



1 North San Antonio Road
Los Altos, California 94022-3087

MEMORANDUM

DATE: April 19, 2016

TO: City Council

FROM: Environmental Commission

SUBJECT: 2015/16 ENVIRONMENTAL COMMISSION ACCOMPLISHMENTS

Before you are the Environmental Commission's 2015/16 completed Work Plan and Accomplishments that cover the period from April 2015 - April 2016 and the Draft 2016/17 Environmental Commission Work Plan.

The 2015/16 Work Plan contained five target areas. Here are the Accomplishment highlights:

1. Climate Action Plan (CAP)

- a. Reviewed Draft 2014 CAP Report to Council and provided staff with questions, comments and suggestions
- b. Developed an Environmental Resources Dashboard to track City-wide usage of electricity, natural gas, water, vehicle miles traveled and resulting production of greenhouse gas (GHG) emissions. Dashboard was posted on City website in January 2016.
- c. Hosted CCE Community Meeting with Silicon Valley Community Choice Energy Partnership and produced and distributed resource flyer.
- d. Evaluation of and reports to Council and community on feasibility of Community Choice Energy (CCE) as an initiative for meeting CAP goals. Recommendation to Council to join Silicon Valley Clean Energy Authority (SVCEA) in January 2016.
- e. Council completed steps to join SVCEA in February 2016 and appointed Mayor Bruins as Board Director and Commissioner Don Bray as alternate.

2. Water Conservation

- a. Engaged with staff to develop and recommend to Council a Water Conservation Resolution which set forth unified water reduction measures consistent with the provisions issued by Governor Brown's Executive Order for emergency drought measures, Cal Water Service Schedule No. 14-1 and Santa Clara Valley Water District model Water Conservation Ordinance for reduction and conservation of water.
- b. Council adopted the Water Conservation Resolution No. 2015-15

- c. Engaged with staff to review municipal City water reduction measures and recommend a three-tiered approach to Council
 - d. Provided outreach and education on water reduction and conservation to the community at the Farmers' Market and conducted various community outreach efforts in coordination with staff
 - e. Water usage is a metric included in the Environmental Resources Dashboard. In addition; the City website contains robust content on water conservation information and resources.
3. Solid Waste and Construction and Debris Diversion
- a. The draft Solid Waste Ordinance and draft Construction and Debris (C&D) Ordinance were reviewed with staff in December 2015 and April 2016 respectively. Comments and suggestions offered to staff were incorporated into the draft Ordinances.
4. Green Business Practices
- a. A well-attended workshop that included a presentation by Santa Clara County Environmental Services was convened to encourage local businesses to pursue green business certification. Speakers who hold green business certifications presented at the workshop.
5. Community Outreach
- a. The Environmental Commission and Green Initiatives website page improvements were implemented along with timely updates
 - b. Environmental Resources Dashboard added to website
 - c. CCE webpage developed, updated and provides robust resource links
 - d. The Environmental Commission Chair and Vice Chair made presentations and arranged for speakers on the topic of Community Choice Energy to local service clubs
 - e. Commissioners served as resource to the community on environmental topics related to the Work Plan

There are five target areas in the draft 2016/17 work plan

- 1. Climate Action Plan
 - a. Work with staff to support and promote CCE community education and outreach including serving as speakers to local community groups
 - b. Serve as resource to SVCEA Board Director Bruins for issues or topics that may come before the Board including policy and program decisions; perform related projects as assigned by Council in support of CCE implementation
 - c. Support the Council SVCEA Board member and provide assistance as needed
 - d. Work with staff on a CAP implementation plan, the preparation for a comprehensive evaluation of CAP progress, and the addition of CCE as one of the greenhouse gas (GHG) mitigation measures
 - e. Investigate and recommend measures to improve energy efficiency, e.g. by encouraging programs offered by PG&E, Acterra, Energy Upgrade California
 - f. Investigate best practices for building codes and planning requirements to enhance energy efficiency, electric car charging readiness, solar panel installation and other green building measures

- g. Investigate and recommend measures to reduce transportation GHG emissions, e.g. more biking/walking to schools, employee car share, shuttle options
 - h. Maintain and enhance the Environmental Resources Dashboard and continue to investigate and attempt to understand or resolve the VMT (vehicle miles traveled) data conflicts
 - i. Work with staff on the tree inventory and the list of recommended trees
- 2. Water Conservation & Stormwater Management
 - a. Engage with staff on water conservation and drought related measures
 - b. Continue to track water usage via the Environmental Resources Dashboard
 - c. Support staff in development of stormwater discharge planning, ordinance development, reporting and compliance requirements
 - d. Support staff to develop green infrastructure measures as applicable
- 3. Solid Waste Diversion
 - a. Continue to provide support and input to staff to finalize adoption by Council of the C&D ordinance
 - b. Engage with staff periodically to review progress on solid waste diversion metrics and meeting the diversion goals for the community
 - c. Arrange for annual update report from Mission Trail Waste Systems
- 4. Visioning Process
 - a. Engage with staff to support and provide an environmental perspective to the visioning process for development of a Downtown Plan for City of Los Altos
- 5. Community Outreach
 - a. Engage with the community to support understanding and confidence in CCE implementation and SVCEA; report back to the Council as necessary
 - b. Continue to implement website improvements and add content and resources on environmental issues related to the Work Plan
 - c. Continue to invite interesting speakers to EC meetings

We welcome your input and guidance.

Thank you,
Laura Teksler
Chair, Environmental Commission

**Environmental Commission
2015/16 Work Plan (4/11/2016)**

Goal	Projects	Assignments	Target Date	Status
Climate Action Plan and Community Choice Energy Feasibility Study	Evaluate Feasibility of Community Choice Energy (CCE)	Recommend specific goals/priorities	2015 ongoing	Presented to Council on 4/28/15. Approval of modified goals and approach plan.
		Explore various CCE options	7/13/15: EC Study Session	
		Explore business decisions necessary to join or form JPA	8/25/15: interim report to Council	Subcommittee weekly meetings
		Report to Council in a phased approach (Gary, Don B, Laura)	1/26/16: final report to Council	Council approval for CCE on 2/23/16
	Develop, Implement and Publish CAP Dashboard	Attain PG&E data	2015 ongoing	Data received
		Continue development (Don B, Joe, Heather)	2016 ongoing	Dashboard published on website; development ongoing
	Evaluate Feasibility of Bus/Shuttle Service	staff discussion with LASD (Joe, Lei, Gary)	2015	On Hold pending review by LASD
	Support Staff with CAP Implementation	Work with CAP staff - David K	2015 ongoing	Subcommittee to meet to discuss CAP progress & Dashboard
		Green Business Forum held 6/25/15	June 25, 2015	Completed

**Environmental Commission
2015/16 Work Plan (4/11/2016)**

Water Conservation	Identify & Promote Incentives & Rebates	Develop FAQ for community outreach/education on recent water initiatives	Suspended	Not completed due to available materials from other sources
	Consider updated Water Conservation Resolutions	Develop CWS annual water data for us in CAP Dashboard		Review of reports on water production data
	Consider a Los Altos muni operations measures	Website pages enhanced CWS, SCVWD	2015	Resolution 2015-15 adopted; Muni op process approved
	Distribution center	Distribution center for buckets/yard signs	2015	Completed
		Farmers' Market outreach effort (Joe, Don W., Heather)	2015	Completed
Outreach & Education	For all projects	Provide outreach and education	2015	Website: Drought and Green Business content added
		Evaluate and utilize best practices	2015	Ongoing
		Partner with local community groups	2015	Ongoing
Green Business	Encourage Green Business Practices	Green Business Forum	2015	Co-sponsored June 25, 2015 w/Chamber, LAVA, GTLA & Santa Clara Green Business
		Develop flyer & details for meeting	2015	Completed
Solid Waste and C&D Ordinance	Revise Ordinance	Receive report from staff & provide input	August 10, 2015	Received report & provided input
	Review staff's drafts & provide input	Review C&D draft Ordinance revisions (Lei, Don W., Joe)	Dec-15	Completed & ongoing as requested by staff

Complete
Ongoing
Suspended

ENVIRONMENTAL COMMISSION
DRAFT 2016/17 Work Plan
APRIL 19, 2016

Goal	Projects	Assignments	Target Date	City Priority related to	Status
Climate Action Plan & CCE	Community outreach and education for the implementation of CCE and SVCEA	<ul style="list-style-type: none"> Speakers for outreach efforts (Names of Commissioners assigned) 	ongoing	Climate Action Plan Goals and CCE implementation	
	Resource to Director Bruins	<ul style="list-style-type: none"> Policy & Program guidance (Names of Commissioners assigned) 	ongoing		
	Provide assistance as directed by Council	<ul style="list-style-type: none"> TBD (Names of Commissioners assigned) 	ongoing		
	Energy efficiency measure for community	<ul style="list-style-type: none"> Subcommittee to explore and research programs offered by PG&E, Acterra, Energy Upgrade California, CA First (Names of Commissioners assigned) 	ongoing		
	Research best practice for building codes and planning requirements	<ul style="list-style-type: none"> Subcommittee engage with staff to research and recommend areas to be reviewed (EV, solar installs, green building measures) (Names of Commissioners assigned) 	Semi-annual		
	With staff, support opportunities for CAP GHG reduction measures	<ul style="list-style-type: none"> Subcommittee to support staff's efforts to review data and CAP reduction outcomes (biking/walking, car share, shuttle options) (Names of Commissioners assigned) 	quarterly		

Climate Action Plan & CCE (cont.)	Environmental Resources Dashboard	<ul style="list-style-type: none"> Review and enhance GHG reporting and data on Green Initiatives pages of City website (Names of Commissioners assigned) 	ongoing		
	Support tree inventory	<ul style="list-style-type: none"> Provide resources to staff as needed (Names of Commissioners assigned) 	TBD		
Water Conservation & Stormwater management	Support community and muni drought related measures	<ul style="list-style-type: none"> TBD (Names of Commissioners assigned) Track water usage via ER Dashboard (Names of Commissioners assigned) Support staff in development of green infrastructure measures (Names of Commissioners assigned) 	Summer/fall focus with ongoing review	Water Conservation Ordinance 2015-15	
	Stormwater management	<ul style="list-style-type: none"> Assist staff and review development of storm water plans and reporting (Names of Commissioners assigned) 	TBD		
Solid Waste Diversion	Review of progress toward diversion goals	<ul style="list-style-type: none"> MTWS Annual review Explore opportunities with staff for public outreach (Names of Commissioners assigned) 	TBD	Solid Waste Ordinance & pending C&D Ordinance	
Visioning Process	Provide environmental perspective to assist visioning process	<ul style="list-style-type: none"> TBD (Names of Commissioners assigned) 	TBD	2016 Council Priority Goal; Downtown Plan	
Community outreach	Support project implementation by public outreach and education efforts	<ul style="list-style-type: none"> City webpages; social media; engage with community groups (Names of Commissioners assigned) Invite speakers to EC meetings on Work Plan related topics (Names of Commissioners assigned) 	ongoing	2016 Council Priority Goal; Community Connection	