



DATE: January 12, 2015

AGENDA ITEM # 5

**TO:** Environmental Commission

**FROM:** J. Logan, Staff Liaison

**SUBJECT:** Monthly staff report

**RECOMMENDATION:**

Receive monthly staff report

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**BACKGROUND**

Monthly staff reports and updates will be discussed as listed below

**DISCUSSION**

1. Review and discuss Environmental Commission approved by Council 2014/15 Work Plan goals, projects, assignments, target dates, status, and subcommittee assignments
  - a. Review and discuss the DRAFT 2014 Environmental Commission Accomplishments
2. Review Council agenda items for January 13, 2015 pertaining to the environment
  - a. Assign an Environmental Commissioner to attend or view the January 13, 2015 Council meeting
3. 2015 City Council meeting attendance assignments – sign up list
4. Confirm schedule of Environmental Commission meetings

Attachment:

- A. DRAFT 2014 Environmental Commission Accomplishments
- B. Environmental Commission approved 2014/15 Work Plan, revised December 2014
- C. 2015 City Council meeting attendance assignments
- D. 2015 Environment Commission Meeting Schedule

DRAFT

City Council, Meeting with Environmental Commission  
Mar. xx, 2015

Good evening,

Before you is the Environmental Commission 2014/15 work plan and accomplishments (covering the period April 2014 - March 2015) and the 2015/16 draft work plan.

There were six target areas in 2014/15. Here are the accomplishments.

1. Community Outreach.

Suggestions were made on environmental aspects of the proposed community center (April).

A survey to better understand the environmental needs and interests of residents was developed and input collected at the Farmers' Market (July).

A public forum was held with Los Altos Hills on water conservation (March).

Planning for a dashboard to display Climate Action Plan (CAP) data continues.

2. Climate Action Plan.

CAP implementation plans were discussed.

A special presentation on a residential energy efficiency program was received in May (Debbie Mytels, Acterra).

An effort to jointly promote CAP related efforts with BPAC is under consideration.

The Sunnyvale Community Choice Aggregation (CCA) feasibility study was tracked, resulting in a staff report to council (Dec.).

Two special presentations on CCA were made (Margaret Bruce, Business for Clean Energy in July, and Dustin Clark, Sunnyvale Sustainability Coordinator, in August).

3. Water Conservation.

Possible Los Altos measures were discussed.

Resolutions and Ordinances in neighboring communities were studied.

A joint effort with Cal. Water was considered.

4. Solid Waste Diversion.

Staff presentations by Jim Gustafson were received (April, June, July).

A joint presentation by Jim Gustafson and Richard Tagore-Erwin, consultant, was received (Sept.).

The draft solid waste ordinance was reviewed and approved with the recommendation that it be integrated into the Green Building Code (Sept.).

5. Restrictions on environmentally harmful products.

The ban on expanded polystyrene (EPS) was discussed.

6. Green Business Practices.

Planning to encourage local businesses to pursue green business certification continues.

There are goals in xxx target areas in the draft 2015/16 work plan.

1. Community Outreach.

Implement web site improvements and add content.

Work with staff to create forums to achieve CAP goals, e.g. presentations and workshops on water saving measures, drought tolerant landscaping, energy efficiency, solar installations and transportation alternatives.

Continue to invite interesting speakers to EC meetings.

2. Climate Action Plan.

Work with staff to develop appropriate work plan items.

Continue to track the Sunnyvale CCA feasibility study.

Investigate and recommend measures to improve transportation and energy efficiency, e.g. programs offered by PG&E, Acterra, Energy Upgrade California, CaliforniaFIRST.

Implement the CAP dashboard.

3. Water Conservation.

Work with staff on drought related measures.

4. Restrictions on environmentally harmful products.

Drop this one?

5. Solid Waste Diversion.

Work with staff as directed.

6. Green Business Practices.

Develop a plan to encourage local businesses to pursue green business certifications.

We welcome your input and guidance.

Thank you,

Gary Hedden

Chair, Environmental Commission

**ENVIRONMENTAL COMMISSION**  
*Approved 2014/15 Work Plan rev. 12-8-2014*

Goal	Projects	Assignments	Target Date	Status
Provide environmentally - relevant information to the community to improve sustainability	City website – Environmental information	<ul style="list-style-type: none"> <li>Coordinate with staff on website changes. Add additional content as appropriate (Reed, Bray, Yuan)</li> </ul>	2015 on-going	Subc reported in Dec. Commissioners are to review and edit
	Public Information Forums	<ul style="list-style-type: none"> <li>Focus on forums relevant to CAP reduction goals and water conservation (Ardehali, Eyre, Keller)</li> </ul>	2015 on-going	Dec. report on water conserv. Forum with LAH and water retailers
	Speakers at EC meetings	<ul style="list-style-type: none"> <li>Invite several speakers to present relevant environmental information at EC meetings (All)</li> </ul>	Occurring as appropriate	CCA; solid waste ordinance revisions. Water conserv.
	Understand community's needs for environmental information	<ul style="list-style-type: none"> <li>Conduct a community survey to understand resident' and businesses' environmental information needs (Ardehali, Eyre, Hedden)</li> </ul>	July 10, 2014 July 24, 2014 completed	-Rpt to Council pending -Subc – BPAC (Yuan, Hedden) -Subc – Water conserv. See above
	Provide suggestions on environmental aspects of Community Center	<ul style="list-style-type: none"> <li>For conservation and as a way to demonstrate sustainability methods to the community</li> </ul>	EC part of focus group on layout of comm. center	Completed
	Assist departments on CAP implementation	<ul style="list-style-type: none"> <li>Subcommittee to work with staff to develop additional Work Plan items and community outreach activities (Eyre, Bray, Hedden)</li> </ul>	2015 on-going	Staff will report to EC Feb. 9, 2015 with draft annual report
Climate Action Plan				

	Investigate and recommend ways for our community to improve on CAP measures	<ul style="list-style-type: none"> <li>Focus on improving transportation and energy efficiency (e.g. investigate appropriateness of options such as PG&amp;E programs, Acterra Residential Energy Efficiency Program, etc. (Eyre, Bray, Hedden)</li> </ul>	2015 on-going	Pending Council/Staff guidance
	CAP Measures dashboard	<ul style="list-style-type: none"> <li>Define and implement in coordination with staff (Eyre, Bray, Keller)</li> </ul>	2015 on-going	Subc discussions with staff
Water Conservation	Programs to reduce water usage and encourage conservation	<ul style="list-style-type: none"> <li>Assist staff, as appropriate, in developing and/or communicating water conservation measures</li> </ul>	2015 on-going	2014 data gathering from CalWater; research water ordinance language
Restrictions for use of selected environmentally-harmful products	Expanded polystyrene (EPS) ban	<ul style="list-style-type: none"> <li>Assist staff on outreach before ban is implemented on 7/4/14</li> </ul>	Visits to food establishments	completed
Solid waste diversion and source reduction practices	MTWS diversion rate	<ul style="list-style-type: none"> <li>Have Mission Trail present diversion trends at EC meeting. Investigate possible ways to improve diversion rates (All)</li> </ul>	2015	TBD
		<ul style="list-style-type: none"> <li>Assignment from Council, 3-25-2014: Council directed the Environmental Commission to review the revised solid waste ordinance. Subcommittee: Hedden, Yuan, Keller</li> </ul>	Completed	Received staff report and EC motion to support staff recommendations to Council
Green Business Practices	Encourage Green Business Practices	<ul style="list-style-type: none"> <li>Continue to research means of getting more businesses to achieve Green Business certification (Yuan)</li> </ul>	2015 on-going	Determine next steps or projects



**1 North San Antonio Road  
Los Altos, California 94022-3087  
M E M O R A N D U M**

**DATE:** January 12, 2015  
**TO:** Environmental Commission  
**FROM:** J. Logan, Staff Liaison  
**SUBJECT:** 2015 City Council Meeting Attendance Assignments

Please sign up to attend three Regular City Council meetings for 2015

<b>2015 Regular City Council meeting dates:</b>	<b>Attendance by:</b>
January 13, 2015	
January 27, 2015	
February 10, 2015	
February 24, 2015	
March 10, 2015	
March 24, 2015	
April 14, 2015	
April 28, 2015	
May 12, 2015	
May 26, 2015	
June 9, 2015	
June 23, 2015	
July 14, 2015	
July 28, 2015	
August 25, 2015	
September 8, 2015	
October 13, 2015	
October 27, 2015	
November 10, 2015	
November 24, 2015	
December 8, 2015	

Council will meet with individual Commissions on March 3 and March 17, 2015. The Joint Meeting with Commissions and Annual Commission and Committee training is April 21, 2015 at 5:30 p.m.

**Regular City Council meetings are scheduled to begin at 7:00 p.m. and are held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month.** If you are unable to attend one of the City Council meetings to which you are assigned, please make arrangements for another Commissioner to attend in your place. Also, please notify J. Logan at 650-947-2610, of the changes so the City Council agendas will accurately name the Environmental Commission representative.



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**M E M O R A N D U M**

**DATE:** January 12, 2015  
**TO:** Environmental Commission  
**FROM:** J. Logan, Staff Liaison  
**SUBJECT:** 2015 Environmental Commission Meeting Schedule

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**BACKGROUND**

The Environmental Commission holds its Regular meetings on the second Monday of each month beginning at 7:00 p.m. in the Community Chambers. There will be no Regular Environmental Commission meeting on September 14, 2015 in observance of Rosh Hashanah.

**DISCUSSION**

The following are the scheduled dates for the 2015 Environmental Commission meetings:

January 12, 2015  
February 9, 2015  
March 9, 2015  
March 3 or March 17, 2015 – Council meeting with individual Commissions for 2015/16 Work Plan  
April 13, 2015  
April 21, 2015 – Joint Meeting with Council, Commissions and Committees for Annual Training  
May 11, 2015  
June 8, 2015  
July 13, 2015  
August 10, 2015  
October 12, 2015  
November 9, 2015  
December 14, 2015