



MONDAY, OCTOBER 10, 2011

7:00 P.M. - REGULAR ENVIRONMENTAL COMMISSION MEETING

Council Chambers, Los Altos City Hall
One North San Antonio Road, Los Altos, California

ROLL CALL

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.

1. Commission Minutes
Approval of minutes – Regular Meeting of September 12, 2011.

DISCUSSION ITEMS

2. Election of Environmental Commission Chair and Reorganization of Commission
Nominations by Commissioners.
3. Patty Rosewater Tree Planting
 - a. Report on September 13, 2011 Council action to approve planting of Redwood tree at Redwood Grove in memory of Environmental Commission Chair Patty Rosewater.
 - b. Discussion of details of tree planting.
4. Disposal and Management of Expanded Polystyrene
Report by Subcommittee on progress made pursuant to August 23, 2011 Council Referral of Letter from Recycling and Waste Reduction Commission of Santa Clara County (RWRC) to Environmental Commission for study and to make recommendations back to Council.
5. Opportunity for Partnership with Cal Water for Water Efficient Landscape Education Classes
Report by Commissioner Eyre.

6. Sustainability Element in the General Plan
 - a. Activity progress report by Environmental Commission Task Force.
 - b. Status update on Request for Proposal (RFP).
7. Environmental Commission Website Revisions
Activity progress report by Environmental Commissioners.
8. City of Los Altos 60th Anniversary Celebration
Report by Commissioner Anderson on Planning Committee meeting progress.
9. Environmental Commission Work Plan Progress Review
Review and discussion of 2011-2012 Work Plan presented to City Council at the Joint Meeting on April 5.
10. Items for Information
 - a. Status update on single-stream waste receptacle labels for downtown.
 - b. "Trees of Los Altos" status of account.

COMMISSION REPORTS AND DIRECTIONS ON 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 Human Resources Department 72 hours prior to the meeting at (650) 947-2607.

Agendas, Staff Reports and some associated documents for Environmental Commission items may be viewed on the Internet at <http://losaltosca.gov/committees-commissions/environmental/meetings.html>

On occasion the Environmental Commission may consider agenda items out of order.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Office of the City Clerk's Office, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Environmental Commission meeting may not be the final documents approved by the Commission. Contact the City Clerk at (650) 947-2720 for the final document.

If you wish to provide written materials, please provide the Environmental 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 REGULAR MEETING OF THE ENVIRONMENTAL COMMISSION
OF THE CITY OF LOS ALTOS, HELD ON MONDAY, SEPTEMBER 12, 2011, AT
7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,
LOS ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Bray, DeMichiel, Anderson, Keller, Reed

ABSENT: Eyre

PLEDGE OF ALLEGIANCE

**ENVIRONMENTAL COMMISSION MEETING COMMENCED IN MEMORY OF
ENVIRONMENTAL COMMISSION CHAIR PATTY ROSEWATER FOLLOWED BY A
MOMENT OF SILENCE AND CONCLUDED IN HER MEMORY.**

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Comments in memory of Environmental Commission Chair Patty Rosewater were presented by community members.

1. Commission Minutes
MOTION BY COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER KELLER to approve the minutes of the meeting of August 8, 2011. THE MOTION CARRIED; COMMISSIONER DEMICHIEL abstained because she was not in attendance at the August 8, 2011 meeting.

DISCUSSION ITEMS

2. In Memory of Patty Rosewater, Chair of Environmental Commission
 - a. Comments were presented by Commissioners in memory of Chair Rosewater.
 - b. Tree planting in memory of
Discussion and MOTION BY COMMISSIONER DeMICHIEL, SECONDED BY COMMISSIONER KELLER to recommend to Council planting a tree in memory of Chair Rosewater. MOTION CARRIED UNANIMOUSLY.
3. Disposal and Management of Expanded Polystyrene
 - a. Report by staff on August 23, 2011 Council Referral of Letter from Recycling and Waste Reduction Commission of Santa Clara County (RWRC) to Environmental Commission for study and to make recommendations back to Council and Environmental Commission to consider adding this assignment to its Work Plan.

- b. Remarks from Teresa Montgomery, Mission Trail Waste System on polystyrene overview for recycling.
 - c. Remarks from Margie Suozzo, Greentown Los Altos about co-op purchasing for commercial to-go food containers.
 - d. Discussion and consensus to add polystyrene assignment to Work Plan. MOTION BY COMMISSIONER KELLER, SECONDED BY COMMISSIONER REED to look more closely at polystyrene issue and regulation with recommendation to Council. MOTION CARRIED UNANIMOUSLY.
 - e. Decision to form a subcommittee of Commissioners Anderson, Keller, and Reed.
4. Opportunity for Partnership with Cal Water for Water Efficient Landscape Education Classes
Report by Vice Chair Bray. Consensus is for no use of City logo/seal on advertisements or materials published by CalWater. The planned topic is "Designing, planting, and caring for California Native Plant Gardens" on November 5, 2011 at Hillview Hall from 10-noon.
5. Sustainability Element in the General Plan
Environmental Commission Task Force composed of Chair Rosewater, Vice Chair Bray and Commissioner Eyre meet with James Walgren. RFP (Request for Proposals) was released and there are three bidders in the process.
6. Environmental Commission Website Revisions
Activity progress report by Commissioner DeMichiel. Consensus is to proceed.
7. Environmental Commission Work Plan Progress Review
Review and discussion of 2011-2012 Work Plan presented to City Council at the Joint Meeting on April 5.
8. City of Los Altos 60th Anniversary Celebration
Report by Commissioner Anderson on Planning Committee meeting progress.
9. Trees of Los Altos Educational Outreach
Consensus to move on without educational outreach project. Commissioner Anderson will check on status of "Trees of Los Altos" account.
10. Water Exhibit at the History Museum
Presentation by Linda Gass, Water Exhibit Chair, on "Shaped by Water" exhibit at the Los Altos History Museum October 8, 2011 through April 22, 2012.
11. Items for Information
 - a. Staff gave status update on single-stream waste receptacle labels for downtown.
 - b. Staff comment on Environmental Commission Work Plan used as a model with other Commissions.
 - c. Staff comment on "Best Practices" presentation for Commissions.
 - d. Margie Suozzo remarks on 2011 Coastal Cleanup Day – Greentown creek clean-up on September 17, 2011, 9am to noon; GTLA Sept. 18 and Sept. 21 events.
 - e. Teresa Montgomery, Mission Trail Waste System, remarks on composting materials for community.

f. "The Environment and Conservation" Exhibit Sept. 10-Feb. 24, 2012. Remark by staff.

COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

ADJOURNMENT IN MEMORY OF PATTY ROSEWATER, CHAIR OF ENVIRONMENTAL COMMISSION.

MOTION BY COMMISSIONER KELLER, SECONDED BY COMMISSIONER REED to adjourn meeting in memory of Chair Rosewater. MOTION CARRIED UNANIMOUSLY at 8:43 p.m.

J. Logan, Assistant City Manager and STAFF LIAISON

Item # 3



AGENDA REPORT

MEETING DATE: September 27, 2011

TO: City Council

FROM: J. Logan, Assistant City Manager

SUBJECT: Donated Tree Planting in Memory of Environmental Commission Chair Patty Rosewater

RECOMMENDATION: Plant a donated tree in memory of Environmental Commission Chair Patty Rosewater.

SUMMARY:

Estimated Fiscal Impact:

Amount: Staff time estimated under \$100.

Budgeted: No

Public Hearing Notice None

Previous Council Consideration: None

CEQA Status (If Required): None

Attachments:

J. Logan, Assistant City Manager

Date

Russell J. Morreale, Finance Director

Date

Douglas J. Schmitz, City Manager

Date

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Donated Tree Planting in Memory of Environmental Commission Chair Patty Rosewater

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BACKGROUND:

Environmental Commission Chair Patty Rosewater was appointed to the Environmental Commission and served at her first meeting on June 16, 2008. She immediately distinguished herself by her quick and friendly smile, her passion for the environment, and her leadership and organizational skills. She worked with commissioners and staff to transform the Commission into a best practices commission and improved efficiencies, effectiveness and standing of the Commission with Council and the community.

Chair Rosewater worked diligently on the new solid waste contract as an ambassador for services to increase recycling, composting of organics in both residential and commercial sectors, and to provide activities for education and outreach to the community about the new garbage services.

She supported education and outreach to the community for water conservation, reduction in the use of plastics bags and promotion of reusable bags.

In addition, Patty led Commission efforts to gather studies, research and write reports for inventories on both municipal and residential greenhouse gas emissions.

Patty was recently working with the Community Development staff and the Environmental Commission to develop a climate action plan as part of a sustainability element revision to the City General Plan.

Chair Rosewater led the August 8, 2011 Environmental Commission meeting in her usual energetic and vibrant manner and with a big smile. She was soon thereafter taken seriously ill, admitted to the hospital and passed on September 4, 2011. This was inconceivable to all who knew and loved her.

DISCUSSION:

The September 12, 2011 Environmental Commission meeting commenced in Chair Rosewater's memory with a moment of silence, remarks were made in her honor by Commissioners and the public, and the Commission meeting was adjourned in her memory. The Environmental Commission unanimously passed a motion to recommend to the City Council a tree planting in the memory of Environmental Commission Chair Patty Rosewater.

Under the September 13, 2011 City Council meeting agenda item, Public Comments, Environmental Commission Vice Chair Don Bray gave remarks in memory of Chair Rosewater that were followed by community member Margie Suozzo remarks in her honor. Requests for a tree planting in memory of Chair Rosewater were made during these remarks along with a statement that Chair Rosewater's family is in concurrence with the tree planting in her memory.

September 27, 2011

Donated Tree Planting in Memory of Environmental Commission Chair Patty Rosewater

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The Council meeting was adjourned in the memory of Environmental Commission Chair Patty Rosewater.

The City has accepted donations for planting trees in memory of community residents. The trees are generally planted at Redwood Grove during a brief ceremony and without a plaque or commemorative marker.

It is recommended that donations are received and a tree be planted in memory of Environmental Commission Chair Patty Rosewater at Redwood Grove in a manner consistent with past memorial tree plantings.

FISCAL IMPACT:

Staff time estimated under \$100.

ALTERNATIVES:

1. Council directs staff to consider other types of recognition for Chair Rosewater.
2. Council takes no action for City recognition.

Los Altos Environmental Commission - Update September 13, 2011

Hem # 9

Approved Projects 2010-2011

Goals Approved by City Council Oct 19, 2010	Goals
<p>b. Projects 2010-2011</p>	<p>-- Progress Updates</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 look and feel. (Owner: Linda)</p>	<p>By Oct 2011: John will review final site content and design, and run a browser check – then return to Linda for final delivery to City. New site is live.</p> <p>By Sept 2011: Content updates complete and reviewed with sub-committee.</p> <ul style="list-style-type: none"> - Mar 2011: Update on 3 out of 6 areas completed. - Feb 2011: Update on 2 out of 6 areas completed. Council members committed to complete updates in all areas by Feb 28. Linda will have as many updates as possible done by March 14 EC meeting, with all updates ready for review at Council Meeting in April. - Dec 2010: Each area assigned to an EC member to provide updates to Linda. - Nov 2010: Subcommittee established (Linda, John, Patty). Commission reviewed initial prototype from Linda. Agreed to (a) change title on home page to "Environment, City of Los Altos," (b) add "About the Environmental Commission" as a subcategory, and (c) add "What's New" page.
<p>b. Provide approved public information forums for topics of interest to the public. (e.g Packard Building, Solar) (Owner: Steve)</p>	<ul style="list-style-type: none"> - Will engage here when there are specific opportunities related to city programs or policies. One opportunity will be for review of Climate Action Plan /Sustainability Element work - August 2011: Agreed to co-sponsor with Cal Water a forum on Water Efficient Landscaping. They provide speaker, refreshments, staffing, publicity. We provide venue and publicity. Also agreed to investigate ways to publicize the protective tree ordinance in Los Altos.
<p>2</p> <p>Explore enhancements to further improve waste management in Los Altos. (Don Bray, Steve Anderson, Joe Eyre)</p>	

<p>a. Monitor MTWS waste diversion rate for both regularly scheduled pickups and event waste management. Look for ways to meet and exceed contracted diversion rate. (Owner: Don)</p> <p>b. Make results available to community, along with education on how they can help improve outcomes. (Owner: Steve)</p>	<ul style="list-style-type: none"> - 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. - April 2011 – contact made with LATC, waiting for response - March 2011: Article drafted from MTWS information from February - 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.
<p>c. Work with MTWS to provide recycling and composting services for downtown shoppers. (Owner: Joe)</p> <p>d. Help educate citizens as soon as new services are available. (Owner: Steve)</p>	<p>Implementation according to plan.</p> <p>Evaluate other opportunities for waste management downtown. Work with MTWS to identify specific projects. Explore working with LAVA and the Chamber to help educate downtown businesses on how they can increase diversion rates.</p> <ul style="list-style-type: none"> - August 2011 – EC and staff review preliminary design, recommended specific updates to "Recyclables, Organics, Garbage OK, Contents sorted offsite" label around lid of receptacles. - July 2011 – EC recommended specific language for bins to be "Recyclables, Organics, Garbage OK, Contents sorted offsite". Prefer banding of label around receptacles, but on lid is also ok. - June 2011: EC agrees that single bin solution for downtown shoppers is good solution, requested mock-up of signage waste/recycling bins. MTWS sent out mailer re composting in hot weather and downtown waste program. - April 2011: Council verbally supportive in annual EC-CC meeting of ensuring recycling for downtown shoppers. EC sent memo to CC discussing concern with single bin solution and asking for full staff review. - Mar 2011: Commission is disappointed to learn that the new streetscape plans do not include receptacles for composting and recycling for downtown shoppers.
<p>3</p> <p>a. Use CAPP tool to model the impact of various behaviors (i.e. change to florescent bulbs, use energy star appliances, use cold water in washing clothes...). (Owner: John)</p>	<p>Provide modeling and analysis of ways to reduce environmental impact in the community. (Subcommittee: Don Bray, John Reed, Patty Rosewater)</p> <ul style="list-style-type: none"> - ITEM CLOSED. Moving directly to Climate Action Plan (#4 below). - Apr 2011: Each EC member to gather information on how other cities have addressed this problem. - 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>b. Pick a limited number to pursue; with Council approval, develop education and outreach activities to educate community. (Owners: Don, John, Patty)</p>	<ul style="list-style-type: none"> - Feb 2011: John still working on data. Will call meeting of subcommittee (John, Don, Patty) to identify areas of concentration. - Nov 2010: John has identified ~20 elements to examine more closely. Will meet with Don to get data to complete analysis and have specific items to review at Dec meeting.
4	<p>Work with Planning Services Manager to develop Sustainability element to Los Altos General Plan. (Joe Eyre, Chris Keller, Linda DeMichiel)</p>	<p>Milestones TBD, based on staff and consultant discussions.</p> <ul style="list-style-type: none"> - September 2011: Proposals submitted by consultants, to be reviewed by EC subcommittee and City Staff by October 2011 meeting. - August 2011: Gathering proposals from consultants, hope to review by September 2011 meeting. Will work on CAP first, then imbed into sustainability element later. - June 2011 - Met with James Walgren to move forward. Next step is hiring consultant, James will work on RFP. - Apr 2011: After some initial miscommunication, staff confirms that there is funding in this year's CIP for updating the General Plan to address AB32 and SB375 requirements, still planned to begin in July 2011. Staff requests EC involvement in the process, specifics TBD.
5.	<p>Implement approved education program regarding re-useable bags in Los Altos. (Patty Rosewater)</p>	<p>Ongoing: Report on any new legislation/activity regarding reusable bags</p> <ul style="list-style-type: none"> - August 2011: California Supreme Court sided with Manhattan Beach, said EIR was not required for its ban on plastic bags. - 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" approach to see how SJ does before considering anything. - 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.
6.	<p>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: Chris)</p>	<p>TBD Cal water data + 4 months: Article re water usage in LATC. TBD Cal Water data + 2 months: Updated baseline with most current information published on web site. TBD based on Cal water data: Baseline of trends over 5 years established, and incorporated into dashboard (see Goal #3). – August 2011: Cal Water says we can apply to get information at the end of Q3 2011. – March 2011: Cal water has agreed to elements, still waiting for data. – Feb 2011: Chris to arrange for update from GTLA at next month meeting re Cal Water baseline. – Nov 2010: Cal Water agreed to provide baseline data to Los Altos. GTLA leading effort to define exact data collected and timeline.</p>
<p>b. Incorporate water resource plans into broader "Sustainability Element" above. (Owner: Linda)</p>	<p>TBD: Program presented to Council as part of Sustainability Element. TBD Cal Water data + 4 months: One program selected and documented to propose to staff and Council for water conservation.</p>
<p>7. Other Council goals as directed. a. Investigate state requirements and funding opportunities for creek-clean up. (Owner: j) b. Review recommendations by Recycling and Waste Reduction Commission of Santa Clara County (RWRC) for related to disposal and management of Expanded Polystyrene (Styrofoam) (Owner: Steve & Chris)</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. General Comment from Council: If any programs require funding, case must be presented in time for annual budget cycle. – By October 2011, EC subcommittee will review RWRC recommendations, and examples of steps taken by other local municipalities. MTWS is providing additional content and perspective based on their experience. Subcommittee will present initial findings and recommended next steps to the EC.</p>