



ENVIRONMENTAL COMMISSION MEETING

MONDAY, FEBRUARY 11, 2013 - 7:00 P.M.
Community Meeting Chambers, Los Altos City Hall
1 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 January 14, 2013
2. Los Altos Climate Action Plan
 - a. Accept update on Climate Action Plan
 - b. Discuss proposed greenhouse gas reduction target and preliminary greenhouse gas reduction measures
3. Environmental Public Information Forums
Review and discuss opportunities, topics and methodology for public education and outreach
4. Disposal and Management of Expanded Polystyrene (EPS) and Single-Use Bags
Receive staff report on status of single-use bag ordinance
5. Environmental Commission Website
Receive update on website activity and discuss potential items to add to site
6. Environmental Commission Work Plan Progress Review
Review and discuss progress on 2012/13 Work Plan

7. Environmental Commission Report to Council at Joint Meeting
Prepare report on 2012/13 achievements

INFORMATIONAL ITEMS

8. Increasing Watershed Awareness and Stewardship in Los Altos
Staff update on watershed signage on creek projects
9. Proposed Greenhouse Gas Dashboard
Discuss next steps for usage of proposed greenhouse gas dashboard
10. Electric Vehicle Charging Stations
Receive update on potential charging station program
11. 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, JANUARY 14, 2012 AT
7:00 P.M. AT LOS ALTOS CITY HALL, 1 NORTH SAN ANTONIO ROAD,
LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Bray, Eyre, DeMichiel, Keller, Reed, Hedden, Ardehali

ABSENT: None

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

ITEMS FOR CONSIDERATION/ACTION

1. Commission Minutes

Action: Upon a motion by Commissioner Hedden, seconded by Vice Chair Eyre, the Commission unanimously approved the minutes of the meeting of the December 10, 2012, amended to add "c. Target for GHG reduction is from 15% and up to 25% as a stretch target" to item 2.

2. Climate Action Plan

- a. Accept update on Climate Action Plan (CAP)
- b. Receive presentation and suggest next steps for usage of proposed greenhouse gas (GHG) dashboard
- c. Discuss target for GHG reduction from 15% and up to 25% as a stretch target

3. Environmental Public Information Forums

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

Disposal and Management of Expanded Polystyrene (EPS) and Single-Use Bags

- a. Accept staff report presented to City Council on January 8, 2013
- b. Discuss report and provide suggestions for involvement of Environmental Commission with staff on activities for community outreach and education

4. Environmental Commission Website

Receive update on website activity and discuss potential items to add to site.
Total website hits for 2012 are 1842 and for Dec. 11, 2012 – Jan. 11, 2013 are 47.

5. Environmental Commission Work Plan Progress Review

Review and discuss progress on 2012/13 Work Plan

6. Environmental Commission Report to Council at Joint Meeting

Prepare report on 2012/13 Achievements

7. 2013 City Council Meeting Calendar
Review and assign Commissioner's attendance at 2013 Council meetings

INFORMATIONAL ITEMS

8. Increasing Watershed Awareness and Stewardship in Los Altos
Staff update on watershed signage on creek projects
9. Electric Vehicle Charging Stations
Accept update on potential charging station program
10. Monthly Staff Report
Environmental Sustainability Report presented at Council Retreat on Jan. 12, 2013

COMMISSIONERS' TEPORTS AND COMMENTS

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

Chair Bray adjourned the meeting at 9:37 p.m.



DATE: February 11, 2013

AGENDA ITEM # 2

TO: Environmental Commission
FROM: Zachary Dahl, Senior Planner
SUBJECT: Los Altos Climate Action Plan

RECOMMENDATION:

Recommend that the City Council:

- A. Adopt a greenhouse gas reduction target of 15 percent below the 2005 baseline; and
- B. Accept the preliminary reduction measures outlined in Tier 1 as a framework for achieving the 15 percent greenhouse gas reduction target

BACKGROUND

State Assembly Bill (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 a 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.

Over the past nine months, staff has been working with PMC, the City's CAP consultant, and the Environmental Commission, to prepare a qualified GHG reduction strategy. 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, and a summary of recent State legislative actions and how they will reduce City emissions.

At the December 10, 2012 meeting, the Environmental Commission received a report which outlined the City's existing accomplishments such as the Green Building Ordinance, the Solid Waste Hauling Franchise Agreement, water conservation efforts and adoption of a Bicycle Master Plan, which will contribute to a reduction in future City emissions.

The report also presented three options for setting a community-wide GHG reduction target that would ensure that the CAP could be a qualified GHG reduction strategy. After receiving public input and discussing the reduction target options, the Commission voted to recommend that the City move forward with a goal of reducing GHG emissions by 15 percent below the 2005 baseline. The Commission also asked that staff provide an outline of what reduction measures would be required if a more aggressive reduction target of 20-25 percent below the 2005 baseline was to be considered.

DISCUSSION

In order to accomplish the 15 percent GHG emissions reduction target by 2020, staff has worked with PMC to develop an outline of the preliminary measures that will need to be included in the CAP (see attached report). The reduction measures, identified as Tier 1, would rely on many of the existing City policies and practices, along with some new policies and ordinances, in order to achieve the reduction target. This would enable the CAP to be a qualified GHG reduction strategy that complies with AB 32 and allows future projects within the City to be eligible for streamlined approval through the environmental review process.

The reduction measures identified in Tier 1 have been quantified to show how they would contribute to achieving the reduction target but are preliminary at this point. The goal is to get feedback from the Commission, and support from the City Council, before moving forward and developing the details of how each measure will be designed and implemented. The reduction measures in Tier 1 will require additional City staff time and resources in order to implement, but the scope is manageable and it is anticipated that it can be accomplished without requiring the hiring of additional staff.

As requested by the Commission, the report also includes an outline of measures that would be necessary in order to achieve a more aggressive GHG reduction target of 20-25 percent (Tier 2). This more aggressive GHG reduction target would exceed the requirements of AB 32 and shifts the nature of the reduction measures from being based primarily around educational outreach and voluntary compliance to programs that would require mandatory compliance. In addition, the adoption of the reduction measures in Tier 2 would require additional City resources and the hiring of additional staff.

Therefore, in order to achieve the goal of preparing a CAP that can be certified as a qualified GHG reduction strategy, staff recommends that the Commission recommend adoption of a GHG reduction target of 15 percent below the 2005 baseline and accept the measures outlined in Tier 1 as the framework for achieving that target.

Attachments:

A. Preliminary GHG Reduction Measures and GHG Reduction Estimates



MEMO

To: Zach Dahl
City of Los Altos

From: Jeff Henderson, Leeanne Singleton, Chris Read
PMC

Date: February 4, 2013

Re: Los Altos Climate Action Plan
Preliminary Greenhouse Gas Reduction Measures and Greenhouse Gas Reduction Estimates

Introduction

State Assembly Bill 32, the Global Warming Solutions Act, was signed into law in 2006 which set a greenhouse gas reduction target of reducing 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 the 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 achieve this goal.

In November 2011, the City Council awarded Pacific Municipal Consultants (PMC) with 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, and identification and quantification of the City's existing efforts to reduce GHG emissions were presented to the Environmental Commission.

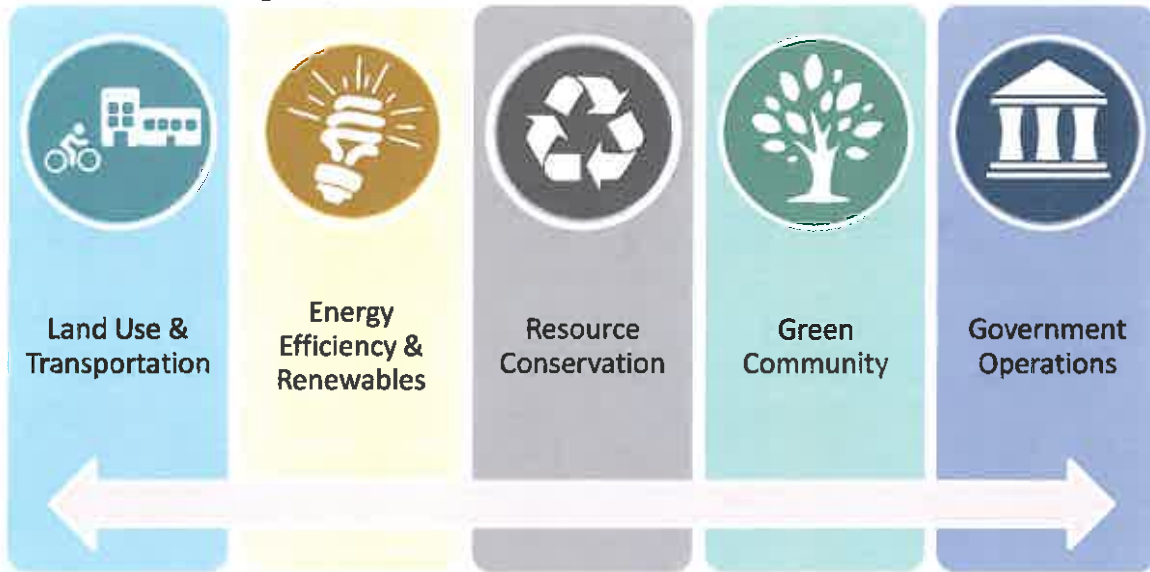
At their December 10, 2012 meeting, the Environmental Commission considered multiple options for adopting a GHG emissions reduction target. The Commission recommended that the City set a target of reducing GHG emissions by 15% below 2005 emissions by 2020, which would be consistent with Assembly Bill (AB) 32. The Commission also asked staff to provide an outline of the measures that would be necessary in order to meet a more aggressive stretch target of 20% to 25% below 2005 emissions levels by 2020. This memo provides a summary of the measures that could be included in the CAP and outlines a path toward achieving the 15% reduction target.

GHG Reduction Strategy Structure

Focus Areas Covered

The Climate Action Plan (CAP) identifies 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, greywater procurement). 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). Performance metrics are identified for each measure, clearly defining items the City will track in the future to monitor progress. Performance metrics start at the measure level (e.g., 15% reduction in energy use, 5% reduction in commute vehicle miles traveled, or VMT) and are refined through the quantification process (e.g., 500 households participating in a program that reduces energy use 45% per household). **Figure 2** summarizes these components of the measure development process.

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



Tier 1 + Tier 2 + Best Management Practices

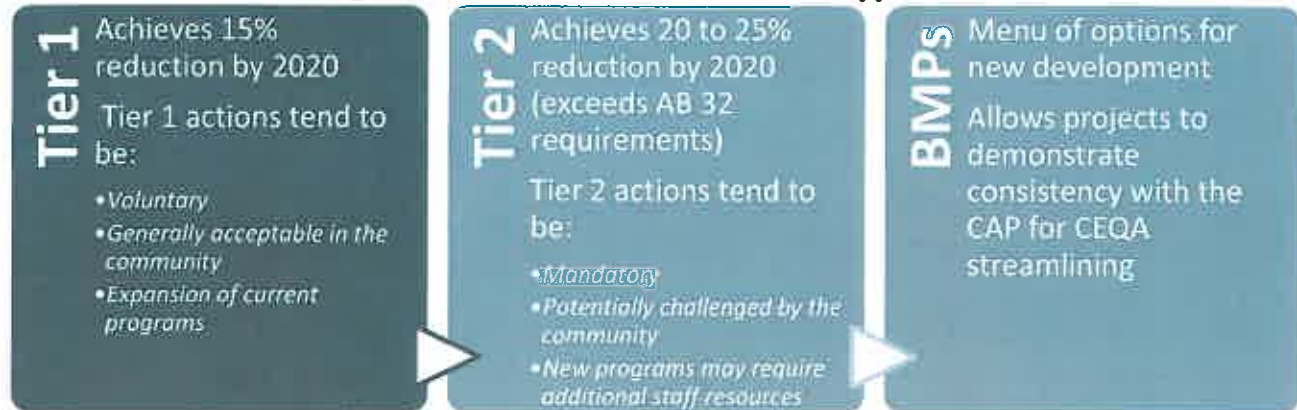
Per the Environmental Commission recommendation, staff has moved forward and developed a suite of reduction measures that can achieve a GHG reduction target consistent with AB 32, which is equivalent to 15% below baseline levels by 2020. These reduction measures are identified as Tier 1. Staff has also provided 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 are identified as Tier 2 and would exceed the reduction targets of AB 32.

Across the focus areas, preliminary *tiers* of strategies have been defined.

- Tier 1 strategies – 15% below 2005 levels, which would achieve consistency with AB 32.
- Tier 2 strategies – 20% to 25% below 2005 levels, which would reduce GHG emissions beyond AB 32.
- Tier 3 strategies – 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 (California Environmental Quality Act or CEQA). Due to uncertainty regarding the number of new projects that may be implementing BMPs, these measures and actions have not been quantified or credited toward the GHG reduction targets.

A brief description of the types of measures and actions incorporated within each tier is provided in **Figure 3**.

Figure 3 – Tiered Emissions Reduction Approach



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. **Table I** provides a detailed example calculation that demonstrates the types of information and performance indicators to quantify each measure.

Table I – Example Measure Quantification

Example Quantification: Measure 2.2.A.			
Facilitate energy efficiency financing for residential and commercial properties			
<i>(Electricity Reductions for Single-Family Residential Completing Advanced Retrofit Option)</i>			
Quantification Data	Year: 2020	Data Source	
A Baseline Owner-Occupied Households	8,939	US Census	
B Average kWh per single-family household	8,628	PG&E Planning Report	
C Advanced retrofit participation (single-family households)	5%	Participation Goal	
D Number of participating owner-occupied households	450	Calculation = A*C	
E kWh reduction rate for advanced retrofits	45%	Energy Upgrade CA	
F kWh savings per household	3,880	Calculation = B*E	
G Overall kWh savings	1,746,000	Calculation = D*F	
H Metric tons of CO ₂ e (MTCO ₂ e) per kWh	0.000173	Los Altos GHG Inventory	
I Emissions reduction (MTCO ₂ e)	300	Calculation = G*H	

Note: This calculation is one component of the action identified, which is one component of the measure. The full action also includes a calculation of the natural gas savings to occur through retrofits and a separate analysis of the commercial electricity and natural gas savings that would occur.



GHG Reduction Strategy Results

This section summarizes the results of preliminary quantification (for a full list of measures, actions, and reductions, see **Attachment I**). For ease of review and discussion, the results of the GHG reduction quantification have been summarized in two ways: by focus area and by tier.

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. 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 Tier 1 measures are summarized by focus area in **Figure 5**. The combined GHG reduction results of Tier 1 + Tier 2 measures is summarized by focus area in **Figure 6**.

Figure 5 – 2020 GHG Reductions (Tier 1) by Focus Area

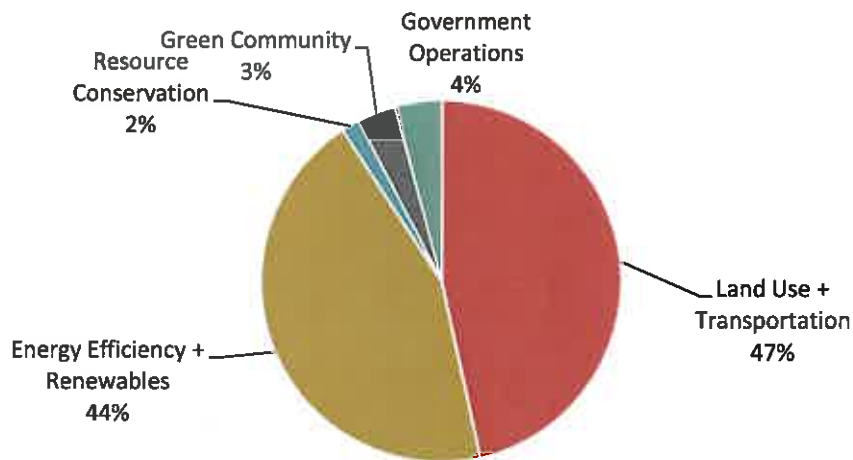
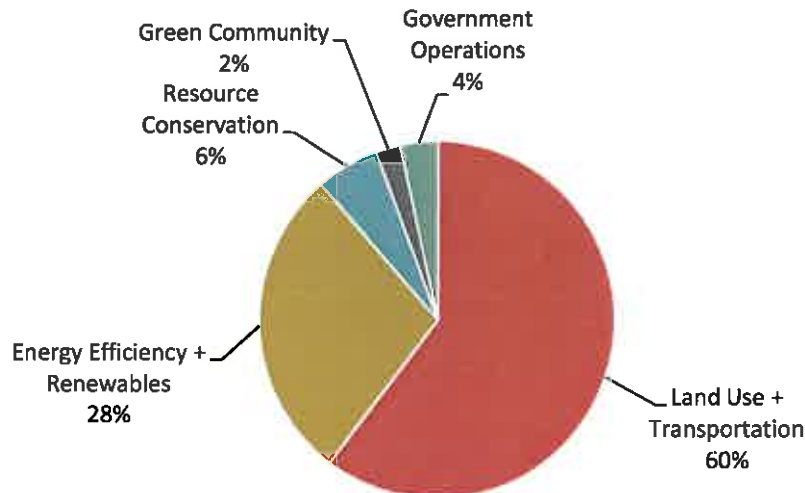


Figure 6 – 2020 GHG Reductions (Tier 1+ Tier 2) by Focus Area





Tiers

To demonstrate the City's ability to achieve the minimum GHG reduction target, and identify opportunities to achieve a more aggressive GHG reduction target, the results of the proposed GHG reduction measures have also been presented by tier. Tier 1 reduction measures identify a path for Los Altos to achieve a community-wide GHG reduction target of 15% below baseline levels by 2020, which would support the City's ability to use the CAP as a Qualified GHG Reduction Strategy. Tier 1 measures are mostly voluntary, are more likely to be implemented by the community, build off of existing GHG emissions reduction programs, and are considered implementable by City staff given current resources and funding. Full implementation of Tier 1 measures would reduce 2020 local emissions by approximately 12,260 MTCO₂e.

Tier 2 measures identify a path for Los Altos to work toward more aggressive GHG reductions beyond AB 32 requirements. Tier 2 includes more new, mandatory, and regulatory measures than Tier 1, would require additional staff funding and resources, and may be more difficult for the community to implement. Full implementation of Tier 2 strategies would reduce 2020 local emissions by an additional 16,450 MTCO₂e beyond the Tier 1 strategies, for a total reduction of 28,710 MTCO₂e. In order to achieve the Tier 2 GHG reductions, the City would need to implement measures identified in both tiers. A summary of the GHG reductions by focus area and Tier is presented in **Table 2**.

Table 2 – Reductions by Focus Area and Tier

Focus Area	Tier 1 (MTCO ₂ e)	Tier 2 (MTCO ₂ e)	Tier 1+Tier 2 (MTCO ₂ e)
Land Use & Transportation	-5,700	-11,610	-17,310
Energy	-5,420	-2,720	-8,140
Resource Conservation	-200	-1,440	-1,640
Green Community	-420	-210	-630
Government Operations	-520	-470	-990
Total	-12,260	-16,450	-28,710

Relationship to Targets

Complete implementation of the measures included in Tier 1 would allow the community to achieve a 15% reduction of GHG emissions below 2005 levels by 2020. If the City Council chose to implement the more aggressive measures included in Tier 2, the community would achieve a 24% reduction of GHG emissions below 2005 levels by 2020. **Figure 7** illustrates anticipated progress toward achieving the Tier 1 GHG reduction target through 2020.

Figure 7 demonstrates the City's GHG Emissions trends from the baseline year of 2005 through 2020 under a variety of different scenarios:

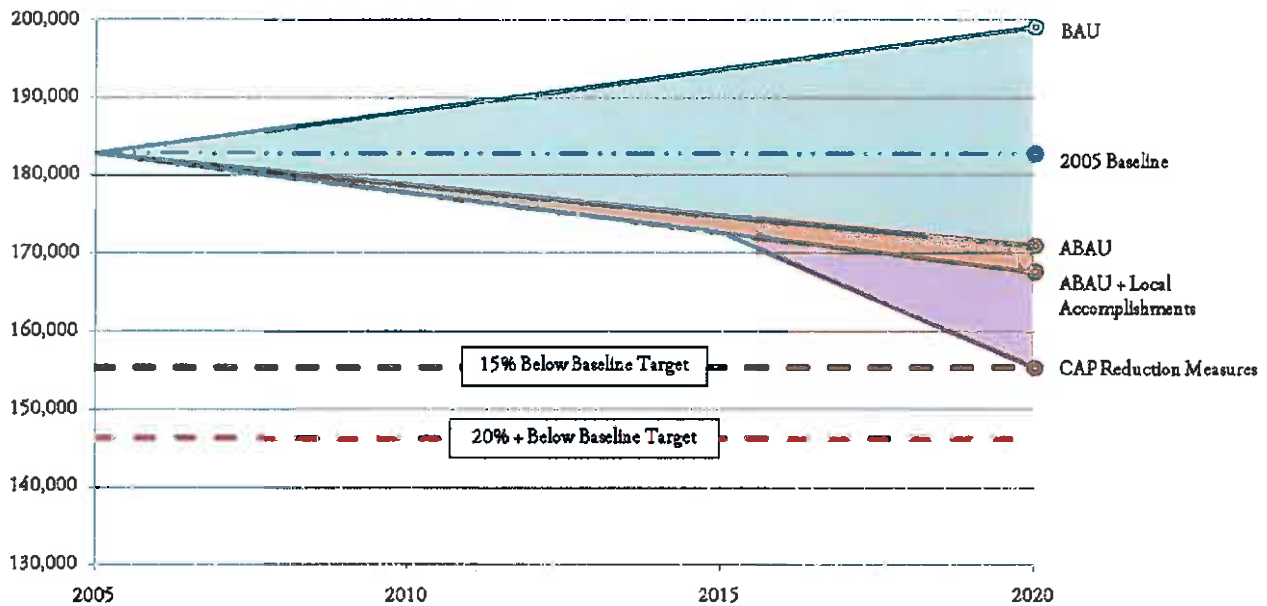
- A business-as-usual (BAU) forecast is an estimate of how GHG emissions will likely grow over time without influence from state, regional, and local reduction efforts. This BAU emissions forecast assumes 2005 energy consumption, waste disposal, and energy efficiency rates remain the same, while the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

Figure 7 – Achievement of Tier I GHG Reduction Target by 2020



Discussion

The Environmental Commission should review the measures and actions described in **Attachment I**, and be prepared to discuss the suitability and feasibility for the community and City to implement key measures. Specifically, the Commission should consider the general feasibility across the range of recommended Tier I measures.

Additional considerations for discussion may include the suitability of specific Tier 2 measures for the Los Altos community, the placement of a measure or action within a certain tier, or opportunities for additional measures and actions to be included in the CAP. Key outcomes should include a preliminary recommendation from the Environmental Commission to City Council confirming a range of feasible measures that should be included in Tier I necessary to meet the 15% GHG emissions reduction target that is consistent with AB 32.



Next Steps

Following the February 11, 2013, Environmental Commission meeting, staff will present an update on the CAP and summarize the Commission's recommendations regarding preliminary measures and actions to the City Council. The update to Council is anticipated to happen on March 12, 2013. At this meeting, Council will set the GHG reduction target that will be included in the CAP and provide direction to staff regarding the measures and actions that should be used to achieve that reduction target. Staff will continue working with the consultant team to refine measures and actions based on the feedback received at these meetings, and begin to identify appropriate implementation metrics for each measure. The next step in the process will be to prepare a draft of the Los Altos Climate Action Plan.

Attachment 1 – Los Autos Preliminary GHG Reduction Measures

Focus Areas & Measures		Tier 1 Actions – Compliance with AB 32 (15% reduction)		Tier 2 Actions – STREETSMART (20-25% reduction)		Project Level Best Management Practices (BMPs)		2020 Performance Metrics ¹		2020 GHG Reductions (MTCO ₂ e/yr)	
		Tier 1		Tier 2		Applicability		Tier 1		Tier 2	
1.1	Improve Non-Motorized Transportation	A. Construct priority bikeways and implement actions identified in the 2011 Bicycle Transportation Plan	E. Construct all non-priority bikeways identified in the 2011 Bicycle Transportation Plan	I. Provide end of trip facilities to encourage alternative transportation including showers, lockers, and bicycle racks.	Nonresidential projects greater than 10,000 square feet	4% vehicle miles traveled (VMT) reduction	15% VMT reduction	3,320	12,520		
		B. Prepare a Pedestrian Master Plan and Implement priority projects identified in the Plan	F. Prepare and accelerate implementation of Pedestrian Master Plan	J. Connect to and include non-motorized infrastructure on-site							
1.2	Expand Transit and Commute Options	C. Develop car-free day programs	G. Implement Complete Streets policy and continue to implement traffic calming plans and projects	E. Develop a program to reduce employee VMT	Nonresidential projects greater than 10,000 square feet	2% commute-related VMT reduction	3% commute-related VMT reduction	1,040	1,570		
		D. Continue to implement Safe Routes to School program	H. Develop a bike share program	n/a							
1.3	Amend the General Plan	A. Work with VTA to improve and expand bus service within the community and connect to the El Camino bus rapid transit line	A. Land use amendments to increase height, diversity, density, etc.	n/a							
		B. Work with large employers to implement transportation demand management programs (100+ employees)									
1.4	Update Parking Standards	n/a	B. Eliminate/reduce new commercial parking requirements	n/a	Nonresidential projects greater than 10,000 square feet	0.1% VMT reduction	0.1% VMT reduction	n/a	40		
		A. Install accessible EV charging stations in public parking lots									
1.5	Provide Alternative Fuel Vehicle Infrastructure	A. Encourage electric vehicle charging stations and other alternative fuel stations	B. Establish a neighborhood electric vehicle network	D. Comply with parking standards for EV pre-wiring and charging stations	New and substantially remodeled residential units; nonresidential projects greater than 10,000 square feet	1.5% increase in EV VMT	2.5% increase in EV VMT	1,100	1,680		
			C. Amend parking standards to require residential EV pre-wiring and commercial charging stations in all new development (see applicability for Action D)								

Attachment 1 – Los Altos Preliminary GHG Reduction Measures

Focus Area & Measures		Tier 1 Actions – Compliance with AB 32 (15% reduction)	Tier 2 Actions – STRITCH Target (10-25% reduction)	Project Level Risk Management Practices (BIMs)	2020 Performance Metrics (Tier 1)	2020 Performance Metrics (Tier 2+)	2020 GHG Reductions (MTCO ₂ e/yr)	Tier 1	Tier 2
Focus Area 2: Energy Efficiency & Renewables		Tier 2 Actions – STRITCH Target (10-25% reduction)		Applicability	Tier 1	Tier 2+*	Tier 1	Tier 2	
2.1	Promote Energy Conservation	A. Provide energy efficiency outreach programs targeted at outdoor amenities	n/a	n/a	n/a	1% energy use reduction	630	630	630
		B. Support the High Energy Homes Program							
		C. Offer pilot audits of high energy homes							
2.2	Increase Energy Efficiency	A. Facilitate energy efficiency financing (California FIRST, Energy Upgrade CA) for residential and commercial properties	G. Adopt net-zero electricity building standards for new residential and nonresidential construction	K. Comply with Green Building Ordinance L. Install higher-efficiency appliances (Higher than D) M. Install high efficiency outdoor lights N. Obtain third-party HVAC commissioning	All new construction and remodels greater than 50%	5% energy use reduction	3,550	6,270	
		B. Require energy disclosure for large facilities	H. Link business licenses to commercial performance requirements						
		C. Participate in locally applicable Bay Area Regional Energy Network (BayREN) programs	I. Require tenant improvement applicants to comply with a City checklist based on the LEED for Commercial Interiors or the Existing Buildings Operations and Maintenance Standards						
		D. Install energy-efficient appliances	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 (TBD)						
		E. Develop energy efficiency outreach and education programs for renter-occupied households							
		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							
2.3	Incentivize Renewable Energy	A. Facilitate participation in solar PV programs (California Solar Incentive)	n/a	n/a	n/a	60% increase in solar PV kWh (above CSI forecast)	1,240	1,240	1,240

Attachment 1 – Los Altos Preliminary GHG Reduction Measures

Focus Area 1: Measures		Tier 1 Actions – Compliance with AB 11 (15% reduction)		Tier 2 Actions – STRECH Target (20-25% reduction)		Project-level best management practices (BMPs)		2020 Performance Metrics		2020 GHG Reductions (MTCO ₂ e/yr)	
		Tier 1		Tier 2		Applicability		Tier 1		Tier 2	
		Action		Action		Action		Tier 1		Tier 2	
3.1	Reduce and Divert Waste	A. Maintain and expand diversion programs for food waste		E. Adopt zero-waste policy		F. Develop and implement a C&D waste plan		85% diversion rate		95% diversion rate	
		B. Adopt a plastic bag ban and encourage the use of reusable bags		D. Work with Cal Water to develop a greywater procurement program		F. Reduce turf area and increase native plant landscaping		20% GPCD reduction (\$B X7-7 compliance)		25% GPCD reduction	
3.2	Conserve Water	C. Encourage the recycling and reuse of building materials		E. Adopt a time of sale water conservation ordinance		G. Comply with applicable provisions of the water conservation requirements of the City's Green Building Ordinance.		1% construction emissions reduction		2% construction emissions reduction	
		D. Adopt and enforce an expanded polystyrene (EPS) ban		B. Verify compliance with BAAQMD construction equipment best practices through active enforcement by the Building Department		C. Implement applicable BAAQMD construction equipment best practices		All new construction		20	
3.3	Use Carbon-Efficient Construction Equipment	A. Encourage compliance with BAAQMD construction equipment best practices through outreach and education		B. Develop a nonresidential "Low Carbon Diet" program		n/a		550 households participating		550 households + 230 businesses participating	
		C. Create and distribute a greywater/rainwater harvesting guide		B. Incentivize and support the planting of shade trees		D. Create or restore vegetated common space		400 new trees planted		1,000 new trees planted, 30% Reduction in Treated Storm Water Runoff	
4.1	Create Low Carbon Neighborhoods	A. Develop a "Low Carbon Diet" program		C. Manage stormwater runoff through green infrastructure such as bio-swales and other "low impact development" strategies		E. Establish a carbon sequestration project or similar offsite mitigation strategy		Nonresidential projects greater than 10,000 square feet		10	
		A. Work with local environmental groups to increase green infrastructure awareness and encourage tree planting (e.g., Earth Day and Arbor Day fairs)		B. Provide downtown Wi-Fi		F. Plant at least one well-placed shade tree per dwelling unit		New residential construction		Supportive (Not Quantified)	
4.2	Sustain a Green Infrastructure System & Sequester Carbon	A. Develop a "Shop/Buy Local" Outreach Campaign		C. Encourage short-term office rental facilities		D. Encourage use of sustainable building materials		Nonresidential projects greater than 10,000 square feet		Supportive (Not Quantified)	
		A. Develop a "Shop/Buy Local" Outreach Campaign		C. Encourage short-term office rental facilities		D. Encourage use of sustainable building materials		Nonresidential projects greater than 10,000 square feet		Supportive (Not Quantified)	
4.3	Support the Local Economy	A. Develop a "Shop/Buy Local" Outreach Campaign		C. Encourage short-term office rental facilities		D. Encourage use of sustainable building materials		Nonresidential projects greater than 10,000 square feet		Supportive (Not Quantified)	
		A. Develop a "Shop/Buy Local" Outreach Campaign		C. Encourage short-term office rental facilities		D. Encourage use of sustainable building materials		Nonresidential projects greater than 10,000 square feet		Supportive (Not Quantified)	

Attachment 1 – Los Años Preliminary GHG Reduction Measures

Final Aims & Measures	Tier 1 Actions – Compliance with AB 32 (15% reduction)		Tier 2 Actions – SPRECH Target (20.25% reduction)		Project Level Best Management Practices (BMPs)		2020 Performance Metrics ¹		2020 GHG Reductions (MTCO ₂ e/yr)	
	Applicability	Actions	Applicability	Actions	Tier 1	Tier 1.2	Tier 1	Tier 1.2	Tier 1	Tier 1.2
5.1 Operate Efficient Government Facilities	A. Audit City facilities and install energy-efficient equipment B. Identify appropriate City facilities to host 1MW of renewable energy C. Upgrade street and park lighting	D. Conduct comprehensive energy efficiency upgrades for City facilities E. In addition to existing LEED requirements, adopt a net-zero energy policy for new facilities F. Develop and maintain digital record-keeping system	All City-funded or sponsored construction projects	G. Utilize high-albedo or porous pavement treatments on City projects to reduce the urban heat island effect	20% reduction in municipal energy use	60% reduction in municipal energy use;	320	480		
5.2 Reduce City Vehicle Fuel Consumption	A. Continue to maintain fleet efficiency through proper maintenance B. Encourage non-motorized transportation for City business C. Develop and require fuel-efficient driver training course	D. Convert City fleet to alternative fuels vehicles	n/a	n/a	56% reduction in City gasoline or diesel fuel consumption	88% reduction in City gasoline or diesel fuel consumption	100	230		
5.3 Incentivize Sustainable Employee Travel	A. Develop alternative commuting educational materials B. Allow employee telecommuting 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	n/a	n/a	18% reduction in employee commute VMT	34% reduction in employee commute VMT	100	120		
5.4 Purchase Responsibility	A. Develop an environmentally preferable purchasing policy B. Participate in group purchase programs through BayREN	C. Adopt a zero-waste policy for City facilities or City-sponsored events	All municipal contracting opportunities	D. Give preference to local contractors for City projects	n/a	100% diversion rate	Supportive (Not Quantified)	160		

¹The Tier 2 performance metrics represent the combined total of Tier 1 and Tier 2 performance metrics.



DATE: February 11, 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: February 11, 2013

AGENDA ITEM # 4

TO: Environmental Commission

FROM: J. Logan, Staff Liaison

SUBJECT: Disposal and Management of Expanded Polystyrene (EPS) and Single-Use Bags

RECOMMENDATION:

A. Receive staff report on status of single-use bag ordinance

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 stormwater. 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 Stormwater 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.

At the January 8, 2013 City Council meeting, Council took action on staff recommendations as follows:

Recommendation to:

- A. Direct staff to prepare ordinances for reusable bags and polystyrene food containers
DIRECTED STAFF TO PREPARE ORDINANCES
- B. Appropriate \$30,000 from the Solid Waste Fund for implementation of the ordinances
DIRECTED STAFF TO REPORT ON PROPOSED USE OF \$30,000

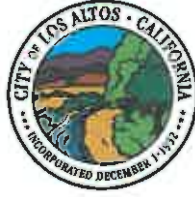
The Environmental Commission has been engaged in following the activities of the San Mateo Environmental Impact Report public hearings and reports in which the City of Los Altos was a participating member and in outreach activities to the community to promote the use of re-usage bags and restrain the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

DISCUSSION

At the January 22, 2013 Council Meeting, Council took action to:

- A. Direct staff to prepare an ordinance for single use plastic bags for all retail stores
- B. Appropriate \$30,000 from the Solid Waste Fund for implementation of the ordinances for single use plastic bags and polystyrene containers.

This action was to be continued to February 12, 2013 but will now be continued to February 26, 2013 pending legal review of the EIR and Council direction.



DATE: February 11, 2013

AGENDA ITEM # 5

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

RECOMMENDATION:

Receive update on website activity and discuss potential items to add to site

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

The Environmental Commission website received 93 hits from January 14 through February 7, 2013 and a cumulative total of 140 hits for 2013.

The Commission may discuss potential items to add to the website to support Council policies and staff activities. Examples are information relative to the Climate Action Plan and the activities related to single-use bags and polystyrene issues.



DATE: February 11, 2013

AGENDA ITEM # 6

TO: Environmental Commission
FROM: J. Logan, Staff Liaison
SUBJECT: Environmental Commission Work Plan Progress Review

RECOMMENDATION:

Review and discuss progress on 2012/13 Work Plan

BACKGROUND

The Environmental Commission's 2012 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.

DISCUSSION

The Environmental Commission will review and discuss the updated February 2013 Work Plan and take action as necessary.

Attachments:

A. Los Altos Environmental Commission – Work Plan 2012/13 – February 11, 2013 updates

Los Altos Environmental Commission – Workplan 2012-13 – January 14, 2013 updates

Approved Projects & Projects for Approval

Goals approved by City Council April, 2012	Goals
Projects 2012-2013, updated 1/3/13	-- Progress Updates
1	<p>Provide approved community education and outreach activities to advance natural resource conservation and environmental quality in Los Altos. (Linda DeMichiel, 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> <ul style="list-style-type: none"> - Zahra to draft hazardous materials page for EC website - CAP documents, survey results, etc., should be included in a new website tab on the EC website -- Zach/staff to post. - Joe will explore development of a 'Birds' page on EC website - '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; traffic of 214 since 10/1, ~1810+ ytd. <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"> - John and Zahra will draft topic ideas and approach per discussion at October meeting on additional 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 - 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.
2	<p>Work with Planning Services Manager and city residents to develop Climate Action Plan for City Los Altos. (Joe Eyre, Don Bray, TBD)</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"> - 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 - CAP sub-team (Joe, Gary, Don) analyzed and presented energy/water/transportation community survey results, key findings at December meeting; Zach/staff to distribute 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

<p>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.</p> <ul style="list-style-type: none"> - 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: <ul style="list-style-type: none"> 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 	
<p>3 Improve watershed stewardship for the City of Los Altos (Joe Eyre, Zahra Ardehali)</p> <p>a. Investigate potential education and outreach, and best practices associated with watershed awareness and protection, and identify near-term actions for implementation</p> <ul style="list-style-type: none"> - improved creek habitats - storm water & runoff (Owner: Joe, Zahra) <ul style="list-style-type: none"> - Re status Fremont Ave bridge over Permanente Creek, 'prevailing thinking' is that name of the creek will be on bridge signage, possibly mounted on railing, though not yet designed. J will bring signage recommendation from 'draft final submittal' to EC for review/input. CEQA finished, waiting for consultant to present design. City Economic Dev Manager working on signage and 'Placemaking' – related in some way? Architectural/planning commission review? - 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? - 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"> - City engineering staff to present new study data on watershed and water quality to EC at October meeting – item DEFERRED due to staffing changes. - 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>
<p>5 Monitor and advance solid waste diversion and source reduction practices in Los Altos. (Don Bray, Joe Eyre, John Reed)</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 will draft a proposed one-page water dashboard for further 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>... 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).</p> <ul style="list-style-type: none"> - 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 (Owner: Steve, Don)

<p>GreenTown, published in Town Crier (September 2012).</p> <ul style="list-style-type: none"> - 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 – likely some results in December timeframe. - 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. 	
<ul style="list-style-type: none"> - 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>b. Monitor overall solid waste volumes relative to source reduction and longer-term 'zero waste' concepts & practices; (Owner: John)</p>	
<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. Larry Lind working this, scheduled on City Council agenda for Jan 8th. Still looking at Jan 2014 implementation J will forward info on next steps and when this will be placed on the CC agenda – likely Nov/December according to Jim G. - 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 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</p>	

<p>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



DATE: February 11, 2013

AGENDA ITEM # 7

TO: Environmental Commission

FROM: J. Logan, Staff Liaison

SUBJECT: Environmental Commission Report to Council at Joint Meeting

RECOMMENDATION:

Prepare report on 2012/13 Achievements

BACKGROUND

Commissions meet with Council on an annual basis to review and discuss achievements for the year and set expectations for the upcoming year. This meeting is held after the reorganization of the Commission and the appointment and seating of new Commissioners in March. The date for this joint meeting with Council and Commissions is pending.

DISCUSSION

The Environmental Commission should convene discussion and preparation of its Achievement Report to Council for the joint Commissions and Council meetings.

The following steps are:

1. Commission accomplishments should be prepared in February. There may be a standardized format for the report.
2. The Joint meeting with Council will be held with all Commissions on April 30th, which is the same day as the Annual Commission Training.
Staff will be advising all Commissioners to save the date
3. Commission input on CIP: Commissions will receive a status update of active projects and discuss new projects in March and in April will identify new projects and prioritize projects for recommendation to Council

Attachment:

Please refer to Agenda Item 6 Attachment A. – 2012/13 Work Plan



DATE: February 11, 2013

AGENDA ITEM # 8

TO: Environmental Commission

FROM: J. Logan, Staff Liaison

SUBJECT: Increased Watershed Awareness and Stewardship in Los Altos

RECOMMENDATION:

Receive staff update on watershed signage on bridges

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



DATE: February 11, 2013

AGENDA ITEM # 9

TO: Environmental Commission
FROM: J. Logan, Staff Liaison
SUBJECT: Proposed Greenhouse Gas Dashboard

RECOMMENDATION:

Discuss next steps for usage of proposed greenhouse gas dashboard

BACKGROUND

The Environmental Commission CAP sub-committee member, Vice-Chair Eyre, developed a proposed greenhouse gas (GHG) Dashboard for presentation to the Commission and for discussion of suggestions for use.

The proposed usage of the dashboard is to have the dashboard on the EC website to provide status of the environmental progress of Los Altos as time goes on. The dashboard would probably have past usage, trends, and goals for water, natural gas, electric use, waste diversion, vehicle miles traveled, GHG emissions and other pertinent data.

DISCUSSION

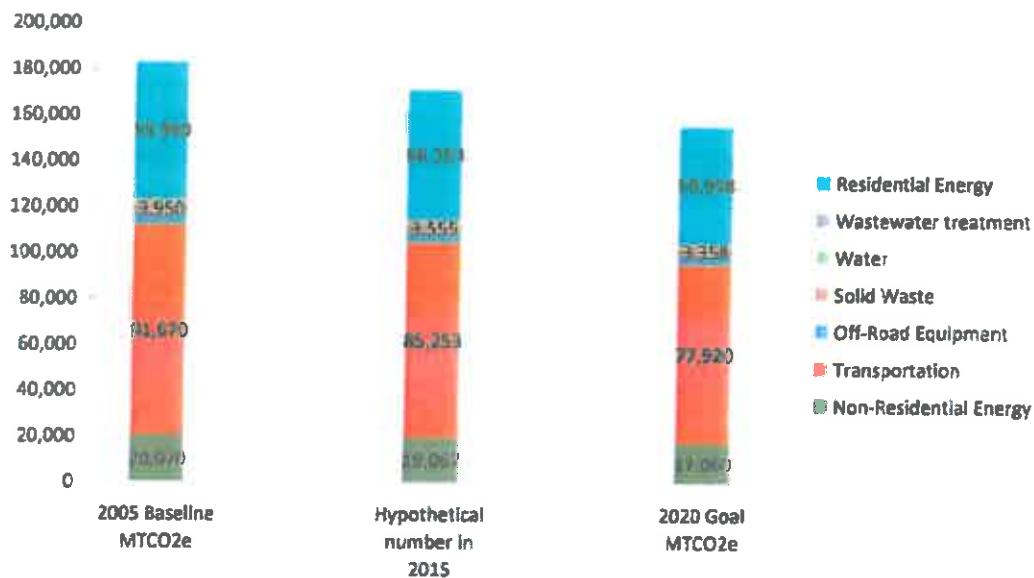
The Commission will continue discussion of the concept of a greenhouse gas dashboard.

Attachments:

A. GHG Proposed Dashboard

Proposed Dashboard 1/10/13

The Dashboard would contain a summary graph like the one below and then more specific ones for each of the components of GHG production, such as natural gas or water.



Background data (not on dashboard)

Sector	2005 Baseline MTCO ₂ e	Hypothetical number in 2015	2020 Goal MTCO ₂ e
Residential Energy	59,950	56,353	50,958 (hypothetical)
Natural Gas	(need #'s)	(need #'s)	
Electric	(need #'s)	(need #'s)	
Non-Residential Energy	20,070	19,067	17,060 (hypothetical)
Natural Gas	(need #'s)	(need #'s)	
Electric	(need #'s)	(need #'s)	
Transportation	91,670	85,253	77,920 (hypothetical)
Off-Road Equipment	4,940	4,495	4,199 (hypothetical)
Solid Waste	3,950	3,555	3,358 (hypothetical)
Water	1,580	1,438	1,343 (hypothetical)
Wastewater treatment	670	630	570 (hypothetical)
BAU		199,070	
State Mandated Reductions		-28,150	
Local reductions		-3,280	
BAU Net after reductions		167,640	
% change from 2005		-8.3%	
2020 GHG's if 15% reduction goal	182,830	170,791	155,406 -15.0%
Necessary reduction from Los Altos CAP Policy & Programs			-12,235 -6.7%



DATE: February 11, 2013

AGENDA ITEM # 10

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

RECOMMENDATION:

Receive update on potential charging station program

BACKGROUND

Plans for installation of electric vehicle charging stations are being developed through a grant process in coordination with Public Works and Community Development Departments. Next steps in the implementation of the program are being formulated utilizing internal staff services and resources. An electrical consultant has been retained to assist staff.

DISCUSSION

Engineering staff is now engaged in locating sites and scoping requirements for the installation project of electric vehicle charging stations. Updated information will be available pending the findings from Engineering Services.

Staff will provide a report to Council at the meeting on February 12, 2013.



DATE: February 11, 2013

AGENDA ITEM # 11

TO: Environmental Commission

FROM: J. Logan, Staff Liaison

SUBJECT: Monthly Staff Report

RECOMMENDATION:

Receive information and announcements from City staff

BACKGROUND

Commission staff liaisons participated in training to standardize the proceedings and processes for commission operations. The following is a summary of discussions and direction:

DISCUSSION

1. Commission Representatives to Council are required to review Council agenda for items pertaining to their Commission but are no longer required to attend the meeting if there are no items pertaining to the Commission
2. Liaisons are required to attend the Council meeting if the Commission has an item on the agenda
3. Commissions should use time limits for speakers and comply with the time limits
4. There was discussion about Commissioners receiving outside training
5. It was discussed to use a standard speaker card for all Commissions
6. Staff will continue to prepare copies of agendas at each meeting and at least one entire set of the agenda packet
7. Staff will continue to post all documents submitted at a Commission meeting online for the commission agenda and materials
8. Commissioners' Handbook is proposed for update at the Council meeting on February 12, 2013