



SPECIAL MEETING MINUTES

Date: 2/13/2019
Time: 6:00 p.m.
**City Hall– “Downtown” Conference Room, 1st Floor
701 Laurel St., Menlo Park, CA 94025**

A. Chair Combs called the meeting to order at 6:08 p.m.

B. Roll Call

Present: Vice Chair Cole (joined at 7:45 p.m.), Chair Combs, Judas, K. LeMieux, T. LeMieux, Marshall, Martineau, Nash, Ordonez, Sammut-Johnson
Absent: None
Staff: Sustainability Manager Rebecca Lucky, City Arborist Christian Bonner, Project Contractor Darya Barar, Project Facilitator Debbie Schecter

C. Public Comment

None.

D. Regular Business

D1. Community Building

Project Facilitator Debbie Schecter introduced the item.

D2. Approve the November 14, 2018, Heritage Tree Task Force meeting minutes (Attachment)

Chair Combs introduced the item.

ACTION: Motion and second (Nash/Judas) to approve meeting minutes, passed (9-0-1; Cole absent).

D3. Approve the December 6, 2018, Heritage Tree Task Force meeting minutes (Attachment)

Chair Combs introduced the item.

ACTION: Motion and second (Judas/Nash) to approve meeting minutes, passed (9-0-1; Cole absent).

D4. Review and discuss heritage tree enforcement options and select best practices or ideas for Phase II analysis (Staff Report #19-001-HT) (40 min)

Project Contractor Darya Barar introduced the item.

ACTION: Motion and second (K. LeMieux/Combs) to explore various mechanisms for enforcement to ensure replacement trees are planted similar to City of Hayward example (onsite inspection, video, photographic evidence, etc.) including a follow-up inspection or provision of evidence (e.g. video,

photograph, etc.) that a replacement tree is thriving up to a maximum of two years after planting, passed (8-1-1; Ordonez dissenting, Cole absent).

ACTION: Motion and second (Nash/Ordonez) to explore a second inspection up to maximum of five years after planting, passed (5-4-1; Combs, K. LeMieux, T. LeMieux, Sammut Johnson dissenting, Cole absent).

Vice Chair Cole arrived at 7:45 p.m.

ACTION: Motion and second (Nash/Marshall) explore the payment of a bond/deposit (similar to other City process e.g. construction and demolition deposit) at the time of planting to be refunded after appropriate time period has elapsed and confirmation the replacement tree is thriving has been established, passed (5-4-1; Chair Combs, K. LeMieux, T. LeMieux, Sammut Johnson dissenting, Martineau abstained).

ACTION: Motion and second (Nash/Marshall) explore the establishment of an accessible database which allows the community to track status of heritage tree removals and replacement trees, passed unanimously.

D5. Review and discuss heritage tree violation options and select best practices or ideas for Phase II analysis (Staff Report #19-002-HT) (40 min)

Project Contractor Darya Barar introduced the item.

ACTION: Motion and second (K. LeMieux/Judas) explore the addition of heritage tree value assessment as a requirement for development projects, passed unanimously.

ACTION: Motion and second (Nash/Judas) for non-development, explore the use of third party arborists to assess value of heritage tree(s) at the violator's cost, passed unanimously.

ACTION: Motion and second (Judas/K. LeMieux) explore the calculation of fines based on a dollar per inch method (formula based on trunk or stump diameter), passed unanimously.

ACTION: Motion and second (Judas/ Nash) to explore other cities punitive fine structure and determine whether fines are levied on property owners as a response to behaviors that negatively impact the health of heritage trees, passed (6-4-0; K. LeMieux, T. LeMieux, Marshall, Sammut Johnson dissenting).

ACTION: Motion and second (Nash/Judas) to explore removing moratorium method for violations, passed unanimously.

D6. Review and discuss criteria to use for evaluation of policy options (Staff Report #19-003-HT) (1.5 min)

Judas and Marshall departed at 9:00 p.m.

ACTION: Motion and second (Cole/Nash) to establish (1) clarity, (2) canopy, and (3) effectiveness as criteria to evaluate policy options with addition of maintaining canopy for criteria No.2, passed (7-1-2; Martineau dissenting, Judas, Marshall absent).

ACTION: Motion and second (Cole/Martineau) to weight canopy criteria as 50+ percent of the

evaluation with remaining criteria weighted equally, passed (5-3-2; K. LeMieux, T. LeMieux, Sammut Johnson dissenting, Judas, Marshall absent).

E. Reports and Announcements

E1. Staff update and announcements

Sustainability Manager Rebecca Lucky introduced the item.

E2. Next Agenda

Sustainability Manager Rebecca Lucky introduced the item.

F. Adjournment

Chair Combs adjourned the meeting at 9:30 p.m.

Candise Almendral, Project Contractor