weatherization, if needed, such as air sealing and insulation
  - Resiliency measures for high-need customers, such as portable batteries
  - 120-volt or 240-volt electric vehicle (EV) outlet



## MENLO PARK QUALIFICATIONS FOR NO COST ELECTRIFICATION

- Homeowner must be a PCE residential customer
- Homeowner must be the legal owner and occupant of the residence
- Residence must be a single-family home (up to a fourplex) with existing gas-fired equipment
- Homeowner must meet the household income eligibility requirements (up to 80% area median income)
- Homeowner must live in house for five years after installation



# PROGRESS

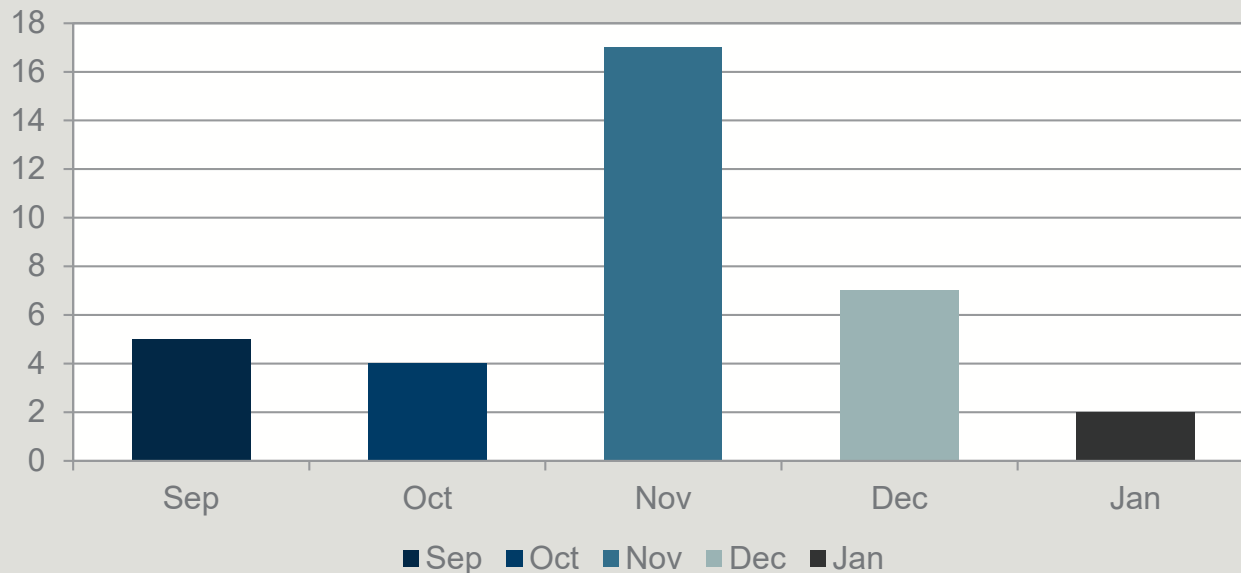


Project Status	Sept. 2024 – Jan. 2025	Projected Feb. 2025 – June 2025
Scheduled assessments	41	70
Completed assessments	22	38
Project scope phase	7	14
Permitting phase	3	6
Projects completed	0	35
Funds expended	\$44,000	\$1,050,000

- Scheduled assessments, completed assessments, and project scope phase projections are based on monthly averages between Sep. 2024 to Jan. 2025
- Permitting phase and projects completed projections are based on anticipated completion of projects for all home assessments scheduled to date. Page D-2.5

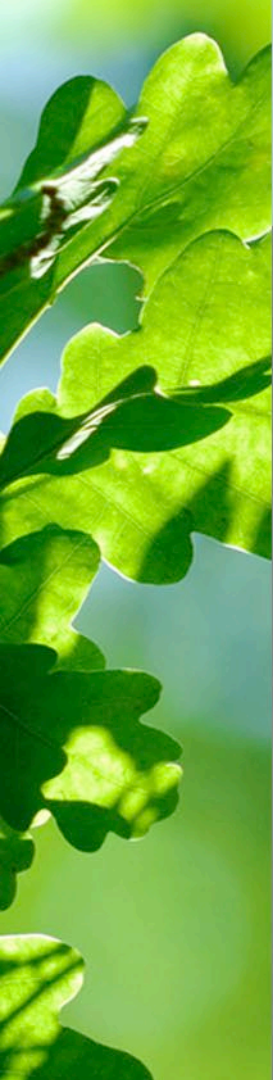
## PROGRAM INTEREST

- 35 home assessments have been scheduled since the program's soft-launch in August 2024



## PCE OUTREACH

Outreach activity	Timeline
438 emails sent to customers meeting program qualifications	August 2024-January 2025
Executed outreach agreement with Climate Resilient Communities (CRC)	October 2025
CRC began outreach at community events	December 2024
Door-to-door community canvassing by CRC	February 2025



# CITY LED BUILDING ELECTRIFICATION OUTREACH AND EDUCATION

- Began in-person tabling to promote program at events in April 2024
- Continuous updates to City Residential Electrification webpage began in May 2024
- Created City-branded bilingual flyer for promotion at City facilities and messaging boards

**Menlo Park Homeowners:  
Get a new heater/HVAC and  
upgraded home!**

**NEW APPLIANCES TO IMPROVE INDOOR AIR QUALITY!**

The City of Menlo Park is working with Peninsula Clean Energy to provide new appliances, electric panel upgrades, and more to improve your family's health and comfort at home.

This program is available to low-income Menlo Park homeowners in Belle Haven. Funding is available for a limited time and all are encouraged to apply to verify eligibility.

**Participation Requirements:**

- ✓ Be an active PCE residential customer.
- ✓ Be the legal owner of the residence.
- ✓ The residence must be a single-family home (up to a fourplex) with existing gas-fired equipment.
- ✓ Install at least one of either a heat pump water heater OR heat pump HVAC.

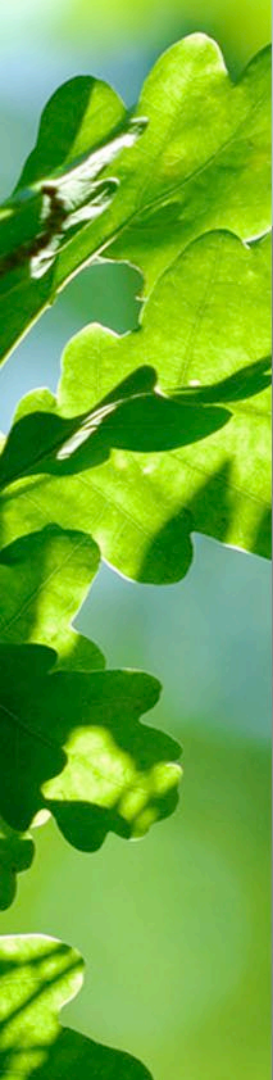
For questions, please call at (650) 330-6720 or email [sustainability@menlopark.gov](mailto:sustainability@menlopark.gov)

**FREE HOME IMPROVEMENTS FROM START TO FINISH**

- 1 Apply online
- 2 Get a free home assessment
- 3 Choose your upgrades
- 4 Installation begins!

<https://bit.ly/menlopark/homeupgrade>

\*Funding for this program is made possible by the State of California.



## CITY LED BUILDING ELECTRIFICATION OUTREACH AND EDUCATION

- Participated in community meetings and shared program details beginning June 2024, including Belle Haven Neighborhood Association and Community Climate Change Team meetings
- Leveraged Habitat for Humanity's Belle Haven door-knocking campaign by program flyers in October 2024
- Published program launch announcement on social media outlets and Weekly Digest in November 2024
- Developed City bilingual application form to assist Menlo Park residents with applying for the program in November 2024

## REVIEW OF POTENTIAL OPTIONS

- Staff are seeking feedback on potential options for spending the entire \$4.5 million grant
- Program enhancements to the Home Upgrade program can be executed under current contract with PCE upon Council approval to expedite expenditure of the first half of funding
- New project ideas can be initiated concurrently with Home Upgrade program to expedite expenditure of the \$2.25 million and be able to invoice the state for the second payment of \$2.25 million



# POTENTIAL PROGRAM ENHANCEMENTS



Potential Home Upgrade program enhancements	Timeline	Estimated cost	Considerations
Increase income eligibility from 80% average median income (AMI) to 120% AMI (like the City's below market rate housing program)	April 2025	\$1,350,000	Easy to implement with PCE
Offer program to homeowners across Menlo Park	April 2025	N/A	PCE is already able to serve these residents through Home Upgrade
Launch a larger marketing campaign to increase residents awareness of the program	April 2025 – June 2026	\$100,000	Potentially requires RFP



# POTENTIAL NEW PROJECT IDEAS



New project ideas	Timeline	Estimated cost	Considerations
Provide matching rebate for heat pump water heater and heat pump heating and cooling systems	May 2025 – June 2026	Up to \$2,500,000	Redwood City offers \$500 for each  Option to focus on single family or in-unit multifamily
Provide resiliency kits to renters including portable induction cooktops, mobile heat pump, solar powered battery generators, space heaters, and other items	May 2025 – June 2026	\$2,500 per kit	Procurement could require a request for proposal (RFP), and large storage space
Include funding of battery installations for projects scoped by PCE that are not approved by Self-Generation Incentive Program (SGIP)	SGIP opens Spring 2025	Up to \$560,000 (20 homes on SGIP waitlist in Menlo Park, avg. project cost \$28,000)	SGIP is likely to fund all of the projects PCE has scoped

## POTENTIAL NEW PROJECT IDEAS

Project	Potential timeline	Estimated cost
Electrify Belle Haven Child Development Center	Spring 2026	\$380,000 – 680,000
Electrify Burgess Pool	Summer 2026	\$3,000,000
Electrify Arrillaga Recreation Center (HVAC and commercial kitchen)	Spring 2026	\$1,500,000
Electrify Menlo Park Library (HVAC)	Summer 2026	\$500,000 - \$1,000,000

## NEXT STEPS

- Staff will make recommendations for expending the complete grant amount to City Council in Spring 2025
- Program enhancements and new projects can be initiated upon Council approval
- EQC to provide feedback this evening on outreach approaches and preferred program enhancements and/or new projects for remaining grant funds

# DISCUSSION



# REFERENCE SLIDE

# SAN MATEO COUNTY AREA MEDIAN INCOME LIMITS



Income Category	Income Limits by Family Size				
	1	2	3	4	5
Low (80% AMI)	\$109,700	\$125,350	\$141,000	\$156,650	\$169,200
Median (100% AMI)	\$130,600	\$149,300	\$167,950	\$186,600	\$201,550
Moderate (120% AMI)	\$156,750	\$179,100	\$201,500	\$223,900	\$241,800



# OUTREACH PLAN FOR 2025 BUILDING CODE LOCAL AMENDMENTS

February 19, 2025 Environmental Quality Commission – presented by staff



# AGENDA

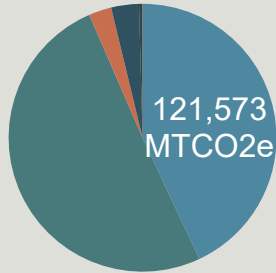
- Review community building emissions
- Background on building codes and local amendments
- Proposed public outreach plan for local amendments
- Discussion and feedback on outreach plan



# COMMUNITY EMISSIONS: BUILDINGS

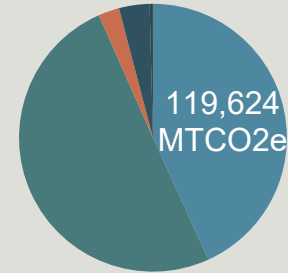


- Natural gas use in buildings remains the second greatest source of community GHG emissions



- Building Energy
- On-road Transportation
- Solid Waste
- Off-road Equipment
- Wastewater
- Water

2021 GHG Inventory



- Building Energy
- On-road Transportation
- Solid Waste
- Off-road Equipment
- Water

2023 GHG Inventory



# BACKGROUND ON CALIFORNIA BUILDING STANDARDS CODE



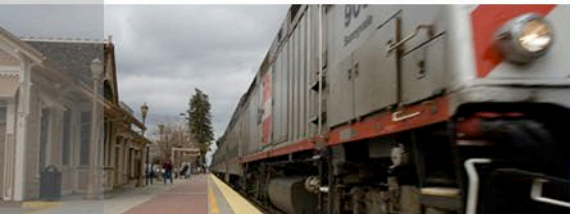
- The California Building Standards Code (code) includes state-mandated regulations that all builders must follow to ensure buildings are constructed safely, and align with state goals
- There are 12 parts including the energy code (Part 6) and the green building code (Part 11)
- Every three years the state publishes an updated code (2016, 2019, 2022, **2025**)
- The code becomes state law beginning Jan 1 of the following year



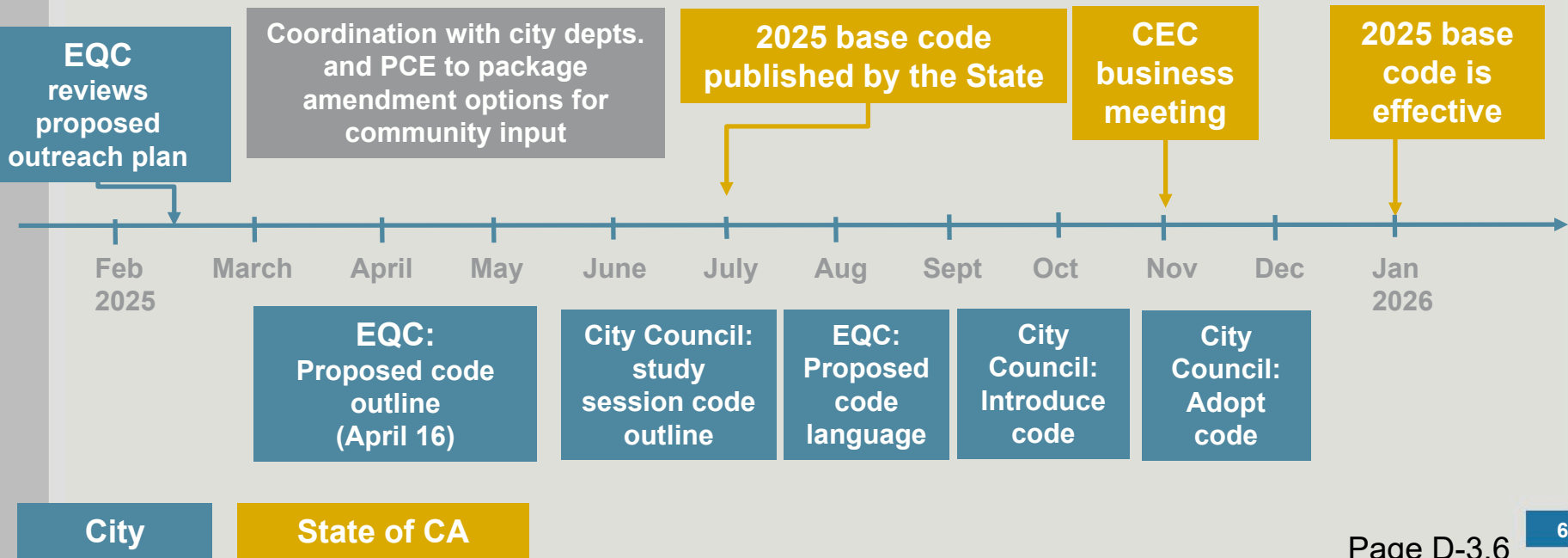
# BACKGROUND ON LOCAL AMENDMENTS

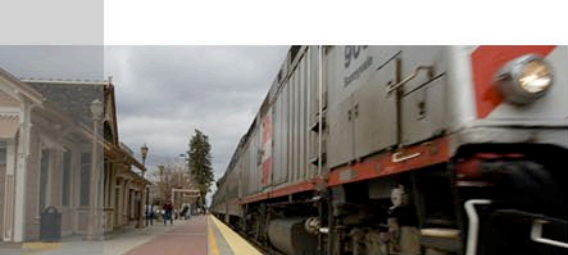


- Cities and counties may adopt local amendments to the code to achieve local goals
- Amendments are required to be:
  - More stringent than state code
  - Cost effective (energy code only)
  - Adopted by City Council
  - Approved by California Energy Commission (energy code only)
- Adopting a local amendment in alignment with the new code is ideal
- Peninsula Clean Energy (PCE) will provide analysis and model code amendments (energy code and green building code) to support cities in adopting local amendments



# 2025 BUILDING CODE & LOCAL AMENDMENT TIMELINE





# COMMUNITY OUTREACH STRATEGIES



- In person
  - Community events (Belle Haven Resource Fair and Love Our Earth Festival)
  - EQC meeting
  - City Council Study Session
- Digital outreach
  - Email to permit applicants
  - Website updates
  - Online workshop
  - Social media and digest posts
- Additional strategies
  - Community based organization newsletters
  - Waste bill insert
  - Information posted at Belle Haven Community Campus and City Hall

# COMMUNITY OUTREACH PLAN



## Community survey

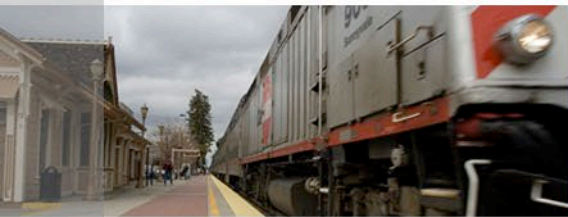
- Email permit applicants
- Website updates
- In-person events

## Draft potential local amendment options

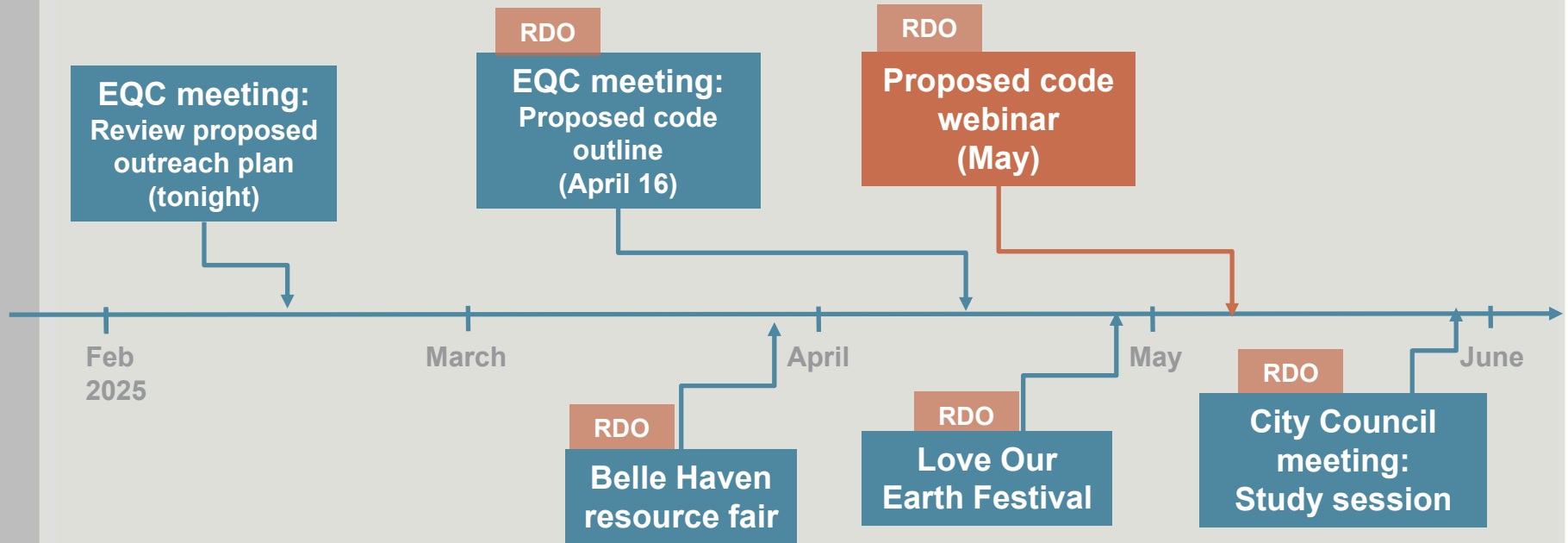
- Outline for clarity
- Review and refine with experts
- Share and solicit feedback

## Draft local amendment ordinance

- Consider community and implementer input
- Translate to code language and develop ordinance deliverables
- Present at public meetings for EQC input and Council approval



# 2025 LOCAL AMENDMENT TENTATIVE TIMELINE: SPRING

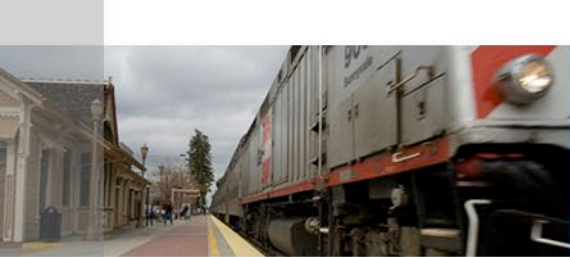


In-person

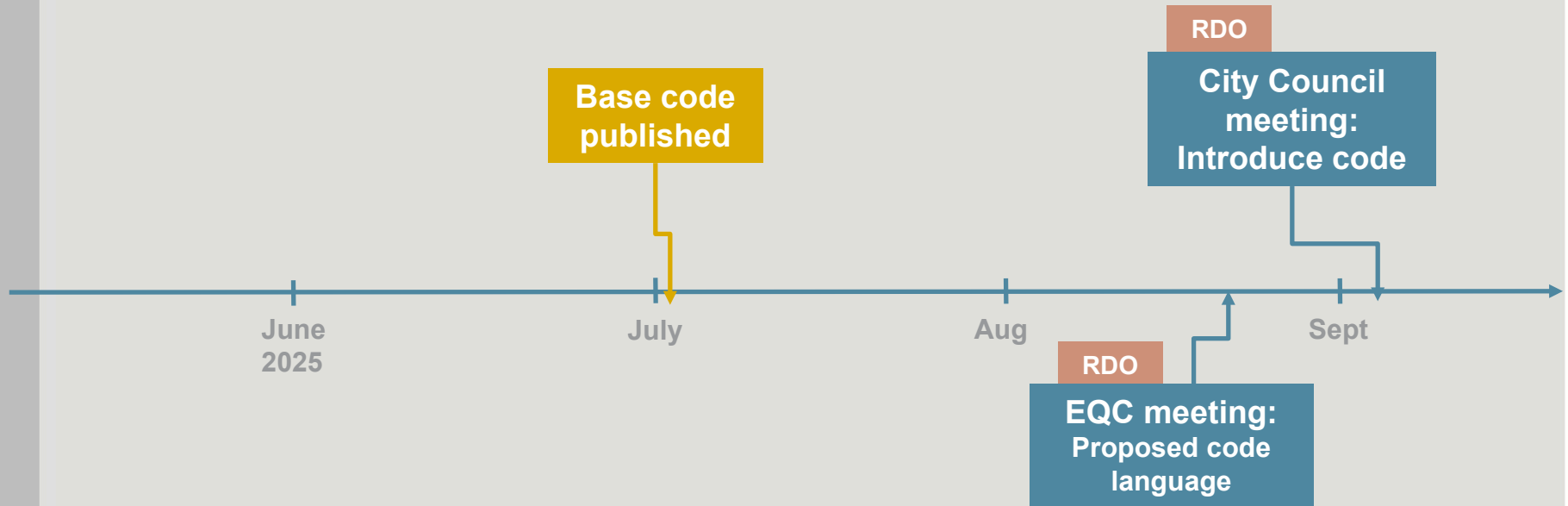
Virtual

Recurring digital outreach (RDO)





# 2025 LOCAL AMENDMENT TENTATIVE TIMELINE: SUMMER

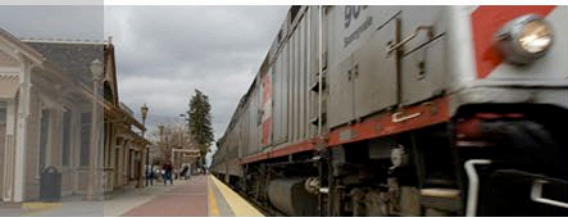


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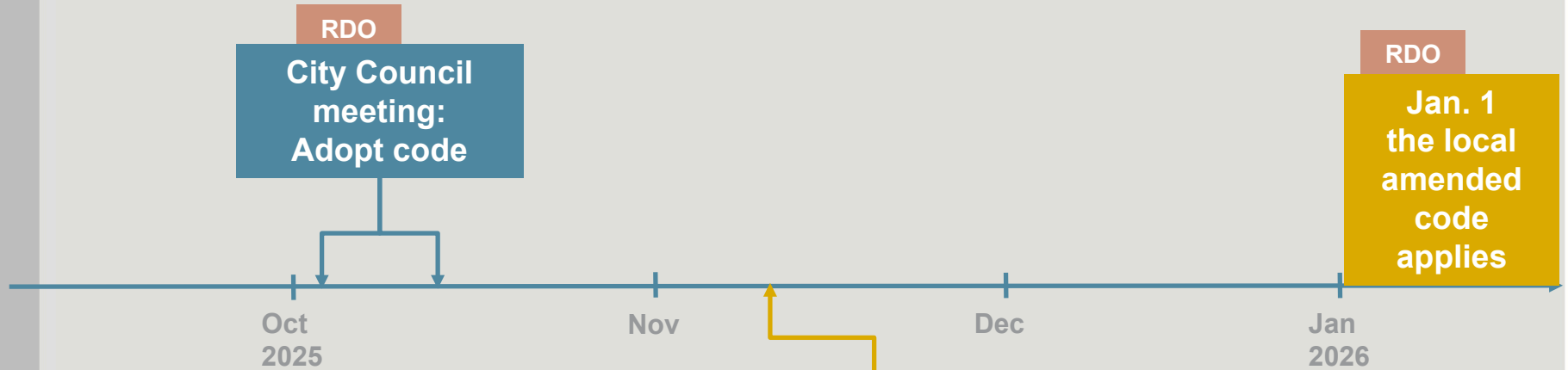
Virtual

State of CA

Recurring digital outreach (RDO)



# 2025 LOCAL AMENDMENT TENTATIVE TIMELINE: FALL

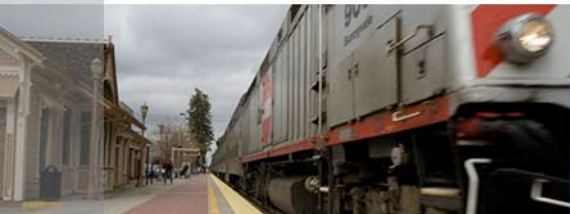


In-person

Virtual

State of CA

Recurring digital outreach (RDO)



## EQC FEEDBACK ON PROPOSED OUTREACH PLAN



- Questions about the proposed plan?
- Additional strategies to consider?
- Changes to the proposed plan to consider (strategies, timing, etc.)?
- Other outreach plan items to discuss?



# DISCUSSION

# Environmental Quality Commission work plan

City Manager's Office  
 701 Laurel Street, Menlo Park CA 94025  
 Approved Sept. 24, 2024



<b>Work plan goals</b>		
<ol style="list-style-type: none"> <li>1. Provide feedback to staff and advise the City Council on 2025-2030 scope of work implementation for Climate Action Plan (CAP) strategies No. 1 through No. 6</li> <li>2. Ensure that our most vulnerable communities have a voice in policies and programs to protect their communities from environmental impacts.</li> <li>3. Leverage best practices to advise/recommend on the preservation of heritage trees, city trees and expansion of the urban canopy; and make determinations on appeals of heritage tree removal permits.</li> <li>4. Support sustainability initiatives, as needs arise, which may include city-led events, habitat protection, healthy ecology, environmental health protection, healthy air, surface water runoff quality, water conservation and waste reduction.</li> <li>5. Maintain an annual commission calendar to provide transparency and allow adequate time to prepare agenda items related to the commission's work plan; update and post for public review monthly.</li> <li>6. Encourage and facilitate robust public comment and participation at Commission meetings.</li> <li>7. Foster a public meeting environment that is inclusive of all members of the diverse Menlo Park community.</li> <li>8. Support the filling of openings on the Commission and the effective onboarding of new Commissioners.</li> </ol>		
<b>Work plan history</b>		
Action	Date	Notes
Work plan recommended to EQC	7/17/2024	
Work plan City Council approval	9/24/2024	

## Environmental Quality Commission (EQC) agenda topics fiscal year 2024-25

Agenda schedule may change based on City Council, Chair and Vice Chair and staff requests/direction

Month	Topics	Author/Presenter	EQC role
July 2024	Discuss fiscal year 2024-25 agenda calendar, work plan and subcommittees	Sustainability staff/ad hoc subcommittee	Action by Commission
	Annual City Arborist Report and review of heritage tree ordinance administrative guidelines	City arborist and public works staff	Feedback to staff on ideas, policies and programs
	Discuss opportunities for student engagement in EQC	Chair	Action by Commission
August 2024	Review student engagement goals and plan	Student engagement ad hoc subcommittee	Action by Commission
	Presentation on the San Francisco Bay Area Planning and Urban Research Association's (SPUR) relevant research and programs	Guest speakers	Informational/no action
September 2024	Review and discuss student engagement ad hoc subcommittee recommendations	Student engagement ad hoc subcommittee	Action by Commission
	Presentation from the Institute for Market Transformation on Building Performance Standards	Guest speaker	Informational/no action
	Consider appointing commissioners to subcommittees	Sustainability staff	Action by Commission
	Update on the Menlo Park City School District Climate Action Plan	Chair	Informational/no action
October 2024	Presentation from Sustainable San Mateo County	Guest speakers	Informational/no action
	Review Heritage Tree Ordinance administrative guidelines	Sustainability staff	Informational
November 2024	Discuss updates to the Heritage Tree Ordinance administrative guidelines process	Heritage Tree Ordinance administrative guidelines ad hoc subcommittee	Action by Commission
	Review additional urban forest recommendations	Heritage Tree Ordinance administrative	Action by Commission

		guidelines ad hoc subcommittee	
	Update on Compliance with SB 379 Permitting for residential solar energy systems	Sustainability Staff	Informational/provide feedback to staff
	Review and discuss approach for the Love Our Earth festival	Sustainability staff	Informational/provide feedback to staff
December 2024	No meeting		
January 2025	Review and discuss recommendations from the impact of plastics on the environment ad hoc subcommittee	Impact of plastics on the environment ad hoc subcommittee	Action by Commission
	Review and discuss recommendations to promote solar and battery storage	Distributed energy resources ad hoc subcommittee	Action by Commission
February 2025	Review options and outreach approach for adopting amendments to the building code	Sustainability staff	Action by commission
	Update on building electrification outreach and education and provide feedback on second round of programming (\$4.5 million grant)	Sustainability staff	Provide feedback to staff
March 2025	Select Chair and Vice Chair	Chair	Action by Commission
	Report out on Zero Emission Landscaping Equipment Voucher Program	Sustainability staff	Informational, provide feedback to staff
	Review and discuss recommendations for developing a climate change resilience and adaptation plan	Climate change resilience and adaptation ad hoc subcommittee, sustainability staff	Action by commission
April 2025	Discuss CAP progress report	Sustainability staff	Informational/no action
	Update on building code local amendment options	Sustainability staff	Provide feedback to staff
May 2025	Discuss state, federal and additional grant opportunities	Chair	Informational, provide feedback to staff
	Transportation presentation/joint EQC meeting with Complete Streets Commission	City staff	Informational/provide feedback to staff

	Discuss annual agenda calendar/ work plan to present to the City Council	Sustainability staff/Chair and Vice Chair	Action by Commission
June 2025	Annual City Arborist Report	City arborist and public works staff	Informational
	Approve the annual agenda calendar/ work plan to present to the City Council	Sustainability staff	Action by Commission
July 2025	Review and discuss recommendations to reduce vehicle miles traveled	Transportation ad hoc subcommittee, sustainability and public works staff	Provide feedback to staff
	Review Peninsula Clean Energy's programs	Sustainability staff	Provide feedback to staff

#### Ad hoc subcommittees

- Student Engagement Ad Hoc Subcommittee
  - Scope: To identify opportunities, recommend programs, and discuss ways to engage students in Menlo Park.
  - Duration: Three months – report out in September 2024
  - Commissioners: Chair Schmidt, Vice Chair McKenna, Commissioner Meyer
- Heritage Tree Ordinance Administrative Guidelines Ad Hoc Subcommittee
  - Scope: Review and present recommendations to amend the heritage tree ordinance administrative guidelines to protect heritage trees and the city's tree canopy.
  - Duration: Three months – report out in October 2024
  - Commissioners: Chair Schmidt, Commissioner Hill, Commissioner Hedley
- Distributed Energy Resources Ad Hoc Subcommittee
  - Scope: Identify and implement programs that can increase the amount of solar and battery storage in Menlo Park.
  - Duration: Two months – report out in January 2025
  - Commissioners: Commissioner Pelegri-Llopart, Commissioner Hill, Commissioner Kissel
- Impact of Plastics on the Environment Ad Hoc Subcommittee
  - Scope: Research and present recommendations on programs and policies to prevent stormwater pollution in the city including artificial turf and single use plastics.
  - Duration: Two months – report out in January 2025
  - Commissioners: Vice Chair McKenna, Commissioner Hedley
- Climate Change Resilience and Adaptation Ad Hoc Subcommittee
  - Scope: Provide feedback to inform the development of a Climate Change Resilience and Adaptation Plan
  - Duration: Two months with an expected report to the EQC in March 2025
  - Commissioners: Vice Chair McKenna
- Transportation Ad Hoc Subcommittee
  - Scope: Work with Complete Streets and Planning Commissions to develop, implement, and communicate programs that support public transit, bicycling, walking, and rolling to reduce vehicle miles traveled.
  - Duration: Two months with an expected report to the EQC in July 2025
  - Commissioners: Commissioner Hedley, Commissioner Meyer, Vice Chair McKenna



Other topics to be determined

- Identify grant funding opportunities
- Track Menlo Park School District electrification efforts and CAP development
- Promote the installation of electric vehicle charging infrastructure
- Provide recommendations for workforce training related to building electrification
- Urban forest management plan
- Electrification reach codes and policies

Regular items

- Annual selection of Chair and Vice Chair (May)
- Chair report to the City Council (at minimum once per year)
- Set fiscal year commission agenda calendar (June/July)
- Annual informational presentation on existing building electrification outreach and education (annual)
- Annual City Arborist Report (spring)
- Zero Emissions Landscaping Equipment (ZELE) Policy progress (requires two years of reporting to the commission directed by the city council starting in 2025)