



**SAN MATEO COUNTY
BOARD OF SUPERVISORS
ENVIRONMENTAL QUALITY COMMITTEE**

**Richard Gordon, Chair
Jerry Hill, Vice-Chair**

**Peggy Jensen, Deputy County Manager
Mike Murphy, Assistant County Counsel
400 County Center, Redwood City, CA
650-363-4123**

TO: Environmental Quality Committee

FROM: Peggy Jensen, Deputy County Manager

SUBJECT: Environmental Quality Committee Meeting—Agenda for October 30, 2007

DATE: October 24, 2007

Meeting Date and Time: October 30, 2007, 2:00 PM

Place: Board Conference Room, Office of the Board of Supervisors
First Floor, 400 County Center, Redwood City, California

1. Call to Order
2. Oral Communications
3. Approval of the Minutes from the September 25, 2007 Meeting - *Attachment*
4. Cool Counties Update (Jim Porter, Department of Public Works for Peggy Jensen, CMO) – *Attachment*
5. Williamson Act Update (Lisa Grote, Planning and Building Department)
7. Next Meeting: November 27, 2007 at 2:00 PM
8. Adjourn

A COPY OF THE SAN MATEO ENVIRONMENTAL QUALITY COMMITTEE AGENDA PACKET IS AVAILABLE FOR REVIEW AT THE CLERK OF THE BOARD'S OFFICE, HALL OF JUSTICE, 400 COUNTY CENTER, FIRST FLOOR. THE CLERK OF THE BOARD'S OFFICE IS OPEN MONDAY THRU FRIDAY 8 A.M. - 5 P.M, SATURDAY AND SUNDAY – CLOSED.

MEETINGS ARE ACCESSIBLE TO PEOPLE WITH DISABILITIES. INDIVIDUALS WHO NEED SPECIAL ASSISTANCE OR A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR WHO HAVE A DISABILITY AND WISH TO REQUEST AN ALTERNATIVE FORMAT FOR THE AGENDA, MEETING NOTICE, AGENDA PACKET OR OTHER WRITINGS THAT MAY BE DISTRIBUTED AT THE MEETING, SHOULD CONTACT CHRISTINE HOLLENDER, ENVIRONMENTAL QUALITY COMMITTEE CLERK, AT LEAST 2 WORKING DAYS BEFORE THE MEETING AT (650) 599-1388 AND/OR chollender@co.sanmateo.ca.us. NOTIFICATION IN ADVANCE OF THE MEETING WILL ENABLE THE COUNTY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING AND THE MATERIALS RELATED TO IT. ATTENDEES TO THIS MEETING ARE REMINDED THAT OTHER ATTENDEES MAY BE SENSITIVE TO VARIOUS CHEMICAL BASED PRODUCTS.

If you wish to speak to the Committee, please fill out a speaker's slip. If you have anything that you wish distributed to the Committee and included in the official record, please hand it to the Deputy County Manager who will distribute the information to the Supervisors and staff.



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*Richard Gordon, Chair
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400 County Center, Redwood City, CA 94063
www.co.sanmateo.ca.us 650-363-4123*

DRAFT ACTION MINUTES

Meeting Date and Time: September 25, 2007, 2 pm

Place: Board of Supervisors Chambers (as a Special Meeting of the Board of Supervisors)
First Floor, 400 County Center, Redwood City, California

1. Call to Order / Roll Call:

Committee Chair Rich Gordon called the meeting to order at 2:00 p.m. Supervisors Gordon and Hill were both in attendance. Supervisor Mark Church attended as a guest.

Also in attendance:

Peggy Jensen, County Manager's Office	Kerry Burke, a member of the public
Michael Murphy, County Counsel	Jack Olsen, SMCo Farm Bureau
Christine Hollender, County Manager's Office	Kim Springer, RecycleWorks
Lisa Grote, Planning and Building	Dean Peterson, Environmental Health
Dave Holbrook, Planning and Building	Edwin Chan, Board of Supervisors
David Boesch, County Manager's Office	Juda Tolmasoff, Board of Supervisors
Gail Raabe, Health Department / Agriculture	Preston Burnes, Board of Supervisors
Brian Zamora, Health Department / Public Health	Paula Duarte, Board of Supervisors
Jim Porter, Public Works	Lisa Okada, Board of Supervisors

2. Oral Communications:

There was no member of the public who wished to speak.

3. Approval of the Minutes from the August 14, 2007 meeting

Minutes were approved as submitted

4. Product Stewardship update (Dean Peterson, Environmental Health)

Staff reported that the California Integrated Wasted Management group is moving rapidly towards its own legislation and policy in this regard. County Environmental Health will be acting as a stakeholder in the state process. Chair Gordon directed staff to revisit this topic at the November meeting in order to keep apprised of progress at the state level.

5. Report back on Cool Counties resolution (Peggy Jensen, Deputy County Manager and Kim Springer, RecycleWorks)

Staff presented a report that gave an overview of the Cool Counties Climate Stabilization Declaration and a draft of the County's emissions "footprint" as determined by data provided by PG&E and the State of California Public Road Monitoring System using software provided by ICLEI. Staff recommended that the Board of Supervisors adopt the initiative. Chair Gordon moved, and vice-chair Hill seconded a motion to adopt the Cool Counties Initiative.

6. Update of Climate Initiatives Matrix (Kim Springer)

Staff distributed an updated version of the matrix, which lists climate initiatives currently found throughout the region, as well as County liaisons and funding possibilities collected.

7. Williamson Act update (Lisa Grote, Planning and Building)

Staff presented a report on the next steps in responding to an audit of San Mateo County compliance with the Williamson Act and Open Space Subvention Act which found the County out of compliance in some areas. The options for response were investigated by Planning and Building as directed by the Board of Supervisors on June 25. Staff recommended that the County enter into a contract with Jody Hall Esser and redesign the Williamson Act program in San Mateo County. The Committee agreed with the recommendation.

Public Comment:

Kerry Burke, representing rural properties
Jack Olsen, San Mateo County Farm Bureau

9. Green Building update (Supervisor Mark Church and Lisa Grote, Planning and Building)

Supervisor Church spoke about the history of the Green Building Program in the County of San Mateo and asked the Committee to provide input on the stakeholders to be included in the next phase of the project. He introduced Lisa Grote, who completed the overview of the program. Chair Gordon thanked Supervisor Church for his leadership on this issue and suggested that Sustainable San Mateo County and the Building Trades Council be included in the stakeholders group. Vice-Chair Hill also suggested a city representative and perhaps the chair of C/CAG as stakeholders, and that the County program might be a model for cities to follow. Chair Gordon asked staff to take a look at the possibility of offering incentives for alternative power sources (such as wind) that might be made available.

10. Adjournment

The meeting was adjourned at 3:00 p.m. The next meeting is scheduled for October 30, 2007 at 2:00 p.m.



COUNTY OF SAN MATEO
County Manager's Office

Date: October 23, 2007

TO: Environmental Quality Committee
Supervisor Richard Gordon, Chair
Supervisor Jerry Hill, Vice-Chair

FROM: Peggy Jensen, Deputy County Manager, 363-4598

SUBJECT: AGENDA ITEM #3: Cool Counties Work Plan

Memorandum

Background

At the September 24, 2007 meeting, your Committee recommended that the Cool Counties Declaration be brought to the full Board for consideration as soon as possible. On October 16, 2007, your Board adopted the Cool Counties Declaration, which pledges the County to undertake the following:

1. Calculate the baseline greenhouse gas (GHG) emissions for county operations
2. Take steps to reduce county generated GHG emissions
3. Collaborate regionally to reduce GHG emissions and attain reduction targets of 80% below current levels by 2050, and
4. Advocate for national action on climate change.

Staff were asked to provide a work plan for completing the Cool Counties tasks at the October meeting of the Environmental Quality Committee.

Discussion

The Cool Counties work plan has four components, one for each aspect of the declaration. Each component is described below along with a status update and an expected completion date. The timeline is summarized on Attachment 1.

Calculate Baseline GHG Emissions from County Operations

The County, working through the Climate Change workgroup of Silicon Valley Joint Venture will contract with ICLEI to conduct a carbon emissions inventory for county operations. The workgroup hopes to get 20 cities and counties in Santa Clara and San Mateo Counties to participate in this project. The cost for each city/county will be \$13,000, which your Board has already approved. Joint Venture is currently soliciting commitments from counties and we believe San Mateo County was one of the first to respond. It is hoped that 20 participants will be recruited by December 2007 and the baseline work will start in January of 2008. Until we receive a final schedule from Joint Venture, we do not know when the work for San Mateo County will be complete, but we hope it will be early in 2008. When the work is complete we will report to your Committee.

Take Action to Reduce the County Emissions

This component has three parts. The first step is to inventory all current actions the County is taking to reduce GHG emissions. An initial listing of past and ongoing actions and programs has been developed and will be presented to the EO

Committee at the October 30, 2007 meeting. This is an ongoing project and staff will continue to update and report back to the EQ committee as new projects are completed and/or undertaken, but the initial list will be completed by mid-December 2007.

The second component is development of additional steps to further reduce GHG emissions. This step requires research and cost/benefit analyses. Work will begin on this step after the completion of the initial inventory. A draft listing will be presented at the March 2008 EQ meeting. This timeframe will allow the Board to consider any new actions as part of the FY 08-09 budget process.

The third component is education and outreach to county employees. Staff are working on the creation of a county staff "Green Team" with representatives from each department and/or division. The members of the "Green Team" will help educate the county workforce and encourage county staff to be climate smart in the office. Staff will bring a concept proposal to the EQ Committee for review at the November 2007 meeting and if approved, plan to convene the group in early 2008.

Collaborate Regionally on Climate Action Initiatives

Members of the Board and many county staff are actively involved in regional climate change efforts. An initial listing of these activities has been developed and will be updated on an on-going basis by staff as needed.

National Advocacy for Climate Change Legislations and Protocols

As requested by your Board, the Legislative staff in the County Managers office will track federal and state environmental legislation and present information to this Committee and the Legislation Committee. This work is on-going.

Fiscal Impact

As noted in the Cool Counties Board memo, with the exception of the \$13,000 in general funds for the ICLEI emissions calculation, there are no additional costs associated with the Cool Counties work this fiscal year. However, there may be costs associated with future Cool Counties work and this work plan is timed to allow your Board to consider additional Cool Counties projects as part of the FY 08-09 budget process.

Cool Counties Work Plan Summary

Attachment 1

Step	Climate Protection Activity	Target Date
1	Baseline GHG emission inventory	
	Select approach	Oct-07
	Approve funding for contractor	Oct-07
	Contract with ICLEI via Joint Venture	Nov-07
	Inventory completed	Estimate: 3/08
	Present to EQ Committee	Estimate: 4/08
2	Take action to reduce GHG emissions from County operations	
	a. Initial inventory of county climate change actions	Oct-07
	Final listing to EQ Committee	Dec-07
	Research and assess additional emissions reduction	
	b. actions and present to EQ Committee	Mar-08
	Selected options reviewed in budget hearings	Jun-08
	Present Green Team - county workforce climate	
	c. change education effort - proposal to EQ Committee	Nov-07
	Initial meeting of Green Team	Feb-08
3	Regional Collaboration	
	List all climate change activities of elected officials and county staff	Sep-07
	Update listing as needed	Ongoing
4	National Advocacy	
	Track proposed federal and state climate change regulations and legislation	Ongoing
	Develop positions and advocacy plans as needed	Ongoing

San Mateo County Climate Action Inventory					
10/16/2007		DRAFT	DRAFT		
County of San Mateo Programs					
Category	Action	Description	Statistics	Impact Measurement	Responsible Dept
Construction	Sustainable Building	December, 2001, The County of San Mateo adopted a sustainable building policy that requires future county buildings to be built to LEED standards.	Number of projects receiving LEED certification, Dollar value of projects.	TBD	Public Works - Facilities
Energy Conservation	Lighting retrofits	Replacement of lights in county facilities with more energy efficient fixtures and bulbs and motion sensors	Number of fixtures and light bulbs replaced	Reduced energy use	Public Works - Facilities
	Co-generation	Installation of Cogeneration equipment at large energy consuming facilities. The Youth Services Center and Maguire Jail have cogeneration installations.	Number of co-generation facilities installed; BTUs, Megawatts	Reduced energy use	Public Works - Facilities
	Computers, Printers, HVAC Energy Use			Reduced energy use	Public Works - Facilities
Purchasing	Recycled Products Policy	On December 19, 2000 the San Mateo County Board of Supervisors approved a comprehensive environmental purchasing policy.			Shared Services - Purchasing

Recycling	Deconstruction	County policy as of December, 2006, states that all county demolition projects over \$5000 will be deconstructed, including recycling of all possible materials.	Number of projects deconstructed, Volume and value of recycled materials from deconstructed buildings: landfill diversion tonnage	Estimated GHG reduction from recycling versus landfilling facility materials.	Public Works - Capital Projects
	Paperwork Reduction	Electronic distribution; double-sided copies (internal and external printing)	Tons of paper reduced per year	Estimated GHG reduction from electronic versus landfilling paper products.	Public Works - RecycleWorks
	Paper Recycling	A paper recycling program is available to all facilities. It is a voluntary program.	Tons of paper recycled per year	Estimated GHG reduction from recycling versus landfilling paper products.	Public Works - RecycleWorks

	Bottle/Can Recycling	A bottle and can recycling program is available to all facilities. It is a voluntary program.	Pounds of bottles and cans recycled per year	Estimated GHG reduction from recycling versus landfilling bottles and cans	Public Works - RecycleWorks
	Organics Composting	A organics composting program is available to all Allied Waste serviced facilities. It is a voluntary program. Currently being utilized at the VRS Courthouse Café, Cordilleras and Youth Service Center. Bins are also available to residents of San Mateo County	Pounds of organic material composted per year	Estimated GHG reduction from composting versus landfilling organic waste.	Public Works - RecycleWorks
Transportation	Green Fleet	County policy was adopted in November, 2005 to raise the published miles per gallon (mpg) average of the County passenger vehicle fleet by 5 mpg by 2010.	Percent of county fleet that are hybrid vehicles, improved MPG of overall fleet	Estimate of GHG reductions from use of hybrid vehicles rather than gas powered cars	Public Works Motor Pool
	Commute Alternative Program	Public transit subsidy of up to \$75/month for county employees	Number of employees receiving subsidy, estimated miles of auto travel eliminated	Estimate of GHG reductions from use of public transit	Public Works - Commute Alternatives Program
	Carpool Subsidy	Employee \$20/month subsidy for carpoolers plus preferred parking place	Number of employees receiving subsidy, estimated miles of auto travel eliminated	Estimate of GHG reductions from members of carpools	Public Works - Commute Alternatives Program
	Van Pool Program	County employees who are benefits eligible and commute to work by vanpooling at least 80% of their scheduled work days may qualify for up to \$75 per month toward their vanpool fare.	Number of employees in vanpools, estimated miles of auto travel eliminated	Estimate of GHG reductions from vanpoolers	Public Works - Commute Alternatives Program

Community Programs					
Category	Action	Description	Statistics	Impact Measurement	Responsible Dept
Construction	Green Building	Planning and Building is currently developing a green building program to encourage construction in the unincorporated area to include climate safe materials, construction techniques and systems.	Number of "green" building permits issued, percent of all permits that are "green"	Estimated reduction in GHG from green building versus regular construction	Planning and Building
Solid Waste and Recycling	Community Education	RecycleWorks website, classes and community and school presentations on solid waste reduction including composting, green building practices, construction and demolition waste management and household materials recycling.	Number of composting class attendees and composting bins distributed, pounds of organic matter composted and other measures	Estimated reduction in GHG from composting and other programs.	Recycle Works in Public Works
Solid Waste and Recycling	Household Hazardous Waste Recycling	Environmentally safe collection and disposal of household hazardous wastes	Gallons of hazardous materials recycled each year.	Explore the reduction of GHG as a result of properly disposing of organic compounds	Environmental Health