

Environmental Quality Commission



REGULAR MEETING AGENDA

Date: 4/16/2025
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 – Hedley, Hernandez, Hill, Kissel, Chair McKenna, Meyer, Vice Chair 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 March 19, 2025 Environmental Quality Commission meeting minutes ([Attachment](#))
- D2. Discuss Climate Action Plan progress report ([Attachment](#))
- D3. Discuss state, federal and additional grant opportunities ([Attachment](#))

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.

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.gov. 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.

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Environmental Quality Commission



REGULAR MEETING MINUTES – DRAFT

Date: 3/19/2025
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, Hernandez, Hill (Remote – AB 2449 Just Cause, arrived at 6:08 p.m., exited at 7:26 p.m.), Kissel, Vice Chair McKenna, Meyer, Pelegri-Llopart
Absent: None
Staff: Sustainability Manager Rachael Londer, Management Analyst II Liz Tapia

C. Public Comment

- Brian Schmidt spoke in support of the March 22 City Council priority setting session, the \$4.5 million electrification grant, reach codes, repairing the El Camino bike lane and new efforts to achieve 2030 Climate Action Plan goals.

D. Regular Business

D1. Welcome new commissioner

Vice Chair McKenna introduced Commissioner Hernandez.

Commissioner Hernandez spoke on his background.

D2. Approve the February 19, 2025 Environmental Quality Commission meeting minutes (Attachment)

ACTION: Motion and second (Pelegri-Llopart/ Hedley), to approve the February 19, 2025 Environmental Quality Commission meeting minutes with edits to items A. and D3., passed 6-0-1 (Hill absent).

D3. Select chair and vice chair.

Vice Chair McKenna introduced the item.

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

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

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



- D4. Report out on Zero Emission Landscaping Equipment (ZELE) ordinance and voucher program (Attachment)

Chair McKenna introduced the item.

Sustainability Manager Rachael Londer made the presentation.

The Commission received clarification on outreach and education, code enforcement and landlord notifications.

- Brian Schmidt spoke in support of continuing rebates, a leaf blower webinar hosted by Sustainable San Mateo County (SSMC) and the ZELE ordinance.
- Emily Burt spoke in support of the ZELE ordinance, Menlo Park enforcement and the voucher program.

The Commission discussed public notifications, outreach to residents and landscapers, additional vouchers and promotional material and eligibility.

- D5. Consider disbanding or selecting additional commissioners to ad hoc subcommittees

Chair McKenna introduced the item.

ACTION: Motion and second (McKenna/ Hedley), to select Commissioner Hernandez and Commissioner Meyer to join the Climate adaptation ad hoc subcommittee, passed unanimously.

E. Reports and Announcements

- E1. Reports and announcements from staff and Commissioners

Sustainability Manager Rachael Londer reported out on the March 22 City Council priority setting meeting, the March 25 City Council meeting at the Belle Haven Community Campus (BHCC), the April 9 deadline for Environmental Quality Commission vacancy applications, March 31 heat pump hot water heaters installation at Burgess pool, application for a \$300,000 grant from the Bay Area Regional Energy Network, Metropolitan Transportation Commission grant for \$2.2 million awarded for electric vehicle charging, BHCC award of Leadership in Energy and Environmental Design (LEED) certification, April 3 Sustainable San Mateo County award ceremony recognizing BHCC LEED award and April 26 Love our Earth Festival.

Chair McKenna reported out on a court case ruling in New York involving Energy Policy and Conservation Act (EPCA) and Assembly Bill 306.

Vice Chair Pelegri-Llopart reported out on tracking climate legislation.

Commissioner Kissel reported out on a tracking legislation tool.

F. Informational Items

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

G. Adjournment

Vice Chair McKenna adjourned the meeting at 7:26 p.m.

Management Analyst II Liz Tapia



Climate Action Plan progress report – Strategies #1, #2 and #3

Rachael Londer, Sustainability Manager

Agenda

- Background
- Greenhouse Gas (GHG) emissions
- CAP strategy #1
 - Permit fee waiver
 - Home Upgrade Program
 - PCE programs
- CAP strategies #2 and #3
 - City efforts
 - PCE programs

Background

- Climate action has been a top City Council priority since 2020.
- In July 2020, the City adopted the 2030 Climate Action Plan (CAP) with a goal to be carbon neutral by 2030.
- Annually, sustainability staff provide City Council a progress report on CAP implementation progress.
- The last progress report was presented to City Council Aug. 13, 2024.
- On Aug. 27, 2025 City Council adopted a resolution to amend the 2030 climate action plan to include an implementation scope of work for 2025-2030.

Background



CAP update process

EQC provided
recommendation for
Scope of Work CAP
implementation

CAP 2025-2030 Scope
of Work
Implementation
adoption

CAP Progress Report
and GHG Emission
Inventory to City Council
FY24-25

CAP Progress
Report to City
Council

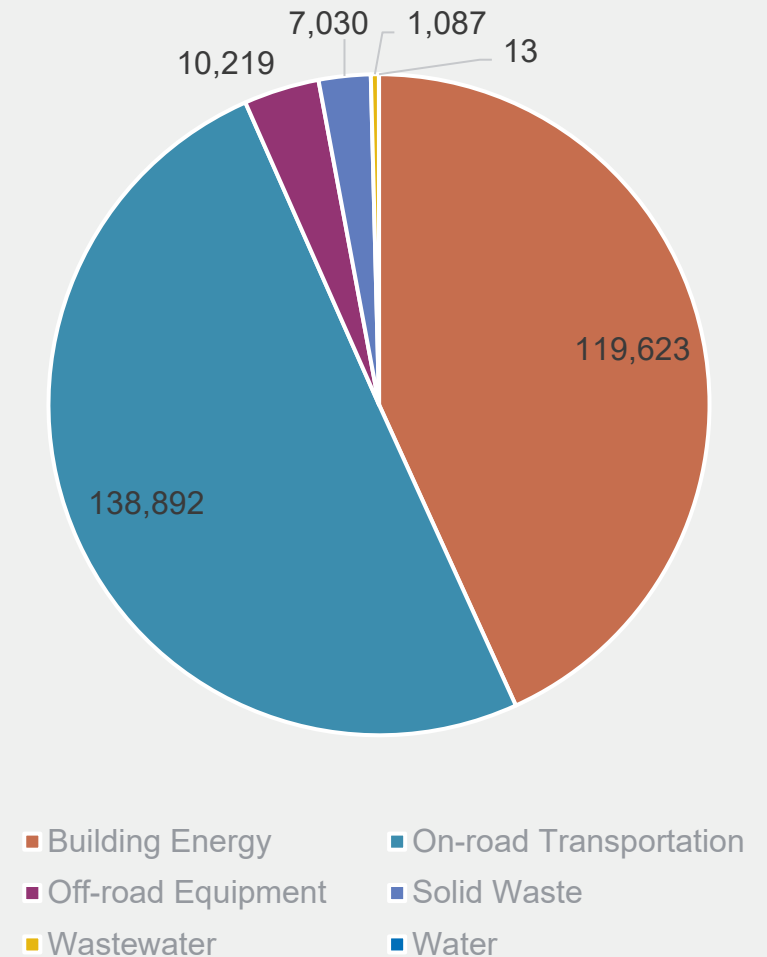
CAP 2025-2030
Scope of Work
Implementation

2023 GHG Emissions reductions

2005 is the baseline year for GHG emissions, Menlo Park's GHG emissions totaled 350,000 metric tons of carbon dioxide equivalent (MTCO₂e)

Sector	2005	2021	2023	Total reduction
Building Energy	213,855	121,573	119,623	44%
On-road Transportation	143,136	142,569	138,892	2.5%
Off-road Transportation	10,370	9,465	10,219	1.5%
Solid Waste	53,987	7,749	7,030	86%
Wastewater	-	1,077	1,087	-
Water	-	124	13	89%
TOTAL	379,600*	282,558	276,866	27%*

*Measure is above baseline, totals are skewed



CAP strategy #1

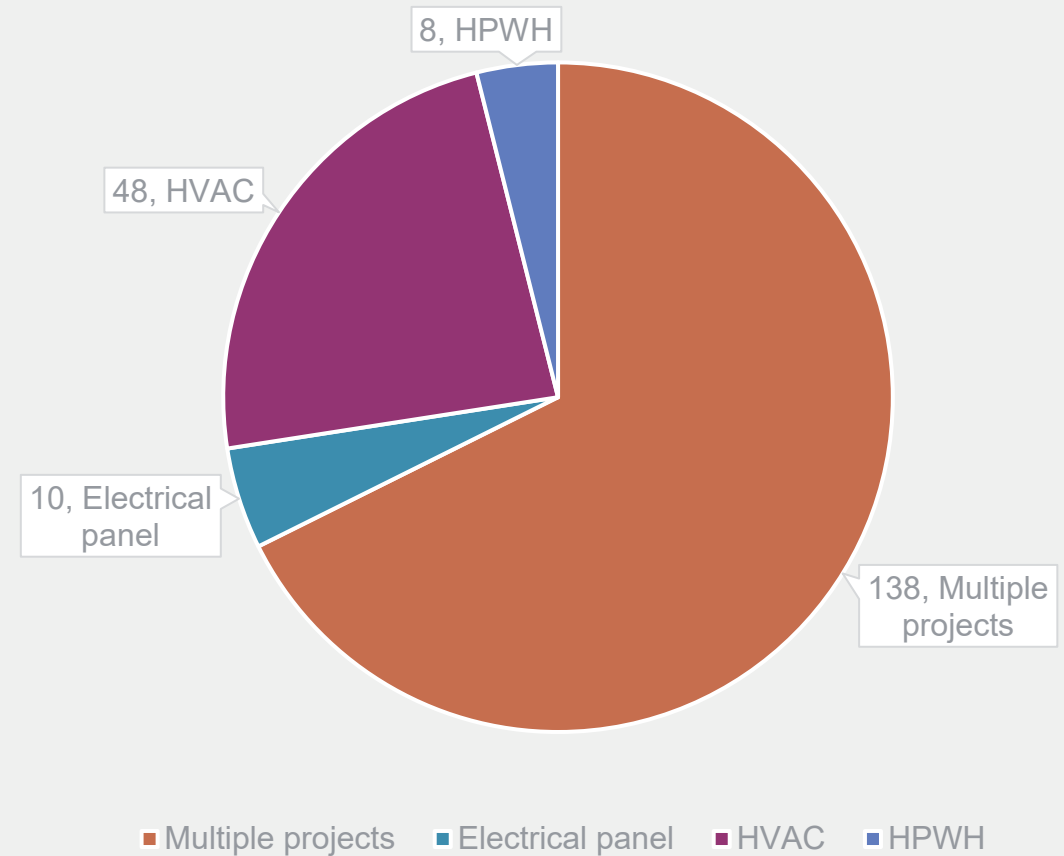


- Explore policy/program options to convert 95% of existing buildings to all-electric by 2030.
- Implementation scope of work (short term and ongoing):
 - Adopt pre-wiring requirements for existing buildings in the short term and evaluate performance requirements both new and existing buildings during the 2025 code cycle adoption
 - Develop additional program options to disperse California Energy Commission (CEC) grant funds including opportunities for residents who are renting
 - Continue to evaluate and enhance a permit streamlining program
 - Require all-electric construction for affordable housing built on City owned land

CAP Strategy #1

- Permit fee waiver
 - Total permits 742
 - Total funds waived \$276,012
- Fiscal year 2024-2025
 - 204 permits
 - \$87,029 waived

Electrification Projects FY24-25



CAP Strategy #1

- Home Upgrade Program
 - Funded by California Energy Commission (CEC) grant
 - The City executed an agreement for \$2.21 million with Peninsula Clean Energy (PCE) to electrify homes in Belle Haven

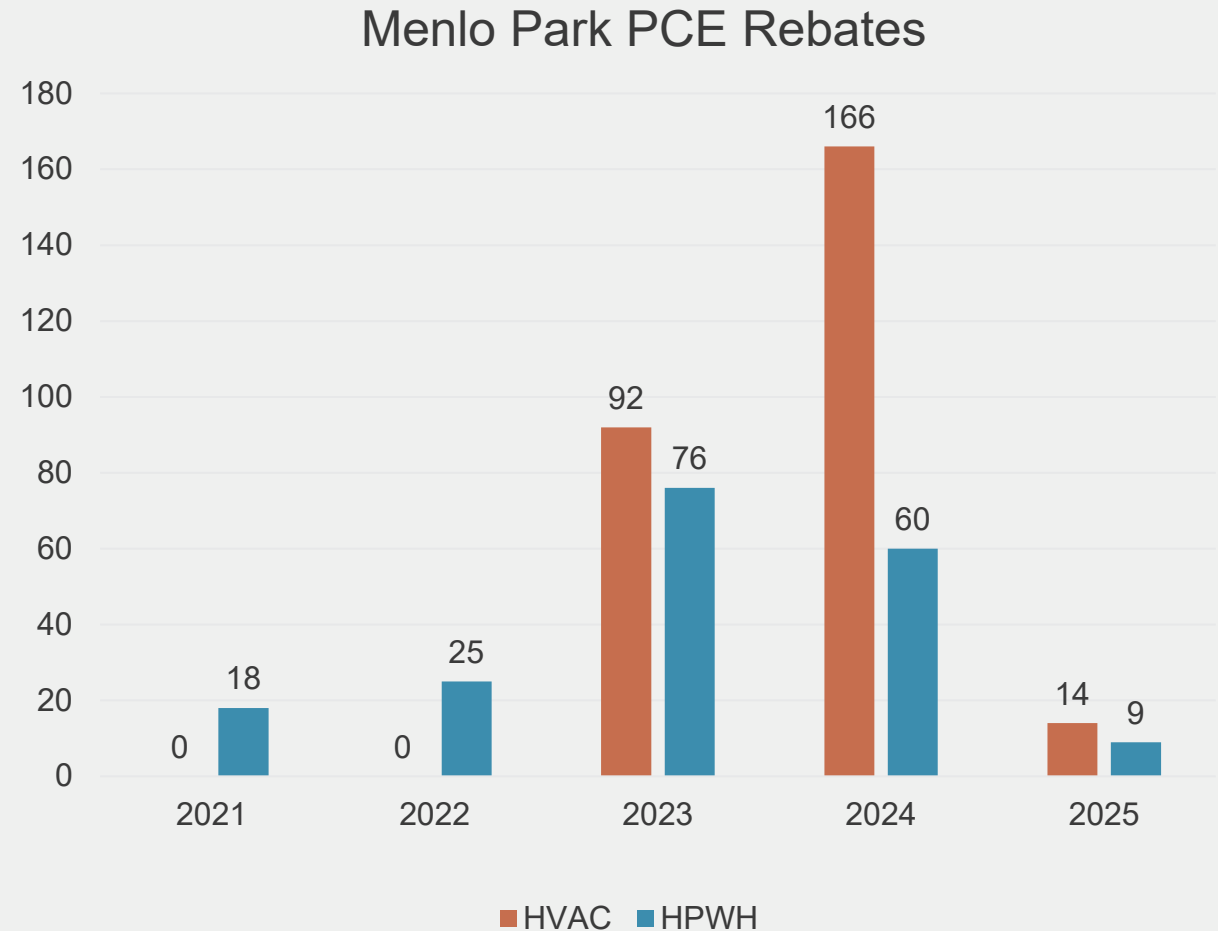
Metric	Number completed (as of March 31)
Applications received (Menlo Park form)	53
Scheduled assessments	34
Signed participation agreements	18
Installations completed	5
Fully electrified	2

CAP strategy #1



■ PCE rebates in Menlo Park

- Heat pump heating, ventilation and air conditioning system (HVAC): 272
- Heat pump water heater: 188
- Total rebates: 460



CAP strategies #2 and #3

- CAP #2 set citywide goal for increasing EVs and decreasing gasoline sales; and #3: Expand access to EV charging for multifamily and commercial properties
- Implementation scope of work (short term and ongoing):
 - Inform stakeholders of current incentives and benefits
 - a. Promoting existing information on EVs, affordability, and emphasizing current incentives
 - b. Evaluating potential partners for Level 1 & Level 2 charging

CAP strategies #2 and #3

- EV Charging grant from MTC award for \$2.3 million
- PCE Programs in Menlo Park

	2024 Calendar Year	Since program inception	Estimated GHG savings	Total project or incentive value
Number of ports installed in Menlo Park (multifamily)	63	102 (since 2019)	400 MTCO ₂ e	\$425K
Number of ports installed in Menlo Park (commercial)	0	20 (since 2019)	140 MTCO ₂ e	\$90K
Number of e-bike incentives issued	13	65 (since 2021)	50 MTCO ₂ e	\$49K
Number of EV incentives issued	12	47 (since 2019)	250 MTCO ₂ e	\$110K

Discussion

Discuss state, federal and
additional grant
opportunities

Proposition 4

California's Climate Bond



Introduction to Proposition 4

- \$10 billion bond for climate resilience initiatives
 - Approved by California voters in November 2024 (60% yes, 40% no)
 - Statewide coalition of around 180 organizations.
 - Themes for proposed project areas:
 - Water Resources
 - Wildfire Prevention
 - Coastal Resilience
 - Biodiversity
 - Clean Air
 - Urban Greening



Introduction to Proposition 4

- Roughly 30 state entities will oversee the funding
- Dedicated funding for tribes, farmworker groups and vulnerable communities
 - 40% designated for disadvantaged communities
 - 10% designated for severely disadvantaged communities
- Focus on multi-benefit projects; leveraged funds
- CA Natural Resources Agency will report annually on status



Key Funding Categories

- Safe Drinking Water, Drought, Flood and Water Resilience\$3.8 billion
- Wildfire and Forest Resilience: \$1.5 billion
- Coastal Resilience: \$1.2 billion
- Clean Air: \$850 million
- Extreme Heat Mitigation: \$450 million
- Park Creation and Outdoor Access: \$700 million
- Climate Smart Agriculture: \$300 million
- Biodiversity Protection & NatureBased Climate Solutions: \$1.2 Billion

\$10 Billion



- Safe Drinking Water, Drought, Flood and Water Resilience
- Wildfire and Forest Resilience
- Coastal Resilience
- Clean Air
- Extreme heat Mitigation
- Parks and Outdoor Access
- Agriculture
- Biodiversity

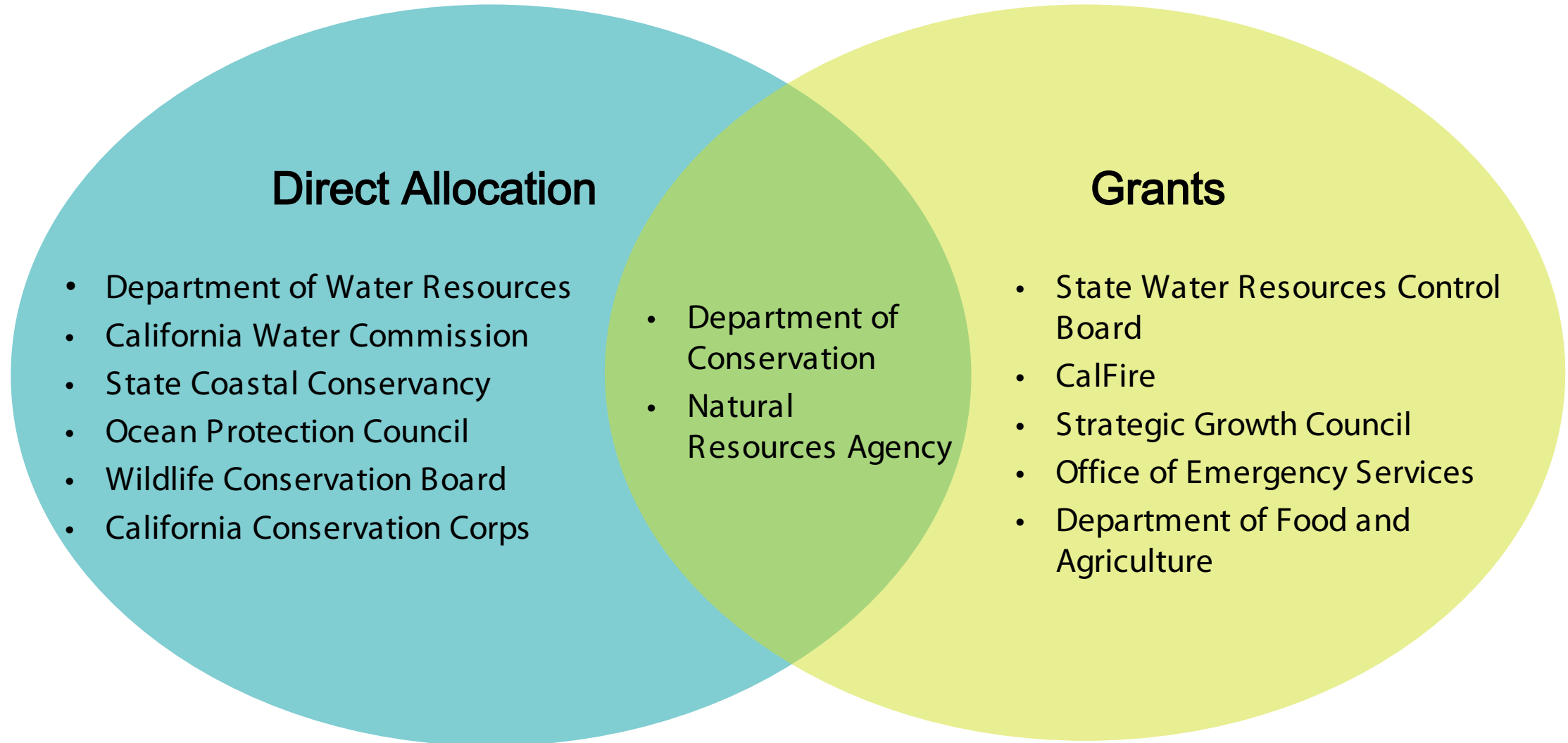
Prop 4 Funding

Governor’s Proposition 4 Proposal: Multiyear Spending Plan

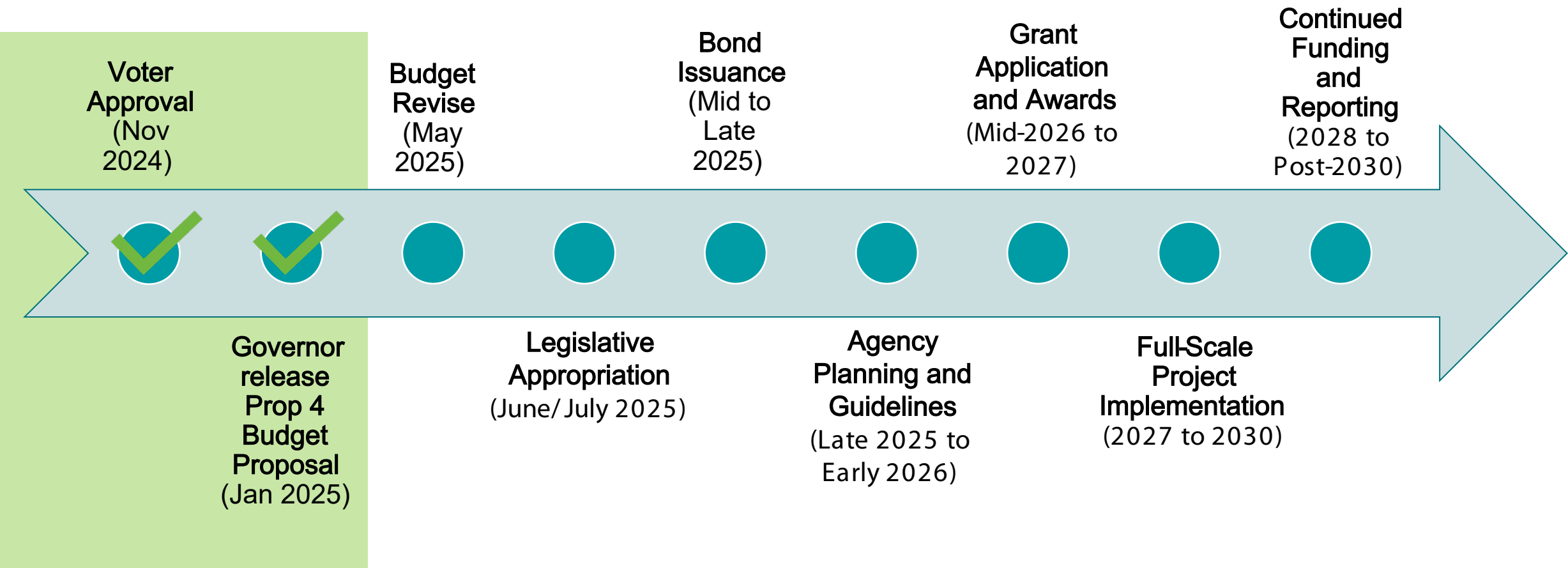
(In Millions)

Purpose	Bond Total	2025-26	2026-27	2027-28	2028-29 Through 2039-40	Pending
Safe Drinking Water, Drought, Flood, and Water	\$3,800	\$1,074	\$972	\$819	\$925	\$10
Wildfire and Forest Resilience	1,500	325	376	214	496	89
Coastal Resilience	1,200	173	129	190	708	—
Biodiversity and Nature-Based Climate Solutions	1,200	286	136	165	512	101
Clean Energy	850	275	229	3	21	323
Park Creation and Outdoor Access	700	286	117	42	23	231
Extreme Heat Mitigation	450	102	172	152	24	—
Climate Smart Agriculture	300	134	84	15	7	60
Totals	\$10,000	\$2,655	\$2,215	\$1,600	\$2,716	\$814

California Agencies Receiving Funding



Estimated Timeline for Fund Availability



Applying for Grant Funding

- Granting Agencies want to make this process easy and efficient
 - Agencies working together to improve coordination, remove silos, combine funding streams to get *multi-benefit projects* funded
 - Rolling applications, simple initial applications, briefing calls available
 - Jurisdictions can apply for multiple grants
 - Effort to reach new grantees
 - 40% designated for disadvantaged communities
 - 10% designated for severely disadvantaged communities
- Urgency to distribute funds
 - 1/3 of Clean Energy funds will be allocated in 2025-26
 - Uncertainty of federal funding
 - Worsening environmental conditions



Staying Involved

- California Climate Bond: Grant Programs Feedback Survey
 - Share your experiences working with grants
 - Survey open until April 18th
 - [Take the survey here!](#)
- Climate Bond Updates Listserv
 - Join CNRA email listserv to receive the latest info on the bond
 - [Join the listerv here!](#)
- Coastal Conservancy Climate Bond Webinar
 - Hosted a webinar about funding opportunities on March 17
 - [Watch the recording here!](#)



Useful Links

- Read Full Text of Enacted Legislation [here.](#)
- Read about Water, Drought and Flood funding [here.](#)
- Read about Wildfire and Forest Resilience funding [here.](#)
- Read about Nature-Based Solutions and Biodiversity funding [here.](#)
- Read about Coastal Resilience funding [here.](#)
- Read about Sustainable Agriculture, Farms and Working Lands funding [here.](#)

References

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- State of California. *Proposition 4: Safe Drinking Water, Wildfire Prevention, Drought Preparedness, Flood Protection, Extreme Heat Mitigation, and Clean Air Bond Act of 2024*. Official Ballot Text. California Secretary of State, 2024. [2]
- California State Treasurer's Office. *Bond Accountability and Issuance Practices*. California State Treasurer, 2023, www.treasurer.ca.gov. [2]
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- California Department of Water Resources. *Integrated Regional Water Management Program Guidelines*. Department of Water Resources, 2023, water.ca.gov. [2]
- California State Water Resources Control Board. *Drinking Water State Revolving Fund Annual Report 2022*. State Water Resources Control Board, 2022, www.waterboards.ca.gov. [2]
- California Department of Forestry and Fire Protection. *Wildfire Resilience Grant Opportunities Overview*. CalFire, 2022, www.fire.ca.gov. [2]
- Proposition 1 (2014): *Water Quality, Supply, and Infrastructure Improvement Act of 2014*. California Legislative Analyst's Office, 2014, lao.ca.gov. [2]
- Proposition 68 (2018): *California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018*. Official Voter Information Guide, California Secretary of State, 2018, voterguide.sos.ca.gov. [2]
- Proposition 4 Spending Plan (2025): Legislative Analyst's Office. The 2025-26 Budget. <https://lao.ca.gov/Publications/Report/4958>

Safe Drinking Water, Drought, Flood and Water Resilience (\$3.8 B)

Agency	Total Allocated Funds	Projects
State Water Resource Control Board	\$610 million	<ul style="list-style-type: none"> - Grants for safe drinking water - Groundwater contamination prevention - Water reuse and recycling; stormwater management - Crossborder water quality (Tijuana and New Rivers)
Department of Water Resources & Natural Resource Agency	\$461.25 million	<ul style="list-style-type: none"> - Groundwater storage and recharge - Flood management and stormwater control - Regional water conveyance repairs - Integrated water management
Department of Conservation	\$200 million	<ul style="list-style-type: none"> - Groundwater sustainability projects
California Water Commission	\$75 million	<ul style="list-style-type: none"> - Supplemental grants for inflationary cost adjustments on water storage projects approved under WSIP
Department of Water Resources & State Water Resource Control Board	\$1.1 billion	<ul style="list-style-type: none"> - Flood risk and stormwater management
DWR, RMC, SMMC, SCC, CNRA, WCB	\$605 million	<ul style="list-style-type: none"> - Protection and restoration of rivers, lakes, and streams; watershed resilience
Wildlife Control Board	\$150 million	<ul style="list-style-type: none"> - Streamflow enhancement program; habitat enhancement and restoration program
Various Conservancies	\$1 billion	<ul style="list-style-type: none"> - Other

Wildfire and Forest Resilience (\$1.5 B)

Agency	Total Allocated Funds	Projects
Department of Forestry and Fire Protection (CalFire)	\$588 million	<ul style="list-style-type: none"> - Wildfire prevention, forest health, fuel reduction - Workforce housing and training for wildfire workers - Tribal wildfire resilience programs
Office of Emergency Services (Cal OES)	\$135 million	<ul style="list-style-type: none"> - Wildfire mitigation grants - Structure hardening for fire resistance - Smoke mitigation programs
Department of Conservation (DOC)	\$235 million	- Regional Forest and Fire Capacity Program, Infrastructure for vegetative waste
Department of Parks and Recreation (Parks)	\$200 million	- Forest health and watershed projects
Various Conservancies	\$270 million	- Regional projects, watershed improvement, forest health, biomass utilization, chaparral and forest restoration, and workforce development, reducing risk from electricity transmission
California Conservation Corps	\$50 million	- Demonstrated jobs projects
Transportation Commission	\$26 million	- Watershed improvement, forest health, biomass utilization, chaparral and forest restoration, and workforce development

Coastal Resilience (\$1.2 B)

Agency	Total Allocated Funds	Projects
State Coastal Conservancy	\$840 million	<ul style="list-style-type: none"> - Coastal resilience projects - San Francisco Bay programs - Coastal/flood management for developed shoreline - Dam removal and water infrastructure
California Ocean Protection Council	\$135 million	<ul style="list-style-type: none"> - Conservation of marine wildlife - Restoration of kelp forests, eelgrass meadows, and oyster beds - Ocean current mapping infrastructure
California Sea Level Rise Mitigation and Adaptation Act of 2021	\$75 million	<ul style="list-style-type: none"> - Sea level rise mitigation projects, adaptation strategies
Department of Parks and Recreation	\$50 million	<ul style="list-style-type: none"> - Sea level rise adaptation in coastal state parks, recreational access improvements
Natural Resources Agency and Department of Fish and Wildlife	\$75 million	<ul style="list-style-type: none"> - Island ecosystem protection, climate-ready fisheries management, kelp restoration
Department of Fish and Wildlife	\$25 million	<ul style="list-style-type: none"> - Hatchery upgrades and expansions, conservation hatcheries for Central Valley Salmon

Clean Air (\$850 M)

Agency	Total Allocated Funds	Project
TBD	\$325 million	<ul style="list-style-type: none"> - Public financing of clean energy transmission projects that are necessary to meet the state's clean energy goals to reduce or offset ratepayer costs associated with the public benefits of transmission projects.
California Energy Commission	\$475 million	<ul style="list-style-type: none"> - Construction of port facilities Building publicly owned facilities for manufacturing, assembling, staging, and integrating components for offshore wind generation. - Expansion and improvement of port infrastructure Enhancing public port infrastructure to support vessels involved in the installation, maintenance, and operation of offshore wind generation. - Upgrades to port facilities General improvements to existing port facilities.
California Energy Commission	\$50 million	<ul style="list-style-type: none"> - Demand Side Grid Support Program (load reduction and backup generation efforts to increase electric grid reliability during extreme weather events)

Extreme Heat Mitigation (\$450 M)

Agency	Total Allocated Funding	Projects
Office of Emergency Services (Cal OES)	\$60 million	<ul style="list-style-type: none"> - Establishing community resilience hubs (e.g., cooling centers). - Clean air and emergency power facilities.
Department of Forestry and Fire Protection (CalFire)	\$50 million	<ul style="list-style-type: none"> - Urban forestry projects to expand tree cover and mitigate urban heat impacts.
Natural Resource Agency	\$100 million	<ul style="list-style-type: none"> - For urban greening programs
Office of Land Use and Climate Innovation's Extreme Heat and Community Resilience Program	\$50 million	<ul style="list-style-type: none"> - To reduce impact of extreme heat and urban island effect.
Office of Land Use and Climate Innovation	\$150 million	<ul style="list-style-type: none"> - Transformative Climate Communities Program
California Department of Food and Agriculture	\$40 million	<ul style="list-style-type: none"> - Fairground updates

Park Creation and Outdoor Access (\$700 M)

Agency	Total Allocated Funds	Projects
Dept. of Parks and Recreation	\$200 Million	- For the creation, expansion, and renovation of safe neighborhood parks in park-poor neighborhoods
Natural Resource Agency	\$100 Million	- For the protection, restoration, and enhancement, of the natural resource values of the state park system & expansion of recreational opportunities/ public access to trails
Dept. of Parks and Recreation	\$175 Million	- To address the backlog of deferred maintenance
Natural Resource Agency	\$200 Million	- For the reduction of climate impacts on disadvantaged communities & expansion of recreation opportunities
Natural Resource Agency	\$25 Million	- Nature and climate education

Biodiversity Protection & Nature-Based Climate Solutions (\$1.2 B)

Agency	Total Allocated Funds	Projects
Wildlife Conservation Board	\$870 million	<ul style="list-style-type: none">- Streamflow enhancement- Salmon habitat restoration- Water rights acquisition for habitat conservation
Various Conservancy Groups	\$320 million	<ul style="list-style-type: none">- To reduce the risks of climate change impacts upon communities, fish and wildlife, and natural resources, and increase public access
Natural Resources Agency	\$10 million	<ul style="list-style-type: none">- Tribal NatureBased Solutions Program

Climate Smart Agriculture (\$300 M)

Agency	Total Allocated Funds	Projects
Dept. of Food and Ag.'s Office of Environmental Farming and Innovation	\$105 Million	- For improvements in climate resilience of agricultural lands and ecosystems
Dept. of Food and Agriculture	\$20 Million	- To funding invasive species projects. (priority will go to projects that restore biodiversity and ecosystem health.)
Dept. of Conservation	\$45 Million	- For the protection, restoration, conservation, and enhancement of farmland and rangeland. - Increasing land access and tenure
Dept. of Food and Agriculture	\$90 Million	- For grants that benefit small and medium-sized farms, socially disadvantaged farmers, beginning farmers or ranchers, and veteran farmers or ranchers, and increase the sustainability of agricultural infrastructure and facilities that support food systems, and increase market access
California Vanpool Authority, California Dept. of Education, Dept. of Community Services and Development	\$40 Million	- Deployment of vanpool vehicles and related facilities - Research farms at postsecondary education institutions - Low-Income Weatherization Program—farmworker housing

Environmental Quality Commission work plan

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



Work plan goals		
<ol style="list-style-type: none"> 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 2. Ensure that our most vulnerable communities have a voice in policies and programs to protect their communities from environmental impacts. 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. 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. 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. 6. Encourage and facilitate robust public comment and participation at Commission meetings. 7. Foster a public meeting environment that is inclusive of all members of the diverse Menlo Park community. 8. Support the filling of openings on the Commission and the effective onboarding of new Commissioners. 		
Work plan history		
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 guidelines ad hoc subcommittee	Action by Commission

	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
April 2025	Discuss CAP progress report	Sustainability staff	Informational/no action
	Discuss state, federal and additional grant opportunities	Chair	Informational, provide feedback to staf
May 2025	Update on building code local amendment options	Sustainability staff	Provide feedback to staff
	Discuss CAP No. 4 (reduce vehicle miles traveled) implementation	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 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: Chair McKenna, Commissioner Hernandez, Commissioner Meyer
- 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, 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
- Review and discuss recommendations for developing a climate change resilience and adaptation plan

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)