



**MONDAY, JUNE 13, 2011**

**7:00 P.M. - REGULAR ENVIRONMENTAL COMMISSION MEETING**

Council Chambers, Los Altos City Hall  
One North San Antonio Road, Los Altos, California

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

**CONSENT CALENDAR**

These items will be considered by one motion unless any member of the Commission or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Chair.

1. Commission Minutes  
Approval of minutes – Regular Meeting of May 9, 2011.

**DISCUSSION ITEMS**

2. Review of May 17, 2011 Commission/Staff Liaison Training Meeting
3. Environmental Commission Website Revisions  
Activity progress report by Environmental Commissioners.
4. Sustainability Element in the General Plan  
Activity progress report by Environmental Commission Task Force.

5. City of Los Altos 60<sup>th</sup> Anniversary Celebration  
Report by Commissioner Anderson on Planning Committee meeting May 19, 2011.
6. Environmental Commission Work Plan Progress Review  
Review and discussion of 2011-2012 Work Plan presented to City Council at the Joint Meeting on April 5.
7. Items for Information
  - a. Downtown Recycling efforts and articles.
  - b. Materials from Energy Upgrade California.
  - c. Communication outreach from Mission Trail Waste Systems on commercial and residential recycling.

#### COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

#### ADJOURNMENT

##### **SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Human Resources Department 72 hours prior to the meeting at (650) 947-2607.

Agendas, Staff Reports and some associated documents for Environmental Commission items may be viewed on the Internet at <http://losaltosca.gov/committees-commissions/environmental/meetings.html>

On occasion the Environmental Commission may consider agenda items out of order.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Office of the City Clerk's Office, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Environmental Commission meeting may not be the final documents approved by the Commission. Contact the City Clerk at (650) 947-2720 for the final document.

If you wish to provide written materials, please provide the Environmental Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.

**MINUTES OF A REGULAR MEETING OF THE ENVIRONMENTAL COMMISSION  
OF THE CITY OF LOS ALTOS, HELD ON MONDAY, May 9, 2011, AT  
7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,  
LOS ALTOS, CALIFORNIA**

**ROLL CALL**

PRESENT: Rosewater, Bray, DeMichiel, Anderson, Keller, Reed, Eyre

ABSENT: None

**PUBLIC COMMENTS**

None

**CONSENT CALENDAR**

1. Commission Minutes  
MOTION BY COMMISSIONER REED, SECONDED BY COMMISSIONER ANDERSON to approve the minutes of the meeting of April 11, 2011. THE MOTION CARRIED UNANIMOUSLY.

**DISCUSSION ITEMS**

2. Appointment to Environmental Commission  
Introduction and welcome to Commissioner Eyre.
3. Report from Greentown Los Altos  
Margaret Suozzo and Twana Karney, Program Director Green@Home reported on:
  - a. Community outreach on energy reduction.
  - b. Acterra Green@home program.
4. Report on Downtown Waste Collection  
Report from staff.
5. Sustainability Element in the General Plan  
Report from Chair Rosewater and activity assignment to Task Force of Commissioners Eyre, Chair, Bray and Rosewater.
6. Environmental Commission Website  
Report by Commissioner DeMichiel and discussion of website revisions.
7. Environmental Commission Work Plan Progress Review  
Review and discussion of 2011-2012 Work Plan presented to City Council at the Joint Meeting on April 5.
8. City of Los Altos 60<sup>th</sup> Anniversary Celebration  
Council requests representative of Commissions to be on Planning Committee. Kick-off meeting is May 19, 9-10:30am at Neutra House. Commissioner Anderson will represent Environmental Commission and will attend and report back to Commission.

9. Items for Information

- a. Reminder – May 17, 2011 at 6 pm is the Commission/staff liaison training.
- b. Email Communication to Council Regarding Downtown Recycling and Response from Staff.
- c. New Commission Agenda Format.
- d.

**COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS**

**ADJOURNMENT**

Chair Rosewater adjourned the meeting at 9:06 p.m.

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J. Logan, Assistant City Manager and STAFF LIAISON

## Proud to Serve the Los Altos Community

### Odorous Organics?

As the weather warms up, participating in the food scraps program can become a smelly task. Keep composting pleasant by adopting a few simple routines:

- Wrap soggy food scraps in newspaper or a brown paper bag and freeze them before placing in your green cart.
- Place a layer of yard trimmings or newspaper over each layer of food scraps in your organics cart.
- Keep the cart lid closed.
- Put the cart out for weekly service even if it isn't full.
- After it has been serviced, rinse your green cart with water over a landscaped area.



#### Using a kitchen pail?

- Keep the pail lid closed as much as possible.
- Empty pail into green cart frequently.
- Wash pail as needed using warm soapy water in your sink.
- Sprinkle a little baking soda inside the pail.
- Line pail with a brown paper bag, newspaper or certified compostable bag (*visit [www.BPIWorld.org/BPI-Public/Approved.html](http://www.BPIWorld.org/BPI-Public/Approved.html) for a list*).



It's important to note that the composting facility we partner with just recently began to accept compostable bags. They are doing so to facilitate program participation. Please remember that single-use disposable products, even those that are compostable or recyclable, should be avoided whenever possible.



### Holiday Schedule

Mission Trail observes the following holidays:

Thanksgiving Day, Christmas Day, New Years Day

**There will be no service delays during the weeks of July 4th or Labor Day.**



*Receptacles like this one will soon be labeled as being for "Garbage and Recyclables."*

### Recycling Downtown?

If you don't see Organics and Recyclables receptacles in the downtown area, please be assured that recycling is occurring with a high rate of success! All the waste collected from downtown receptacles (*like the one pictured above*) is carefully sorted at our recycling facility.

Mission Trail uses a one-truck, single-stream service approach for these high-profile receptacles. Doing so makes it possible for us to operate efficiently and unobtrusively in a very busy area. One truck means a reduction in noise, traffic, pollution, and greenhouse gas emissions. Single-stream service also eliminates the need to purchase additional receptacles and take up additional space.



Please help us keep the recycling rate high downtown and throughout the community. Use the Recyclables and Organics receptacles located inside your favorite businesses, and remember to use reusable shopping bags, cups, takeout containers, etc.



Mission Trail Waste Systems is aiming for zero waste. Help us hit the target by reducing waste and making the most of our convenient recycling and organics programs.

## Contact us:

Location: 1060 Richard Ave.,  
Santa Clara, CA 95050

Office Hours: 8am-5pm,  
Monday-Friday

Phone: 650-473-1400

Web: [www.MissionTrail.com](http://www.MissionTrail.com)

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Santa Clara, CA 95050  
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*Mission Trail is the franchised waste hauler for the City of Los Altos. As stated in Chapter 6.12 of the Los Altos Municipal Code, Mission Trail holds the exclusive right to provide debris box service in the City of Los Altos.*

We have boxes in sizes ranging from 10-40 yards for garbage, construction and demolition materials, green waste and more. For information on box sizes and rates, please contact us by phone or visit: <http://www.missiontrail.com/LosAltos/commercial-services-debris.html>



**Contact Mission Trail when  
you need debris box service**

*Mission Trail Waste Systems reminds you to...*