

# Environmental Quality Commission



## REGULAR MEETING AGENDA

**Date:** 10/19/2022  
**Time:** 6:00 p.m.  
**Location:** [Zoom.us/join](https://zoom.us/join) – ID# 865 1520 6309

### NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, and maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting and participate using the following methods.

- How to participate in the meeting
  - Access the meeting real-time online at:  
[Zoom.us/join](https://zoom.us/join) –Meeting ID 865 1520 6309
  - Access the meeting real-time via telephone at:  
(669) 900-6833  
Meeting ID 865 1520 6309  
Press \*9 to raise hand to speak

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website [www.menlopark.org](http://www.menlopark.org). The instructions for logging on to the Zoom webinar and/or the access code is subject to change. If you have difficulty accessing the Zoom webinar, please check the latest online edition of the posted agenda for updated information ([menlopark.org/agendas](http://menlopark.org/agendas)).

### Regular Session ([Zoom.us/join](https://zoom.us/join) – ID# 865 1520 6309)

#### A. Call To Order

#### B. Roll Call – Elkins, Evans, Chair Kabat, Vice Chair Hedley, Lin, Schmidt

#### C. Public Comment

The public may address the Environmental Quality Commission (EQC) on any subject not listed on the agenda. Each speaker can make public comment for a limit of three minutes once. The EQC cannot act on items not listed on the agenda other than to provide general information.

#### D. Regular Business

- D1. Approve the September 21, 2022 Environmental Quality Commission regular meeting minutes ([Attachment](#))
- D2. Discuss and recommend to City Council an update to the Environmental Quality Commission roles and responsibilities ([Attachment](#))
- D3. Discuss and recommend to City Council an update to the 2023 Environmental Quality Commission

annual work plan ([Attachment](#))

- D4. Discuss and confirm subcommittee roles for the 2023 Environmental Quality Commission annual work plan ([Attachment](#))

**E. Reports and Announcements**

- E1. Reports and announcements from staff and Commissioners

**F. 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 prior to, the public hearing.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at [jaherren@menlopark.org](mailto:jaherren@menlopark.org). Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at [menlopark.org/agenda](http://menlopark.org/agenda) and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at [menlopark.org/notifyme](http://menlopark.org/notifyme). Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 10/13/2022)



**REGULAR MEETING MINUTES – DRAFT**

**Date:** 9/21/2022  
**Time:** 6:00 p.m.  
**Location:** Zoom

**A. Call To Order**

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

**B. Roll Call**

Present: Evans, Hedley (Vice Chair), Kabat (Chair), Lin, London (exited at 6:11 p.m.), Schmidt  
Absent: Elkins  
Staff: Sustainability Manager Rebecca Lucky, Management Analyst II Ori Paz

**C. Public Comment**

None.

**D. Regular Business**

D1. Approve the August 31, 2022 Environmental Quality Commission meeting minutes (Attachment)

**ACTION:** Motion and second (Evans/ Hedley), to approve the minutes from the August 31 special meeting, passed 5-0 (Elkins and London absent).

D2. Review and discuss EQC annual work plan (Attachment)

Chair Kabat and Sustainability Manager Rebecca Lucky introduced the item.

The Commission reviewed the 2021-2022 Environmental Quality Commission work plan, discussed changes to the mission and work plan items, directed the relevant subcommittees to provide suggested revisions to their assigned tasks for review by at a later meeting. A subcommittee was assembled to compile revisions and present to the Commission.

**ACTION:** Motion and second (Evans/ Kabat), to appoint Vice Chair Hedley and Commissioner Lin to a subcommittee to compile revised work plan language from the subcommittees assigned to the current work plan items and present a draft 2023 work plan to the Commission at a later meeting this year, passed 5-0 (Elkins and London absent).

**E. Reports and Announcements**

E1. Reports and Announcements from staff and commissioners

- Commissioner Evans notified the Commission of an opportunity to provide letters of support to the Belle Haven Community Development fund to assist with a grant the group is seeking.
- Commissioner Schmidt shared a presentation on behalf of the Climate Action Plan (CAP) Outreach Subcommittee, summarizing feedback received at two outreach events (Attachment).

- Management Analyst II Ori Paz provided an update on CAP No. 5 efforts, highlighting progress on the Tesla police department pilot program, partnership with public works on electric vehicle (EV) charging, water heater electrification for City facilities, and Burgess Pool water heater electrification.
- Sustainability Manager Lucky provided updates regarding a shift in the focus of Management Analyst II Ori Paz from outreach to CAP No. 5 efforts, and work with the building and planning divisions to develop a protocol to implement the existing building electrification permit fee waiver/credit program approved by the City Council on August 23, 2022 advancing earlier reach codes with addition of measures to reduce gaps for re-carbonization of new homes and furthering EV charging options, the gas powered leaf blower ban returning to city council, and a clarification of emissions from gas leaf blowers

## **F. Adjournment**

Chair Kabat adjourned the meeting at 7:52 p.m.

Ori Paz, Management Analyst II



# **Menlo Park Community** *Collaboration* **Sessions**

**EQC Report Out – Sept 21, 2022**

Jeff Schmidt, on behalf of the Outreach Subcommittee

# Kickoff of Community Collaboration Sessions

## Purpose

Framework: Vision - Action - Collaboration

Share a vision for Menlo Park's future that responds to a changing climate

Provide overviews and updates on progress towards the goals in the city's Climate Action Plan

Gather ideas and feedback on climate issues, city actions, and various activities from the plan


Activate more citizen participation and ensure a range of voices are heard

## Proposed Topics

- Electric Vehicles
- Sea-Level Rise and Flooding Mitigation
- Building Electrification
- Reach Codes
- Environmental Justice
- Urban Forest and Tree Canopy
- Green Careers


## September Session

Taking CAP Action - Home Electrification and EVs



1. Home electrification of existing buildings converted to all-electric 95%

- Switch out your natural gas or electric resistance hot water heater for a Heat Pump Water Heater
- Air Source Heat Pumps can provide efficient heating and cooling for your home
- Upgrade your gas stove to an Induction Cooktop
- A Heat Pump Dryer can reduce energy use by at least 28% compared to standard dryers



2. More EVs, less gas  
100% EV sales by 2025  
10% less gas sales by 2025

- Purchase a new or used Electric Vehicle (EV) or e-Bike
- Lease a new EV and help create a market for used EVs in the future

Additional Resources

**Menlo Spark**  
<https://menlospark.org> and <https://menlospark.org/goelectric/>  
Benefits of Electrification: <https://bit.ly/3AxZ66m>

**BlocPower**: <https://www.blocpower.io/electrify-menlo-park>

**City of Menlo Park**  
Climate Action Plan: <https://bit.ly/3K3lvez>

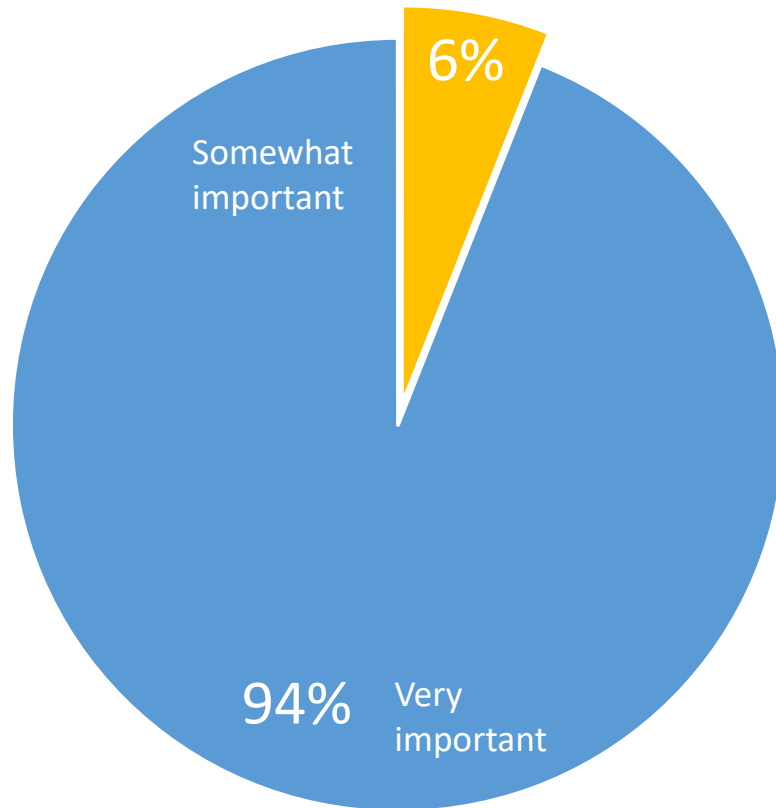
**Other**  
<https://www.penninsulaenergy.com/>  
<https://fossilfreebuildings.org/>  
<https://www.350siliconvalley.org/menlo-park>  
MPC Ready: <https://mpcready.org/>  
Home Electrifiers on Nextdoor: <https://nextdoor.com/g/rgah5vrx/>  
Pocket Guide to Home Electrification: <https://bit.ly/3AxpjC4>



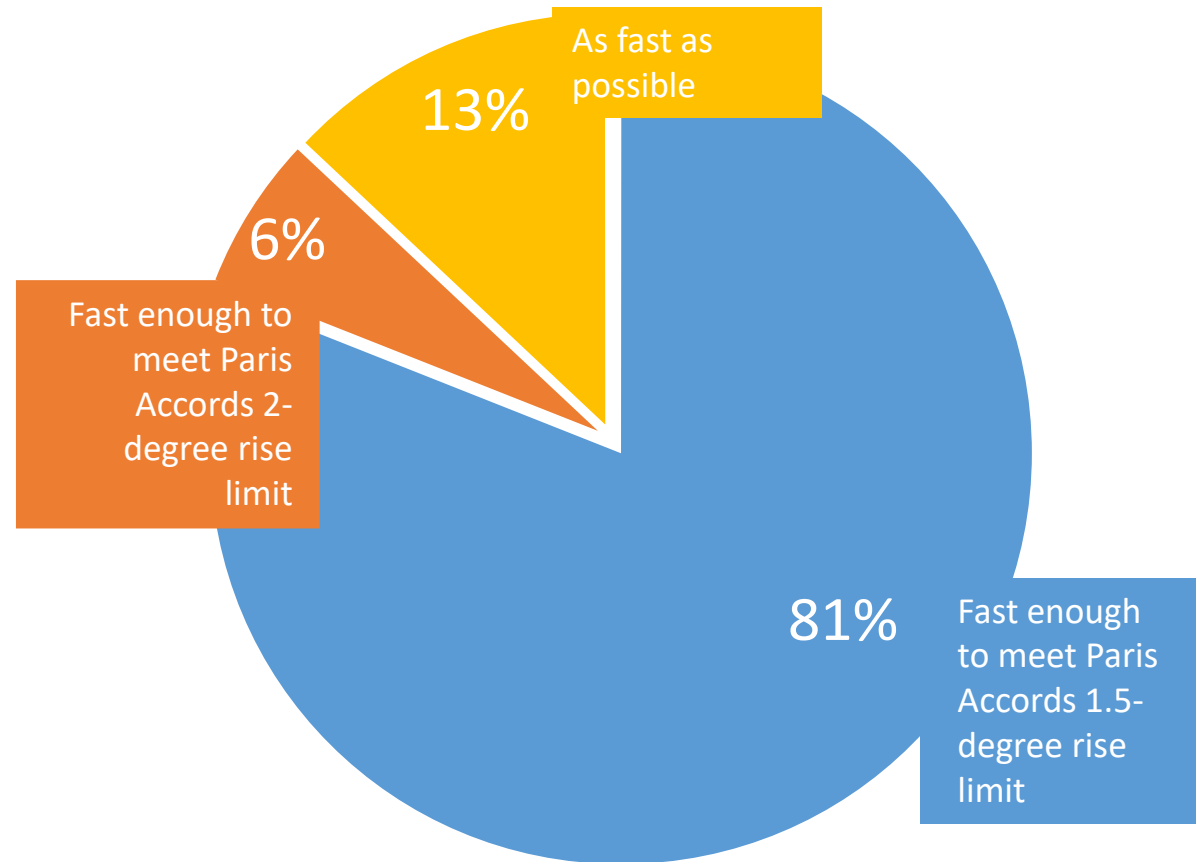
Inflation Reduction Act Savings Calculator  
<https://www.rewiringamerica.org/ap/ira-calculator>

# Sept 13 Session – Belle Haven

How important to you is the issue of climate change?



At what pace would you like to see Menlo Park move towards its climate preservation objectives?



# What's the main reason climate change is important to you? (Belle Haven)

Personal health and giving back to the earth in a positive way that helps it regenerate
I feel a moral responsibility to help future generations the way I was helped by civilization
I want a liveable planet for everyone
Maintain a livable world and avert global catastrophe
Traffic and pollution
Health, earth, it hasn't rained
Planet is sacred
Future of my kids and their kids
It is already impacting people's health. We're living shorter lives than we could, and it is disproportionately affecting poor people and people of color
Because it will affect many people if it is not mitigated. Natural disasters, extreme weather patterns
Under resourced families are most vulnerable
For all living being's welfare, including diverse ecologies
Three grandkids
Want my children to have a livable future and to spare them and the world the worst possible climate catastrophe

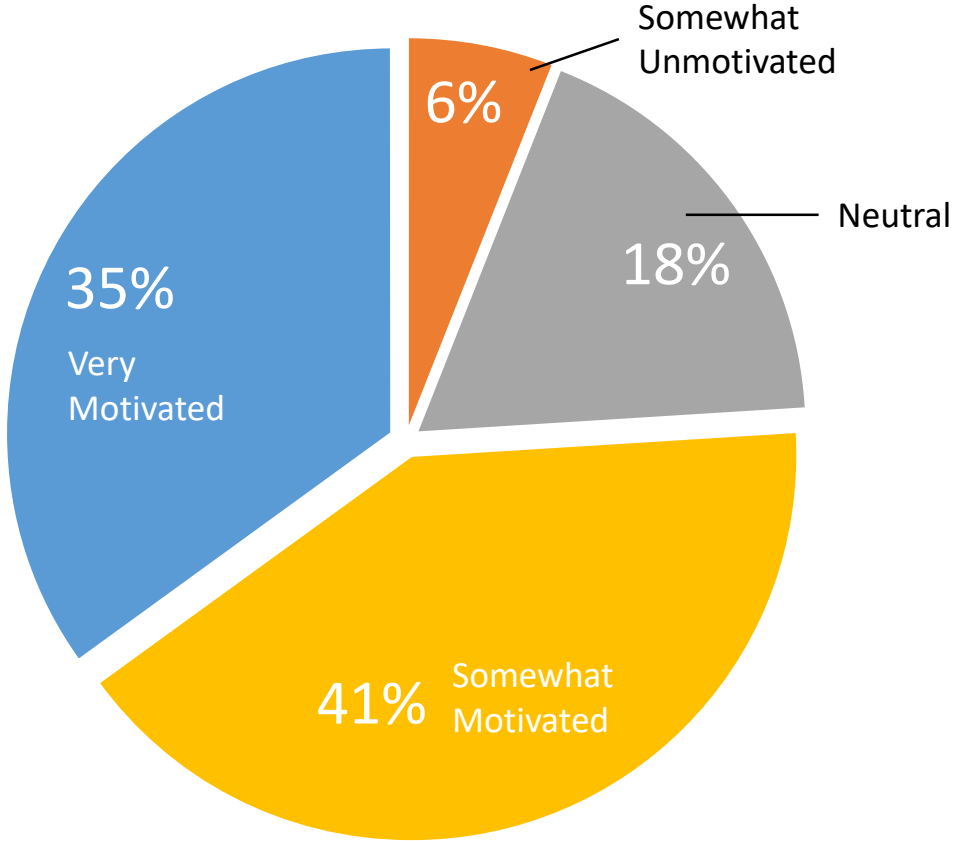


# What additional climate action(s) would you like to see from the city officials and staff of Menlo Park? (Belle Haven)

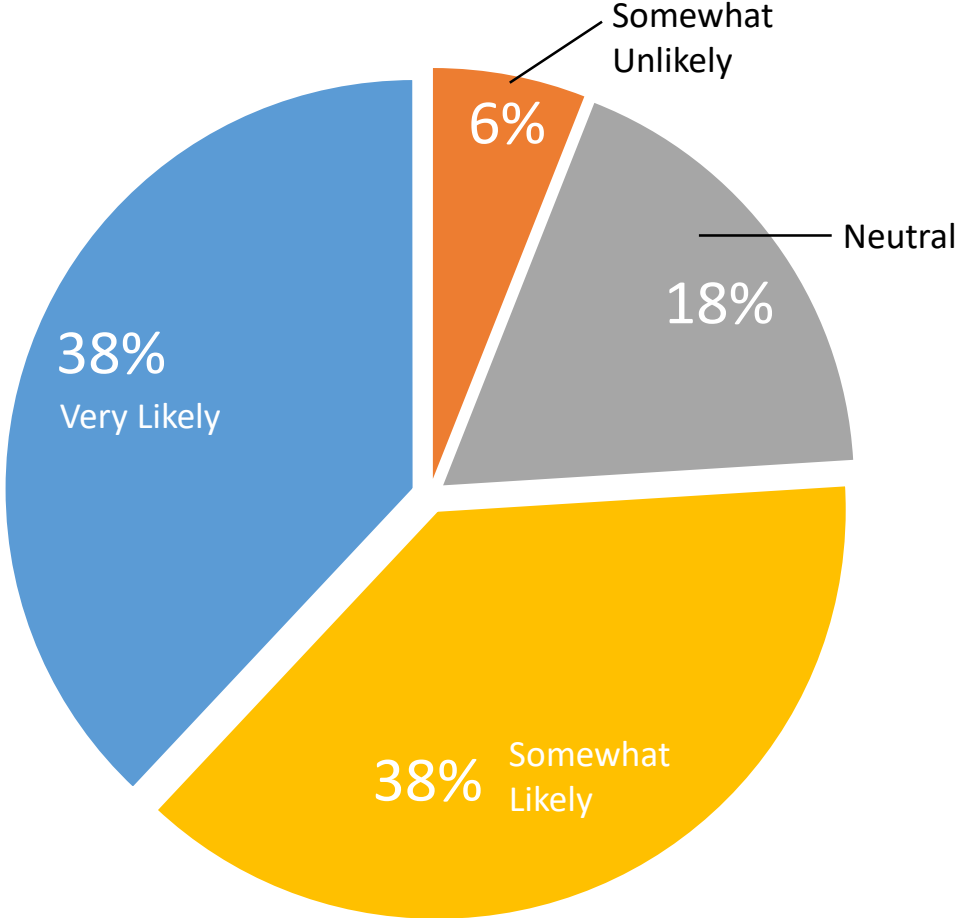
<p>Seriously budget and prioritize climate as a top position. There are a lot of competing forces, but without action here on main CAP points (real accomplishments) other town items will suffer anyway</p>
<p>ROB and EOF 2030, youth involvement</p>
<p>Move as fast as possible to lower our carbon footprint and help make it affordable for everyone</p>
<p>Eliminate all fossil fuel use. Charge more for parking. Adopt a carbon tax / fee</p>
<p>Solutions to the traffic causing pollution</p>
<p>Youth involvement</p>
<p>Explicit focus on addressing environmental justice concerns - Menlo Park won't meet its targets if low-income residents are left to fend for themselves</p>
<p>Information and planing around floods and fire evacuation plans. Talk about environmental justice and equity in Menlo Park and surrounding areas</p>
<p>Focus actions to address needs of the Belle Haven community. Focus on Adaptation</p>
<p>Start to look at the effects of meat-centered diets and encourage plant-forward diets. Helps with environment, human health, and deforestation</p>
<p>Outreach to Sharon Heights condo apartment complexes like 675 Sharon Park Drive where composting / recycling / garbage / cardboard are inadequate and overflowing. There is still use of gas-powered leaf blowers every Thursday.</p>
<p>An ordinance requiring all appliances upon burnout be replaced with electric ones, and a goal set of turning off gas in town in 2030</p>
<p>Need action to push forward adaptation to be committed and hope to see EJ in this action. Using young people to get opportunity and have stipend, summer internships and people that can guide them and be part of the solution. Also get them at city hall. Address importance and look at what they are investing in health, and provide ways to bring more</p>

# Sept 13 Session – Belle Haven

How motivated are you to make changes this year to your transportation, electrification, or consumption habits?



How likely are you to make those changes to your habits?



# What climate-related topics interest you? (Belle Haven)

ENERGY	
65%	Building Electrification
41%	Heat Pumps
59%	Electric Vehicles (cars, bicycles)
24%	EV Financial Incentives
35%	Electric Dryers
53%	Solar Panels
35%	Energy Storage

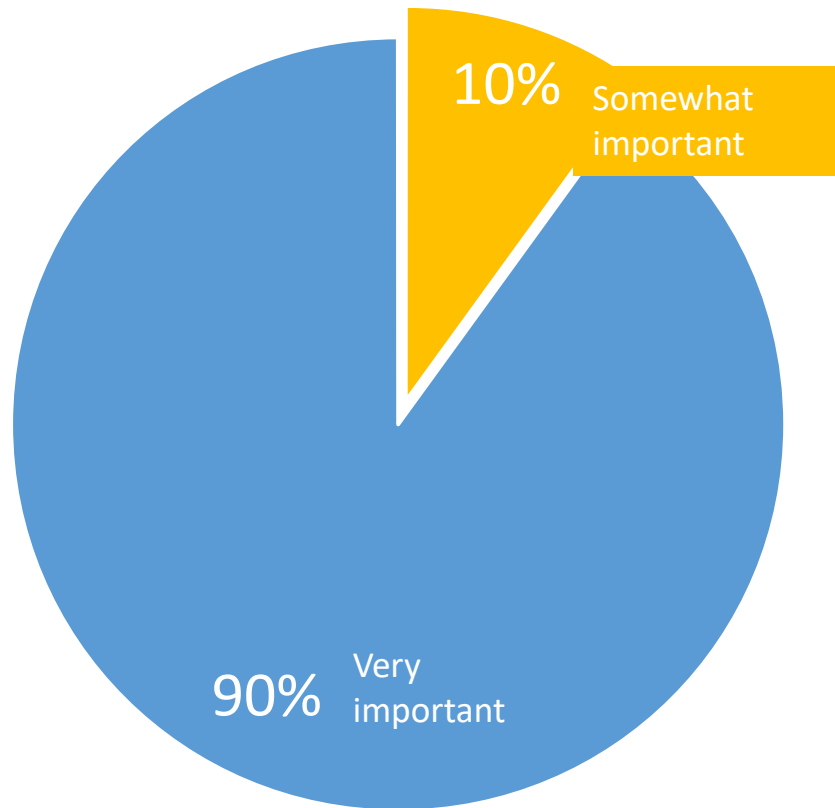
GARDEN / LAND	
41%	Wildfire Prevention
35%	Native Plants
77%	Water Capture / Preservation / Recycling
24%	Gardening in a Drought
35%	Preparing for Sea-Level Rise
29%	Preparing for Fire Storms
59%	Climate-Friendly Urban Design
77%	Urban Forest / Tree Canopy

SOCIAL	
59%	Indigenous Wisdom for Climate Preservation
82%	Environmental Justice
41%	Living a Low-Carbon Lifestyle
24%	15 Minute Cities
0%	Other _____

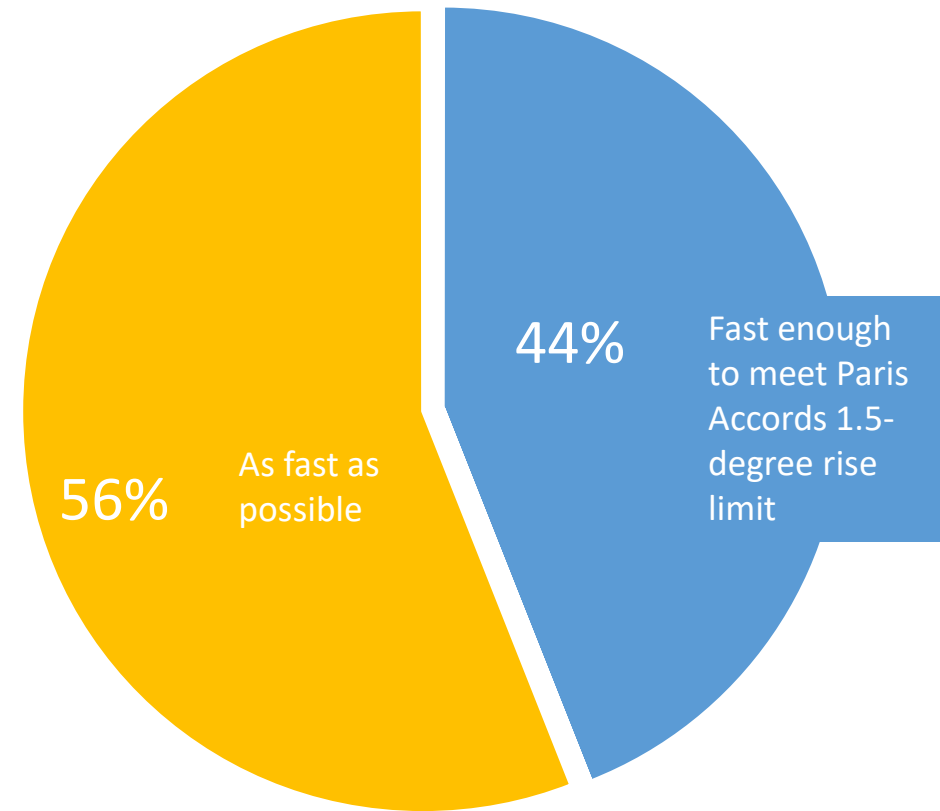
FOOD	
41%	Induction Cooktops
35%	Vegetable-forward Cooking
29%	Kitchen Waste Reduction
47%	Composting
35%	Avoiding Kitchen Waste

# Sept 14 Session – Main Branch

How important to you is the issue of climate change?



At what pace would you like to see Menlo Park move towards its climate preservation objectives?



# What's the main reason climate change is important to you? (Main Branch)

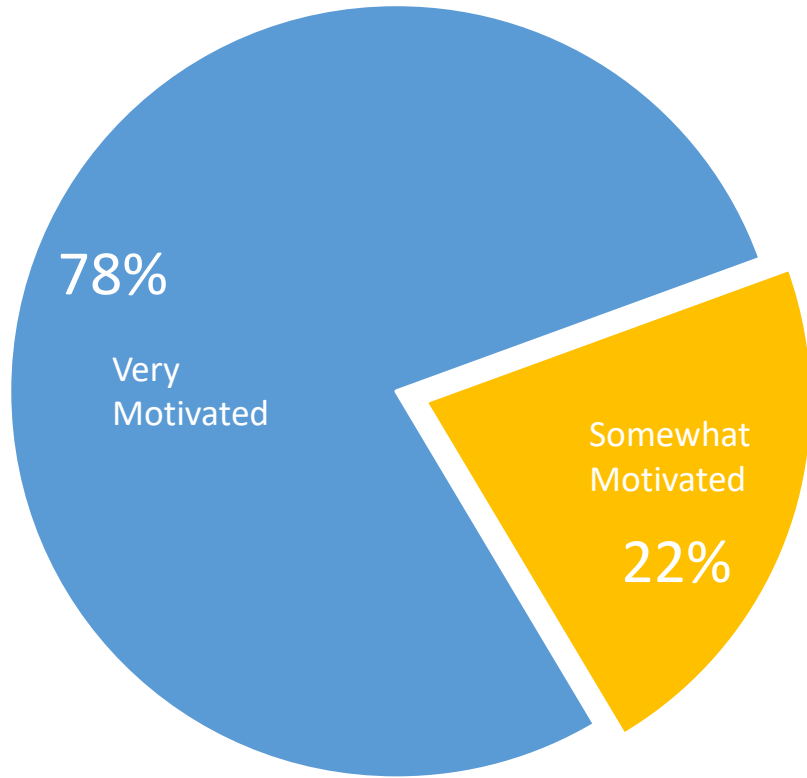
To avert climate catastrophe
Public health and having a habitable planet overall
Todays and future children will not have the same chance to lessen climate impacts as we
We have no other choice
The climate is recognizably changing
It's a looming catastrophe. If we don't take action now, our planet is going to become uninhabitable
My daughter and our biodiversity loss
Future of my kids
We are not making enough progress fast enough. We are not mobilizing our citizens

# What additional climate action(s) would you like to see from the city officials and staff of Menlo Park? (Main Branch)

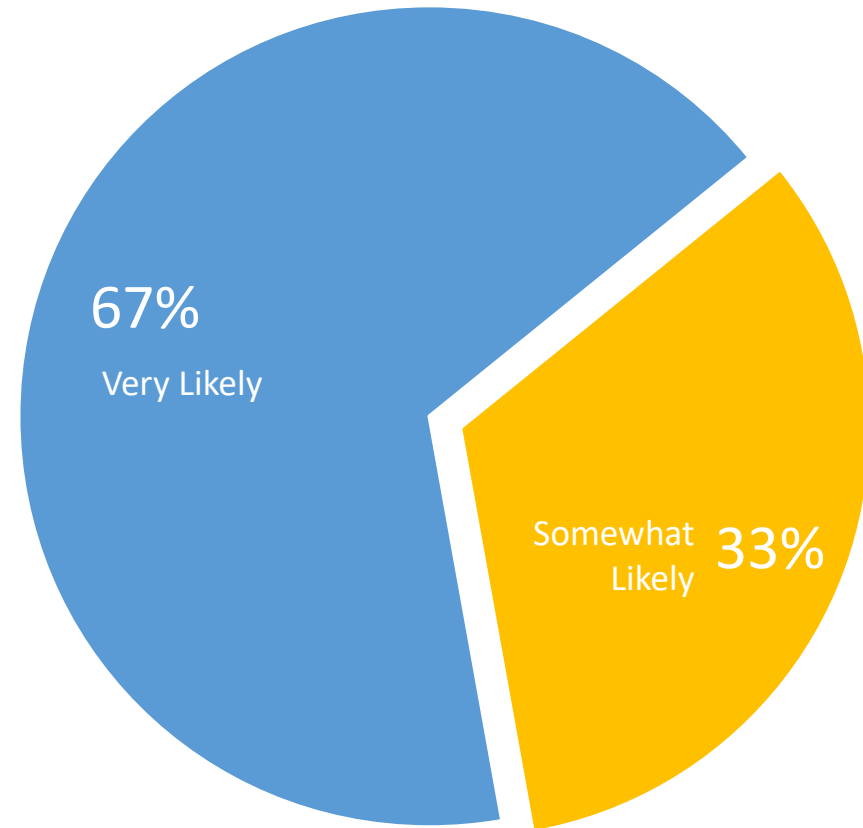
Require electric or zero emissions for all things the city permits. Gas appliance (replace on burnout), generators, etc.
Education on transition to EVs, support for biking and transit
Education on the impacts of animal agriculture, our food choices, and impact each one of us can have each day as we feed ourselves
Properly manage traffic lights to avoid unnecessary stopping and vehicle accumulation at lights where no cross traffic or pedestrians are present
Integrated efforts - roll back the office development. We have not been encouraging driving to an office
Promote eating less meat and promote plant-based diets
Reduce plastics usage
Elevate the climate to the top city priority
Stronger reach codes. More youth involvement programs. Integrated planning - across cities, with schools, with nonprofits
Lead more "hard" conversations

# Sept 14 Session – Main Branch

How motivated are you to make changes this year to your transportation, electrification, or consumption habits?



How likely are you to make those changes to your habits?



# What climate-related topics interest you? (Main Branch)

ENERGY	
40%	Building Electrification
30%	Heat Pumps
60%	Electric Vehicles (cars, bicycles)
40%	EV Financial Incentives
20%	Electric Dryers
20%	Solar Panels
40%	Energy Storage

GARDEN / LAND	
40%	Wildfire Prevention
20%	Native Plants
30%	Water Capture / Preservation / Recycling
30%	Gardening in a Drought
30%	Preparing for Sea-Level Rise
40%	Preparing for Fire Storms
40%	Climate-Friendly Urban Design
40%	Urban Forest / Tree Canopy

SOCIAL	
20%	Indigenous Wisdom for Climate Preservation
30%	Environmental Justice
50%	Living a Low-Carbon Lifestyle
10%	15 Minute Cities
10%	Other _____

Green farming (investing and banking). Climate anxiety (and solutions)

FOOD			
50%	Induction Cooktops	40%	Composting
30%	Vegetable-forward Cooking	40%	Avoiding Kitchen Waste
40%	Kitchen Waste Reduction		



## Next Steps

- Secure dates / times
- Proposed: Oct 17th, Monday from 6-7pm at the Belle Haven Branch. Oct 24th, Monday, from 6-7pm at the Main Branch. November 9<sup>th</sup> and 10<sup>th</sup> from 6-7pm
- October = Environmental Justice. November = Building Electrification
- Outreach for both October and November to local groups, distribution lists of nonprofit partners, media
- Revise survey questions

**Thank  
You**



### **PROPOSED Roles and responsibilities**

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 EQC is charged primarily with advising the City Council on matters involving environmental protection, environmental improvement, sustainability, and climate change.

#### **Commission priorities**

- **Climate Action Plan** - Advise and recommend on the implementation of the climate action plan.
- **Climate Resilience and Adaptation** - Ensure that our most vulnerable communities are protected from environmental impacts.
- **Urban Canopy** - 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.
- **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.

### **CURRENT Roles and responsibilities**

The Environmental Quality Commission is charged primarily with advising the City Council on matters involving environmental protection, improvement and sustainability

#### **Commission priorities**

- Preserving heritage trees
- Using best practices to maintain city trees
- Preserving and expanding the urban canopy
- Making determinations on appeals of heritage tree removal permits
- Administering annual Environmental Quality Awards program
- Organizing annual Arbor Day Event; typically a tree planting event
- Advising on programs and policies related to protection of natural areas, recycling and waste reduction, environmentally sustainable practices, air and water pollution prevention, climate protection, and water and energy conservation

# EQC Roles and Responsibilities Update

October 19, 2022

# Subcommittee Members

- ▶ Nancy Larocca Hedley
- ▶ Jeffrey Lin

We express gratitude to our fellow Commissioners for the robust conversation at the EQC meeting on September 21, 2022, and the partnership with city staff, that provided guidance to the work that follows.

# EQC Roles & Responsibilities

# Intentions and Process

## Reflect the current focus of the Commission

- Public awareness
- Recruiting for new commissioners

## Priorities to include

- Highlight the Climate Action Plan
- Emphasize need for Climate Resilience & Adaptation
- Synthesize Urban Canopy priorities under one heading
- Green and Sustainable Initiatives heading aligns with 2021-2022 work plan

# Proposed Roles & Responsibilities

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 EQC is charged primarily with advising the City Council on matters involving environmental protection, environmental improvement, sustainability, and climate change.

## Commission priorities

- ▶ **Climate Action Plan** - Advise and recommend on the implementation of the climate action plan.
- ▶ **Climate Resilience and Adaptation** - Ensure that our most vulnerable communities are protected from environmental impacts.
- ▶ **Urban Canopy** - 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.
- ▶ **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.



# Current Roles & Responsibilities

The Environmental Quality Commission is charged primarily with advising the City Council on matters involving environmental protection, improvement and sustainability.

## Commission priorities

- ▶ Preserving heritage trees
- ▶ Using best practices to maintain city trees
- ▶ Preserving and expanding the urban canopy
- ▶ Making determinations on appeals of heritage tree removal permits
- ▶ Administering annual Environmental Quality Awards program
- ▶ Organizing annual Arbor Day Event; typically a tree planting event
- ▶ Advising on programs and policies related to protection of natural areas, recycling and waste reduction, environmentally sustainable practices, air and water pollution prevention, climate protection, and water and energy conservation

# Roles & Responsibilities: Side-by-Side

## Proposed

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 EQC is charged primarily with advising the City Council on matters involving environmental protection, environmental improvement, sustainability, and climate change.

### Commission priorities

- ▶ **Climate Action Plan** - Advise and recommend on the implementation of the climate action plan.
- ▶ **Climate Resilience and Adaptation** - Ensure that our most vulnerable communities are protected from environmental impacts.
- ▶ **Urban Canopy** - 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.
- ▶ **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.

## Current

The Environmental Quality Commission is charged primarily with advising the City Council on matters involving environmental protection, improvement and sustainability.

### Commission priorities

- ▶ Preserving heritage trees
- ▶ Using best practices to maintain city trees
- ▶ Preserving and expanding the urban canopy
- ▶ Making determinations on appeals of heritage tree removal permits
- ▶ Administering annual Environmental Quality Awards program
- ▶ Organizing annual Arbor Day Event; typically a tree planting event
- ▶ Advising on programs and policies related to protection of natural areas, recycling and waste reduction, environmentally sustainable practices, air and water pollution prevention, climate protection, and water and energy conservation



## 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~~sustainability, and climate change.

Environmental Quality Commission  
Work Plan for 202~~4~~-202~~3~~2



**Commission members listing**

Commissioner (Chair) ~~Ryann Price~~ Tom Kabat

Commissioner (Vice Chair) ~~Janelle London~~ Nancy Larocca Hedley

Commissioner Leah Elkins

Commissioner ~~Josie Gaillard~~ Angela Evans

Commissioner ~~Tom Kabat~~ Jeffrey Lin

Commissioner ~~Deborah Martin~~ Jeff Schmidt

Commissioner ~~Vacancy~~ James Payne



## Environmental Commission Priority List

The Environmental Quality Commission has identified the following priorities during 2022~~1~~<sup>4</sup>-2023~~2~~<sup>3</sup>:

1.	<p><b>Climate Action Plan (CAP)</b> – 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"> <li>• Adoption of an existing building electrification policy (Action #1)</li> <li>• Promotion of City goals for increasing EVs and decreasing gasoline sales (Action #2)</li> <li>• Implementation of a program or policy to expand access to EV charging for multi-family and commercial properties (Action #3)</li> <li>• Reduction of vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission (Action #4)</li> <li>• Elimination of fossil fuels from municipal operations, including fleet vehicles, gardening equipment, furnaces, water heaters, pool heaters, etc. (Action #5)</li> <li>• Development of a climate adaptation plan to protect the community from sea level rise and flooding (Action #6)</li> </ul>
<u>2.</u>	<p><u><b>Climate Resilience and Adaptation</b> – Advise and recommend on policies to ensure that Menlo Park’s most vulnerable communities are protected from environmental impacts.</u></p>
<u>32.</u>	<p><u><b>Urban Canopy Preservation</b></u><u>Canopy</u> – <u>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. 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.</u></p> <ul style="list-style-type: none"> <li>• <u>Create Urban Forest Master Plan: secure funding, complete canopy audit, community engagement in the process, ensure urban forest is equitable across all districts</u></li> </ul>
<u>43.</u>	<p><b>Green and Sustainable Initiatives</b> – 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>
<u>4.</u>	<p><del><b>Gas Powered Leaf Blower Ordinance</b>– Recommend/advise City Council on a gas-powered leaf blower ordinance.</del></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"> <li>• Mitigating climate change by reducing community-wide greenhouse gas emissions to zero as rapidly as possible and inspiring other cities to follow,</li> <li>• Preparing the community for the effects of climate change, especially the threat of sea level rise, flooding and drought,</li> <li>• 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,</li> <li>• 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.</li> </ul>
--	--

### 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>
---	--

### Step 3

<p>Discuss any priorities already established by City Council</p>	<ul style="list-style-type: none"> <li>• Make gains on our Climate Action Plan, <a href="#">including outreach to the community</a></li> </ul>
---	--

**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><b>Climate Action Plan (CAP)</b> – 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"> <li>Action #1: Review and recommend/advise on a policy to phase out the use of fossil fuels of existing buildings, <u>including a two-step process for renewing and updating Reach codes</u></li> <li>Action #2: Advise on whether to work with BGI for promoting citywide goals of increasing EVs and decreasing gasoline sales</li> <li>Action #3: Review and recommend/advise on policies and programs to increase access to EV charging for multi family and commercial properties</li> </ul>	<ul style="list-style-type: none"> <li>Other cities inspired to join us in adopting bold climate action, as happened with City’s all-electric Reach Code</li> <li>Reduced GHG emissions</li> <li>Reduced air pollution</li> <li>Reduced traffic congestion</li> <li>Improved public health</li> <li>Increased community engagement for emissions reductions</li> <li>Reduced risk of stranding fossil fuel assets</li> <li>Increased equity and environmental justice</li> <li>Increased preparedness for sea level rise and other climate threats</li> <li>Demonstrated environmental leadership</li> <li>Improved transparency on city goals and activities to meet GHG targets</li> </ul>	<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"> <li>Subcommittees</li> <li><del>Possible</del> partnerships with organizations, businesses, other commissions</li> <li>Staff time</li> <li>Consultants/contractors</li> </ul>	<p>2± years</p>	<ol style="list-style-type: none"> <li>City reports progress on CAP metrics such as gasoline sales, EV registrations, natural gas sales, water heater replacements, etc.</li> <li>City adopts policy for phasing out the use of fossil fuels in existing buildings</li> <li>City launches program to assist multi-family and commercial building owners to install EV charging</li> <li>Complete Streets proposes a VMT reduction goal</li> <li>City makes progress on developing a climate adaptation plan</li> <li>Other cities copy Menlo Park’s climate policies and programs</li> </ol>



<ul style="list-style-type: none"> <li>• 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)</li> <li>• Action #5: Continue to advise/recommend ways to electrify municipal buildings, fleet and landscaping equipment</li> <li>• Action #6: Continue to advise/recommend a climate adaptation plan to protect the community from sea level rise and flooding</li> </ul> <p><u>Recommend 2021-22 Climate Action for Council Adoption</u></p> <ul style="list-style-type: none"> <li>• Advise/recommend Council support for State adoption of impactful <del>impactful</del> CALGreen and energy reach codes for the 2022 building code update</li> <li>• Continue to <u>lead Community Collaboration Sessions to engage the community in implementing the CAP and to solicit feedback about climate preservation.</u></li> <li>• <u>Provide</u> recommendations/advice that improves</li> </ul>						
---	--	--	--	--	--	--

<p>communication with the community about the Climate Action Plan</p> <ul style="list-style-type: none"> <li>Recommend City strategy for sharing our policies and analysis with other cities to inspire and help others adopt bold climate action</li> </ul>						
*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><b>Climate Resilience and Adaptation</b> - Ensure that Menlo Park's most vulnerable communities are protected from environmental impacts.</p> <ul style="list-style-type: none"> <li>Create/strengthen partnerships with <u>staff and</u> community organizations to create greater awareness within the EQC about disproportionate impacts of climate change on vulnerable communities.</li> <li>Ensure that perspectives from our most vulnerable populations are represented in EQC discussions and recommendations to Council.</li> <li><u>Create subcommittee to work on this initiative and develop more specific goals.</u></li> </ul>	<p><u>Recommendations to Council are informed with an environmental justice view.</u></p> <p><u>Recommendations to Council take into account the needs of the most vulnerable communities in our city.</u></p> <p><u>Historical inequities begin to be righted.</u></p>	<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"> <li>Subcommittees</li> <li>Partnerships with organizations, businesses, other commissions</li> <li>Staff time</li> <li>Consultants/contractors</li> </ul>		

*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><del>Urban canopy preservation</del>  <u>Urban Canopy</u>  – Continue to leverage best practices to advise and 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.</p> <ul style="list-style-type: none"> <li>Support the creation of an Urban Forest Master Plan (UFMP) to include securing funding for UFMP, complete canopy audit, community engagement in the process, ensure urban forest is equitable across all districts, researching ways other cities measure and enhance the health of their urban forest</li> <li>Continue to recommend/advise development of a comprehensive urban canopy strategy for Menlo Park, which include Ms monitoring the effectiveness of the new Heritage Tree Ordinance</li> <li>H, hearing heritage tree appeals, and consider</li> </ul>	<ul style="list-style-type: none"> <li>Complete audit of Menlo Park’s tree canopy</li> <li>Clear goals for the future of our urban forest</li> <li>More equitable canopy coverage across all districts</li> <li>Increased shade and cooling to counteract extreme heat</li> <li>Increased carbon sequestration</li> <li>Improved public awareness and satisfaction with our urban forest and Heritage Tree policies</li> <li>Efficient functioning of the Heritage Tree policies</li> </ul>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<ul style="list-style-type: none"> <li>Subcommittee</li> <li>Partnerships with organizations, businesses, other commissions</li> <li>Staff time</li> <li>Consultants/contractors</li> </ul>	Ongoing	<ul style="list-style-type: none"> <li>Reduction in the number of healthy trees removed</li> <li>Increase in the diversity and quality of trees within the entire urban canopy</li> <li>Improved coordination with the planning process</li> <li>Deliver recommendation on conducting inventory and catalogue of urban tree canopy</li> </ul>

<p><del>establishing an urban canopy inventory.</del></p> <ul style="list-style-type: none"> <li>• Receive updates on implementation and operation of the Heritage Tree Ordinance and recommend adjustments as needed</li> <li>• <del>Research ways other cities measure health of urban forest and make a recommendation to Council</del> <u>Organize annual Arbor Day event</u></li> <li>•</li> </ul>						
*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><b>Green and Sustainable Initiatives</b> – 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"> <li>• <u>Support community and/or city-led Earth Day events</u></li> <li>• <u>Administer the annual Environmental Quality Awards program.</u></li> </ul>	<ul style="list-style-type: none"> <li>• Reduced cases of asthma</li> <li>• Clean air</li> <li>• Clean water</li> <li>• Reduced environmental impacts on health</li> <li>• Reduced exposure to pollutants</li> <li>• More efficient water usage</li> <li>• Critical habitat preserved</li> <li>• Less waste generated</li> </ul>	<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"> <li>• Create Subcommittee, if needed</li> </ul>	<p>Ongoing</p>	<ul style="list-style-type: none"> <li>• Council and community view Commission as responsive to environmental concerns</li> </ul>

<ul style="list-style-type: none"> <li>• Develop recommendation for pesticide posting ordinance</li> <li>• Support initiatives improving air and water quality</li> <li>• Support initiatives protecting environmental health</li> <li>• Support initiatives that reduce waste</li> <li>• Support initiatives that conserve water</li> <li>• Support initiatives that improve the quality of water runoff in the City</li> </ul>						
<p><del><b>Gas Powered Leaf Blower Ordinance-</b> Recommend/advise City Council on a gas-powered leaf blower ordinance.</del></p>	<ul style="list-style-type: none"> <li><del>• Clean air</del></li> <li><del>• Reduced exposure to pollutants</del></li> <li><del>• Improved public health</del></li> </ul>	<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"> <li><del>• Subcommittee</del></li> </ul>	<p>1 year</p>	<p>Recommendation provided to City Council</p>

**Step 5**

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

<p><b>Urban canopy preservation</b>          – 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><b>Green and sustainable initiatives</b> – 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"> <li>• Develop recommendation for pesticide posting ordinance</li> <li>• Support initiatives improving air and water quality</li> <li>• Support initiatives protecting environmental health</li> <li>• Support initiatives that reduce waste</li> <li>• Support initiatives that conserve water</li> <li>• Support initiatives that improve the quality of water runoff in the City</li> </ul>
<p><del><b>Gas Powered Leaf Blower Ordinance-</b>          Recommend/advise City Council on a gas-powered leaf blower ordinance.</del></p>		<ul style="list-style-type: none"> <li><del>• Form a subcommittee</del></li> <li><del>• Prepare recommendation to City Council and receive further direction</del></li> </ul>		

**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.

# EQC Work Plan Update

October 19, 2022



# Subcommittee Members

- ▶ Nancy Larocca Hedley
- ▶ Jeffrey Lin

We express gratitude to our fellow Commissioners for the robust conversation at the EQC meeting on September 21, 2022, and the partnership with city staff, that provided guidance to the work that follows.

# Work Plan Update for 2023



# Highlights of Changes

- ▶ Updated Commission members listing
- ▶ Updated Priority List to align with proposed Roles & Responsibilities
  - ▶ Added Climate Resilience & Adaptation
  - ▶ Urban Canopy Preservation → Urban Canopy, added Urban Forest Master Plan
- ▶ Step 2 - Minor change to Mission Statement
- ▶ Step 3 - Added community outreach to priorities established by City Council
- ▶ Step 4 - Brainstorm goals, projects, priorities of the commission
  - ▶ Added references to work that was underway or has been discussed as important by the commission
- ▶ See EQC Work Plan 2022\_2023 Draft for details

# EQC Subcommittee Update

October 19, 2022

# Subcommittee Members

- ▶ Nancy Larocca Hedley
- ▶ Jeffrey Lin

We express gratitude to our fellow Commissioners for the robust conversation at the EQC meeting on September 21, 2022, and the partnership with city staff, that provided guidance to the work that follows.

# Subcommittees for 2023 Work Plan

# Subcommittee Review & Next Steps

- ▶ Review current subcommittees
- ▶ Identify any new subcommittees that are needed to implement the work plan
- ▶ Subcommittee review Steps 4 and 5 of the work plan and recommend updates to the EQC at the November meeting

Active Subcommittees	Members
Building Decarbonization	Evans, Kabat
Transportation Decarbonization	Schmidt
Climate Adaptation	Elkins
Climate Outreach	Kabat, Hedley, Schmidt
Trees and Sustainable Initiatives	Elkins, Hedley, Schmidt
Work Plan Update	Hedley, Lin



# Appendix

Current Subcommittee Descriptions

# Building Decarbonization Subcommittee Description

- Researching the technical and financial feasibility of converting the City's existing building stock to all-electric
- Researching financing options available to assist community members with conversions
- Researching policy and funding mechanisms to assist low-income households with conversions
- Reviewing legal frameworks for key policies
- Facilitating City collaboration with key regional agencies, such as Peninsula Clean Energy
- Collaborating with City staff and contractors in drafting key policies
- Preparing materials to help educate the public about building electrification
- Assisting City staff in completing electrification of municipal buildings
- Developing Council recommendations for 2021 CAP actions related to building decarbonization

# Transportation Decarbonization Subcommittee Description

- Researching the technical and financial feasibility of policies and programs to increase access to EV charging, especially during the day and for residents of multi-family housing
- Reviewing the offerings of service providers who may be able to assist the City and community members in building out its EV charging network
- Reviewing legal frameworks for proposed policies
- Serving as a liaison to the Complete Streets Commission in developing and achieving a City goal to reduce Vehicle Miles Traveled by 25% through 1) rezoning to support increased housing density near transit and 2) the build out of a network of connected bike/ped paths throughout town
- Tracking and promoting the City's goals of 1) making all new vehicles be electric by 2025 and 2) reducing gasoline sales each year by 10%
- Assisting City staff in converting the municipal vehicle fleet to all-electric by identifying new electric vehicle offerings for staff and Council consideration
- Developing Council recommendations for 2021 CAP actions related to transportation decarbonization

# Climate Adaptation Subcommittee Description

- Attending meetings of the San Mateo County Flood and Sea Level Rise Resiliency District Board and reporting back to EQC
- Working with staff and Council members to engage community members who will be most affected by sea level rise to educate them and take their input on how best to address the issue
- Tracking Menlo Park's plans for sea walls and/or levees to protect the community against sea level rise and keeping the EQC apprised of those plans
- Making recommendations to City Council on proposed development in the City's future flood zones
- Researching other potential effects of climate change on the City, including wildfire, drought and heat waves, and identifying plans to address those effects
- Developing a proposal for capturing 10% of the City's 2005 greenhouse gas emissions by 2030 through direct carbon removal

# Climate Outreach

## Subcommittee Description

- Identifying opportunities for Staff and the EQC to educate the public about climate change and Menlo Park's climate action plan
- Preparing educational materials and promoting them, either in conjunction with Staff or as private citizens
- Devising a plan, including proposed venues, for regularly presenting the public with information about ways to electrify buildings, decrease gasoline consumption, reduce vehicle miles traveled and prepare for climate-related emergencies
- Relaying to EQC any public feedback on the CAP and related policy proposals
- Supporting the City's formal outreach effort on climate policies, as directed by Staff
- Regional collaboration and collaboration with local nonprofits (applied to all subcommittees)
- Focus on student/teacher/school outreach

# Trees and Sustainable Initiatives

## Subcommittee Description

- Organizing the City's Arbor Day Tree Planting event
- Assessing the effectiveness of the City's new Heritage Tree Ordinance and making recommendations to EQC for any changes needed
- Supporting Staff in development of an inventory and catalogue of the urban tree canopy
- Receiving public concern related to non-climate sustainability concerns, including: habitat protection, healthy ecology, environmental health protection, healthy air, surface water runoff quality, water conservation and waste reduction
- Recommending appropriate responses or programs to address public concerns about non-climate sustainability matters

# Work Plan Update Subcommittee Description

- Review and recommend updates to the Roles & Responsibilities and Priorities for the EQC
- Recommend updates to the Work Plan for 2023
- Recommend process for finalizing the Work Plan for presentation to Council in early 2023