



**Town of Atherton
ENVIRONMENTAL PROGRAMS COMMITTEE
APPROVED MINUTES**

November 19, 2020

1:00 p.m.

HOLBROOK PALMER PARK-MAIN HOUSE

150 Watkins Avenue
ATHERTON, CALIFORNIA

REGULAR MEETING

1. ROLL CALL

Present: Chair Holly Joseph
Diana Hawkins Manuelian
Emily Conn

Absent: Kelly Davis
Elizabeth Lewis

Staff Present: Stephanie Bertollo Davis, Principal Planner
Jake Garcia, Associate Planner

2. PUBLIC COMMENTS

Atherton Resident Betsy Colby expressed that she attended the most recent City Council Meeting where the Leaf Blower Ordinance was discussed and suggested that staff present more information regarding the threat of climate change and the possibility of using alternative landscaping methods such as rakes and brooms.

3. COMMITTEE AND STAFF MEMBER COMMENTS:

Principal Planner Bertollo Davis presented an extensive update of the Leaf Blower Ordinance as discussed at the November 18, 2020 City Council Meeting.

Committee Member Hawkins Manuelian highlighted that the City Council had many questions regarding the logistics and feasibility of the Leaf Blower Ordinance and suggested that in the proposed pilot program to identify units of measures pertaining to area to be covered, batteries packs utilized and how long they are used for. She further recommended that the Town produce recommendations and education for how to manage

leaf and debris under heritage trees and how to minimize the overall need for leaf blowing on the property in its entirety.

Chair Joseph recommended that staff reach out to residents whom already utilize electric leaf blowers to better assess what is worth measuring and what are the pros and cons and experiences.

EPC directed staff to further discuss a voluntary Leaf Blower residential program at a later EPC meeting.

Associate Planner Garcia provided follow up to previously posed questions from the EPC.

Associate Planner Garcia informed the EPC that there is no age limit for EPC members however any EPC member is required to be a registered voter in the Town of Atherton.

Associate Planner Garcia informed the EPC of the efforts conducted by the EPC to promote the Green Building Awards program sponsored by the Sustainable San Mateo County.

Associate Planner Garcia informed the EPC that the recent transition between waste management service providers was based considerations to cost and need to comply with new state legislation, SB 1383.

4. APPROVAL OF MINUTES

a. Approval of Minutes from the November 5, 2020 special meeting.

The minutes were approved as distributed.

M/S Conn / Hawkins Manuelian Aye: 3 Noes: 0 Absent: 1

5. REGULAR BUSINESS

a. Discussion of a proposed EPC Work Plan and Associated Review of the Prioritized List of Greenhouse Gas (GHG) Reduction Measures of the Climate Action Plan (CAP)

Principal Planner Bertollo Davis presented the memo.

Committee member Hawkins Manuelian highlighted that finding updated information on the progress of the Climate Action goals was not easily accessible and asked where the most up to date information can be found.

Staff responded that the San Mateo County Office of Sustainability assesses and reports data and that they will reach out to the County for any available update to data presented.

Committee member Hawkins Manuelian requested that the documents and Town website be updated to show the most up to date information as well as assessing new baseline data.

Staff directed that any programs or policies that the EPC would like implement on the approved climate action plan, prioritized goals can be planned and implemented, but other components such as baseline data, may require further approval by the City Council and may already be provided or forthcoming from the County of San Mateo.

Committee member Hawkins Manuelian referenced programs offered by Menlo Park and asked if the Town of Atherton can participate in these types of programs or collaborate and invite other sustainability groups that may present or collaborate with.

Staff confirmed that they would look into providing an update to current data available for the town, requirements for the CAP updates or changes, and opportunities to work with other groups or jurisdictions.

The EPC outlined concerns with the current accessibility and marketing of the Town's Sustainability Website.

The EPC directed Staff to work on updating the website to be more accessible and provide the most up to date information.

Committee Member Conn was appointed as an Ad Hoc Subcommittee to work with Staff to update the Town's sustainability website.

The EPC reviewed CAP measures that have yet to be discussed and decided they would like to meet with the Bicycle and Pedestrian Committee to discuss goals focused around the implementation of the Town's Bicycle and Pedestrian Plan.

The EPC decided that they would wait for the change in waste management provider is finalized before working on waste management measures/goals.

The EPC decided to continue the conversation of prioritization of work plan measures to a later meeting when more members are present.

b. Discuss Potential for Changes to the EPC Regular Meeting Schedule

This EPC directed staff to continue this item to a later meeting date until the EPC has most of its voting members who would be affected by the changes to the regular meeting schedule present.

c. Student Volunteer/Intern on EPC

Committee member Hawkins Manuelian expressed that she believes there to be the possibility for students to be beneficial to the EPCs role in advising the City Council and implementing Climate Action Plan Measures. She further asked what the best method for moving forward in creating a Student intern position would be.

Staff instructed that the EPC would need to clarify the details such as number of interns, amount of time and types of projects that an intern would work on. Further, an intern would need to receive credit for the work done, and the intern would need to be managed by Town Staff.

Staff highlighted that an Ad Hoc sub Committee could be appointed to work on the details of creating an intern position with the Staff.

The EPC directed staff to work with an Ad Hoc Sub Committee to create a student internship position.

Committee member Hawkins Manuelian indicated that she would be willing to work on the Ad Hoc Subcommittee for creating a student internship role.

d. Discuss Implementation of Approved Climate Action Plan (CAP) Greenhouse Gas Reduction Measures – Green Building Educational materials

Associate Planner Garcia presented the memo.

The EPC appointed Chair Joseph as an Ad Hoc Sub Committee to proceed with staff to create the green building educational materials.

e. Potential Earth Day / Community EPC Sponsored Event

Committee member Conn highlighted that if the EPC did not intend on hosting an event due to COVID 19 then they could redirect funds to other ideas such as the Can I Recycle This App.

Committee member Hawkins Manuelian suggested that the EPC take the work plan from the 2020 Earth Day event and converting it into a virtual event to be presented to the City Council.

f. Discussion Regarding Can I Recycle This, App

The EPC directed Staff to reach out to Menlo Park who has implemented this program to check in and see if the program has been challenging or successful and if

there are any additional considerations to discuss. Upon further information being provided the EPC will discuss at a later meeting.

6. NEW BUSINESS

a. Menlo Park and Sustainable San Mateo County Report Updates

These documents were provided for informational context and reference.

7. SET/CONFIRM NEXT MEETING

- a.** The EPC approved the 2021 EPC meeting Calendar, the next meeting is scheduled for January 21, 2021

M/S Joseph / Hawkins Manuelian Aye: 3 Noes: 0 Absent: 1

8. ADJOURN

Meeting was adjourned at 2:13 PM.