



MONDAY, NOVEMBER 9, 2009

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

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

Any writings or documents provided to a majority of the Environmental Commission regarding any item on this agenda are available to the public on the counter in the mail lobby located at One North San Antonio Road, Los Altos CA 94022 during business hours.

ROLL CALL

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. State law prohibits the Commission from acting on items that do not appear on the agenda.

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 October 12, 2009.

DISCUSSION ITEMS

2. Vice Chair Election
Nominations and election of Environmental Commission Vice Chair to replace former Commissioner Schink
3. Waste Management Services Contract Request for Proposal (RFP)
Update on RFP process and timelines
4. International Council for Local Environmental Initiatives (ICLEI) Municipal Inventory
Update of LED street light replacement project
5. Community Greenhouse Gas Inventory Subcommittee
Report by Environmental Commission subcommittee on progress of the study

6. Environmental Commission Website Revision
Progress of revisions
7. Formation of Environmental Commission Speakers Bureau
Discussion of possible formation of an Environmental Commission Speakers Bureau to speak at events when requested and review of draft slide presentation
8. Reusable Bags
Discussion of survey results of actions from other agencies regarding reusable and plastic bags
9. 2009-2010 Environmental Commission Goals and Work Plan
Review of 2010 goals and work plan
10. Downtown Land Use
Discussion of request for a downtown land use presentations at a future study session
11. Water Conservation
 - a. Pre-rinse spray valves for food service establishments program
 - b. Update of residential and municipal water usage
12. Items for Information
 - a. Mayor's Roundtable with Commission Chairs – Chair Anderson
 - b. Volunteer services from the Los Altos Kiwanis Club – Commissioner Labetich

COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Economic Development Coordinator 72 hours prior to the meeting at (650) 947-2620. A sound enhancement system is available in the City Council Chambers. You may check out headsets, which boost the public address signal during the meeting. Please ask for assistance at the City Clerk's desk PRIOR to the start of the meeting or during a break in the meeting.

**MINUTES OF A REGULAR MEETING OF THE ENVIRONMENTAL COMMISSION
OF THE CITY OF LOS ALTOS, HELD ON MONDAY, OCTOBER 12, 2009, AT 7:00 P.M.
AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD, LOS ALTOS,
CALIFORNIA**

ROLL CALL

PRESENT: DeMichiel, Rosewater, Labetich, Keller, Bray

ABSENT: Anderson, Chien-Hale

PUBLIC COMMENTS

None

CONSENT CALENDAR

1. Commission Minutes
MOTION BY COMMISSIONER LABETICH, SECONDED BY COMMISSIONER KELLER to approve the minutes of the meeting of September 14, 2009. THE MOTION CARRIED UNANIMOUSLY

DISCUSSION ITEMS

2. Waste Management Services Contract Request for Proposal (RFP)
Staff reported and Commissioners discussed the Waste Management Services RFP process and timelines. Engineering Services Manager Jim Gustafson submitted staff information in response to the RFP Summary by Commissioner Rosewater.
Commissioners discussed publicizing the results of the 2008 Jurisdictional Annual Report from the California Integrated Waste Management Board.
3. International Council for Local Environment Initiatives (ICLEI) Municipal Inventory
Staff reported on the staff report to City Council dated September 22, 2009 that included a paragraph on the community greenhouse gas inventory. Commissioners discussed publicizing the inventory results.
4. Community Greenhouse Gas Inventory Subcommittee
Commissioner Bray presented an update on the community greenhouse gas inventory.
5. Environmental Commission Website Revision
Staff reported and Commissioners discussed progress of the revisions to the Environmental Commission website.
6. Water Conservation Measures
Staff updated data on water conservation results from Cal Water and from City of Los Altos municipal operations.
7. Energy Efficiency and Conservation Block Grant Program
Staff provided an update and Commissioners discussed the Energy Efficiency and Conservation Block Grant for replacement of street lights with LED lights.

8. Assembly Bill (AB) 811 – Solar Financing
Staff reported and Commissioners discussed AB 811 residential loan program for solar financing.
9. Items for Information
 - a. Staff reported that Council received the ICLEI Municipal Inventory Report; the Energy Efficiency and Conservation Block Grant Program Report, and approved the release of the RFP for waste management services on September 22, 2009.
 - b. Staff reported that the City was highlighted in *Sunset* Magazine October 2009 as one of “10 more places that are getting it right”.
 - c. Staff reported that nominations and an election will be held in November for the Environmental Commission Vice Chair, to replace former Commissioner Schink.

COMMISSION REPORTS AND DIRECTION ON FUTURE AGENDA ITEMS

ADJOURNMENT

Commissioner Rosewater adjourned the meeting at 8:27 p.m.

J. Logan, STAFF LIAISON

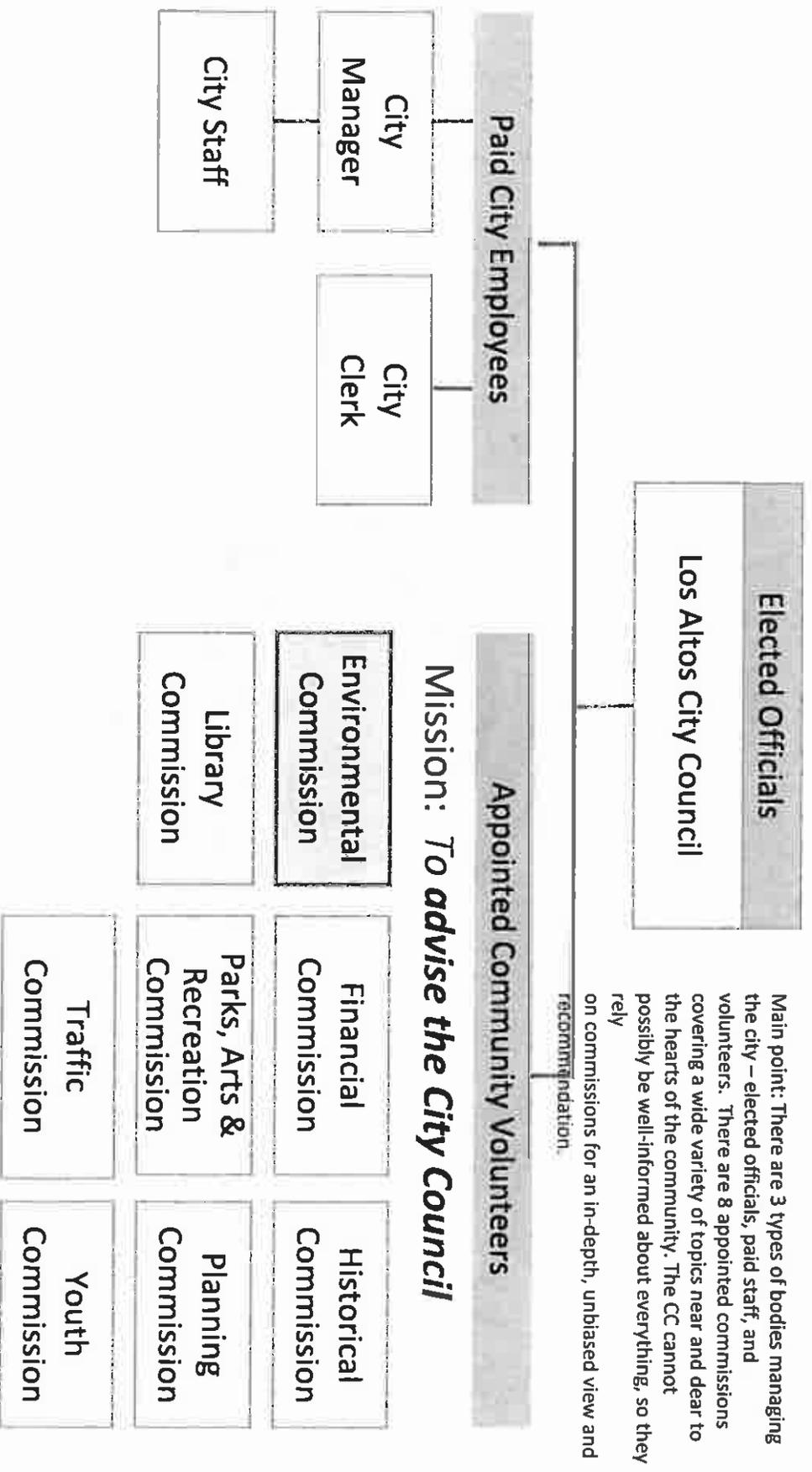
ITEM #~~7~~

Draft



Los Altos Environmental Commission

Los Altos Governance Structure



Main point: We are NOT GT. People often confuse the two. Very different bodies.

Environmental Commission ≠ Greentown Los Altos (GTLA)



Environmental Commission

- Mission is to **advise** the City Council
- Primary function is to **recommend** rather than decide
- Operates under **Brown Act** Constraints
 - Publicly noticed meetings
 - Agenda items only
 - No interim discussions
- ALL work must be approved by City Council
- Staff time severely limiting



GTLA

- Mission is Environmental **Advocacy**
- Decision making **authority** held by Board of Advisors and Executive Director
- Discussions / plans **not encumbered** by Brown Act – can move much more quickly
- Have **strong volunteer base** to accomplish community projects

2008 Results

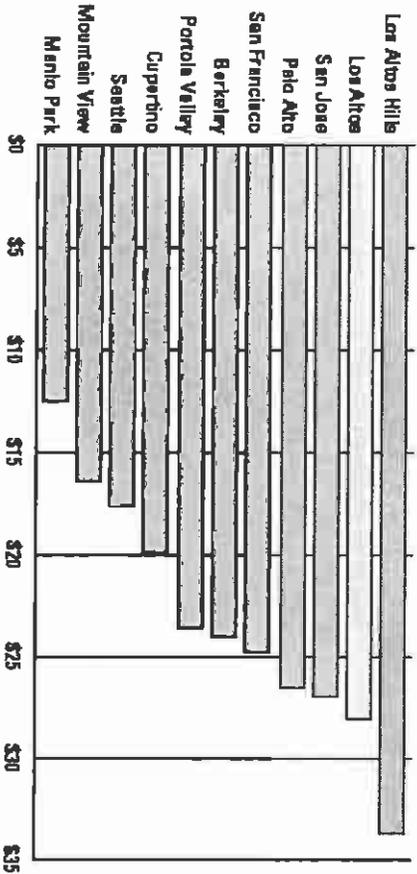
2008 Results

- Waste Management: 9/10 recommendations incorporated into RFP
- Hazardous Waste: Los Altos Hazardous Waste Disposal Directory created and published
- Housing Element: updated to incorporate water and energy conservation goals
- Plastic Bag Ban Education Program: on back burner for now

Waste Management Highlights

Our 50-year old waste contract had some of the highest rates in the region...

Monthly Residential Cost for Garbage Service with 32 gallon can



... for fewer services.

City	Residential					Commercial		Waste Company		
	min. can (20 gal)	in-home* (127.5 gal) of recyclables	weekly pickup of recyclables	cost for recyclables	foodwaste	on property pickup	bulky pickup per year		recycling	foodwaste
Los Altos	✓						2	✓		LA Garbage (NorCal)
Los Altos Hills	✓		✓	✓	✓	✓	3	✓		Green Waste
San Jose	✓		✓	✓	✓		0	✓		Garden City
Palo Alto*	✓		✓	✓	✓	✓	1	✓		PASCO
San Francisco	✓		✓	✓	✓	✓	2	✓	✓	NorCal
Berkeley	✓		✓	✓	✓	✓	1	✓		Berkeley Pub. Wks.
Portola Valley	✓		✓	✓	✓	✓	3	✓		Green Waste
Cupertino	✓			✓	✓		2	✓		LA Garbage (NorCal)
Seattle	✓		✓	✓	✓		3	✓		Seattle Pub. Util.
Mountain View	✓				✓			✓		Foodfill Disposal
Menlo Park	✓			✓			2	✓	✓	Allied Waste

\$ = extra cost

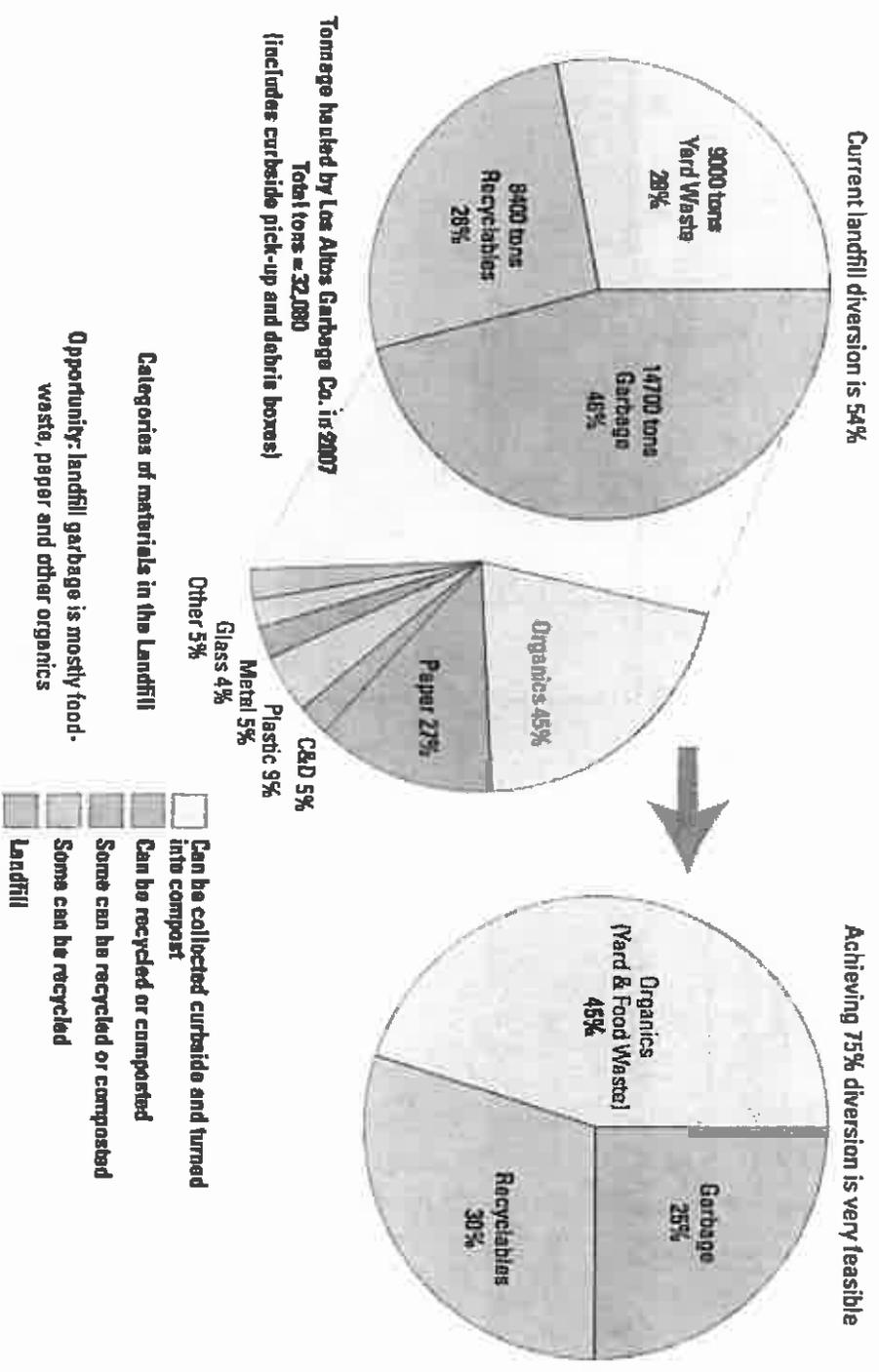
* Palo Alto data does not reflect newest waste contract with GreenWaste to start April 2009.

Analysis courtesy of



Waste Management Highlights

Recycling organics – food mainly – could keep almost half of our garbage out of the landfill.



Analysis courtesy of



Hazardous Waste Disposal

Most hazardous materials can be recycled within 10 minutes of Los Altos, with many downtown vendors providing recycling drop-off services.

Hazardous Waste Item (More listings)	Local Drop off Locations	County HHW Facility (1) :
Antifreeze	<ul style="list-style-type: none"> - Palo Alto Recycling Center, 2380 Embarcadero, PA - For more listings 	Yes
Batteries – household (not automotive)	<ul style="list-style-type: none"> - Los Altos Hardware, 441 1st Street, LA - Wolf Camera, 389 Main Street, LA - Radio Shack, 1350 Grant Rd, MV - For more listings 	Yes
Batteries - Automotive	<ul style="list-style-type: none"> - Kragen Auto Parts, 2620 California Street, MV; 1915 W El Camino Real, MV - Palo Alto Recycling Center, 2380 Embarcadero, PA - For more listings 	Yes
Cell Phones	<ul style="list-style-type: none"> - Green Citizen Inc, 4500 El Camino Real, LA - For More Listings - also watch for free e-waste collection events throughout the year 	----

See <http://www.losaltosenvironment.org/> for complete listing.

Current Priorities

2009 Work Plan

- Los Altos Waste Contract
 - RFP Priorities
 - Smooth Transition
 - Community Education
- GHG Inventories
 - Municipal
 - Community
- Water Conservation
 - 2004 Baseline
 - Community Education

How can we best serve you?

Ideas / Proposals for consideration related to environmental sustainability for Los Altos

- Come to our regular monthly meeting, utilize opportunity for public comment

–Education / Outreach

- Send an e-mail to environmental@losaltosca.gov

–Policy

- Talk to any Environmental Commissioner or any City Council Member

–Legislation

Information regarding environmental programs in Los Altos

- See our web site <http://www.losaltosenvironment.org>

Are you interested in serving?

Commission Structure

- 7 members
- 4 year terms
- Meet 2nd Monday of each month for 2-3 hours
- < 10 hours per month outside of meetings

Application Process

- Contact the City Clerk at 947-2720 or go directly to <http://www.losaltosca.gov/committees-commissions> to fill out Application, turn in to City Hall
- All candidates interview by City Council
- City Council selects Commissioners

Our Mission

Is

To advise the City Council on issues related to environmental sustainability, including:

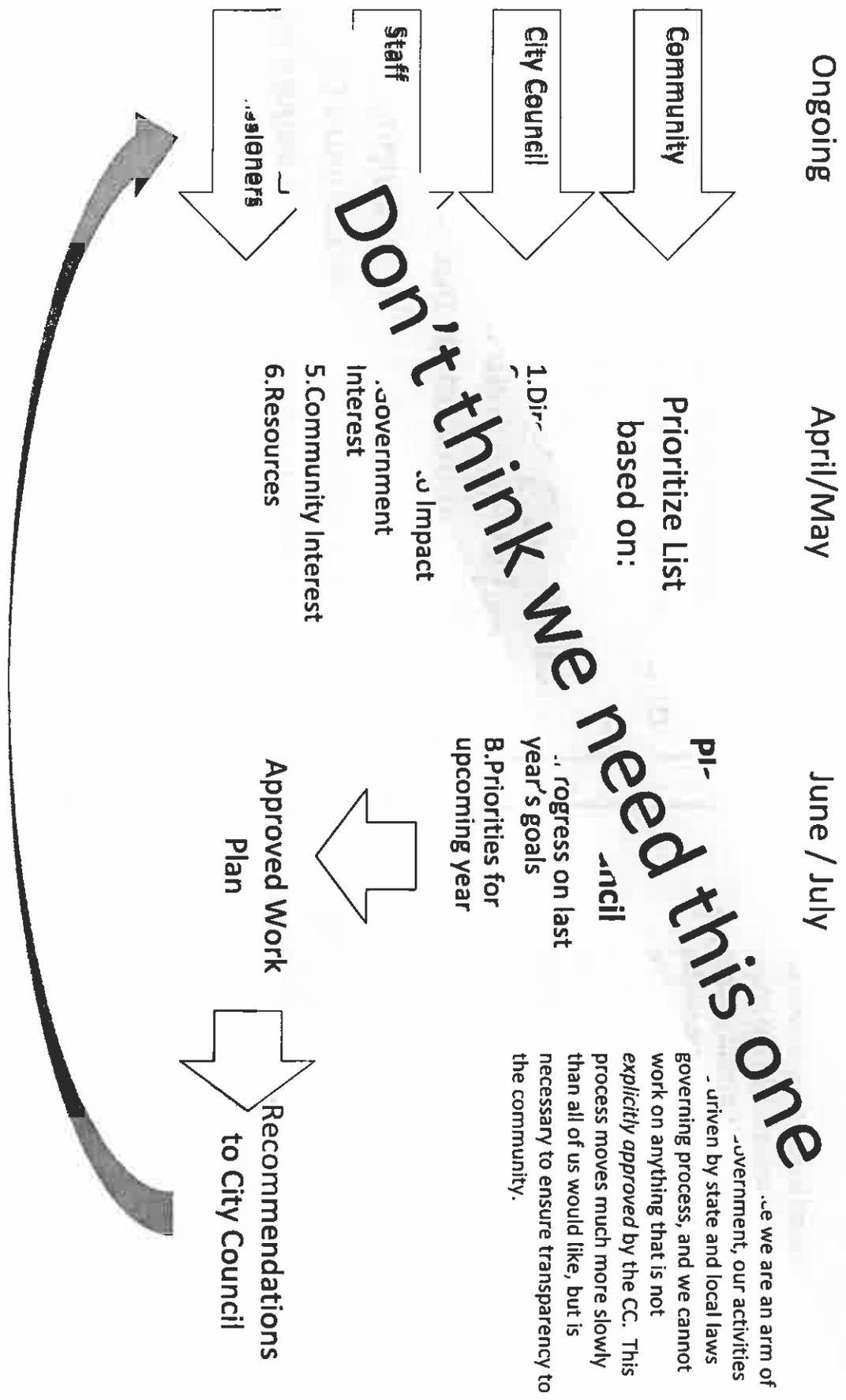
- Evaluating and recommending and programs to make environmental live and
- Promotion and education to regarding environmentally available lifestyles

TOSS - covered elsewhere

“Mental Advocacy”

Main point: The CC relies on us to *objectively* evaluate issues having to do with environmental sustainability in the community; we do not *advocate or lobby*. This is different from a group such as GreenTown Los Altos (GTLA), whose main focus is to advocate for certain policies.

How does the process work?



Current Priorities

2008 Results

- Waste Study, RFP recommendations
- Los Altos Hazardous Disposal Director
- Home Energy Updates
 - Rate water and energy conservation goals
- Plastic Bag Ban Education Program recommendation

2009 Work

- 1st Contract
 - Priorities
 - Smooth Transition
 - Community Education
- GHG Inventories
 - Municipal
 - Community
- Water Conservation
 - 2004 Baseline
 - Community Education

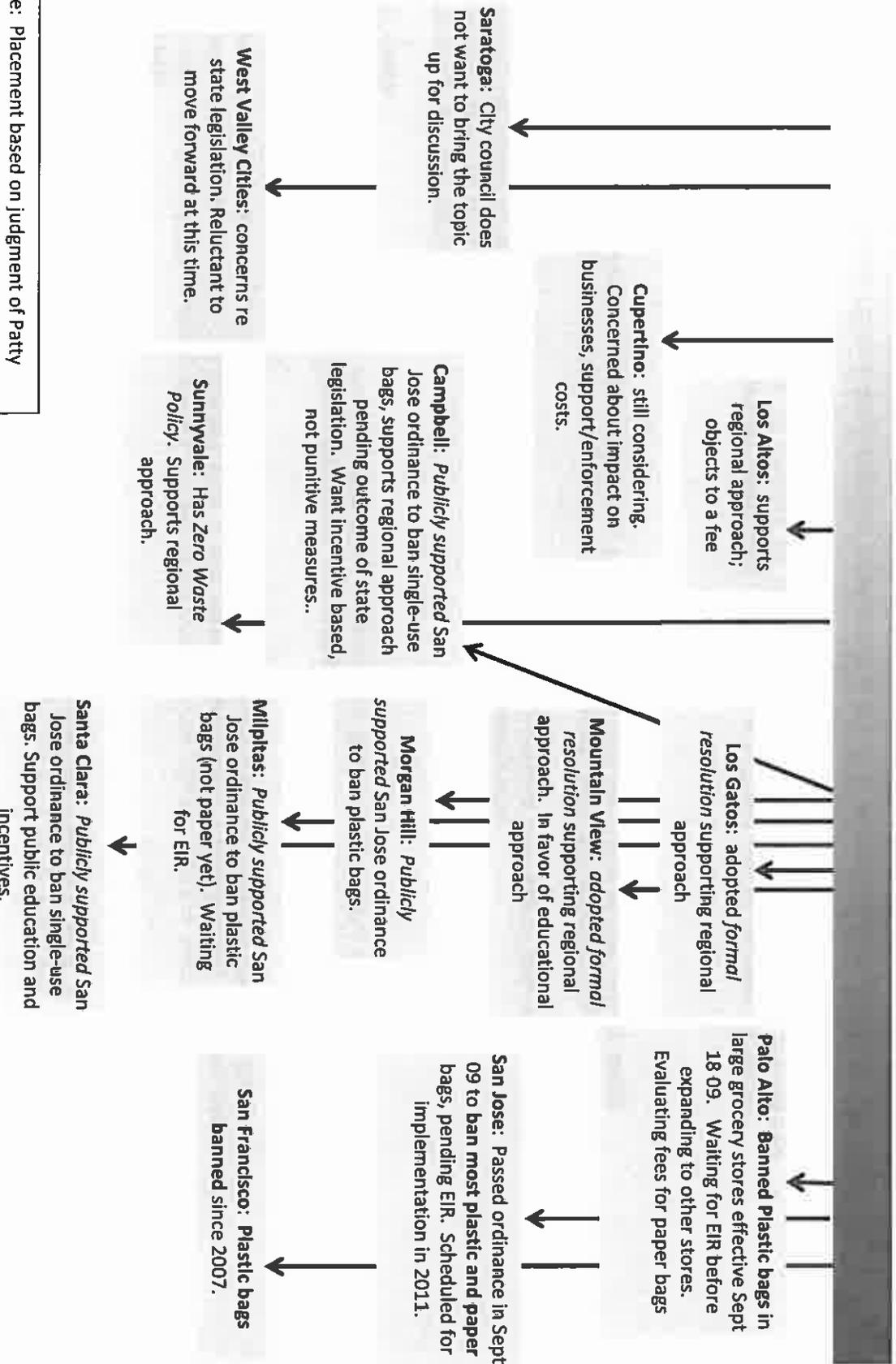
Split this into FMO

Bay Area – Where do local municipalities stand on “ban the bag”?

Rejected
Ban or Fee

“Wait and See”

Approved
Ban or Fee



Note: Placement based on judgment of Patty Rosewater Investigation of current status.

California Legislation

Current

AB 2449 requires all CA grocery stores to take back and recycle plastic grocery bags. The bill also requires retailers to provide consumers with a bag reuse opportunity. Retailers and manufacturers will be required to implement a public education program, and all bags must be labeled 'Please Return to a Participating Store for Recycling.'

Starting July 1, 2007, AB 2449 has established a 6 year pilot program requiring most large grocery stores and other retailers to create an in-store recycling program for the collection and recycling of plastic 'carry out' bags.

The program will include:

- Labeling bags to return to the store for recycling.
- Placing recycling bins in visible and accessible locations for customers.
- The provision of reusable bags for customers to potentially purchase and use in lieu of disposable ones.

In addition, plastic bag manufacturers would be required to work with the grocery stores on their programs to help ensure the proper collection, transportation and recycling of the plastic bags.

Pending

Assemblyman Lloyd Levin (D-Sherman Oaks) has introduced a bill that would require stores to reduce their use of plastic bags by 35 percent by the end of 2010 and by 70 percent by the end of 2012 or charge customers 15 cents per bag.

Assemblyman Mike Davis (D-Los Angeles) has introduced a bill that would impose a 25-cent-per-bag fee on plastic shopping bags starting July 1, 2009. Stores could keep 3 percent of the fee to fund the costs of collecting the bags, according to The Mercury News, with the remainder going to a state fund for local programs to reduce plastic bag use and to fight litter created by plastic bags.

Single-use Carryout Bag Matrix by City

Santa Clara	<p>Many questions still need to be answered before they can make a determination. Some of the questions were about the legality of such an ordinance and whether it preempts AB 2449. There was also concern about CEQA review, implementation of a fee during this economic climate, not a clear nexus between fee and enforcement, and believes hard data still needs to be compiled. Santa Clara City leaders would like to see more work done with regard to public input and other stakeholders. Santa Clara Chamber of Commerce opposes ordinance as does California Grocer's Association. Other options might include Countywide curbside recycling of plastic bags, more education and outreach and incentives or statewide redemption program.</p>	Wait and See
Saratoga	<p>At this point the City Council doesn't want to bring this issue forward for discussion. They will discuss sustainability issues at their upcoming Council retreat. According to staff, Saratoga typically doesn't get "out front" on these types of issues. If there is a groundswell to adopt an ordinance, they would likely follow.</p>	Wait and See
Sunnyvale	<p>Draft model ordinance coincides with City policies in the areas of water quality and solid waste management, including Zero Waste Policy. Outreach and education will be handled by City. Ordinance should allow City to use generated revenue for related outreach and education, enforcement and administration. Fee revenues should also be used for litter removal and related administrative costs. Ordinance should be structured so that each jurisdiction has option to provide its own enforcement or to participate in regional approach through County Weights & Measures. City will assure compliance with CEQA and encourages cooperative regional approach via sharing of initial study, negative declaration, etc.</p>	Model ordinance aligns with City's goals and policies; desire for consistency across jurisdictions
Unincorporated County	<p>The County of Santa Clara is requesting staff to consider other alternatives to a fee for bags and would like to see as much consistency between jurisdictions on any ordinance that is passed. Concern continues in the areas of enforcement, administration, potential litigation, and how funds would be received if a fee were enacted. Encourages support of state legislation.</p>	Recommend Tiered Approach
West Valley Cities	<p>The (West Valley Solid Waste Management Authority (WVSWMA) Board discussed the proposed model ordinance at their meeting. The consensus direction given to Recycling and Waste Reduction Commissioner Evan Low was to ask the RWRC to delay a decision pending: 1) the outcome of proposed State legislation regarding single-use carryout bags, 2) the outcome of current litigation involving similar ordinances, and 3) additional research regarding the adequacy of the proposed \$0.25 fee. Each West Valley Board Member was going to have further discussions with their City and Town Councils. There is reluctance among all of the cities to move ahead with the ordinance at this time.</p>	Wait and See

Single-use Carryout Bag Matrix by City

City	Comments	Position
San Jose	<p>Recommendation: As referred by the Community and Economic Development Committee on August 24, 2009:</p> <p>(a) Direct staff to return to Council with an ordinance to prohibit the use of single-use carryout plastic and paper bags.</p> <p>(b) The ordinance shall:</p> <p>(1) Apply to all retailers but exclude restaurants;</p> <p>(2) Exempt non-profit and social service organizations;</p> <p>(3) Exempt the use of "green" paper bags, containing at least 50% recycled content and direct staff to work with retail industry and return to Council with a recommendation on whether a .10 or .25 cent fee for retailers to cover additional costs of "green" paper is appropriate;</p> <p>(4) Be effective no earlier than December 31, 2010, to allow for sufficient consumer education and "ramp-up" time;</p> <p>(5) If the California legislature passes legislation relating to a fee or ban on single-use bags before the date of December 31, 2010, this item should return to Council to determine whether to maintain, alter, or eliminate the municipal ordinance;</p> <p>(6) Exempt bulk or off the shelf purchases of plastic or paper bags.</p> <p>(c) Direct staff to continue to support legislation that would implement a state-wide program that would significantly reduce use of single-use carryout bags.</p> <p>(d) Direct staff to continue its aggressive outreach campaign to promote the use of reusable bags in collaboration with similar regional initiatives prior to the implementation of the ordinance. (Chirco/Liccardo/Chu/Campos)</p> <p>Approved, as amended.</p> <p>The memorandum from Mayor Reed, Council Members Campos, Liccardo and Chu, dated September 18, 2009, adopting the reduction of single use carryout bags recommendations as noted above in 7.2(a)(b)(c)(d), with the following amendments:</p> <p>(1) Finish environmental review of the ordinance before adoption.</p> <p>(2) Develop a method for measuring success and establish a baseline of data.</p> <p>(3) Obtain acceptance and support from both the Santa Clara County Cities Association and Santa Clara County Recycling and Waste Reduction Commission.</p> <p>(4) Amend Item (2)(c) exempting "green" paper bags that contain 50% recycle content to exempting "green" paper bags that contain 40% recycle content to conform with industry standards.</p> <p>(5) Additional outreach to include the ethnic Chambers of Commerce and small businesses.</p> <p>Noes: Constant.</p>	<p>Public Outreach before Fee or Ban; desire for consistency across jurisdictions</p>

Single-use Carryout Bag Matrix by City

<p>Mountain View</p>	<p>Voted 5 to 2 to do adopt a resolution for the Santa Clara County Cities Association with regard to having a regional approach to single-use carry out bags. However the Council did NOT take action on the proposed ordinance at this time. Issues discussed if an ordinance were to be passed included the following: would like to see a phased-in approach; regional effort is desirable; should not exempt Food Stamp/WIC recipients; clarification as to applicability of an ordinance at Farmer's Markets; have business retain fee in order to avoid collection process; doubtful that a fee would change behavior; in favor of outreach to residents as well as store employees encouraging reusable bags. Council Environmental Sustainability Committee will receive an update from staff and consider alternative approaches to single-use bags at a meeting in early November.</p>	<p>Public Outreach before Fee or Ban; desire for consistency across jurisdictions</p>
<p>Palo Alto</p>	<p>The elimination of single-use checkout bags in Palo Alto's large grocery stores is now complete. The stores completed the phase out prior to the 9/18/09 effective date of the Ordinance.</p> <p>Palo Alto Staff are scheduled to report back to City Council on 11/9/09(a delay from 10/19) on a fee system for paper bags. This will be a status report. More staff work needs to be done and a program will not be ready for adoption on 11/19. Further Involvement of stakeholders would also occur before any proposal to adopt.</p> <p>The next step in expanding the single-use plastic bag restriction to other Palo Alto stores is the completion of an Environmental Impact Report. Palo Alto and other California cities have jointly commenced work on this. We'll be involving stakeholders in coming months.</p>	<p>Banned Plastic bags effective Sept. 18, 2009</p>

Single-use Carryout Bag Matrix by City

City	Comments	Position
Campbell	At its regular meeting of February 3, 2009, the Campbell City Council reviewed the draft model single-use Carryout Bag ordinance referred from the Santa Clara County Recycling and Waste Reduction Commission. The City Council provided general direction indicating Campbell's support for a regional approach to the problem for single-use carryout bag pollution, and suggested a cautious "wait and see" approach pending the outcome of current State legislation. It was also suggested that cities and stakeholders continue to dialogue and brainstorm solutions that would be incentive based, rather than punitive in nature.	Wait and See
Cupertino	Still considering and will wait for results of February 25 Recycling and Waste Reduction Commission meeting before moving forward; staff recommends public outreach and incentive program precede any ordinance to first motivate change. Key concerns included the need for quantifying the City's actual cost and determine the structure of an enforcement program within the City; determine the overall impact on local businesses, including methods and cost to incorporate the bag-fee line item on their sales receipts; assess the potential of a lawsuit if the City of Cupertino does not conduct an EIR prior to passing an ordinance (as in the case of the City of Oakland).	Public Outreach before Fee or Ban
Gilroy	No information received	No Info Received
Los Altos	The city council rejected explicit support for the association's ordinance but unanimously directed Councilman David Casas to report that while Los Altos supports a regional approach, it objects to a bag fee. The council voted 3-2 to ask the City of Los Altos Environmental Commission to consider developing a bag-use recommendation for the city.	Sent to Los Altos Environmental Commission to Consider
Los Altos Hills	No information received	No Info
Los Gatos	Last November the Town Council adopted a resolution supporting regional efforts to eliminate the use of disposable, single use carry-out bags.	Public outreach before fee or bans; desire for consistency across jurisdictions
Milpitas	Milpitas will not be submitting comments at this time. They find that additional review is necessary before proceeding. However, they continue to be interested in further information as it becomes available.	No comments
Monte Sereno	No information received	No Info Received
Morgan Hill	The City Council declined to comment on the proposed ordinance.	No comments



AGENDA REPORT

DATE: July 28, 2009
TO: City Council
FROM: J. Logan, Assistant City Manager
SUBJECT: ENVIRONMENTAL COMMISSION FY 2009-2010 GOALS AND WORK PLAN

RECOMMENDATION

Approve Environmental Commission FY 2009-2010 Goals and Work Plan

BACKGROUND

On June 9, 2009 the Environmental Commission and the City Council held their annual joint meeting. One of the agenda items was the Commission's Goals and Work Plan for FY 2009-2010. After discussion, Council requested that the Goals be reviewed by staff with a report back on the staff hours and costs of the activities needed to support the Commission to accomplish the Goals and Work Plan.

Executive staff meet to discuss the proposed Goals and Work Plan and analyzed the staff hours and costs needed to support the activities. A matrix of staff hours and costs was then completed for each of the Goals and Work Plan activities. The goals matrix and a Feasibility List Summary were then presented to the Environmental Commission at their meeting on July 13, 2009. After discussion of the matrix data and the Feasibility List Summary, Attachment 2, the Environmental Commission revised their 2009-2010 Goals and Work Plan that was submitted to City Council on June 9, 2009.

DISCUSSION

The revised Goals and Work Plan, Attachment 1, can be supported with existing staff resources, staff hours and require no additional budget. The activities to accomplish the Goals can be combined with the existing department budget allocations and connect into current or planned staff projects. As an example, the activities related to water conservation measures are all occurring within the allocated department budgets and existing department staff projects and program for water conservation.

The revised Environmental Commission 2009-2010 Goals and Work Plan are now submitted to City Council. Staff recommends approval.



AGENDA REPORT SUMMARY

MEETING DATE: July 28, 2009

SUBJECT: Environmental Commission FY 2009-2010 Goals and Work Plan

RECOMMENDATION:

Approve Environmental Commission FY 2009-2010 Goals and Work Plan

<p align="center">ESTIMATED FISCAL IMPACT</p> <p>AMOUNT: NONE</p> <p>BUDGETED: Y _____ N _____</p> <p>FUNDING SOURCE:</p> <p>Finance Director:</p> <p>_____ Russell J. Morreale</p>	<p align="center">ATTACHMENTS</p> <p>Assistant City Manger J. Logan Agenda Report</p> <p>Environmental Commission FY 2009-2010 Goals and Work Plan</p> <p>Feasibility List Summary</p>	<p align="center">PUBLIC HEARING NOTICE Date of Publication</p> <hr/> <p align="center">PREVIOUS COUNCIL CONSIDERATION</p> <p>Date(s): June 9, 2009: Joint Meeting with Environmental Commission and City Council</p> <hr/> <p align="center">CEQA STATUS (If Required)</p> <p>NONE</p>
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Administration/J. Logan

July 20, 2009
Date (Date submitted to CM)

Douglas J. Schmitz, City Manager

Date (Final Sign off Date)

ALTERNATIVES

Modify the Environmental Commission FY 2009-2010 Goals and Work Plan
Send back to staff liaison with further directions

Attachment(s):

Environmental Commission FY 2009-2010 Goals and Work Plan

Feasibility List Summary

Listed below are goals for the 2009-2010 Work Plan, subject to approval by the City Council.		
Environmental Commission 2009-2010 Goals - revised		Projects in support of goals
1	Work with staff to secure the best value in waste management services for Los Altos.	Participate in RFP process and provide support as appropriate.
2	Implement approved education and outreach programs to achieve waste source reduction for Los Altos.	a) Implement Water Conservation Measures as approved by City Council on June 9 and 23, 2009 b) Implement Sustainable Events education program as approved
3	Develop baselines and progress indicators for Los Altos usage of water, waste, energy, and greenhouse gases.	a) Review ICLEI results for municipal operations greenhouse gas inventory; provide support as necessary. b) Work with city staff and Cal Water to develop baseline and monitor usage of water
4	Greenhouse Gas Inventory for the Community	Investigate feasibility of accomplishing Greenhouse Gas Inventory for the community
	7-28-09	

Feasibility List Summary - revised

Environmental Commission 2009-2010 Goals and Work Plan

	Staff	Hours	Total
1. WASTE MANAGEMENT SERVICES AGREEMENT			
E. Commission meeting presentation and public comments	Jim G./Consults	sched	
Publicity about EC meeting and public comments	Jim G./Consults	sched	
Follow Timeline for RFP process	Staff	sched	
2. EDUCATIONAL OUTREACH - WATER CONSERVATION MEASURES			
Update website and links	IT, Jon	5+3/mo	
Community group awareness - LAVA, Chamber, C.Foundation, Banners San Antonio and Lincoln Park	Jon/J.	6	6
Publish water reduction data for Los Altos Water District in TC Demonstration Garden	Brian/Jon	6	6
Publish water reduction data within City operations in TC	Damon/Jon	8	8
Publish water reduction articles in TC	MSC/Jon	40	40
Monitor updates from Cal Water on their conservation efforts	Damon/Jon	10	10
	Jon/J.	16	16
	Jon/J.	16	16
	Envir. Comm.		110
SUSTAINABLE EVENTS			
3. BASELINE - ICLEI STUDY - MUNICIPAL OPERATIONS			
Review data and report; attend workshop	Staff		40
determine followup activities	Staff		40
4. BASELINE - GREENHOUSE GAS INVENTORY FOR COMMUNITY			
Investigate the feasibility of accomplishing Greenhouse Gas Inventory for the community	Envir. Comm.	subcommittee	0
	Staff support if needed and available		0
			190 total staff hours

7/28/2009

2.08.120 Powers and duties of the environmental commission.

The commission shall have those powers and duties entrusted to it by the council from time to time, and shall submit an annual report to the council. The environmental commission studies and makes recommendations to council on issues that affect the natural and built environment in the city and the region. Additional duties include special projects as directed by the council.

(Ord. 08-326 § 2)

Environmental Commission Mission Statement – Council approved 6-9- 2009

The mission of the Los Altos Environmental Commission is to advise the City Council on issues related to environmental sustainability including:

- Evaluation and recommending policies and programs to make Los Altos an environmentally sustainable place to live and work;
- Providing information and education to the public regarding environmentally sustainable lifestyles



Community Development Department
Engineering Division
One North San Antonio Road
Los Altos, California 94022-3087
(650) 947-2780
Fax (650) 947-2732

September 22, 2009

SUBJECT: Pre-Rinse Spray Valves for Food Service Establishments/Fats, Oils and Grease (FOG) Control Program

Dear Food Service Facility Owner/Manager,

The Santa Clara Valley Water District (SCVWD) is currently offering free high efficiency pre-rinse spray valves (Fisher model 1.15 gallons per minute flow rate) to food service facilities that are currently using old, inefficient sprayers (flowing at 2 gallons per minute or more).

The high efficiency pre-rinse spray valves save water and energy, as the water used is usually hot water. Here is a link to PG&E's Food Service Technology Center in San Ramon, which has more information about these sprayers:

<http://www.fishnick.com/equipment/sprayvalves/>

If you have the old pre-rinse valve and are interested in exchanging it for a free of charge high efficiency pre-rinse spray valve, please contact the SCVWD Conservation Hotline at (408) 265-2607 ext. 2554. They will deliver a spray valve either directly to your business or by mail.

Your business will be helping with water conservation when your old valve is replaced and there will be a cost savings for you as well. The high efficiency pre-rinse spray valves actually clean dishes faster because of the way they are designed, with a flat spray, which can be used to scrape off food. This will also help with the City's Fats, Oils and Grease (FOG) Control Program.

Our FOG Control Program is designed to minimize the number of sewer pipe blockages and related overflows caused by fats, oils and grease that get into our sewer system. When poured down the drain, grease can build up in sewer pipes, causing significant problems in the city's sewer collection system and the wastewater treatment plant.

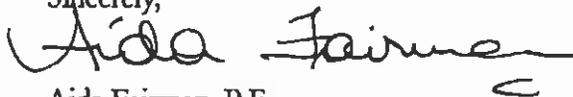
The City of Los Altos authorized the City of Palo Alto wastewater treatment plant staff to conduct a FOG inspection/survey at selected food service establishments in Los Altos this summer. If your business was one of the food service establishments visited by the Palo Alto staff, we thank you for your cooperation. Your help is greatly appreciated in minimizing the grease build-up in the sanitary sewer system in Los Altos.

The main purpose of this inspection/survey was to determine if the facility had a grease removal device and, if so, document your maintenance procedures for the device and provide recommendations for improvement. In 1992 the City Council adopted an ordinance which will require all commercial food service facilities which use or generate grease to install a grease removal device if one does not already exist. Grease includes, but is not limited to, fats and oils, and may be of vegetable or animal origin (see section 10.08.020 of the City of Los Altos Municipal Code for definition). A grease removal device is a mechanical device in the waste water plumbing system designed to prevent the passage of grease to the sanitary sewer. The ordinance became effective March 26, 1992 and contains the following deadlines and conditions:

1. The owners of all new or remodeled facilities (those with building permits issued after January 1, 1992) with grease generating activities will be required to install a grease removal device.
2. Owners of facilities with a history of grease blockages or intensive maintenance due to grease disposal in sanitary sewer lines will be required to install a grease removal device upon notification by the City.
3. Owners of all other grease generating facilities will be required to install a grease removal device by January 1, 1997.
4. The ordinance also requires that the contents of the grease trap be removed at least every six months, and that the unit must be kept in good repair and continuous operation. A log of the date and quantity of material removed from the trap must be kept on file for three years, and available to City staff upon request (a blank log form is enclosed for your use).
5. The ordinance prohibits disposal of grease to any sewer, storm drain, land, street or waterway.

Your help is greatly appreciated in minimizing the grease build-up in the sanitary sewer system in Los Altos. These preventive measures would help to reduce the sanitary sewer overflows and preserve the physical integrity of the sanitary sewer pipes in our system.

Sincerely,



Aida Fairman, P.E.
Associate Civil Engineer

