



TOWN OF PORTOLA VALLEY
Sustainability and Environmental Resources Committee Meeting
Monday April 16, 2018 10:30 AM to 12:30 PM
Town Hall - Conference Room
765 Portola Road, Portola Valley, CA 94028

SUSTAINABILITY AND ENVIRONMENTAL RESOURCES COMMITTEE MEETING MINUTES

Call to Order: The meeting was called to order at 10:34 AM.

Roll Call:

Committee Members:

Present: Al Sill, Rebecca Flynn, Loverine Taylor, Delle Maxwell, Jim Lussier, Stefan Unnasch, Brandi de Garreaux, Ali Taghavi

Absent: Mia Di Giovanni, Anne-Laure Cuvilliez, Maryann Derwin

Other Attendees: Debbie Mendelson, Dawn Smithson from Cal Water, Kyle Ramey Conservation Coordinator from Cal Water, three representatives from GreenWaste

Oral Communications:

- Debbie – next SOD blitz is Saturday May 12 from 10:00am to 11:00am at the Woodside Town Hall
- Loverine – attended the recent “Floods, Droughts and Rising Seas” Seminar that was sponsored by CCAG. She said it was very valuable. Items discussed included a progress update on the San Mateo County groundwater study, rising sea levels affecting San Mateo County, and rainwater capture
- Stefan – attended Argus California Carbon & LCFS Summit. The SF Sustainability Coordinator spoke: all power purchases will be renewable, all new buildings will be 100% electric, and SF will aggregate the city’s electric vehicle purchases (some issue with EV credits)
- Green Waste – is upgrading the dirty line of Material Recovery Facility

Approval of Minutes – February 12, 2018

February 12, 2018 minutes were approved as written.

Update from Cal Water:

Presentation from Kyle Ramey, Conservation Coordinator for Cal Water – Kyle presented an update on Cal Water conservation activities (his material is available online at the Cal Water web site).

Old Business:

Updates from Brandi:

The town is working with Cal Water to see how we can move forward on smart meters. Cal Water will submit the first draft of a rate case in May. It will include a letter supporting smart meters from the PV Town Council. The plan is to follow up with testimonials on the value of smart meters from Committee Members and Residents.

The town is exploring possibly setting up a micro-grid for the Town Center. The Town Council approved funding for a study to do a proposal to set up the micro-grid.

Brandi is working with HEA to encourage use of the home energy analysis tool.

The town received a grant from the San Mateo County Office of Sustainability to look at our facilities at the PV Town Center. An audit was done of the HVAC systems. These systems are nearing their end of life. She is investigating if moving to a heat pump system is possible. Energy consumption possibly could be reduced by shifting heating and cooling schedules. A lighting audit was also done. She is considering what steps to take in reaction to the audit.

Sub-Committee Update:

There are 3 subcommittees:

- *Energy Efficiency – home energy audits and analytics.*
- *Electrification – heat pump hot water heaters (what does it mean to retrofit a typical home) and study the life cycle of a hot water heater (plan for replacement).*
- *Water subcommittee – Garden Tour, testimonials for rate case.* The Garden Tour has been postponed to next year (a number of key gardens dropped out). It may be reasonable to alternate the Garden Tour with Earth Fair years in the future.

Brandi may set up and attend kickoff meetings for some of the sub-committees before our next committee meeting in June.

Earth Fair 2018:

The Earth Fair is April 28 from 11:00 to 2:30 at the PV Town Center. Brandi left it up to the Committee Members in attendance to discuss having an Earth Fair SERC presence at the conclusion of this meeting. This would include whether to have a presence, and if so, to work out booth material and staffing.

We also discussed the idea of possibly setting up some sort of tech tour of example installations in town of new sustainability technologies (EV battery system, heat pump water heater, ...) later in the year.

New Business:

Charter Amendment – Bimonthly Meetings:

Our Charter needs to be amended for bimonthly meetings rather than monthly. We also need to have a committee mission. These will be addressed at our next committee meeting. Brandi will send out material in advance of the next meeting to aid in the mission discussion.

Budget for 2018-9 Fiscal Year:

Brandi presented a proposed budget for the 2018-9 fiscal year. It is attached. After discussion of the proposal, there were two minor changes:

- Add: Technology Tour \$500
- Add: Partner with Cal Water on home water use report \$2000

The budget was unanimously approved as amended.

Next Meeting – Date/Time and Topics:

June 18, 2018 10:30pm to 12:30pm

- Mission Statement and Charter Amendment
- Subcommittee updates
- Cal Water update by Brandi
- Tech Tour planning

Announcements:

Adjournment:

Meeting adjourned at 12:20pm



Town of Portola Valley

BUDGET WORKSHEET

Committee/Commission: SUSTAINABILITY & ENVIRONMENTAL RESOURCES

Submitted by: Brandi de Garmeaux

ITEM #	BUDGET REQUEST OR ITEM DESCRIPTION/ACTIVITY: Please describe your budget request as clearly as possible.	PROPOSED 2017-2018 BUDGET	PROPOSED 2018-2019 BUDGET	FUTURE YEAR BUDGETS *		
				2019-20	2020-21	2020-22
1	Rebate for Heat Pump/Water Heater (10 @ \$100) - Pilot Program	\$1,000				
2	Home Energy Analytics Online Tool Subscription (100 @ \$20)	\$2,000	n/a			
3	Rebranding/relaunching Support for Home Energy Analytics Tool	\$1,000	\$1,000			
4	Home Energy Score In-Home Analysis (10 @ ~\$200) - Pilot Program	\$2,000	\$2,000			
5	Garden Tour 2018	\$1,500	\$1,500			
6	Education & Outreach - social media ads/printed materials/banners	\$1,500	\$1,000			
7	Table at Earth Fair	\$600	\$600			
8	Special Workshops (e.g., Laundry to Landscape)	\$1,000	\$1,000			
9	Light Bulb Giveaway	\$1,000	\$1,000			
	TOTAL BUDGET	\$11,600	\$8,100			
				* Future Budget Requests are merely estimates for capital items (ie. furniture, computers, trucks, roads, etc.) that you anticipate purchasing/building in future years. Future year budgets are not binding on the Council, but provide a heads-up for possible costs in the future.		

Sub-Committee Organization & Plan:

- * Energy Efficiency – Home Energy Analytics.
- * Electrification – heat pump hot water heaters (what does it mean to retrofit a typical home) and study the life cycle of a hot water heater (plan for replacement).
- * Water subcommittee – garden tour, testimonials for rate case.