



TUESDAY, APRIL 3, 2012

5:30 P.M. – JOINT MEETINGS WITH COMMISSIONS

Hillview Community Center, Room 17
97 Hillview Avenue, Los Altos, California

NOTE TO PUBLIC

Please provide the City Clerk with **10 copies** of any document that you would like to submit to the
City
Council in order for it to become part of the public record

Any writings or documents provided to a majority of the City Council regarding any item on this
agenda will
be made available for public inspection in the City Clerk's office located at 1 N. San Antonio Road,
Los
Altos, California during normal business hours

5:30 P.M. SPECIAL JOINT MEETING WITH THE ENVIRONMENTAL COMMISSION

ROLL CALL

DISCUSSION

1. 2011-2012 Goals and Accomplishments
2. 2012-2013 Goals and Work Plan
Environmental Commission

6:15 P.M. SPECIAL JOINT MEETING WITH THE FINANCIAL COMMISSION

ROLL CALL

DISCUSSION

1. 2011-2012 Goals and Accomplishments
2. 2012-2013 Goals and Work Plan
Financial Commission

7:00 P.M. SPECIAL JOINT MEETING WITH THE HISTORICAL COMMISSION**ROLL CALL****DISCUSSION**

1. 2011-2012 Goals and Accomplishments
2. 2012-2013 Goals and Work Plan
Historical Commission

7:45 P.M. SPECIAL JOINT MEETING WITH THE LIBRARY COMMISSION**ROLL CALL****DISCUSSION**

1. 2011-2012 Goals and Accomplishments
2. 2012-2013 Goals and Work Plan
Library Commission

ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City 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 72 hours prior to the meeting at (650) 947-2720.

If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.

Environmental Commission
2011-2012 Work Plan Highlights and Accomplishments
March, 2012

- **Rebuilt *Los Altos Environment* Website**
 - Updated and added numerous content pages as educational resource to community. In addition to original content provided by commission members, website currently includes approximately 60 links to environmental information available in the broader community.
 - Updated menu; established consistent branding/look & feel.
 - Established clear, direct link from the Los Altos home page, and installed traffic counter.
 - ~500 hits since launch, a 5X increase in monthly traffic.
 - No cost to City; work led by Commissioner DeMichiel with contributions by all commission members.

- **Climate Action Plan/Sustainability Element**
 - At start of year, presented Environmental Commission (EC) developed community GHG (Green House Gas) Inventory to city; Inventory received by city council.
 - During last spring/summer, developed and presented background research on Sustainability Elements and Climate Action Plans (CAP) to city staff.
 - In the fall, assisted with request for proposal (RFP) development and evaluation/selection of contractor to support CAP development process.

- **Water Conservation and Stewardship**
 - Co-sponsored community forum on water-efficient landscaping with CalWater:
 - 35 attendees.
 - EC partnership with CalWater; EC arranged logistics, hosted event, CalWater did postcard mailer, lined up content & presenters.
 - Developing Los Altos specific water-use baseline with new CalWater data.
 - Researching and developing initiatives on watershed awareness.
 - Participation in Creek clean-up activities.

- **Solid Waste Management**
 - For downtown, reviewed single-stream vs. multi-stream can collection and provided community outreach and education; championed new downtown receptacle rims labeled '*Recyclables – Organics – Garbage OK – Contents Sorted Offsite*'.
 - Publicized initial 2010 waste diversion results via article written for *Los Altos Town Crier*.
 - Received 2011 summary report from MTWS; 71.44% overall diversion rate.

- **Expanded Polystyrene (EPS)**
 - Per city council request, studied Santa Clara County Recycling and Waste Reduction Commission (RWRC) recommendation to ban EPS.
 - Made specific recommendations to Council to put a ban in place harmonizing various elements of State Regional Water Board's directions, and RWRC recommendations.

- **Other Activities**
 - Participated in energy efficiency/reduction outreach with GreenTown Los Altos and Acterra.
 - Participating in planning of Los Altos' 60th anniversary celebration, and incorporation of 'green' event guideline.
 - Celebrated life and contributions of late EC Chair Patty Rosewater at memorial service and tree planting ceremony.

Los Altos Environmental Commission – Submitted 2012-13 Work Plan

Approved Projects & Projects for Approval

Goals [to be] approved by City Council April, 2012	Goals
Projects 2012-2013	~ Progress Updates
1	<p>Provide approved community education and outreach activities to advance natural resource conservation and environmental quality in Los Altos. (Linda DeMichele, Steve Anderson,)</p> <p>a. Maintain updated 'Los Altos Environment' website with relevant, high-value content, in a manner that is visually pleasing, navigates well, and ties into the city website. (Owner: Linda)</p> <p>b. Provide approved public information forums for topics of interest to the public. (e.g. Climate Action Plan) (Owner: Steve)</p>
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)</p> <ul style="list-style-type: none"> - Work began in March, with presentation of CAP 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 o evaluate feasibility o provide a forum for community participation

3	<p>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 <p>(Owner: Joe, Zahra)</p>	<ul style="list-style-type: none"> - Advance city storm drain labeling, incorporation of recently establish standards - Investigate development and implementation of creek signage, with possible initial focus on new Fremont Road bridge over Permanente Creek - Continue to support creek restoration activities and education, information on EC website - Monitor findings of quarry-related water discharges
	<p>b. High-level review of selected city policies, practices, & implementation v/v watershed stewardship, to identify potential opportunity areas</p> <p>(Owner: Joe)</p>	<ul style="list-style-type: none"> - E.g. selected muni guidelines for native landscaping, organic fertilizers/herbicides/pesticides - SCVWD guidelines and standards for land use near streams 	
4	<p>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.</p> <p>(Owner: Joe)</p>	<ul style="list-style-type: none"> - Work with CalWater, City Staff and others to develop and present water use baseline, recent trends
	<p>b. Incorporate water conservation plans into broader Climate Action Plan above.</p> <p>(Owner: Linda)</p>	<ul style="list-style-type: none"> - leveraging water baseline developed above, incorporate specific water efficiency measures into Climate Action Plan. 	
	<p>c. Continue to actively support community outreach and education activities related to water conservation</p> <p>(Owner: Zahra)</p>	<ul style="list-style-type: none"> - 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 	

5	Monitor and advance solid waste diversion and source reduction practices in Los Altos. (Don Bray, Steve Anderson, Joe Eyre, John Reed)	
<p>a. Monitor MTWS diversion rate and look for ways to help meet and exceed contracted 78% diversion rate in 2013; make results available to community, along w/ education on how they can help improve outcomes. (Owner: Steve, Don)</p>	<ul style="list-style-type: none"> - Publication of 2011 results, and 'leading practices' article featuring top business/commercial participants in Los Altos - Organize educational visit to Newby island for interested EC, staff, council, community participants - Continue to work on supporting and communicating 'Green Events' guidelines, e.g. for 60th anniversary event 	
<p>b. Monitor overall solid waste volumes relative to source reduction and longer-term 'zero waste' concepts & practices; (Owner: John)</p>	<ul style="list-style-type: none"> - 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) 	
6	Evaluate and recommend program options, and assist in implementing effective city programs restricting use of selected environmentally-harmful products. (Chris Keller, Steve Anderson, John Reed)	
<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"> - 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 requires that replacement products are compostable or recyclable, consistent with the MTWS diversion program (also per the original RWRC recommendation).</p>

7	Other Council goals as directed	
a.		

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

Prepared for Environmental Commission/Council Joint Meeting on April 3, 2012

Los Altos Environmental Commission - Update March 22, 2012
Approved Projects 2011-2012

Goals Approved by City Council Oct 19, 2010	Goals
<p>b. Projects 2011-2012</p> <p>1</p> <p>Continue to provide approved community education and outreach activities to achieve natural resource conservation for Los Altos. (Steve Anderson, Linda DeMichiel)</p> <p>a. Deliver updated web site that is visually pleasing, navigates well, has relevant, current content, and ties into city website. (Owner: Linda)</p> <p>b. Provide approved public information forums for topics of interest to the public. (e.g Climate Action Plan Building, Solar) (Owner: Steve)</p> <p>c. Investigate new education and outreach activities re watershed awareness and protection</p>	<p align="center">-- Progress Updates</p> <p>- Add (or link) document with definition of Plastics types 1-7 to website, with MTWS 'context' for recycling plastics (mostly 1&2)</p> <p>- Jan 2012: Complete. New site is up and operational. Dedicated 'quick link' is now set up to access the Environment website directly from the city's homepage. Initial traffic report showed 190+ hits in December, more than 10X increase from prior to upgrades. Staff will continue to provide periodic reports on traffic to site, and a general website discussion item will be put on EC meeting agenda periodically to review content and news on main landing page.</p> <p>- Nov 2011: Successfully co-sponsored with Cal Water a forum on Water Efficient Landscaping. They provided speaker, refreshments, staffing, publicity. We provided venue and publicity</p> <p>- Will continue to engage here when there are specific opportunities related to city programs or policies. One opportunity will be for interim review and input to upcoming Climate Action Plan development.</p> <p>- Feb 8 email communication from Jim Gustafson notes a standard format, dated 1/4/10, for labeling storm drain inlets 'NO DUMPING!' - Only Rain Down the Drain - Flows to xxxx Creek'; suggestions for community outreach re Stormwater plan may be incorporated with re-activated city Communique; Also, Jim notes that Fremont Ave bridge over Permanente Creek is being rebuilt so may be a good time to design permanent engraving of creek name.</p> <p>- Joe discussed potential for marking on all city storm drains - stream specific, along the lines of what is going on storm drains downtown. Michael and J to follow up with staff on potential for incorporation of this as recommendation in the upcoming 'Storm Water Master Plan' being prepared by city staff. Done - report by Michael.</p> <p>- Discussed elevating the general topic of 'Watershed Stewardship' to one of the primary goals for the 2012/13 workplan, to include other potential topics such as creek signage.</p>

2 Explore enhancements to further improve waste management in Los Altos. (Don Bray, Steve Anderson, Joe Eyre)

- a. Monitor MTWS diversion rate for regularly scheduled pickups and event waste management. Look for ways to meet and exceed contracted diversion rate. (Owner: Don)
- b. Make results available to community, along w/ education on how they can help improve outcomes. (Owner: Steve)

February 2012: MTWS presented update on diversion statistics, and other key developments:

- 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). Some natural differences in commercial/multi-unit statistics due to no or limited yard waste component. MTWS sense is that businesses are doing well in general, and some are doing great (e.g. Peets, Draegers) with 'front of store' programs and/or aggressive recycling/composting at the back of store.
- AB 341 regs have just been finalized, and implementation is being followed closely by MTWS; this bill requires a business, defined to include a commercial or public entity, that generates more than 4 cubic yards of commercial solid waste per week or is a multifamily residential dwelling of 5 units or more to arrange for recycling services, on and after July 1, 2012. The bill would also require a commercial waste generator to take specified actions with regard to recyclable materials. MTWS notes that 73 businesses currently produce >4 CY/week, and currently have 66% diversion capacity.

- Regarding guidelines around what's recyclable and compostable, vs. garbage; MTWS notes that compostable/bio-plastic items that look like conventional plastic items (e.g. cups, cutlery) continue to be difficult to separate and can be problematic for both recycling and composting streams. Also, MTWS collects plastics 1-7, but there's really only a market for plastics 1&2. Such factors should be considered in discussions of EPS bans, use of alternative products, etc.

July 2011 – MTWS gave update on diversion rates. Residential ahead of target, commercial lagging. Efforts to work with individual vendors necessary.

May 2011 – article published in LATC re diversion rates and customer satisfaction.

Feb 2011: Update from MTWS, showing diversion rate of 73.3% in December, 70.9% YTD since beginning of contract. Customer satisfaction stats very positive as well.

- c. Work with MTWS to provide recycling and composting services for downtown shoppers.

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; also, discussed establishing a date and logistics for a Newby Island facility tour in the March timeframe.

- d. Help educate citizens as soon as new services are available. (Owner: Steve)

- December 2011: Some new receptacle rims now installed; others in-transit, to be installed over next few weeks.

- August 2011 – EC and staff review preliminary design, recommended specific updates to "Recyclables, Organics, Garbage OK, Contents sorted onsite" label around lid of receptacles.

- Mar 2011: Commission is disappointed to learn that the new streetscape plans do not include receptacles for composting and recycling for downtown shoppers.

3	Provide modeling and analysis of ways to reduce environmental impact in the community. (Subcommittee: Don Bray, John Reed, Patty Rosewater)	<p>a. Use CAPP tool to model the impact of various behaviors (i.e. change to florescent bulbs, use energy star appliances...). (Owner: John)</p> <p>b. Pick a limited number to pursue; with Council approval, develop education/outreach activities. (Owners: Don, John, Patty)</p>	<p>– ITEM CLOSED. Moving directly to Climate Action Plan (#4 below).</p> <p>– Apr 2011: Each EC member to gather information on how other cities have addressed this problem.</p> <p>– Mar 2011: Top 20 opportunities from CAPP modeled identified, however definition of those opportunities very broad. Need to continue to drill down to get to a meaningful discussion on program possibilities.</p>
4	Work with Planning Services Manager to develop Sustainability element to Los Altos General Plan. (Joe Eyre, Don Bray, TBD)		<p>– Feb 2011: City staff has decided not to pursue state grant opportunity. CAP development to start up in March; staff and PMC will present to EC at March meeting.</p> <p>– December 2011: Development of Climate Action Plan approved by City Council, and PMC selected as consultant. Joe and Don met with city staff re next steps, and getting started with the project. New opportunity has emerged to apply for state grant to support CAP-related activities, and program start-up activities will be extended into the spring/summer.</p> <p>– October 2011: Proposals for assistance with development of Climate Action Plan submitted by three prospective consultants, and reviewed by City Staff and EC subcommittee. Decision on consulting firm to be finalized by City Staff and City Council.</p>
5.	Implement approved education program regarding re-useable bags in Los Altos. (Steve Anderson)	<p>b. Review draft Grant Application developed by City Staff</p>	<p>– Delete this item; State's Sustainable Communities Planning Grant and Incentive Program funding will not be pursued by City Staff.</p>
5.	<p>a. Continue to partner with Chamber of Commerce in visits with CVS Pharmacy and Walgreens to inquire about their re-useable bag programs. (Owner: Steve)</p> <p>b. Publicize results of reusable bag survey as appropriate. (Owner: Steve)</p>	<p>Environmental Commission will look at investigating potential recommendations, timing, and approach for a single use plastic bag ban, as a possible work plan item for 2012/2013.</p> <p>– August 2011: California Supreme Court sided with Manhattan Beach, said EIR was not required for its ban on plastic bags.</p> <p>– July 2011: Contacted Safeway for an update re implementation of bag ban in San Jose, law scheduled for implementation in Jan 2012. They said it took ~5 years of work to get that in place, they don't take a position either pro/con for legislation but did say that banning ALL single-use bags is much better than banning only plastic (as SFO did), because there is no incentive to reduce single use bags and all are environmentally undesirable. Recommended we take a "wait and see"</p>	

	<p>approach to see how SJ does before considering anything.</p> <p>– Jan 2011: EC Member and ED of Los Altos Chamber of Commerce visit Drug stores in Los Altos to inquire about re-useable bags program. Report published on web site; article in LATC.</p>
<p>6. Continue to work to foster water conservation in Los Altos. (Linda DeMichiel, Chris Keller)</p> <p>a. Continue to work with Cal Water to develop Los Altos specific baseline. (Owner: Joe)</p> <p>b. Incorporate water conservation plans into broader Climate Action Plan above. (Owner: Linda)</p>	<p>Joe will work on submission of official data request form to Cal Water, coordinating with City Staff.</p> <p>TBD Cal water data + 4 months: Article re water usage in LATC.</p> <p>TBD Cal Water data + 2 months: Updated baseline with most current information published on web site.</p> <p>TBD based on Cal water data: Baseline of trends over 5 years established, and incorporated into dashboard (see Goal #3).</p> <p>TBD: Program presented to Council as part of Climate Action Plan (to include measures and initiatives related to water).</p> <p>TBD Cal Water data + 4 months: One program selected and documented to propose to staff and Council for water conservation.</p> <p>This issue will grow in urgency and priority if 2011-12 winter remains dry.</p>
<p>7. Other Council goals as directed.</p> <p>a. Investigate state requirements and funding opportunities for creek-clean up. (Owner: J)</p> <p>b. Review recommendations by Recycling and Waste Reduction Commission of Santa Clara County (RWRC) for related to disposal and management of Expanded Polystyrene (Owner: Chris & Steve)</p>	<p>– By Mar 2011: Report from staff that annual creek cleanup is required by state in order to fulfill permits for storm drainage into creek.</p> <p>– In March meeting, staff reported that the city engineers are looking at issues of 'regionalization' and options for how to proceed w/v EPS and plastic bags per Water Board Requirements; may possibly link up in EIR process with other local jurisdiction(s), e.g. San Mateo or Santa Clara counties</p> <p>– In February, 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>

After a thorough discussion the EC voted to support staff's 'Baseline Trash Load and Short-Term Trash Load Reduction Plan' as written, with two additional recommendations. Firstly, the EPS ban be made effective 1/1/13, consistent with the original RWRC recommendation, and secondly, that the EPS ban requires that replacement products are compostable or recyclable, consistent with the MTWS diversion program (also per the original RWRC recommendation).

- December EC discussion focused on agreement with general spirit/direction of RWRC proposal, but concern about complexity of recommendations (e.g. policy vs. ordinance, prohibiting use in parks, EPS specific ban vs. broader focus on syncing up with what MTWS diversion program can and can't handle). Subcommittee will present initial findings and recommended next steps to the EC

- By December 2011, EC subcommittee will review RWRC recommendations, and examples of steps taken by other local municipalities. MTWS and GreenTown's Co-op have provided additional content and perspective based on their experience. Questions include likely cost to businesses, what businesses have already adopted; experience of 40+ local cities that have already implemented a ban; policing costs/approach; possible involvement of citizens in policing efforts? (Owner: Chris)

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