



DATE: September 14, 2020

AGENDA ITEM #3

TO: Environmental Commission
FROM: Emiko Ancheta, Staff Liaison
SUBJECT: Environmental Commission Work Plan

RECOMMENDATION:

Review and take action, as appropriate, on the 2020/21 Environmental Commission Work Plan

BACKGROUND

The Environmental Commission met in a Joint Meeting with the City Council on May 5, 2020 to review the Commission's 2019/20 Accomplishments and Draft 2020/21 Target areas and discussed issues and projects for the upcoming year. Based on this discussion, the targets were finalized, and the 2020/21 Work Plan was developed. The Targets and Work Plan are intended to focus the Commission's agenda items and will serve as a roadmap for projects and actions, as appropriate, during the 2020/21 year.

DISCUSSION

Environmental Commission Targets and resulting Work Plan for 2020/21 are:

1. Climate Action Plan
2. Water Conservation and Stormwater Management
3. Solid Waste Diversion
4. Community Outreach and Education

The Commission will review the targets, projects, and status updates at each of its monthly meetings and act appropriately.

ATTACHMENT:

- A. 2020/21 Targets and Work Plan
- B. Integrated Pest Management (IPM) Update

ENVIRONMENTAL COMMISSION

2020/21 Targets & Work Plan

September 14, 2020

Targets	Projects	Assignments	Target Date	City Priority related to	Status
Climate Action Plan	Building and Electric Vehicle Reach Codes	<ul style="list-style-type: none"> Subcommittee -Don Weiden, Laura Teksler and Lei Yuan 	Fall 2020	CAP Goals	<ul style="list-style-type: none"> November 19, 2019, City Council directed the EC and City staff to pursue an All-Electric Reach Code Ordinance and conduct outreach Reach Code community webinar held April 29, 2020 EC, Subcommittee and staff revised ordinance, reviewed outreach feedback and recommended All-Electric Building Reach Code Ordinance Reach Code webpage and FAQ updated July 2020 Reach Code Ordinance on Council Agenda for September 22, 2020
	Update of City's CAP	<ul style="list-style-type: none"> Subcommittee- Bruno Delagneau, Raashina Humayun to work with staff and Subconsultant 	Monthly	CAP Goals	<ul style="list-style-type: none"> EC to work with staff and consultant to update the City's Climate Action Plan EC received Climate Report presentation by Anais Delagneau (Green Town intern) RFP for consultant released August 10, 2020 and closes September 15, 2020
Water Conservation & Stormwater Management	Green Infrastructure and Other Environmental Plans	<ul style="list-style-type: none"> Assist staff in implementation of the Green Infrastructure Plan and development of other Environmental Plans 	Monthly	Storm Water Regional Discharge Permit and other Environmental Related Plans	<ul style="list-style-type: none"> Staff made a presentation of the Green Stormwater Infrastructure Plan to the Environmental Commission on May 13, 2019 This was approved by City Council on July 9, 2019 Staff is developing an update to the Integrated Pesticide Management (IPM) policy Manny Hernandez presented IPM policy update to EC at the July 13, 2020 EC meeting City's Integrated Pest Management (IPM) Policy update finalized August 2020

Solid Waste Diversion	Solid Waste Disposal Contract	<ul style="list-style-type: none"> Subcommittee- Don Weiden, Laura Tekler and Bruno Delagneau 	Agreement executed April 2020	Solid Waste Disposal	<ul style="list-style-type: none"> The Mission Trails Waste System (MTWS) Contract was approved by City Council on Oct. 22, 2019 The MTWS Contract extension will be finalized in 2020 The Amended and Restated Collection Service Agreement between the City of Los Altos and MTWS was executed on April 23, 2020 Staff to work with consultant to coordinate communication and public education
	Investigate initiatives on limiting single use plastics	<ul style="list-style-type: none"> Subcommittee- Don Weiden, Laura Tekler and Bruno Delagneau 	Monthly	Recycling	<ul style="list-style-type: none"> Andrea Trese and Emiko Ancheta, the Los Altos representatives for the Ad Hoc Model Foodware Ordinance Committee Council directed staff to modify ordinance, conduct internal review and present ordinance to Council by Dec. 2020 Survey of food and beverage establishments currently being conducted August 3 - September 11, 2020 Draft ordinance presented to EC at the September 14, 2020 meeting
Community Outreach & Education	Develop program in collaboration with the Los Altos History Museum	<ul style="list-style-type: none"> Environmental Education Fund held by LACF David Klein 	June 2020	Public outreach and education	<ul style="list-style-type: none"> EC coordinates with History Museum for Apricot Stem Fair; EnviroThon Challenge held at the annual Apricot STEM Fair All City events cancelled/postponed for 2020 due to COVID-19 David Klein to follow up on Education fund allocation
	Update environmental measures on the City web site	<ul style="list-style-type: none"> David Klein 	Ongoing	Public outreach and education	<ul style="list-style-type: none"> The City's Public Information's Officer, Sonia Lee will work together with staff and Subcommittee on updating the City's website, including the Environmental Resources Dashboard Reach Code webpage updated July 2020
	Continue gas-powered leaf blower (GPLB) ban outreach and education	<ul style="list-style-type: none"> Laura Tekler 	Ongoing	Public outreach and education	<ul style="list-style-type: none"> Linda Ziff gave an update on her team's efforts to educate about the GPLB at the March 9, 2020 EC meeting

<p>Continue anti-idling outreach and education</p>	<ul style="list-style-type: none"> • Don Weiden 	<p>Ongoing</p>	<p>Public outreach and education</p>	<ul style="list-style-type: none"> • On June 10, 2019, the Los Altos HS Survey Results were presented • The EC has been supporting the efforts of Greentown Los Altos
<p>Continue to support SVCEA community outreach and education</p>		<p>Ongoing</p>	<p>Public outreach and education</p>	<ul style="list-style-type: none"> • Reach Code webinar was held April 29, 2020
<p>Assist staff with various outreach and education efforts</p>	<ul style="list-style-type: none"> • Climate Action Plan • Water Conservation • Storm Water Management • Solid Waste Diversion • Urban Forest / Trees • Downtown Vision 		<p>Public outreach and education</p>	



**MAINTENANCE SERVICES
INTEGRATED PEST MANAGEMENT POLICY**

Revised: August 10, 2020



Manuel A. Hernandez, Maintenance Service Director

A. PURPOSE

The City of Los Altos Integrated Pest Management (IPM) Policy is intended to provide a basis for a pest management program that will protect public health, as well as water quality, and non-target plants and organisms. The goal of the City's IPM is to utilize the most environmentally sound approaches to pest management, and to reduce the volume and toxicity of chemical pest control treatments.

This IPM follows the widely accepted principles of Integrated Pest Management. Through the implementation of the IPM components outlined in the policy and the proper management methods, this IPM will assist City staff in in taking the appropriate control actions utilizing knowledge of plant and pest biology.

The following are necessary components of the City IPM implementation.

- Prevent problems before they occur.
- Accurately diagnose the cause of problems and correctly identify pests and natural entities.
- Monitor regularly to gather information on which to base IPM decisions.
- Develop and use site-specific action guidelines and thresholds to help decide whether a pesticide application or another pest management is warranted.
- Manage pests using a combination of appropriate methods.

B. POLICY

It is the policy of the City of Los Altos that:

1. Departments performing pest management will comply with the City's IPM Policy. These policies will apply to all property and grounds owned, leased, or managed by the City.
2. Departments will require contractors providing pest management services on all property owned, leased, or managed by the City to comply with the City's IPM Policy.
3. Pest controls will be selected and applied in a manner that minimizes risk to human health, non-target organisms, water quality, and the environment.
4. Synthetic pesticides and herbicides are not to be used in any City owned park or open space. This applies to City-owned outdoor spaces built or maintained for public access and functioning as a park or open space.
5. The IPM program shall include the following practices to maximize the goals of the City's pest management policy.
 - a. Create Standard Operating Procedures (SOPs) for pest management and pesticide application for City staff and contractor consistency.
 - b. Educate and train City staff on the IPM policy, practices, and SOPs.
 - c. Maintain records by City departments on IPM methods considered and used to prevent and control pests.
 - d. Comply with all applicable county, state and federal regulations, including pesticide use, storage and reporting.
 - e. Provide public access to all IPM program information and records.
 - f. Conduct decision-making based on the best available science and data.
 - g. Use a standardized sign for a pesticide application notification that includes the date of application, the name and type of product used, and a website where the public may find information about the, product if available.
 - h. Maintain accurate pesticide application records and reporting that includes the City's own use of pesticides and pesticides used by contractors.
 - i. Verify records annually to ensure compliance with the IPM Policy.

C. IPM Manager

The IPM Manager is responsible for obtaining the proper County certificates for all pesticides and herbicides that are to be used by the City and its contractors. The IPM Manager is also responsible for ensuring that all staff applying pesticides are certified in the appropriate category by the California Department of Pesticide Regulation (CDPR) or are under the direct supervision of a CDPR pesticide applicator certified in the appropriate category. City staff and contractors that use pesticides will be educated on the IPM Policy and approved Best Management Practices. IPM training will be updated and reviewed bi-annually.

D. IPM Applications and Guidelines

Only persons specifically authorized by the IPM Manager and certified by the State as pesticide applicators will be permitted to bring or use pesticides on City property. Use of pesticides is limited to those products approved by the County of Santa Clara through the County's annual application process. Pesticide applicators must follow regulations and label precautions. Applicators will have training in IPM and must comply with the City's IPM policy.

It is the goal of the City to minimize the use of synthetic pesticides by giving preference to organic products approved by the Organic Materials Review Institute (OMRI) or by the National Organic Program for use in Integrated Pest Management programs, as available and effective. It is also the intent of this policy to consider new products and methods of pest control as they become available.

It is encouraged that the following minimum-risk pest control products and methods be used.

1. Caulking agents and crack sealants
2. Borates, silicates and diatomaceous earth
3. Soap-based products
4. Natural (non-synthetic) products that are exempt from provisions of the Federal Insecticide, Fungicide and Rodenticide Act due to their characterization as a Minimum pesticide (40 CFR 152.25)
5. Natural (non-synthetic) products on the Organic Materials Review Institute (OMRI) approved list
6. OMRI-approved and cruelty-free baits and traps for rodents and other mammals. Cruelty-free includes live traps that do not injure the organism trapped, and which allow for rehabilitation, or traps which instantaneously terminate the organism trapped.
7. Cryogenics, electronic products, heat and lights.
8. Biological controls, such as parasites and predators.
9. Microbial pesticides (naturally occurring microorganisms that target specific problems)
10. Insect growth regulators
11. Physical barriers.

E. Notification of Pesticide Applications

All use of pesticides, where the label requires posting, will be posted near the application area. Signs should be posted at public and employee points of entry to the treated area pursuant to state and or federal law, and according to product label instructions

1. When required by labeling directions, signs will be posted in advance of application and remain in place until no longer required, following the application and as required by the manufacturer's product label.
2. Signs should contain the name and active ingredient(s) of the pesticide product, the target pest, date of application, the re-entry interval as determined by the product label or regulation, and the web address of the City website or the product if available.
3. The sign shall state whether the pesticide is certified for use in organic production systems by the (Organic Materials Review Institute (OMRI).
4. Signs should be of standardized design that is easily recognized to the public and employees.
5. For every building and site where pesticide baits are used, signs will be posted at conspicuous locations and include information as outlined above. Departments shall not be required to post signs in right-of-way locations that the general public does not use for recreation or pedestrian purposes, such as median strips. However, notification of pesticide applications in tight-of-way locations shall be available upon request.

F. Record Keeping of Pesticide Application

The City shall maintain records of all pesticide applications for City property and shall make the information available to the public upon request. Each application record shall include the following information:

- City Department
- Name of IPM Manager
- Whether application was made by City staff or by a contractor to the City
- The name and active ingredient of the pesticide to be applied and USEPA registration number
- Quantity of pesticide applied
- Specific site of the application
- The target pest
- The date the pesticide was used and re-entry period if applicable

G. Collaboration with Other Agencies

The City will continue to collaborate at a regional level to encourage implementation of IPM. As part of the City's sustainability outreach and education, staff will promote the use of IPM techniques to reduce the use of pesticides throughout Los Altos.

H. Applicability

This IPM Policy applies to property owned and operated by the City of Los Altos. However, considering the substantial budgetary burden to the City in eliminating the use of all synthetic pesticides, the City Council reserves as an option, applying this policy to areas accessible to the general public. Areas not accessible to the general public, that could be exempted include median strips, the corporation yard, etc.

DEFINITIONS:

The following terms shall have the meanings set forth below:

1. "City" means any department or division within the City of Los Altos organization.
2. "Maintenance Services" means any division of the Maintenance Services Department and includes any pesticide applicator hired by Maintenance Services to apply pesticides on City property.
3. "Contract" means a binding written agreement, including but not limited to, a contract, lease, permit, license of easement between a person, firm, corporation or other entity, and a City department, which enters into a service agreement with the City of Los Altos for a specified purpose or purposes.
4. "Contractor" means a person, firm, corporation or other entity that enters a contract with the City.
5. "Integrated Pest Management/IPM" is a pest management strategy that focuses on long-term prevention or suppression of pest problems with minimum impact on human health, the environment, and non-target organisms.
6. "Pesticide" means pesticide as defined in Section 12753 of Chapter 2 of Division 7 of the California Food and Agricultural Code.