



ENVIRONMENTAL COMMISSION MEETING

MONDAY, MAY 13, 2013 - 7:00 P.M.

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

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

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.

ITEMS FOR CONSIDERATION/ACTION

1. Commission Minutes
Approve minutes of the meeting of April 8, 2013
2. Environmental Commission FY 2013/14 Work Plan
Discuss and update progress on FY 2013/14 Work Plan
3. Environmental Public Information Forums
Review and discuss opportunities, topics and methodology for public education and outreach

INFORMATIONAL ITEMS

4. Los Altos Climate Action Plan
Receive memo for staff report to Council
5. Environmental Commission Website
Receive update on website activity and migration to new City website
6. Electric Vehicle Charging Stations
Receive update on charging station program

7. Disposal and Management of Expanded Polystyrene (EPS) and Reusable Bags
Receive staff report on status of reusable bag ordinance outreach activities and EPS
8. Increasing Watershed Awareness and Stewardship in Los Altos
Receive Subcommittee presentation on watershed signage on roads crossing creeks
9. Monthly Staff Report
Receive information and announcements from City Staff

COMMISSIONERS' REPORTS AND COMMENTS

POTENTIAL 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 City Clerk at least 48 hours prior to the meeting at (650) 947-2720.

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

If you wish to provide written materials, please provide the 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 MEETING OF THE ENVIRONMENTAL COMMISSION OF THE
CITY OF LOS ALTOS, HELD ON MONDAY, APRIL 8, 2013 AT
7:00 P.M. AT LOS ALTOS COMMUNITY MEETING CHAMBERS,
ONE NORTH SAN ANTONIO ROAD,
LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Bray, Eyre, Reed, Hedden, Yuan

ABSENT: Keller, Ardehali

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

ITEMS FOR CONSIDERATION/ACTION

1. Commission Minutes
Action: Upon a motion by Vice Chair Hedden, seconded by Commissioner Bray, the Commission unanimously approved the minutes of the meeting of the March 11, 2013.
2. Los Altos Climate Action Plan
Receive memo for staff report to Council present by Staff Liaison. Public comments with copy in writing were received from Los Altos resident Linda Ziff to thank the Commission and to suggest adding the City ban of gas leaf blowers to the greenhouse gas reduction measures.
3. Environmental Commission Report to Council at Joint Meeting
Prepared report on FY 2012/13 Accomplishments for Council
4. Environmental Commission FY 2013/14 Work Plan
Determined goals and prepared FY 2013/14 Work Plan to submit to Council for approval
5. Environmental Public Information Forums
Opportunities, topics and methodology for public education and outreach to continue in Work Plan

INFORMATIONAL ITEMS

6. Environmental Commission Website
Received update on website activity and migration to new City website
7. Electric Vehicle Charging Stations
Received update on charging station program
8. Disposal and Management of Expanded Polystyrene (EPS) and Reusable Bags
Received staff report on status of reusable bag ordinance outreach activities and EPS

9. Increasing Watershed Awareness and Stewardship in Los Altos
Received update on watershed signage on roads crossing creeks
10. Monthly Staff Report
Receive information and announcements from City Staff

COMMISSIONERS' REPORTS AND COMMENTS

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

Chair Eyre adjourned the meeting at 9:53 p.m.



DATE: May 13, 2013

AGENDA ITEM # 2

TO: Environmental Commission
FROM: J. Logan, Staff Liaison
SUBJECT: Environmental Commission FY 2013/14 Work Plan

RECOMMENDATION:

Discuss progress made and assign activities on FY 2013/14 Work Plan

BACKGROUND

The Environmental Commission's FY 2012/13 Work Plan was approved by Council and addressed sustainability programs in: 1) natural resource conservation and environmental quality in Los Altos; 2) Climate Action Plan (CAP); 3) watershed stewardship; 4) water conservation; 5) solid waste diversion and source reduction practices; 6) restriction of use of selected environmentally harmful products and other Council goals as directed. Commission met with Council in a joint meeting on April 30, 2013. Chair Eyre presented the Commissions FY 2012/13 Accomplishments and the FY 2013/14 Work Plan. Council will act on a recommendation to approve the FY 2013/14 Work Plan at the Council meeting on May 14, 2013.

DISCUSSION

Pending approval of the FY 2013/14 Work Plan, the Commission will update progress on the FY 2012/13 Work Plan completed during April.

Attachments:

1. Los Altos Environmental Commission – Work Plan FY 2012/13 – April 2013 progress updates

Los Altos Environmental Commission -- Workplan 2012-13 - Update Mar. 11, 2013

Approved Projects & Projects for Approval

Goals approved by City Council April, 2012 Projects 2012-2013, updated 1/3/13	Goals -- Progress Updates
<p>1 Provide approved community education and outreach activities to advance natural resource conservation and environmental quality in Los Altos. (John Reed, Zahra Ardehali.)</p> <p>a. Maintain updated 'Los Altos Environment' website with relevant, high-value content, in a manner that is visually pleasing, navigates well, and ties into the city website. (Owner: Linda)</p> <p>b. Provide approved public information forums for topics of interest to the public. (e.g. Climate Action Plan) (Owner: TBD)</p>	<ul style="list-style-type: none"> - Zahra drafted hazardous materials page for EC website; next review after legal input - CAP documents, survey results, etc., should be included in a (new website tab?) on the EC website -- Zach/staff posted. - Joe will explore development of a 'Birds' page on EC website -- later in the spring - 'Sustainable Eating' page now published on website - City is redoing overall website; Aha selected as the web design vendor - Periodic reviews and updates to site content, news items on main landing page, and staff-provided website traffic statistics; regular item on EC meeting agenda; 1,800+ hits for CY 2012; As of Feb 7, 140 hits for 2013. - John, Zahra and Gary to work on developing a proposal for an initial quarterly public forum event, in keeping with the drafted approach - John and Zahra drafted a 'quarterly' approach on ways to engage the public via education/information forums, various outreach mechanisms, and possible topics. Ideas discussed included general CAP topics, recycling and waste reduction, composting, food/organics, aligning with seasons - Conduct forums, receive reports, etc. when there are specific opportunities related to city programs or policies. One upcoming opportunity will be for interim review and public input to Climate Action Plan development process.
<p>2 Work with Planning Services Manager and residents to develop Climate Action Plan for City Los Altos. (Joe Eyre, Don Bray, Gary Hedden)</p> <p>a. Aid in developing, reviewing, and facilitating public input to a Los Altos Climate Action Plan (Owner: Joe, Don, Gary)</p>	<ul style="list-style-type: none"> - At February EC meeting, commission recommended that staff work with PMC to present the list of reduction measures with associated 'order of magnitude' GHG reduction benefits, and general level of effort to implement (in terms of costs, staff time, and community acceptance). Also, the EC recommended that Council use that information to consider and potentially establish a more aggressive GHG reduction target, above the 15 percent reduction threshold identified by AB 32. - City staff (Zach) will work with PMC to establish schedule of activities going forward, including key interaction points with EC, possibly City Council; EC sub-committee to meet with Zach/PMC; council

update likely April 9.

- CAP sub-team (**Joe, Gary, Don**) analyzed and presented energy/water/transportation community survey results, key findings at December meeting; **Zach/staff** to distributed presentation via email to community participants
- Based on EC input from December meeting, PMC to look analyze 15% reduction from 2005 baseline target; and what it would take to reach a higher 'stretch goal', e.g. 25%
- **PMC/staff** presented updated 2005 muni and community GHG inventories, and inventory projections for 2020 and 2035; assuming a 15% reduction from 2005 baseline, 2020 target emissions would be ~157,000 MTCO₂e. Adjusted 2020 'Business as Usual' emissions estimated at ~172,000 MTCO₂e, so CAP initiatives need to generate ~15,000 MTCO₂e in additional reductions.
- Survey open through August; email address field added so that summary of results may be sent to participants
- At joint session, Council and EC discussed the question of the scope of the CAP vs an Environmental or Sustainability element in the General plan; agreement that potential scope additions would have to be identified and addressed after the CAP takes shape.
- Work on the CAP began in March, with presentation of the project plan to EC and City Staff by the City's Planning Services Manager, and consultant PMC; EC providing GHG inventory data to PMC
- The role of the Environmental Commission will be to:
 - o provide input and policy recommendations on reduction targets, reduction measures, and 'level of ambition'
 - o identify issues and opportunities and evaluate feasibility
 - o provide a forum for community participation

3 Improve watershed stewardship for the City of Los Altos (Joe Eyre, Zahra Ardehail)

- a. Investigate potential education and outreach, and best practices associated with watershed awareness and protection, and identify near-term actions for implementation
 - improved creek habitats
 - storm water & runoff**(Owner: Joe, Zahra)**
- It is planned that the name 'Permanent Creek' will be signed in some way on the new Fremont Road bridge near Loyola Corners. Design of bridge and proposed signage will be reviewed by the Planning and Transportation Commission. **Joe and Chris** will work on identifying an inventory of other appropriate locations in the City for creek signage, and key characteristics of those locations; provide a summary report to staff.
- Likely assignment of council consideration in Sept/October timeframe for Storm Drain Master Plan **(to be released by the end of the year)** and provisions for implementation of standard labeling at storm drain inlets 'NO DUMPING! - Only Rain Down the Drain - Flows to xxxx Creek'. Can it be validated that this labeling will be broadly implemented? Are there pros/cons/constraints?

	<ul style="list-style-type: none"> - Advance city storm drain labeling, incorporation of recently establish standards - Investigate development and implementation of creek signage, with possible initial focus on new Fremont Road bridge over Permanente Creek - Continue to support creek restoration activities and education, information on EC website
<p>b. High-level review of selected city policies, practices, & implementation v/v watershed stewardship, to identify potential opportunity areas (Owner: Joe)</p>	<ul style="list-style-type: none"> - J will check with Larry re status of new SCVURPPP study data on watershed and water quality for presentation/discussion with EC at upcoming meeting. - E.g. selected muni guidelines for native landscaping, organic fertilizers/herbicides/pesticides Joe met with Damon (city staff); city doing progressive things. - SCVWD guidelines and standards for land use near streams -- Joe reported that these are in place and being utilized by the city; creek testing done every eight years or so as part of Santa Clara County runoff and pollution protection program.
<p>4 Continue to foster water conservation in Los Altos (Joe Eyre, Zahra Ardehali)</p> <p>a. Work with Cal Water to develop detailed Los Altos water usage baseline and trends, and ongoing process for tracking. (Owner: Joe)</p> <p>b. Incorporate water conservation plans into broader Climate Action Plan above. (Owner: Linda)</p> <p>c. Continue to actively support community outreach and education activities related to water conservation (Owner: Zahra)</p>	<ul style="list-style-type: none"> - Work with CalWater, City Staff and others to develop and present water use baseline, recent trends; General trend toward reduced water use. Joe led dashboard ideas discussion at October meeting, for posting on EC website/incorporated with climate action plan management: Joe drafted a proposed one-page water dashboard for discussion, and possible incorporation with broader dashboard metrics developed in association with CAP goals/results. - leveraging water baseline developed above, incorporate specific water efficiency measures into Climate Action Plan. - Additional co-sponsorship of CalWater conservation classes - Promotion of such elements as SCVWD rebates (landscape conversion and hardware upgrades), weather-based irrigation controllers in muni and residential applications
<p>5 Monitor and advance solid waste diversion and source reduction practices in Los Altos. (Don Bray, Joe Eyre, John Reed)</p>	

<p>a. Monitor MTWS diversion rate and look for ways to help meet and exceed contracted 78% diversion rate in 2013; make results available to community, along w/ education on how they can help improve outcomes. (Owner: Don, Joe)</p> <p>b. Monitor overall solid waste volumes relative to source reduction and longer-term 'zero waste' concepts & practices; (Owner: John)</p>	<ul style="list-style-type: none"> - J to contact Teresa re presenting CY 2012 statistics to EC in March. Overall diversion rate of 71.44% for calendar year 2011; need to achieve 78% in 2013; in 2011, estimate diversion rate for single family residential at 81% (75% of overall tonnage), commercial at 39% (23% of tonnage), and multi-unit residential at 52% (2% of tonnage). - Publication of 2011 results, and 'leading practices' article featuring top business/commercial participants in Los Altos; Feb 2012 - Discussed possible development of a news article featuring waste management efforts at leading local businesses – to highlight 'best practice' examples, and educate the public and other businesses; Provided input & review for article developed by GreenTown, published in Town Crier (September 2012). - Educational visit to Newby Island conducted with EC, staff, council, community participants; learned about 85-day composting process, and issues with certain items such as compostable tableware that requires substantially longer than 85 days to compost; also, some biodegradable foodscrap bags contain GMOs, so all such bags are placed in the garbage stream; - Joe working with Teresa and GTLA on 'best practices' guide for what is best introduced to organics stream to fully enable composting. Cascadia doing testing on compostability of selected materials in MTWS processes. Work is proceeding – Joe to check with Teresa. - Continue to work on supporting and communicating 'Green Events' guidelines, e.g. for 60th anniversary event. Successful Historic Bike Tour held as part of the event. - Incorporate source reduction measure(s) into CAP - Support education and outreach v/v source reduction, zero-waste practices (e.g. participation in free-cycling networks, e-waste collection)
<p>6 Evaluate and recommend program options, and assist in implementing effective city programs restricting use of selected environmentally-harmful products. (Chris Keller, John Reed)</p> <p>a. Engage in on-going analysis of program and implementation options v/v restricting use of expanded polystyrene and 'single use' plastic bags (Owner: Chris)</p>	<ul style="list-style-type: none"> - Los Altos participated in San Mateo County EIR process for 'Reusable Bags'; final EIR now ratified by San Mateo County. At January 8th council meeting, council directed Los Altos City Staff to prepare a proposed ordinance. Larry Lind working this, scheduled on City Council agenda in February, for vote on ratification. - J maintaining dialog with staff on status of a potential EIR for EPS, and partnership options similar to San Mateo county for bags; currently, no potential EIR partnership opportunities have been identified; timing/approach for EPS uncertain at this point. - Support city development and implementation of restrictions on use of expanded polystyrene, plastic shopping bags, etc. as recommended by the Santa Clara County RWRC, and required by the Santa Clara Valley Water District Water Board. Environmental Commission will study potential recommendations, timing, and approach. <p>Notes: In January 2012, the EC subcommittee studying EPS met with Los Altos city engineer and staff</p>

	<p>to discuss perspectives on potential issues such as EPS ban enforceability, inspection, budgets, burden to merchants, etc; It turned out that banning EPS is part of a new Water Board requirement, related to trash load reduction in storm water outflows. City staff has prepared detailed recommendations, including an EPS ban, to meet the Water Board requirements of 40% load reduction by 2014.</p> <p>After a thorough discussion the EC voted to support staff's 'Baseline Trash Load and Short-Term Trash Load Reduction Plan' as written, with two additional recommendations: Firstly, the EPS ban be made effective 1/1/13, consistent with the original RWRC recommendation, and secondly, that the EPS ban requires that replacement products are compostable or recyclable, consistent with the MTWS diversion program (also per the original RWRC recommendation).</p>
<p>7 Other Council goals as directed</p>	
<p>a. City position on potential move at state level to relax CEQA guidelines?</p>	<p>- J talked with City Attorney re knowledge of this; in Jolene's queue; does not believe this is a relaxation, more of a clarification</p>

General Comment from Council: If any programs require funding, case must be presented in time for annual budget cycle.

Miscellaneous Topics for Possible Discussion/Consideration TBD

- disposal of prescription drugs – police department will take; 'drugs and sharps' also collected elsewhere in the city, including some pharmacies?
- use of outdoor chemicals
- use of environmentally-friendly cleaning materials
- **monitor findings of quarry-related water discharges – Los Altos and LAH involved**

**ENVIRONMENTAL COMMISSION
FY2013/14 Work Plan**

Goal	Projects	Assignments	Target Date	Status
<p>1. Provide approved community education and outreach activities to advance natural resource conservation and environmental quality in Los Altos.</p>	<p>Maintain updated 'Los Altos Environment' website. (Commission coordinator: John)</p> <p>Provide public information forums to the community (quarterly or triannually) (Owners: Zahra, Gary)</p>	<p>1. John will advise J during the EC web site transition. Also to identify outdated information and information gaps. 2. Zahra to revise document recommending healthy and sustainable chemicals/products used inside and outside the home. 3. Joe to write web page on fostering local birds</p> <p>1. Zahra, Gary to develop proposal for initial event. Possible topics include outreach in preparation for single use bag ban or related to CAP.</p>	<p>Depends on city timetable. Est. 5/30/13 Est 6/10</p> <p>5/13</p> <p>5/13</p>	
<p>2. Work with Senior Planner to develop Climate Action Plan for</p>	<p>Aid in developing, reviewing, and facilitating public input to a Los Altos Climate</p>	<p>1. Determine next steps after Council approves 2020 goal.</p>	<p>TBD. Depends on CAP timetable.</p>	

City Los Altos.	Action Plan (Owners: Don, Joe, Gary)			
	Signage on bridges over local streams. (Owners: Joe, Chris)	<ol style="list-style-type: none"> 1. Joe and Chris to take photos of bridges over streams and recommend where creek signage should be placed. 2. EC to review plans for creek signage on new Fremont Ave. bridge over Permanente Creek when design is drafted. 		
3. Improve watershed stewardship for the City of Los Altos	Stream water quality (Owner: Joe)	<ol style="list-style-type: none"> 1. J will check with Larry re status of new SCVURPPP study data on water quality of local streams. 2. Don to incorporate stream quality data into Dashboard 3. EC to review Storm Drain Master Plan when released. Will encourage plan to include labeling of storm drain inlets with signage that specifies the recipient stream. (<i>Example of possible verbage: NO DUMPING! - Only Rain Down the Drain - Flows to Adobe Creek.</i>) 		
4. Monitor and advance solid waste diversion	Monitor MTWS diversion rate and look for ways to help	<ol style="list-style-type: none"> 1. Staff to provide suggestions for next steps. (at March EC meeting, MTWS said the three things that would make the 		

<p>and source reduction practices in Los Altos.</p>	<p>meet and exceed contracted 78% diversion rate in 2013. (Owner: TBD)</p>	<p>difference 1) Exclusive MTWS debris boxes, 2) Multi-family units composting & recycling, and 3) every household should try to divert a pound more/day.)</p>		
<p>5. Evaluate and recommend effective programs restricting use of selected environmentally-harmful products.</p>	<p>Single use¹ plastic bag ban Expanded polystyrene (EPS) ban</p>	<p>1. Ban slated for 7/4/13. EC to investigate assisting on outreach 1. J to report status of staff bringing a ban recommendation to Council.</p>		
<p>6. Encourage green business practices in Los Altos</p>	<p>Look at ways to encourage greener purchasing and operational practices by Los Altos businesses. (Owners: Gary & Joe)</p>	<p>Investigate applicability of Green Business Initiative program to Los Altos businesses.</p>		

Question: Are the Environmental Commission's activities improving sustainability in our community?



DATE: May 13, 2013

AGENDA ITEM # 3

TO: Environmental Commission
FROM: J. Logan, Staff Liaison
SUBJECT: Environmental Public Information Forums

RECOMMENDATION:

Review and discuss opportunities, topics and methodology for public education and outreach

BACKGROUND

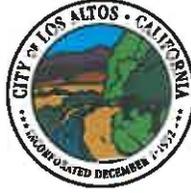
The Environmental Commission Work Plan, Goal 1, is to provide community education outreach activities in accordance with the Council approved work plan goals to advance natural resource conservation and environmental quality in Los Altos.

The Commission determines topics and opportunities for approved public forums related to sustainability. An example of public outreach activities were public forums held prior to the award of the waste disposal contract and a study to determine both Municipal and Community Green House Gas emissions for the City. Current outreach efforts include the design and analysis of a survey to the community to facilitate and gain public input for the Los Altos Climate Action Plan and coordination with the Climate Action Plan consultant firm and with the Community Development Department. An additional topic is single-use bags and issues involved with polystyrene products.

DISCUSSION

The Environmental Commission is continuing discussion regarding community education and outreach activities.

To that goal, a Commission subcommittee is exploring topic ideas and approaches on additional ways to engage the public via education and information forums, various outreach mechanisms. The subcommittee will guide this discussion.



DATE: May 13, 2013

AGENDA ITEM # 4

TO: Environmental Commission
FROM: J. Logan, Staff Liaison
SUBJECT: Los Altos Climate Action Plan

RECOMMENDATION:

Informational update on Climate Action Plan

BACKGROUND

Over the past nine months, staff, consultant group PMC and the Environmental Commission have been working together to prepare data and discuss strategies to reduce greenhouse gas emissions (GHG) in compliance with State Assembly Bill (AB) 32. On April 23, 2013, staff and Consultant PMC presented the Climate action Plan report. Environmental Commissioner Don Bray also addressed Council.

DISCUSSION

The April 23, 2013 staff report is attached for information. Staff will provide an informational update on next steps.

Attachments:

A. April 23, 2013, Los Altos Climate Action Plan staff report by Senior Planner Zachary Dahl



DATE: April 23, 2013

AGENDA ITEM # 7

TO: City Council
FROM: Zachary Dahl, Senior Planner
SUBJECT: Los Altos Climate Action Plan

RECOMMENDATION:

- A. Adopt a provisional greenhouse gas reduction target of 15% below the City's 2005 baseline
 - B. Provide direction on the preliminary reduction measures as a framework for achieving the 15% greenhouse gas (GHG) reduction target
-

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Yes; Capital Improvement Program

Public Hearing Notice: Not applicable

Previous Council Consideration: Not applicable

CEQA Status: Not applicable at this time

Attachments:

1. PMC Memo dated March 22, 2013
2. Environmental Commission Memo dated April 8, 2013
3. Reduction Measure Preliminary Assessment

ATTACHMENT A

BACKGROUND

State Assembly Bill 32 (AB 32), the Global Warming Solutions Act, was signed into law in 2006 and directed public agencies in California to support the statewide target of reducing greenhouse gas (GHG) emissions to 1990 levels by 2020. One means to support AB 32 is through the preparation of a climate action plan (CAP), which provides a policy framework for how a jurisdiction can reduce GHG emissions. Compliance with AB 32 is not a mandatory requirement for public agencies, but it can qualify a jurisdiction for incentives such as additional grant funding and streamlined environmental review for new projects. Many communities on the Peninsula and in the greater Bay Area have adopted, or are in the process of adopting, climate action plans or GHG reduction strategies.

Over the past year, staff has been working with Pacific Municipal Consultants (PMC), the City's CAP consultant, to prepare a qualified GHG reduction strategy CAP for the City. This includes preparation of an inventory of the City's existing GHG emissions for municipal operations and community-wide, a calculation of the City's anticipated emissions into the future, a summary of recent State legislative actions and how they will reduce City emissions, and an overview of the City's existing accomplishments (i.e., the Green Building Ordinance, the Solid Waste Hauling Franchise Agreement, adoption of the Bicycle Master Plan) and how they will contribute to reducing future City emissions. The PMC Memo (Attachment 1) provides additional information about the CAP background and work that has been completed to-date.

PMC and Staff have also been working with the Environmental Commission as part of the development of the CAP. The Commission has functioned as an advisory body and provided input on the CAP. The Commission's public meetings have also provided members of the community an opportunity to receive information on the CAP and to provide public comments. The Environmental Commission Memo (Attachment 2) provides more information about the Commission's role in the CAP process.

At the February 9, 2013 Environmental Commission meeting, PMC presented options for setting a GHG reduction target for the CAP and provided an outline of the preliminary reduction measures that could be used to achieve this target. After receiving public input and discussing the information, the Commission voted unanimously to recommend that staff provide additional information (costs to implement, specific GHG reductions, etc.) of the preliminary reduction measures and consider a more aggressive GHG emission reduction target that exceeded the AB 32 reduction goal of 15%.

At its March 9, 2013 meeting, the Commission further discussed the CAP and voted unanimously to recommend that the City Council incorporate additional reduction measures into the CAP and consider adopting a GHG reduction target of 18%. More details about these Commission recommendations are included in Attachment 2.

DISCUSSION

The goal of this report is to provide the City Council with a status report on the development of the Los Altos Climate Action Plan (CAP) and to get direction on the following two topics:

1. What is the GHG reduction target that the CAP should seek to achieve?
2. Which reduction measures should be further evaluated by the City as a means to achieve this GHG reduction target?

This report, along with the three attached documents, are intended to provide Council with enough information to provide direction on these two questions. The goal is to keep the discussion and direction at the programmatic level. A much higher level of analysis and detail will be provided when the CAP is drafted. Before each policy/program is developed and fully evaluated (implementation, costs, potential GHG reductions, etc.), it is important to ensure the Council is supportive of the proposed preliminary reduction measures that will be included in the draft CAP.

It should also be noted that the actions taken by Council with regard to setting a provisional reduction target and accepting a suite of preliminary measures to achieve that target are not binding and can be changed or modified prior to adoption of the CAP.

Greenhouse Gas Reduction Target

In order to be considered a qualified GHG reduction strategy, the CAP will need be consistent with GHG reduction goals of AB 32 and should be consistent with Bay Area Air Quality Management District guidelines. There are multiple ways to set a GHG reduction target to meet the goals of AB 32 (see the PMC Memo), but setting a target to reduce GHG emissions by 15% below the 2005 baseline by 2020 is the most widely accepted method and is most appropriate for a community like Los Altos. As noted above, the adoption of a qualified GHG reduction strategy will allow streamlined environmental review for new projects and qualify the City for additional grant funding (i.e., capital projects outlined in the Bicycle Master Plan or Pedestrian Master Plan).

Therefore, staff recommends that Council adopt a provisional GHG reduction target of 15% below the 2005 baseline emission levels for the CAP.

Greenhouse Gas Reduction Measures

Once a GHG reduction target is set, the City needs to identify a policy framework for achieving that reduction target. Staff has worked with PMC to develop an outline of the preliminary reduction measures that could be included in the CAP in order to achieve a 15% GHG reduction. Exhibit A in the PMC Memo (Attachment 1) provides a list of the proposed preliminary reduction measures. These reduction measures would be a combination of existing City policies and practices, along with some new policies and ordinances.

To provide additional information about the scope of the reduction measures, a preliminary assessment of the potential costs associated with implementation of these policies and programs has been included (Attachment 3). This table provides a rough cost estimate (low, medium or high), identifies the lead division or department and notes whether each measure would be new or is existing (already being implemented). As outlined, all City departments would play a role in implementing the CAP, but Planning, Building and Engineering would be responsible for the largest share of the new policies and programs. In order to implement the reduction measures necessary to achieve the 15% reduction target, additional City staff time and resources will be required. At this time, it appears that the scope of this effort is manageable with existing staff.

Environmental Commission Recommendation

As outlined in the Background section, the Environmental Commission is recommending that additional reduction measures from the Tier 2 list¹ be included in the CAP and that the City's GHG reduction target be increased to 18%. Specifically, the Commission recommended that 15 additional reduction measures be added and one measure be removed. Of those measures, staff has identified five that have or will be implemented by the City, or would add minimal additional cost to implement and provide other benefits to the community:

- 1.4.C - EV pre-wiring requirements for residential development
- 4.2.B - Incentivize and support the planting of shade tree
- 4.2.C - Manage storm water runoff with green infrastructure such as bio-swales
- 5.1.A - Audit City facilities and install energy efficient equipment
- 5.2.D - Develop and Maintain Digital Record Keeping System

Staff also supports removal of reduction measure 4.1.A (develop and implement a residential Low Carbon Diet program) from the CAP. This type of measure can be challenging to implement, could be demanding on staff time and difficult to measure its success.

With regard to the other 10 reduction measures, including them in the CAP would most likely require additional City resources and the hiring of additional staff for full implementation. Seeking a GHG reduction target beyond 15% will require a shifting of priorities and/or the hiring of additional personnel.

It should also be noted that staff is responsible for implementing State legislation as it is adopted. Increased requirements for regulations such as building codes, energy codes, stormwater management and water efficiency, to name just a few, require an increase in staff time and resources to implement and administer. Expanding the number of measures included in the CAP, when considering the increased workload that is being driven by other State legislation, will likely result in the need to hire additional staff dedicated to this function.

¹ This refers to the suite of reduction measures that would be needed for the City to achieve a stretch GHG reduction target of 20-25 percent, referred to as "Greenhouse Reduction Measures that would exceed AB 32 Goal," or Tier 2 Reduction Measures.

Goals Beyond Greenhouse Gas Reduction

Above and beyond being a planning document that provides a framework to reduce GHG emissions in Los Altos, the CAP will also evaluate each proposed reduction measure within the specific context of the community – Los Altos is small in size (approximately seven square miles) with a suburban character that is low density and has a municipal government that is small when compared to many of the surrounding jurisdictions on the Peninsula and around the Bay Area. Just because a measure is used by another community does not necessarily mean that it is practical or appropriate for Los Altos. Therefore, staff developed a list of four questions to consider when evaluating each new reduction measure:

1. Could this be a policy or program that is effective within the Los Altos community?
2. Will the proposed measure contribute to improving the quality of life in Los Altos in other ways beyond GHG reduction?
3. Is this a measure that is the best use of the City's time and resources?
4. Who will potentially benefit and who will potentially be burdened by the program or policy?

These questions will be incorporated in the CAP as goals to accompany the GHG reduction target. A critical component of a successful CAP is that it is widely accepted by the community. Looking beyond the numbers (GHG emission reductions) and focusing on the practicality and benefits of the new programs and policies will lay the groundwork for wider support and help to ensure that the CAP is successful in supporting the goal of making Los Altos a great place to live and to raise a family.

FISCAL IMPACT

None

The potential future costs of the preliminary reduction measures outlined in this report will be evaluated as each policy and program is developed and refined during the CAP preparation process.

PUBLIC CONTACT

There have been six publically noticed meetings before the Environmental Commission to discuss the CAP on March 12, June 11, September 10 and December 10 in 2012, and February 11 and March 11 in 2013.

An online citizen survey was conducted in June-August, 2012 asking respondents about travel habits and home energy and water usage. Outreach for the survey included a display ad in the Town Crier (June 27, 2012), emailed notices to community groups and members of the public, and a notice on the City's website. A total of 117 residents responded to the travel habits survey and 83 residents responded to the home energy and water usage survey.

All staff and consultant reports on CAP progress that have been presented to the Environmental Commission are posted on the City's website:
<http://www.losaltosca.gov/committeescommissions/environmental/ClimateActionPlan.html>

Posting of the meeting agenda also serves as notice to the general public.



MEMO

To: Zach Dahl
City of Los Altos

From: Jeff Henderson, Leeanne Singleton, Chris Read
PMC

Date: March 22, 2013

Re: Los Altos Climate Action Plan
Setting a Greenhouse Gas Reduction Target and Preliminary Reduction Measures

Introduction

State Assembly Bill (AB) 32, the Global Warming Solutions Act, was signed into law in 2006. AB 32 set a greenhouse gas (GHG) reduction target of reducing statewide emissions to 1990 levels by 2020 – roughly equivalent to a 15% reduction below 2005 GHG emission levels, and directed public agencies in California to support statewide achievement of the GHG reduction target.

A Climate Action Plan (CAP) is the policy document that jurisdictions, such as Los Altos, can use to provide a policy framework that outlines how the City can support statewide achievement of AB 32 goals. A CAP contains an inventory of baseline emissions, a forecast of future emissions to a target year (in this case 2020), a suite of strategies for achieving the AB 32 GHG reduction target and a tool, or tools, to monitor progress. A CAP that conforms to Bay Area Air Quality Management District's (BAAQMD) Guidelines for a qualified GHG reduction strategy will also provide environmental review (California Environmental Quality Act or CEQA) streamlining benefits for future projects that demonstrate consistency with the CAP.

In November 2011, the City Council awarded Pacific Municipal Consultants (PMC) a contract to prepare a CAP for the City of Los Altos. In March 2012, PMC started work on the CAP by collecting background data and updating the existing Greenhouse Gas (GHG) Emissions Inventories (Municipal Operations and Community-wide). The updated inventories established the 2005 baseline GHG emission levels generated within the City of Los Altos. Subsequently, GHG emission forecasts, the City's existing efforts to reduce GHG emissions, and a range of potential CAP emission reduction measures have been prepared and presented to the Environmental Commission at public meetings.

At the December 10, 2012 Environmental Commission meeting, PMC presented multiple GHG emissions reduction target options that could be used to prepared a qualified GHG reduction strategy. The Commission voted to recommend that the City set a target of reducing GHG emissions by 15% below 2005 emissions by 2020, which would be consistent with Assembly Bill (AB) 32. This is the most commonly used approach to setting a GHG reduction target by jurisdictions who have prepared climate action plans. The Commission also asked staff to provide an outline of the reduction measures that would be necessary for Los Altos to meet a more aggressive stretch target of 20% to 25% below 2005 emissions levels by 2020.

At the February 11, 2013 Environmental Commission meeting, PMC presented a range of draft reduction measures that could be used by the City to achieve the AB 32 reduction goal. The presentation also included additional measures that could be adopted by the City to achieve a reduction that exceeded the AB 32 GHG reduction target.

The reduction measures needed to meet AB 32 were referred to as Tier 1 and the measures that would exceed the AB 32 reduction target were referred to as Tier 2. City staff recommended that the CAP be based on a reduction target that meets AB 32 requirements (i.e., 15% below 2008 emissions levels). The Environmental Commission voted to recommend that the City Council consider including additional measures in the CAP that would enable the City to exceed AB 32 requirements (i.e., go beyond 15% below 2008 emissions levels), in cases where such measures are considered feasible and cost-effective in light of available City resources.

Based on direction from City staff and feedback from the Environmental Commission, this memo outlines the proposed GHG reduction target that the CAP will seek to achieve and provides a list of preliminary measures that would be necessary to achieve that reduction target. **Attachment A** provides a narrative description of the reduction measures that could be included in the CAP to meet AB 32 reduction levels and **Attachment B** outlines the reduction measures that could be adopted to enable the City to exceed the AB 32 reduction goal.

Reduction Target

This section outlines considerations for setting a GHG reduction target, identifies different types of GHG reduction targets the City can set, provides examples of GHG reduction targets that have been set by other nearby jurisdictions, and recommends a preliminary GHG reduction target for the CAP.

At the December 10, 2012 Environmental Commission Meeting, commissioners were provided background and context regarding GHG reduction targets, given examples of the GHG reduction targets set by other local jurisdictions, and asked to consider three primary types of GHG reduction targets to adopt as part of the CAP. The commission voted to recommend that the City set a target of reducing GHG emissions by 15% below 2005 emissions levels by 2020. The basis for setting a GHG reduction target to reduce GHG emissions 15% below baseline levels is described below.

15 Percent Below Baseline

A viewpoint commonly put forward by California air districts like the BAAQMD, or State agencies such as the Attorney General's office, the Office of Planning and Research, and the California Air Resources Board (CARB) is that appropriate GHG reduction targets consistent with AB 32 would be either to reduce community-wide emissions to 1990 levels, or to achieve at least a 15% reduction from baseline emissions by 2020. The CARB Climate Change Scoping Plan does not identify 15% as a minimum, fair share, or threshold level of reductions, but rather an approximate level that would parallel State commitments under AB 32.

GHG Reduction Targets of Neighboring Jurisdictions

For consideration and comparison purposes, **Table 1** identifies GHG reduction targets set by other jurisdictions in the Bay Area. Three types of potential GHG reduction targets (percent below baseline, percent below business-as-usual (BAU), and Service Population threshold) have all been used by at least one Bay Area jurisdiction, although percent below baseline targets are the most prevalent option.



Table 1: Neighboring Jurisdictions GHG Reduction Targets

Jurisdiction	Year of Adoption	GHG Reduction Target	Jurisdiction	Year of Adoption	GHG Reduction Target
Mountain View	2012	Improve per-SP emissions 15% - 20% below 2005 by 2020	Sunnyvale	Draft	15% below 2008 by 2020
Palo Alto	2007	5% below 2005 by 2012	San Francisco	2004	20% below 1990 by 2012
Newark	2010	5% below 2005 by 2015	Solano County	2011	20% below 2005 by 2020
Hayward	2009	6% below 2005 by 2013	Union City	2010	20% below 2005 by 2020
Benicia	2009	10% below 2000 by 2020	Dublin	2010	20% below BAU by 2020
Marin County	2006	15% below 1990 by 2020	Santa Rosa	2012	25% below 1990 by 2015
Piedmont	2010	15% below 2005 by 2020	Sonoma County	2008	25% below 1990 by 2015
Pleasanton	2011	15% below 2005 by 2020	Albany	2010	25% below 2004 by 2020
Larkspur	2010	15% below 2005 by 2020	Emeryville	2008	25% below 2004 by 2030
Novato	2011	15% below 2005 by 2020	Fremont	2012	25% below 2005 by 2020
Ross	2010	15% below 2005 by 2020	Alameda	2008	25% below 2005 by 2020
San Anselmo	2011	15% below 2005 by 2020	San Leandro	2009	25% below 2005 by 2020
Burlingame	2009	15% below 2005 by 2020	Antioch	2011	25% below 2005 by 2020
Menlo Park	2009	15% below 2005 by 2020	San Rafael	2009	25% below 2005 by 2020
Redwood City	2010	15% below 2005 by 2020	Santa Cruz	2011	30% below 1990 by 2020
San Mateo	2010	15% below 2005 by 2020	San Carlos	2009	35% below 2005 by 2030
Novato	2009	15% below 2005 by 2020.	Oakland	2011	36% below 2005 by 2020
San Ramon	2010	15% below 2008 by 2020	Martinez	2009	80% below 1990 by 2050
Vallejo	2012	15% below 2008 by 2020	Berkeley	2009	80% below 2000 by 2050

GHG Reduction Strategy Structure

Focus Areas Covered

The Climate Action Plan (CAP) will address five *focus areas*: Land Use & Transportation, Energy, Resource Conservation, Green Community, and Government Operations (shown in **Figure 1**). These focus areas group proposed measures and actions into similar categories.

Figure 1 – Los Altos Climate Action Plan Focus Areas



Within each focus area, preliminary *measures* are identified that address specific topics (e.g., alternative transportation strategies, energy efficiency programs). GHG reductions are estimated at the measure level by calculating the cumulative effect of *actions* using *performance metrics*. Actions identify steps the City will take to implement each measure (e.g., developing or adopting an ordinance, amending the zoning code, establishing partnerships with other organizations). A full description of the proposed actions are provided in **Attachment A** and **Attachment B**. **Figure 2** summarizes these components of the measure development process.

Figure 2 – Focus Areas, Measures, Actions, and Performance Metrics Defined



Meeting or Exceeding AB 32 + Best Management Practices

Per direction from City staff, with feedback from the Environmental Commission, PMC has developed a suite of reduction measures across the focus areas that can achieve a GHG reduction target consistent with AB 32, which is equivalent to 15% below the 2005 baseline levels by 2020. In response to the Environmental Commission’s request, this memo also includes an outline of the reduction measures necessary to achieve a more aggressive stretch target of 20%-25% below baseline levels by 2020. These additional reduction measures would exceed the reduction targets of AB 32.



As part of the CAP, PMC will work with City staff to develop project-level best management practices (BMPs) that would be implemented with new projects and development in order to demonstrate consistency with the CAP. This would also allow future projects to be eligible for streamlined environmental review. A brief description of proposed measures and actions is provided in **Figure 3**.

Figure 3 – Emissions Reduction Levels



Quantification Methods

The GHG emissions reduction benefit of each measure is determined by changes in operation, activity, or efficiency. In general, there are three types of reductions in climate action plans: (1) avoided emissions (e.g., walk instead of drive), (2) greater efficiency (e.g., drive an electric vehicle), and (3) sequestration (e.g., increase carbon storage through planting trees). GHG emissions reduction estimates are identified for the year 2020.

The information used to estimate GHG emissions reductions is summarized in **Figure 4**. The baseline GHG inventory and forecast serves as the foundation for quantifying the City's GHG reduction measures. Activity data from the inventory (e.g., vehicle miles traveled (VMT) and kilowatt-hours (kWh) of electricity) are used with performance targets and indicators to calculate the GHG emissions reduction potential of measures. This approach ensures that GHG emissions reductions relate to baseline and future activities in the community.

Figure 4 – Emissions Quantification Sources and Tools



Whenever possible, emissions reduction estimates are based on tools and reports provided by government agencies such as the US Environmental Protection Agency (EPA), California EPA, California Energy Commission (CEC), California Air Resources Board (CARB), California Air Pollution Control Officers Association (CAPCOA), and local air districts (Bay



Area Air Quality Management District for Santa Clara County). If accurate reduction estimates are not available through these tools, a case study with comparable characteristics may be used. Finally, for more long-range reduction measures that lack actual on-the-ground testing or analysis, current scholarly and peer-reviewed research is combined with knowledge of existing City practices to create a defensible estimate of future emissions reductions.

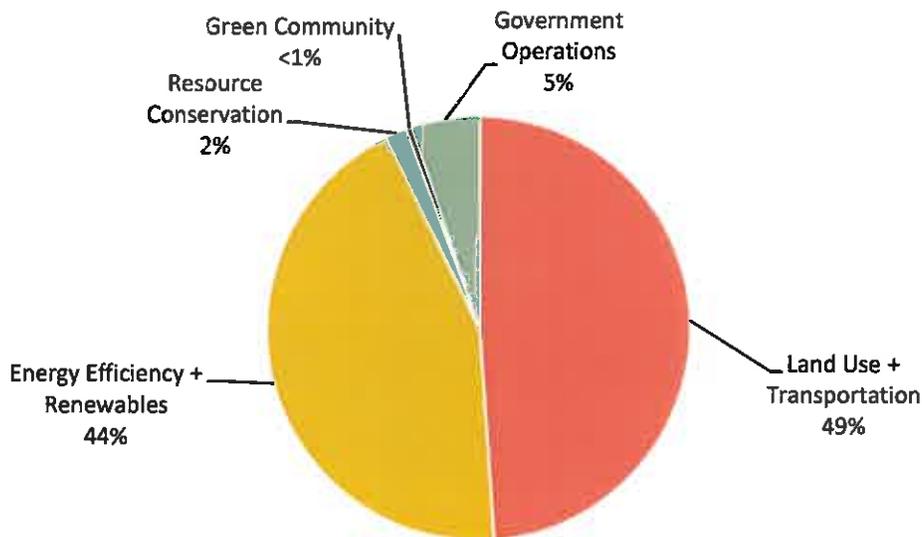
GHG Reduction Strategy Results

This section summarizes the preliminary GHG reductions estimated to be achieved by implementing proposed measures and actions. For ease of review and discussion, the estimated GHG reductions have been summarized in two ways: by focus area and by emissions reduction level (i.e., meet or exceed AB 32).

Focus Areas

The reduction measures identify emissions reductions from each source in order to avoid reliance on any one strategy or sector to achieve the targets. However, the majority of GHG reductions identified to achieve the 15% reduction target come from the Land Use & Transportation and Energy sectors, which correspond to the largest sources of GHG emissions in Los Altos. The GHG reduction results for measures recommended to meet the AB 32 reduction goal are summarized by focus area in **Figure 5**.

Figure 5 – 2020 GHG Reductions by Focus Area



Emissions Reduction Levels

To demonstrate the City's ability to achieve the minimum GHG reduction target, and identify opportunities to achieve a more aggressive reductions, the results of the proposed GHG reduction measures have also been presented by emissions reduction level (i.e., meet or exceed AB 32). Measures identified to meet AB 32 are mostly voluntary, are more likely to be accepted by the community, build off of existing GHG emissions reduction programs (e.g. Green Building Ordinance, Bicycle Master Plan, Mission Trail waste disposal contract), and are feasible for City staff to implement given current resources and funding levels. Implementing these measures would reduce 2020 local emissions by approximately 12,340 MTCO₂e.

Measures identified to exceed AB 32 include more new, mandatory, and regulatory measures; would require additional staff funding and resources; and may be more difficult for the community to implement. Full



implementation of all of these strategies would reduce 2020 local emissions by an additional 16,350 MTCO₂e beyond the strategies outlined to meet AB 32, for a total reduction of 28,690 MTCO₂e. A summary of the GHG reductions by focus area and emissions reduction level is presented in **Table 2**.

Table 2 – Reductions by Focus Area and Emissions Reduction Level

Focus Area	Meet AB 32 (MTCO ₂ e)	Exceed AB 32 (MTCO ₂ e)	Meet + Exceed (MTCO ₂ e)
Land Use & Transportation	-6,030	-11,280	-17,310
Energy	-5,420	-2,720	-8,140
Resource Conservation	-200	-1,440	-1,640
Green Community	-50	-580	-630
Government Operations	-640	-330	-970
Total	-12,340	-16,350	-28,690

Relationship to Targets

Implementation of measures identified to meet AB 32 would allow the community to achieve a 15% reduction of GHG emissions below 2005 levels by 2020. If the City Council chooses to implement some or all of the more aggressive measures identified to exceed AB 32, the community could result in GHG emission reductions of up to 24% below 2005 levels by 2020. **Figure 6** illustrates anticipated progress toward meeting AB 32 requirements target through 2020.

A business-as-usual (BAU) forecast is an estimate of how GHG emissions will likely grow over time without influence from state, regional, and local reduction efforts. This BAU emissions forecast assumes 2005 energy consumption, waste disposal, and energy efficiency rates remain the same, while the population continues to grow.

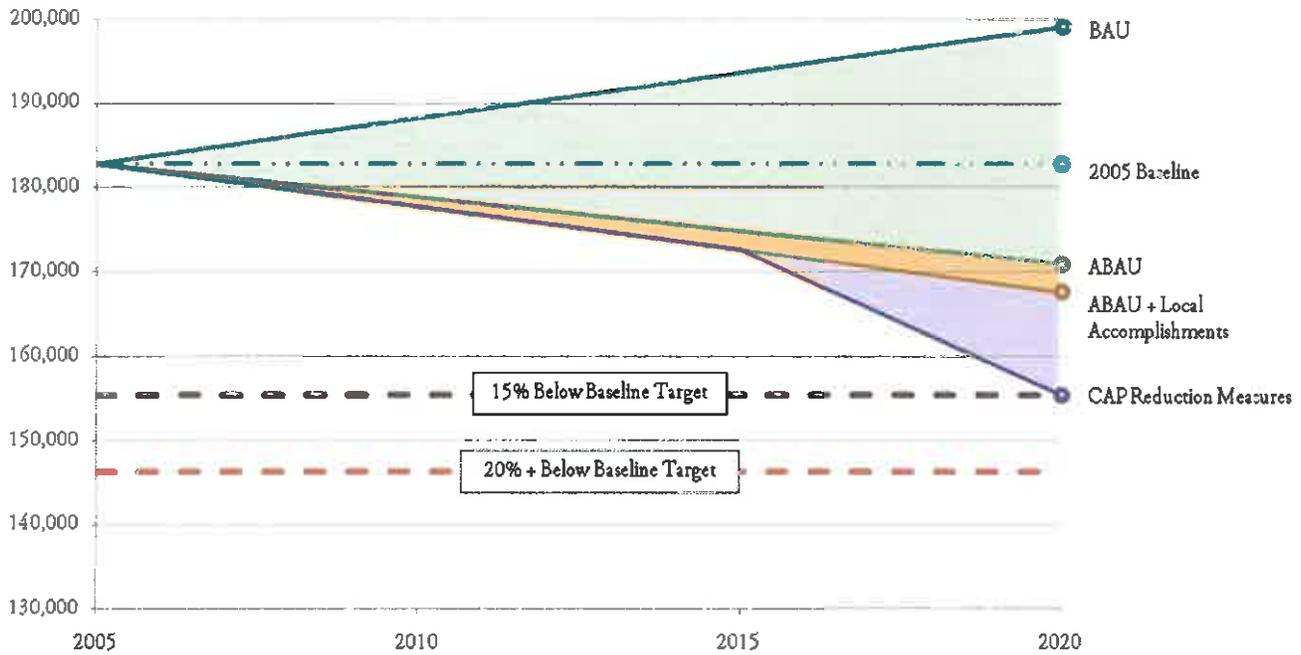
An adjusted business as usual (ABAU) forecast takes into account the regulations and actions put in place by State agencies to reduce local GHG emissions. The ABAU scenario indicates what the community GHG emissions will look like in 2020, if existing State actions continue to reduce GHG emissions, but no local actions are implemented.

The local accomplishments scenario indicates the emissions levels expected in Los Altos with the combination of the ABAU scenario and actions already implemented by the City to reduce GHG emissions. Accomplishments in this scenario include updates to the Green Building Ordinance, implementation of bicycle infrastructure, and adoption of new waste franchise agreements.

The CAP Reduction Measure Scenario indicates what GHG emissions will look like in Los Altos by 2020 through implementation of a Climate Action Plan with a reduction target of 15%.



Figure 6 – Meeting the AB 32 GHG Reduction Target by 2020



Recommendation

Staff is seeking input from the City Council on the overarching policy framework that will be used to prepare the CAP. This includes two actions: 1) setting the GHG reduction target that the CAP will seek to achieve, and 2) providing feedback on the measures that should be developed to achieve the reduction target. In order to be a qualified GHG reduction strategy, the CAP will need to include a reduction target that meets or exceeds AB 32 goals. Staff recommends that the CAP reduction target be set to achieve a 15% GHG reduction and that the measures outlined in Attachment 1 be used in order to achieve the reduction target.

Next Steps

PMC will continue working with City staff to refine measures and actions based on the feedback received at this meeting and identify appropriate implementation metrics for each measure. The next step in the process will be to prepare a Draft CAP, which is anticipated to be released for public review in late summer or early fall.



Attachment A: Greenhouse Gas Reduction Measures to Meet AB 32 Goals (Tier 1)

This attachment provides a brief explanation of each preliminary reduction measure and the proposed implementation actions that would be included in the Los Altos Climate Action Plan (CAP) to meet the AB 32 goal of reducing the community's greenhouse gas (GHG) emissions to 1990 levels (15% below the 2005 baseline).

Focus Area 1: Land Use & Transportation

1.1 Improve Non-Motorized Transportation

Given the city's relatively flat terrain, small geographic area, proximity to transit, and strategically located commercial nodes, there is great potential to reduce vehicle miles traveled (VMT) by investing in non-motorized transportation infrastructure. The City is strategically planning for non-motorized transportation throughout the community by adopting an updated bicycle master plan in 2012, and beginning work on a pedestrian master plan. This measure focuses on moving beyond planning for these facilities and programs by prioritizing construction of new links in Los Altos' pedestrian and cycling networks to reduce VMT, create a healthier community, and provide safer routes to school.

Actions proposed to support Measure 1.1:

- A. Construct 8.6 miles of priority bikeways and implementing related programs identified in the City's 2011 Bicycle Transportation Plan by 2020.
- B. Develop and implement a pedestrian master plan with specific focus on local vehicle trip reduction.
- C. Develop a car-free day program, which could include things such as temporary closure of certain streets to vehicles, for events that promote active transportation.
- D. Continue to implement Safe Routes to School programs.
- E. Continue to implement complete streets policy and traffic calming plans and projects.

1.2 Expand Transit and Commute Options

According to the U.S. Census Bureau's Center for Economic Studies, most Los Altos residents do not work within the city, and most of those employed in Los Altos do not live within the city. The thousands of workers that both leave and enter Los Altos for work create a large VMT footprint that could be reduced through better transit connections between Los Altos and regional transit systems, and by ensuring employers in Los Altos offer commute options or incentives to their employees. Most of the city is located within 5 miles of the San Antonio Caltrain station, the San Antonio>Showers Transit Center, and the planned El Camino Real Bus Rapid Transit (BRT) lines.

Actions proposed to support Measure 1.2:

- A. Work with the Santa Clara Valley Transit Authority (VTA) to expand local service to improve connectivity to regional transit options.
- B. Require large employers (over 100 employees) to reduce VMT through transit demand management (TDM) programs. *This TDM program requirement is consistent with the forthcoming Metropolitan Transportation Commission (MTC) and Bay Area Air Quality Management District (BAAQMD) joint TDM requirement ordinance, which is consistent with SB 1339 (2012).*

1.3 Amend the General Plan

Measure 1.3 is not required to meet the community's GHG reduction goal.



1.4 Provide Alternative Fuel Vehicle Infrastructure

Many Los Altos residents are early adopters of new technologies, including alternative fuel or electric vehicles. Availability of alternative fuel infrastructure, including charging or fueling stations, and requirements ensuring that new development is equipped to provide such infrastructure in the future would significantly increase the likelihood of electric vehicle (EV) adoption, reducing local GHG emissions and other harmful pollutants associated with gasoline and other fuel use. Offering publically accessible EV charging stations provides an additional benefit of bringing through-traffic to the City's public or commercial parking lots.

Actions proposed to support Measure 1.4:

- A. Install EV charging stations in public parking lots
- B. Encourage alternative fuel vehicle charging stations in private development. This action is consistent with the State's commitment to build alternative fuel infrastructure over the next 20 years.
- C. Amend the Green Building Ordinance to include EV pre-wiring requirements for residential development. *EV pre-wiring is a relatively low upfront cost that lowers the barrier of entry to EV ownership.*

Focus Area 2: Energy Efficiency & Renewables

2.1 Promote Energy Conservation

The City of Los Altos has many homes with higher than average energy use due to size, age and outdoor amenities such as pools and hot tubs. Compared to the average California household, residences in Los Altos use 30% more electricity per year (8,630 kWh in Los Altos, compared to 6,740 kWh statewide). By providing residents and businesses with tailored information regarding the most effective energy conservation strategies for homes and businesses similar to those in Los Altos, the City can help residences and businesses reduce energy consumption, GHG emissions, and monthly utility costs.

Actions proposed to support Measure 2.1:

- A. Provide outreach and educational materials for energy conservation and renewable energy programs targeted at outdoor amenities (e.g., lighting, swimming pools, hot tubs).
- B. Provide outreach and education to support the High Energy Homes Program (<http://www.acterra.org/programs/index.html>). *The City can help conserve energy, lower energy bills, and support the local economy by advertising this program, which provides detailed energy use information to homeowners.*
- C. Offer pilot audits of up to 25 high energy-use homes. *The City can use the data, outcomes, and best practices generated from the audits to prepare educational materials for distribution to owners of similar homes.*

2.2 Increase Energy Efficiency

Residential and nonresidential buildings in the City depend on electricity and natural gas for lighting, heating, cooling and running appliances. This measure identifies actions to increase energy efficiency in the City.

Actions proposed to support Measure 2.2:

- A. Help facilitate and actively promote and support energy efficiency financing for residential and commercial properties. *The State offers a number of programs, such as California FIRST and Energy Upgrade California, that provide access to financing or subsidies for energy efficiency upgrades.*
- B. Require energy disclosure for large buildings and facilities prior to sale or lease. *Consistent with AB 1103 and AB 531, energy disclosure for large commercial facilities means "to disclose the United States Environmental Protection*



Agency's ENERGY STAR Portfolio Manager benchmarking data and rating to a prospective buyer, lessee of the entire building, or lender that would finance the entire building."

- C. Participate in locally-applicable San Francisco Bay Area Regional Energy Network (BayREN) programs. The Association of Bay Area Governments is currently leading BayREN efforts to distribute funds and implement programs that support local energy efficiency programs. (<http://www.abag.ca.gov/bayren/applicationdocs.html>)
- D. Continue to encourage the installation of energy-efficient appliances. This is currently a requirement for projects subject to the City's Green Building Ordinance.
- E. Develop energy efficiency outreach and education programs for renter-occupied households.
- F. Adopt a residential energy conservation ordinance that requires completion of a self-audit checklist and encourages a professional audit to be completed at time-of-sale. Time-of-sale self audits are a no-cost tool that allows new homeowners to make educated energy efficiency investments.

2.3 Incentivize Renewable Energy

Many Los Altos households and businesses have installed solar photovoltaic (PV) panels. This measure directs the City to encourage additional PV installations by providing information to residents and business owners about the California Solar Initiative (CSI).

Action proposed to support Measure 2.3:

- A. Facilitate participation in solar PV programs through the CSI. The CSI is a State program that includes:
 - A rebate program for customers to install solar on existing homes, and existing or new commercial, government, and non-profit buildings. This program funds both solar PV and other solar thermal-generating technologies.
 - A rebate program that funds solar hot water systems on homes and businesses.
 - A solar rebate program for low-income residents that own their own single-family home.
 - A solar rebate program for multifamily affordable housing.

Focus Area 3: Resource Conservation

3.1 Reduce and Divert Waste

The City has a strong record of reducing and diverting waste and has already realized substantial GHG emission reductions in this sector. Since 2005, the City has achieved a 38% reduction in the amount of waste sent to local landfills, due in large part to recent changes to the franchise agreements with Mission Trails Waste Systems. This measure directs the City to continue advancing waste diversion by maintaining and expanding existing diversion programs, by banning polystyrene and plastic bags, and by encouraging use of reusable containers and bags.

Actions proposed to support Measure 3.1:

- A. Maintain and expand food waste diversion programs.
- B. Adopt a plastic bag ban and encourage the use of reusable bags.
- C. Encourage recycling and reuse of building materials.
- D. Adopt and enforce an expanded polystyrene (EPS) ban.

3.2 Conserve Water

Los Altos water providers (Cal Water and Santa Clara Valley Water District) are required by State law to reduce per capita water use 20% below the baseline year identified in their Urban Water Management Plans (UWMPs) by 2020. This measure directs the City to assist the water providers, when necessary and appropriate, to implement strategies



identified in their UWMPs. For this measure, the City's efforts will be supportive of the water providers. The water providers' efforts will be monitored and credited toward the City's reduction target.

Actions proposed to support Measure 3.2:

- A. Continue to implement the Water Efficient Landscape Ordinance (LAMC 12.36).
- B. Support implementation of the Cal Water and Santa Clara Valley Water District (SCVWD) 2010 Urban Water Management Plans.
- C. Distribute a greywater and/or rainwater harvesting guide. *This can provide guidance to interested residents on opportunities to decrease the amount of potable water used for landscaping.*

3.3 Use Carbon-Efficient Construction Equipment

Construction equipment emissions were responsible for approximately 2% of baseline communitywide emissions. The BAAQMD has identified a number of best practices to reduce emissions from construction equipment, including limiting idling times and using alternatively fueled equipment. This measure directs the City to implement these best practices through education and outreach during the entitlement and permitting processes for new projects.

Action proposed to support Measure 3.3:

- A. Encourage compliance with BAAQMD construction equipment best practices through outreach and education.

Focus Area 4: Green Community

4.1 Create Low Carbon Neighborhoods

Measure 4.1 is not required to meet the community's GHG reduction goal.

4.2 Sustain a Green Infrastructure System & Sequester Carbon

Trees and other green infrastructure are critical resources that increase and maintain quality of life in Los Altos. Green infrastructure reduces the urban heat island effect and sequesters carbon. This measure directs the City to continue to increase green infrastructure, encourage tree planting and properly maintain existing trees through outreach, education, and events (e.g. Earth Day and Arbor Day fairs).

Actions proposed to support Measure 4.2:

- A. Work with local groups to increase green infrastructure awareness and encourage tree planting (e.g., Earth Day and Arbor Day fairs).
- B. Continue to manage stormwater runoff with green infrastructure such as bio-swales and other Low-Impact Development strategies.
- C. Incentivize and support the planting of shade trees.

4.3 Support the Local Economy

Encouraging residents to shop and buy local goods supports the local economy and reduces vehicle miles travelled for shopping trips. This measure recognizes and supports the City's existing outreach campaigns and efforts that are highlighting the economic, social, and environmental benefits of shopping locally in Los Altos.

Action proposed to support Measure 4.3:

- A. Continue to support and seek ways to expand the Shop/Buy Local outreach campaign.



Focus Area 5: Government Operations

5.1 Operate Efficient Government Facilities

Buildings and lighting at City facilities generated 30% of total municipal emissions in 2005. This measure directs the City to invest in energy efficiency improvements at facilities that will remain in operation for the foreseeable future, and to build new facilities to be as efficient as possible.

Actions proposed to support Measure 5.1:

- A. Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades, including installing energy-efficient lighting, appliances, and heating, ventilation, and air conditioning systems.
- B. Install one megawatt (MW) of renewable energy (e.g. PV panels) on City facilities.
- C. Continue upgrading street and park lighting to light-emitting diode lights, as appropriate.
- D. Develop and maintain a digital record-keeping system.

5.2 Reduce City Vehicle Fuel Consumption

Fuel used by the City vehicle fleet accounted for approximately 20% of 2005 municipal operations emissions.

Actions proposed to support Measure 5.2:

- A. Continue to maintain fleet efficiency through proper maintenance, and identify additional opportunities to increase fuel efficiency.
- B. Encourage City employees to use non-motorized transportation, such as walking or bicycling, when conducting off-site City business (e.g. for trips up to ¼ or ½ mile). *Walking or cycling, when appropriate, could reduce fleet VMT and have positive employee health benefits.*
- C. Develop and require City employees to participate in a fuel-efficient driver training course.

5.3 Incentivize Sustainable Employee Travel

Employee commute and travel was the largest contributor to 2005 municipal operations GHG emissions (37% of total emissions). This measure identifies opportunities to reduce commute and travel emissions.

Actions proposed to support Measure 5.3:

- A. Provide information to City staff about commute alternatives to single-occupancy vehicles, including materials that identify available transit and alternative transportation routes.
- B. Establish alternative work schedule or telecommuting options for City staff to reduce daily commute trips.
- C. Create a staff carpooling program.
- D. Put all non-essential employees on a 9/80 schedule and/or consider closing City Hall every other Friday.

5.4 Purchase Responsibly

This measure directs the City to incorporate environmentally responsible purchasing into its everyday practices. The environmentally preferable purchasing policy would be wide-ranging and could include such things as commitments to buy recycled paper, or to buy low emissions vehicles, when appropriate. The measure also directs the City to participate in group purchase programs through San Francisco Bay Area Regional Energy Network (BayREN), which can use its regional purchasing power to obtain energy efficient and renewable energy equipment at a discounted price.

Actions proposed to support Measure 5.4:

- A. Develop an environmentally preferable purchasing policy.
- B. Participate in appropriate group purchase programs through BayREN.



Attachment B: Greenhouse Gas Reduction Measures to Exceed AB 32 Goals (Tier 2)

This attachment provides a list of reduction measures and implementation actions that would exceed the AB 32 goal of reducing the community's greenhouse gas (GHG) emissions to 1990 levels (15% below the 2005 baseline). These measures are not proposed to be included in the Climate Action Plan (CAP), but are included for reference in response to the Environmental Commission's recommendation to provide an outline of what it would take for Los Altos to achieve a 20% to 25% reduction below the 2005 baseline.

In most cases, these actions are similar in concept to those identified in Attachment I, but rely on accelerated timelines or participation, mandatory standards and reporting, or actions with a greater GHG reduction benefit that may be more politically or financially challenging to achieve.

Focus Area 1: Land Use & Transportation

1.1 Improve Non-Motorized Transportation

Additional actions to support Measure 1.1:

- F. Construct all non-priority bikeways identified in the 2011 Bicycle Transportation Plan by 2020.
- G. Prepare and accelerate implementation of a Pedestrian Master Plan.
- H. Develop a bike share program.

1.2 Expand Transit and Commute Options

Additional actions to support Measure 1.2:

- C. Support and expand the local car share program.
- D. Develop school and senior transit options.

1.3 Amend the General Plan

Action to support Measure 1.3:

- A. Identify and implement land use amendments to further increase land use diversity and provide for additional increased density and intensity in areas well-served by transit.

1.4 Provide Alternative Fuel Vehicle Infrastructure

Additional actions to support Measure 1.4:

- D. Establish a neighborhood electric vehicle network.
- E. Amend the Green Building Ordinance to require EV charging stations in nonresidential projects greater than 10,000 square feet.

Focus Area 2: Energy Efficiency & Renewables

2.1 Promote Energy Conservation

No additional actions are identified for Measure 2.1.



2.2 Increase Energy Efficiency

Additional actions to support Measure 2.2.

- G. Adopt net-zero electricity building standards for new residential and nonresidential construction.
- H. Link business licenses to commercial energy performance requirements.
- I. Require tenant improvement applicants to comply with a City checklist based on the Leadership in Energy and Environmental Design (LEED) for Commercial Interiors or the Existing Buildings Operations and Maintenance Standards.
- J. Adopt a residential energy conservation ordinance that requires an audit at time-of-sale and energy efficiency improvements for buildings that exceed a kWh per square foot threshold (TBD).

2.3 Incentivize Renewable Energy

No additional actions are identified for Measure 2.3.

Focus Area 3: Resource Conservation

3.1 Reduce and Divert Waste

Additional action to support Measure 3.1.

- E. Adopt a zero-waste policy.

3.2 Conserve Water

Additional actions to support Measure 3.2.

- D. Work with Cal Water to develop a greywater procurement program.
- E. Adopt a time-of-sale water conservation ordinance.

3.3 Use Carbon Efficient Construction Equipment

Additional actions to support Measure 3.3:

- B. Verify compliance with Bay Area Air Quality Management District (BAAQMD) construction equipment best practices through active enforcement by the Building Department.

Focus Area 4: Green Community

4.1 Create Low Carbon Neighborhoods

Low Carbon Neighborhoods is a concept inspired by David Gershon's Low Carbon Diet to support GHG reductions through neighborhood networking and household-level behavior change. This measure directs the City to establish a program that facilitates neighborhood collaboration and information sharing regarding sustainability and carbon reduction efforts, and encourages resident and business participation through education, outreach, and events.

Action to support Measure 4.1:

- A. Develop and implement a residential Low Carbon Diet program. If the residential program proves successful, develop and implement a similar non-residential program.



4.2 Sustain a Green Infrastructure System and Sequester Carbon

No additional actions are identified for Measure 4.2.

4.3 Support the Local Economy

Additional actions to support Measure 4.3:

- B. Provide downtown wi-fi service.
- C. Encourage short-term office rental facilities.

Focus Area 5: Government Operations

5.1 Operate Efficient Government Facilities

Additional action to support Measure 5.1:

- E. In addition to existing LEED requirements, adopt a net-zero energy policy for new City facilities.

5.2 Reduce City Vehicle Fuel Consumption

Additional action to support Measure 5.2:

- D. Convert the City fleet to alternative fuel vehicles.

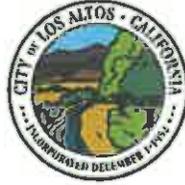
5.3 Incentivize Sustainable Employee Travel

No additional actions identified to support Measure 5.3.

5.4 Purchase Responsibly

Additional action to support Measure 5.4:

- C. Adopt a zero-waste policy for City facilities or City-sponsored events.



DATE: April 8, 2013

AGENDA ITEM # 2

TO: Environmental Commission
FROM: J. Logan, Environmental Commission Staff Liaison
SUBJECT: Climate Action Plan

RECOMMENDATION:

Receive summary report on Environmental Commission Climate Action Plan activities

BACKGROUND

As reported to the City Council at its joint meeting with the Environmental Commission on April 3, 2012, the Commission's FY 2011-12 Accomplishments included work on the Climate Action Plan/Sustainability Element for the City. This included an Environmental Commission generated Community Greenhouse Gas (GHG) Inventory that was presented to City Council. The Commission Sub-Committee continued to work with City staff on development of a Sustainability Element and/or Climate Action Plan. The Commission Sub-Committee assisted with the request for proposals (RFPs) development and the evaluation/selection of the consultant to support the Climate Action Plan (CAP) development process for the City.

In 2012, and currently in 2013, the CAP was on the Environmental Commission's agenda each month with discussion and opportunity for community input. The Commission worked with staff and the City's consultant (PMC) to conduct community surveys and discuss the resulting data to support the development of the Los Altos Climate Action Plan (CAP).

At the Commission's March 12, June 11, September 10, December 10, 2012 and February 11 and March 11, 2013 meetings, Senior Planner Zachary Dahl presented reports related to the CAP. At Commission meetings on March 12, September 10, December 10, 2012 and February 11, 2013, both Mr. Dahl and PMC Consultants presented reports, engaged in discussions and took public comments.

The information reviewed and discussed included updated municipal and community-wide GHG emission inventories, citizen surveys pertaining to home energy usage and travel activities, forecasting the community's future GHG emissions and an overview of the City's existing accomplishments with regard to GHG emission reduction. The resulting GHG reduction target goal and a suite of reduction measures are included as Attachment A to this report.

DISCUSSION

The next step in the CAP development process is to set a GHG emission reduction target, establish a timeframe under which the reduction target will be achieved and identify the measures that will be used to achieve the reduction target.

At the February 11, 2013 Commission meeting, the consultant presented a recommended GHG reduction target of 15 % below the 2005 baseline and a suite of measures that could achieve that reduction target (also referred to as Tier 1). The consultant also provided a suite of additional measures that could achieve a more ambitious stretch reduction target of 20-25% below the 2005 baseline (Tier 2). Four members of the public spoke and encouraged higher targets for reduction of greenhouse gas emissions, the use of various methods and activities, and the use volunteers in the outreach and education efforts to community groups. After receiving public comments and discussing the issue, the Commission unanimously recommended that:

1. City staff work with PMC to present the list of 40 reduction measures with associated 'order of magnitude' GHG reduction benefits, and general level of effort to implement in terms of costs, staff time, and community acceptance
2. City Council use that information to consider and potentially establish a more aggressive GHG reduction target above the 15 % reduction threshold identified by AB 32

At the Commission's March 11, 2013 meeting, staff provided additional information with regard to setting a GHG reduction target and evaluating what reduction measures to include in the CAP. The Commission heard from two members of the public, a Mountain View resident who commented on regard his experiences on a Mountain View Task Force and the CAP, and a Los Altos resident who commended the Commission and provided comments in support of target goals above 15%. Following public comment and discussion, the Commission unanimously recommended that the City Council:

1. Incorporate additional reduction measure in the Tier 2 list into Tier 1;
2. Consider an 18% reduction target consistent with incorporating the list into Tier 1.

Vice Chair Hedden noted that the staff report comment that these measures are good for the community but are limited by staff time and costs.

Attachments:

A. Suggested Adds/Deletes to 'Tier 1'

Focus Area & Measure		Suggested Adds/Deletes to 'Tier 1'	+/- GHGs MTCO2e/yr
1.1	Improve Non-Motorized Transportation	Suggest partially incorporating 1.1F and 1.1G into Tier 1, further accelerating development of up to 50% of bicycle and pedestrian master plan improvements (versus ~30% now in Tier 1); significant quality of life and safety co-benefits from additional bike and pedestrian-friendly development.	+ ~2,700
1.2	Expand Transit and Commute Options	Suggest incorporating 1.2 D into Tier 1, developing school and possibly senior transit options on selected primary routes. Also serves to reduce local traffic congestion, and provide citizens with alternative modes.	+ ~200
1.3	Amend the General Plan	Suggest incorporating 1.3A into Tier 1, amending land use zoning to increase height, diversity, density - if incremental, and specifically limited to downtown and possibly other commercial zones such as Loyola Corners.	+ ~750
1.4	Provide Alternative Fuel Vehicle Infrastructure	Suggest incorporating 1.4C and 1.4E into Tier 1, amending parking standards to require residential EV pre-wiring, and commercial charging stations in all new development, and possible incentives for additional deployment beyond minimum requirement; additional cost of these features is low during new construction versus a later retrofit.	+ ~290
2.2	Increase Energy Efficiency	Suggest partial incorporation of 2.2J into Tier 1; require simple home energy use reporting at time of sale e.g. High Energy Audits analysis (note Energy Star reporting now a state requirement for commercial buildings at time of sale) energy efficiency improvements for homes exceeding specified kwh/SF threshold. Analyses like HEA are inexpensive/simple/non-obtrusive, and provides prospective buyer with useful information and comparisons. Highest consuming homes use a disproportionate amount of energy, and thus are the very best targets for efficiency investment. This builds upon Tier 1 action 2.1B	+ ~680
2.3	Incentivize Renewable Energy	Suggest adding a new action not previously identified - for new homes/major remodels, suggest a development incentive (e.g. additional FAR allowance) for designs that incorporate solar PV. High-impact, cost-effective way to encourage renewable energy, and reward related investment.	TBD
4.1	Create Low-Carbon Neighborhoods	Suggest moving 4.1 A from Tier 1 to Tier 2; these programs are very difficult to implement, and potential improvements may be more easily addressed via other Tier 2 actions suggested for incorporation into Tier 1.	_ ~410
4.2	Sustain a Green Infrastructure System and Sequester Carbon	Suggest incorporating 4.2B and 4.2C into Tier 1. Additional planting of shade trees, and management of stormwater runoff via bioswales and other low-impact development strategies. These are good general design principles that should be encouraged - with co-benefits in local quality of life, and enhancement of rural character of Los Altos.	+ ~40
4.3	Support the Local Economy	Suggest incorporating 4.3B, 4.3C into Tier 1. These are inexpensive actions, with important quality of life co-	TBD

		benefits, and encourage additional economic vitality in our downtown district. Also, suggest establishing a program to require or incentivize local businesses to complete a Green Business Certification via the county-supported green business program (this would be a new Action)	
5.1	Operate Efficiency Government Facilities	Suggest incorporating 5.1A and 5.1D into Tier 1. These are best practices – periodic, detailed energy efficiency audits and upgrades, and a simple system to track municipal energy use and GHG emissions on a month to month basis should pay for themselves in terms of ongoing energy savings.	+ ~100
5.2	Reduce City Vehicle Fuel Consumption	Suggest incorporating 5.2D into Tier 1. As older municipal vehicles reach end-of-life, replace with hybrid electric, or electric/alternative fuel vehicles. The economics for ownership have improved significantly, and depending on duty cycle and operational life, may save the city money.	+ ~130
			+ ~4,480

Reduction Measure Preliminary Assessment

This Document identifies which City department would administer the proposed policy, whether or not the policy is already being implemented and provides a rough estimate of the cost to implement the policy.

Policy Measures to Achieving AB 32 Reduction Goal

Focus Area 1: Land Use + Transportation

1.1 Improve Non-Motorized Transportation	Lead Dept.	Existing	Cost	Notes
A. Construct priority bikeways and implement actions identified in the 2011 Bicycle Transportation Plan	Engineering	Yes	TBD	Projects subject to future funding availability
B. Prepare a Pedestrian Master Plan and implement priority projects identified in the Plan	Engineering	Yes	TBD	Projects subject to future funding availability
C. Develop a car-free day program	Recreation/ Economic Dev	No	\$	
D. Continue to implement Safe Routes to School programs	Engineering	Yes	TBD	Projects subject to future funding availability
E. Continue to implement complete streets policy and traffic calming plans and projects	Engineering	Yes	TBD	Projects subject to future funding availability
1.2 Expand Transit and Commute Options				
A. Continue to work with VTA to improve and expand bus service within the community	Engineering/ Planning	Yes	Budgeted	
B. Work with large employers to implement transportation demand management programs (100+ employees)	Planning	No	\$	
1.3 Amend the General Plan				
n/a				
1.4 Provide Alternative Fuel Vehicle Infrastructure				
A. Install publically accessible EV charging stations in public parking lots	Engineering/ Planning	Yes	\$\$	Six charging stations have already been installed
B. Encourage electric vehicle charging stations and other alternative fuel stations	Planning	No	\$	
C. Amend Green Building Ordinance to include EV pre-wiring requirements for residential development	Planning/ Building	No	\$	

Focus Area 2: Energy Efficiency + Renewables

2.1 Promote Energy Conservation	Lead Dept.	Existing	Cost	Notes
A. Provide energy efficiency outreach programs targeted at outdoor amenities	Planning/ Building	No	\$	
B. Support the High Energy Homes program	Planning/ Building	No	\$	
C. Offer pilot audits of high energy homes	Planning/ Building	No	\$	

2.2 Increase Energy Efficiency

A. Facilitate energy efficiency financing (California FIRST, Energy Upgrade CA) for residential and commercial properties	Planning	No	\$\$	
B. Require energy disclosure for large facilities	Planning	No	\$	
C. Participate in locally applicable Bay Area Regional Energy Network (BayREDN) programs	Planning	No	\$	
D. Encourage Installation energy efficient appliances	Building	Yes	-	Required per Green Building Ord.
E. Develop energy efficiency outreach and education programs for renter occupied households	Planning	No	\$	
F. Adopt Residential Energy Conservation Ordinance that requires a self-audit checklist to be completed and encourages a professional audit be completed at time of sale.	Planning	No	\$	

2.3 Incentivize Renewable Energy

A. Facilitate participation in solar PV programs (California Solar Initiative)	Planning	No	\$	
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Focus Area 3: Resource Conservation

3.1 Reduce and Divert Waste	Lead Dept.	Existing	Cost	Notes
A. Maintain and expand diversion programs for food waste	Engineering	Yes	\$\$	
B. Adopt plastic bag ban and encourage the use of renewable bags	Engineering/ Economic Dev	Yes	Budgeted	
C. Encourage the recycling and reuse of building materials	Engineering/ Building	Yes	\$	
D. Adopt and enforce an expanded polystyrene (EPS) ban	Engineering	Pending	\$	
3.2 Conserve Water				
A. Continue to implement the Water Efficient Landscape Ordinance	Planning	Yes	\$	
B. Support implementation of the Cal Water and SCVWD 2010 Urban Water Management Plans	Planning/ Engineering	Yes	-	
C. Distribute a greywater/rainwater harvesting guide	Planning/ Engineering	No	\$	Use materials created by Santa Clara Valley Water Dist.
3.3 Use Carbon-Efficient Construction Equipment				
A. Encourage compliance with BAAQMD Construction equipment best practices through outreach and education	Planning/ Building	Yes	\$	

Focus Area 4: Green Community

4.1 Create Low Carbon Neighborhoods				
n/a				
4.2 Sustain a Green Infrastructure System & Sequester Carbon				
A. Work with local groups to increase green infrastructure awareness and encourage tree planting (e.g. Earth Day and Arbor Day Fairs)	Recreation	No	\$	
B. Incentivize and support the planting of shade trees	Planning	No	\$	
C. Manage storm water runoff with green Infrastructure such as bio-swales and other "low impact development" strategies	Engineering/ Building	Yes	\$	
4.3 Support the Local Economy				
A. Continue to support and seek ways to expand the "Shop/Buy Local" outreach campaign	Economic Development	Yes	\$	

Focus Area 5: Government Operations

5.1 Operate Efficient Government Facilities	Lead Dept.	Existing	Cost	Notes
A. Audit City facilities and install energy efficient equipment	Engineering/ Maintenance	No	\$ - \$\$\$	
B. Identify appropriate City facilities to host 1MW of renewable energy	Engineering	No	\$\$\$	
C. Upgrade street and park lighting	Engineering/ Maintenance	Yes	\$\$	
D. Develop and Maintain Digital Record Keeping System	All Dept.	Yes	\$	
5.2 Reduce City Vehicle Fuel Consumption				
A. Continue to Maintain Fleet Efficiency Through Proper Maintenance	Maintenance	Yes	Budgeted	
B. Encourage Non-Motorized Transportation for City Business	HR	No	\$	
C. Develop and Require Fuel Efficient Driver Training Course	HR	No	\$\$	
5.3 Incentivize Sustainable Employee Travel				
A. Develop Alternative Commuting Educational Materials	HR	No	\$	
B. Allow Employee Telecommuting	Executive	No		
C. Create a staff carpooling program	HR	No	\$	
D. Put all non-public safety employees on a 9/80 schedule and/or	HR/ Executive	No	\$	
5.4 Purchase Responsibly				
A. Develop an Environmental Preferable Purchasing Policy	Executive	No	\$	
B. Participate in Group Purchase Programs through BayREN (Regional Energy Network)	Executive	No	\$	

Policy Measures to Exceed AB 32 Reduction Goal

Focus Area 1: Land Use + Transportation

1.1 Improve Non-Motorized Transportation	Lead Dept.	Existing	Cost	Notes
F. Construct all non-priority bikeways identified in the 2011 Bicycle Transportation Plan	Engineering	No	\$\$\$	
G. Prepare and accelerate implementation of Pedestrian Master Plan	Engineering	No	\$\$\$	

H. Develop a bike share program	Recreation	No	\$\$	
1.2 Expand Transit and Commute Options				
C. Support and expand local car-share programs	Economic Dev	No	\$\$	
D. Develop school and senior transit options	Engineering/ Planning	No	\$\$\$	

1.3 Amend the General Plan

A. Make land use amendments to increase height, diversity, density, etc.)	Planning	No	\$\$	
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1.4 Provide Alternative Fuel Vehicle Infrastructure

D. Establish a Neighborhood Electric Vehicle network	Planning	No	\$\$	
E. Amend parking standards to require commercial EV charging stations in all new development	Planning	No	\$\$	

Focus Area 2: Energy Efficiency + Renewables

2.2 Increase Energy Efficiency

G. Adopt net zero electricity building standards for new residential and nonresidential construction	Building	No	\$\$	
H. Link business licenses to commercial energy performance requirements	Finance/ Building	No	\$\$\$	
I. Require tenant improvement applicants to comply with a City developed checklist based on the LEED for Commercial Interiors or the Existing Buildings Operations and Maintenance Standards	Planning/ Building	No	\$\$	
J. Adopt Residential Energy Conservation Ordinance that requires an audit at the time of sale and energy efficiency improvements for buildings that exceed a kWh per square foot threshold.	Planning/ Building	No	\$\$\$	

Focus Area 3: Resource Conservation

3.1 Reduce and Divert Waste	Lead Dept.	Existing	Cost	Notes
E. Adopt zero-waste policy	Engineering	No	\$\$\$	
3.2 Conserve Water				
D. Work with Cal Water to develop a greywater procurement program	Engineering	No	\$\$\$	
3.3 Use Carbon-Efficient Construction Equipment				
E. Adopt time of sale water conservation ordinance	Planning	No	\$\$	
B. Verify compliance with BAAQMD Construction Equipment Best Practices through active enforcement by the building department	Building	No	\$\$	

Focus Area 4: Green Community

4.1 Create Low Carbon Neighborhoods				
A. Develop and implement a residential Low Carbon Diet program	Recreation	No	\$\$	
4.3 Support the Local Economy				
B. Provide downtown Wi-Fi	IT	No	\$\$\$	
C. Encourage Short Term Office Rental Facilities	Planning/ Economic Dev	No	\$\$	

Focus Area 5: Government Operations

5.1 Operate Efficient Government Facilities				
E. In Addition to LEED Requirements, Adopt a Net Zero Energy Policy for New Facilities	Engineering/ Maintenance	No	\$\$\$	
5.2 Reduce City Vehicle Fuel Consumption				
D. Convert City Fleet to Alternative Fuels Vehicles	Executive/ Finance	No	\$\$\$	
5.4 Purchase Responsibly				
C. Adopt a Zero-Waste policy for city facilities or city-sponsored events	Recreation/ Maintenance	No	\$\$\$	

Cost Estimate Key

Range	Description	Staff Hours
Low (\$)	Minimal staff effort and no consultant assistance will be needed to complete the analytical work and coordinate stakeholder-public outreach. While this is a qualitative assessment by the lead department, this generally means that less than 80 hours of staff work and no additional budget resources will be needed to implement the program.	> 80
Medium (\$\$)	Significant staff effort, some consultant assistance or supplemental funding for operations or capital projects will be needed to complete the analytical work and coordinate stakeholder-public outreach or implement the program. Again, while this is a qualitative assessment by the lead department, this generally means between 80 to 500 hours of staff work and/or up to \$25,000 for added budget resources will be needed to implement the program.	80-500
High (\$\$\$)	Major staff effort, consultant assistance or supplemental funding for operations or capital projects will be needed to complete the analytical work, coordinate stakeholder-public outreach or implement the program. Generally, this means that more than 500 hours of staff work and/or more than \$25,000 for added budget resources will be needed to implement the program.	500+



DATE: May 13, 2013

AGENDA ITEM # 5

TO: Environmental Commission
FROM: J. Logan, Staff Liaison
SUBJECT: Environmental Commission Website

RECOMMENDATION:

Receive update on website activity and migration to new City website

BACKGROUND

The Commission redesigned and reorganized the content on the Environmental Commission website on the City's Commission webpage. Knowing that a major redesign of the City site was planned, the Commission undertook this project as a temporary solution with the expectation that the Environmental website will be blended under the City site once the site is constructed. The introductory statement on the Commission website states the purpose as:

The City of Los Altos Environmental Commission has designed this site to inform and educate the community about local programs and initiatives that support the environment and to provide information about resources available throughout Santa Clara County and the Bay Area.

If you have any comments, questions, or suggestions please feel free to contact environmental@losaltosca.gov. Enjoy!

The Environmental Commission seeks to maintain the website with relevant, high value content, in a manner that is visually pleasing, navigates well, and ties into the City website. The Commission monitors website hits and has seen an increase of viewership during 2012. Website content areas are:

- Recycling
- Hazardous Waste Disposal
- Greening an Event
- Greenhouse Gas Inventory
- Green Building
- Alternatives in Transportation
- Water Conservation

Storm Water Protection
Sustainable Eating
Landscaping with Native Plants
Tree Protection
Local Creeks
About the Commission
City of Los Altos

DISCUSSION

Staff will report on the number of Environmental Commission website hits from March 8, through May 1, 2013, and a cumulative total of hits for January 1 through May 1, 2013.

Staff will comment on the progress of the migration of the Environmental Commission web pages to the new City website. The migration activity is currently in the planning phase and is soon to be implemented.



DATE: April 8, 2013

AGENDA ITEM # 7

TO: Environmental Commission
FROM: J. Logan, Staff Liaison
SUBJECT: Electric Vehicle Charging Stations

RECOMMENDATION:

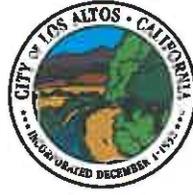
Receive update on electric vehicle charging station program

BACKGROUND

Plans for installation of electric vehicle charging stations were developed through a grant process in coordination with Public Works and Community Development Departments. The program implementation included utilizing internal staff services and resources, retaining an electrical consultant and locating sites and scoping requirements for the installation of the electric vehicle charging stations and adopting ordinances for parking restrictions and electric vehicle charging fees.

DISCUSSION

To celebrate the completion of the electrical vehicle charging station installations, a ribbon cutting ceremony was held on April 25, 2013. Commissioners who participated in this celebration will provide an update.



DATE: May 13, 2013

AGENDA ITEM # 7

TO: Environmental Commission

FROM: J. Logan, Staff Liaison

SUBJECT: Disposal and Management of Expanded Polystyrene (EPS) and Reusable Bags

RECOMMENDATION:

A. Receive staff report on status of public outreach for reusable bag ordinance and EPS

BACKGROUND

The issue of restrictions on single use bags and polystyrene foam food containers was presented to the City Council at the January 10, 2012 Council meeting as a strategy to help mitigate effects of litter in storm water. City Council authorized staff to submit the City of Los Altos' Baseline Trash Load and Short-Term Trash Load Reduction Plan to the San Francisco Regional Water Quality Control Board. This Plan lists trash control measures that the City of Los Altos will need to implement in order to reduce the City's trash loads 40% by July 2014 as required by the Municipal Regional Storm water Discharge NPDES Permit (MRP). Two such control measures include prohibiting dispensing single use plastic bags at the checkout stands of retail establishments and prohibiting the use of polystyrene foam food containers at food service facilities.

On April 10, 2012, Council directed staff to participate in San Mateo County's collaborative regional effort to complete an Environmental Impact Report (EIR) that includes a proposed ordinance for reusable bags.

During City Council meeting in January, February and March 2013, Council took action on staff recommendations to prepare ordinances for the ban on plastic bags and approve proposals for public outreach and information to the community.

The Environmental Commission has been engaged in following the activities of the San Mateo Environmental Impact Report public hearings and reports in which the City of Los Altos was a participating member and in outreach activities to the community to promote the use of re-usage bags and restrain the use of single use bags.

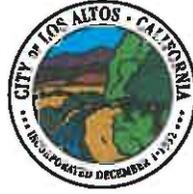
DISCUSSION

During April and May, 2013, staff has completed the following public outreach and informational activities in the community.

1. Preparation of the retail tool kits, including flyers and design, purchase and distribution of “Shop Los Altos” re-usable bags
2. Door to door visits to the commercial community in late April
3. Staffing a table at the Farmers’ Market on Thursdays from 4-8 pm
4. Held two merchant outreach forums
5. Preparation of an insert flyer for distribution to residents in the Mission Trails Waste System newsletter.

City of Los Altos staff is reviewing the initial draft EIR report from the City of San Jose to ban expanded polystyrene (EPS) and will be preparing next steps toward a ban of EPS in the City of Los Altos.

Provisions for the restrictions on EPS will be forthcoming from staff.



DATE: May 13, 2013

AGENDA ITEM # 8

TO: Environmental Commission

FROM: J. Logan, Staff Liaison

SUBJECT: Increased Watershed Awareness and Stewardship in Los Altos

RECOMMENDATION:

Receive update on watershed signage on roads crossing creeks

BACKGROUND

The Commission partners with Acterra, GreenTown Los Altos and the community to raise awareness and provide education about local creeks, clean-up efforts and water run-off in order to preserve local creek habitat and water quality. The Commission has expressed interest in creek identification signage that will inform the public of the name of the creeks at bridge crossing to promote information and pride in our local creeks and natural habitat.

DISCUSSION

The Planning and Transportation Commission will be reviewing the Fremont bridge design and as part of the project, it is planned that Permanente Creek is to be identified on the Fremont bridge signage.

For other bridges that cross creeks, staff suggests the Environmental Commission could participate and take forward a project to identify major creeks at bridge crossing. The following steps are recommended:

1. Identification of appropriate locations for creek signage. The City has four major creeks at multiple crossings. Environmental Commission input would be helpful to identify locations that would be appropriate for creek signage.
2. Staff report with presentation to and direction from Council to proceed with creek identification and signage
3. Procure consulting services to develop examples for creek signage
4. Staff develops budget and costs for presentation to Council for approval and funding

The Commission subcommittee on this item will present a series of photographs and lead a discussion to identify locations for consideration of creek signage.



DATE: May 13, 2013

AGENDA ITEM # 9

TO: Environmental Commission

FROM: J. Logan, Staff Liaison

SUBJECT: Monthly Staff Report

RECOMMENDATION:

Receive information and announcements from City staff

BACKGROUND

Staff provides monthly updates as discussed below.

DISCUSSION

1. Council meetings are May 14 and May 28, 2013 and Environmental Commission representatives to Council are Commissioners Keller and Bray. Please plan to attend if the agenda contains items of interest or impact to the Environmental Commissions mission and goals.