

**MONDAY, JANUARY 10, 2011**

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

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

Any writings or documents provided to a majority of the Environmental Commission regarding any item on this agenda are available to the public on the counter in the main lobby located at One North San Antonio Road, Los Altos CA 94022 during business hours.

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

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. State law prohibits the Commission from acting on items that do not appear on the agenda.

**CONSENT CALENDAR**

These items will be considered by one motion unless any member of the Commission or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Chair.

1. Commission Minutes  
Approval of minutes – Regular Meeting of December 13, 2010

**DISCUSSION ITEMS**

2. Environmental Commission Annual Report to City Council – April 5, 2011, 5pm

Review and discussion of all items on the 2011 Work Plan based on goals presented to City Council at the Joint Meeting with the Environmental Commission on October 19, 2010.

- a. 2010-2011 Environmental Commission Goals and Work Plan.
- b. Discussion of action items and projects

3. Environment Commission Website

Review and discussion by Environmental Commission for possible revisions to the website

4. Community Greenhouse Gas Inventory

Review and discussion by Environmental Commission Subcommittee

5. Items for Information

- a. April 5, 2011 at 5pm is the Joint Meeting with City Council to review 2011 Goals and Work Plan
- b. Acterra Workshop January 29 and February 5, 2011
- c. 2011 Environmental Commission meeting dates: Feb. 14; Mar. 14; Apr. 11; May 9; June 13; July 11; Aug. 8; Sept. 12; Oct. 10; Nov. 14; Dec. 12

## COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

### 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 staff liaison 24 hours prior to the meeting at (650) 947-2610. A sound enhancement system is available in the City Council Chamber. You may check out headsets, which boost the public address signal during the meeting. Please ask for assistance PRIOR to the start of the meeting or during a break in the meeting.

**MINUTES OF A REGULAR MEETING OF THE ENVIRONMENTAL COMMISSION  
OF THE CITY OF LOS ALTOS, HELD ON MONDAY, DECEMBER 13, 2010, AT  
7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,  
LOS ALTOS, CALIFORNIA**

**ROLL CALL**

PRESENT: Rosewater, DeMichiel, Bray, Reed, Anderson, Keller

ABSENT: Labetich

**PUBLIC COMMENTS**

None

**CONSENT CALENDAR**

1. Commission Minutes  
MOTION BY COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER DEMICHIEL to approve the minutes of the meeting of November 8, 2010. THE MOTION CARRIED UNANIMOUSLY.

**DISCUSSION ITEMS**

2. Environmental Commission Annual Report to City Council  
Commissioners discussed the results of the October 19, 2010 Joint Meeting with City Council, the 2009-2010 Environmental Commission Goals and Accomplishments and the 2010-2011 Environmental Commission Goals and Work Plan; and discussed action items for 2010-2011 goals.

Joe Eyre offered comments. Chris Wilson, Cal Water offered comments. Request made to Cal Water representative by Commissioner Keller to provide water usage data specific to the boundaries of the City of Los Altos.

3. Environment Commission Website  
Commissioner DeMichiel led discussion of revisions to the Commission website. Commissioners will be sent website pages to review and edit and report back at the January 10, 2011 meeting.
4. Community Greenhouse Gas Inventory  
Report by Commissioner Reed and discussion of the 20 elements. Further report will be at the January 10, 2011 meeting. .
5. Items for Information  
Staff reported on each item.

**COMMISSION REPORTS AND DIRECTION ON FUTURE AGENDA ITEMS**

**ADJOURNMENT**

Chair Rosewater adjourned the meeting at 8:56 p.m.

# Los Altos Environmental Commission

## Approved Projects 2010-2011

Goals Approved by City Council Oct 19, 2010	Deliverables established by EC Nov 2010 -- Progress Updates
<ul style="list-style-type: none"> <li>Projects 2010-2011</li> </ul>	
<p>1 Continue to provide approved <b>community education and outreach</b> activities to achieve natural resource conservation for Los Altos. (Steve Anderson, Linda DeMichiel)</p> <ul style="list-style-type: none"> <li>Deliver updated <b>web site</b> that is visually pleasing, navigates well, has relevant, current content, and ties into city look and feel. <b>(Owner: Linda)</b></li> </ul>	<p>By Jan 2011: Confirmation that we are in <b>alignment with City</b> web direction. <b>Overall architecture</b> established, <b>initial review</b> of content and links completed. Specific proposal re how best to <b>link to the City</b> of Los Altos main site.</p> <ul style="list-style-type: none"> <li>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.</li> </ul> <p>By Apr 2011: <b>Ownership and process</b> for content/updates established. Content <b>updates</b> complete, including Acterra presentation on Redwood Grove.</p> <p>By Jul 2011: Architecture implemented and tested. <b>New site is live.</b></p> <p>By Oct 2011:</p>
<ul style="list-style-type: none"> <li>Provide approved <b>public information forums</b> for topics of interest to the public. (e.g Packard Building, Solar) <b>(Owner: Steve)</b></li> </ul>	<p>By Jan 2011: (a) Documentation re <b>our unique value-add in public forums</b>. (What is the role of the EC vs. GTLA? How would we evaluate potential topics in that context? How do we work with other LA groups with similar interests?) (b) ongoing list for potential topics. (Note: Is Creek Cleanup a good topic?)</p> <p>By Apr 2011: With City approval, <b>public forum</b> on Waste Contract based on first 6 months results (see Goal #2 below)</p> <p>By Jul 2011: Plan for <b>garbage stuffer</b>. With City approval, waste metrics published on <b>City web site</b>.</p> <p>By Oct 2011:</p>

Item 2a

<p>2</p>	<p>Explore enhancements to further improve <b>waste management</b> in Los Altos. (Don Bray, Steve Anderson, Ron Labetich)</p>	<p>By Jan 2011:</p> <p>By Apr 2011: <b>Update from MTWS</b> to LAEC re Waste Contract: How is it going? Diversion rate? Lessons learned? Customer Satisfaction? Guidance re best practices from MTWS? Results of public event waste management (Festival of Lights)?</p> <p>By Jul 2011: <b>Content</b> for community information forum and web posting related to waste management results.</p> <p>By Oct 2011:</p>
	<ul style="list-style-type: none"> <li>• Monitor MTWS <b>waste diversion rate</b> for both regularly scheduled pickups and event waste management. Look for ways to meet and <b>exceed contracted diversion rate.</b> (Owner: Don)</li> <li>• Make results available to community, along with education on how they can help improve outcomes. (Owner: Steve)</li> </ul>	<p>By Jan 2011: <b>Meeting with City and MTWS</b> to determine (a) current status of efforts, including barriers to implementation, and (b) status of compactor donation from MTWS.</p> <p>By Apr 2011: <b>Plan from city</b> on implementation.</p> <p>By Jul 2011: <b>Implementation</b> according to plan.</p> <p>By Oct 2011:</p>

<p>3</p>	<p>Provide modeling and analysis of ways to <b>reduce environmental impact</b> in the community. (Subcommittee: Don Bray, John Reed, Patty Rosewater)</p> <ul style="list-style-type: none"> <li>• Use CAPP A tool to model the impact of various behaviors (i.e. change to fluorescent bulbs, use energy star appliances, use cold water in washing clothes...). (Owner: John)</li> <li>• Pick a limited number to pursue; with Council approval, develop education and outreach activities to educate community. (Owners: Don, John, Patty)</li> </ul>	<p>By Jan 2011: <b>First pass at CAPP A</b> tool for Los Altos specific opportunities reviewed by EC. Develop draft dashboard for key opportunities to monitor progress from last 5 years going forward.</p> <ul style="list-style-type: none"> <li>– 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.</li> </ul> <p>By Apr 2011: <b>Meeting with City staff</b> to review results of CAPP A tool modeling. General agreement on which programs to pursue</p> <p>By Jul 2011: <b>First draft</b> at plan to implement programs presented to City staff.</p> <p>By Oct 2011: Clarify on how these programs <b>fit in with Sustainability Element</b> to General Plan (tie with Goal #4 below). <b>Presentation to City Council</b> re results of CAPP A modeling, recommended programs for implementation, and tie to Sustainability Element to General Plan (tie with Goal #4 below.)</p>
<p>4</p>	<ul style="list-style-type: none"> <li>• Work with Planning Services Manager to develop <b>Sustainability element</b> to Los Altos General Plan. (Ron Labetich, Chris Keller, Linda DeMichiel)</li> <li>• The 2011 CIP includes funds for this project in July 2011. The EC will serve in an advisory and review role. (Owners: Ron, Chris, Linda)</li> </ul>	<p>By Jan 2011:</p> <p>By Apr 2011:</p> <p>By Jul 2011: <b>Update from Staff</b> regarding consulting/funds engagement for development of Sustainability element to General Plan. Invite City Planning Manager and Consultant to EC meeting to discuss outcomes and roles and responsibilities. Clarity and documentation on how Resource Plan/CAPP A modeling fit with City Sustainability Element to General Plan.</p> <p>By Oct 2011: <b>Update on progress</b> of Sustainability Element to General Plan</p>

5.	<p>Implement approved education program regarding <b>re-useable bags</b> in Los Altos. (Patty Rosewater)</p> <ul style="list-style-type: none"> <li>Continue to partner with Chamber of Commerce in visits with CVS Pharmacy and Walgreens to inquire about their re-usable bag programs. <b>(Owner: Patty)</b></li> <li>Publicize results of reusable bag survey as appropriate. <b>(Owner: Patty)</b></li> </ul>	<p>By Jan 2011: EC Member and ED of Los Altos Chamber of Commerce <b>visit Drug stores</b> in Los Altos to inquire about re-useable bags program. <b>Report published</b> on web site; <b>article in LATC</b>. Article to include information about bacteria, wash-ability, and durability.</p> <p>By Apr 2011: TBD based on any new legislation regarding reusable bags</p> <p>By Jul 2011:</p> <p>By Oct 2011:</p>
6.	<p>Continue to work to foster <b>water conservation</b> in Los Altos. (Linda DeMichiel, Chris Keller)</p> <ul style="list-style-type: none"> <li>Continue to work with Cal Water to develop Los Altos specific baseline. <b>(Owner: Chris)</b></li> </ul>	<p>By Jan 2011: <b>Baseline of trends</b> over 5 years established, and incorporated into dashboard (see Goal #3).</p> <p>By Apr 2011: Updated baseline with most current information published on web site.</p> <p>By Jul 2011: Article re water usage in <b>LATC</b>.</p> <p>By Oct 2011:</p>
7.	<p>Other Council goals as directed.</p> <ul style="list-style-type: none"> <li>Investigate state requirements and funding opportunities for creek-clean up. <b>(Owner: j)</b></li> </ul>	<p>By Jan 2011: <b>One program</b> selected and documented to propose to staff and Council for water conservation.</p> <p>By Jul 2011: Meeting with staff held to tie program into <b>Sustainability Element</b>; prepare for presentation to Council.</p> <p>By Oct 2011: <b>Program presented to Council</b> as part of Sustainability Element.</p> <p>By Jan 2011: Report on any state requirements that require Los Altos to sponsor/participate in an annual creek cleanup</p> <p>General Comment from Council: If any programs require funding, case must be presented in time for annual budget cycle.</p>



**ACTERRA**  
STEWARDSHIP

# Workshops

## Rain Barrel Building Workshop

**Saturday, January 29,  
12 noon to 3 pm**

*Location: private residence in Palo Alto  
(Address will be given to registered attendees  
prior to the event).*

**Cost: \$35**

*We will design and construct a multi-barrel system for collecting rainwater from the roof of a private residence.*



*Participants will learn about the simple parts and tools needed to build a single or multiple barrel system and will leave with a "how-to" guide, a list of parts and new friends interested in setting up rainbarrel systems.*

*All parts and tools will be provided; wear clothes that can get dirty.*

## Oak-Friendly Landscaping Workshop

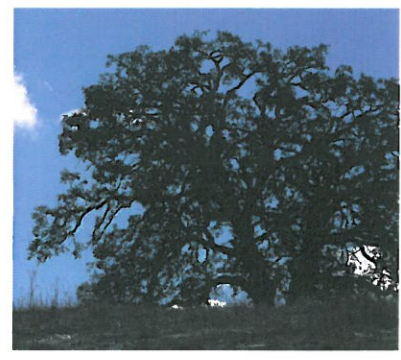
**Saturday, February 5,  
9 am to 12 noon**

*Garden House, Shoup Park  
400 University Avenue, Los Altos*

**Cost: \$35, which includes class materials and a \$25 credit towards your next plant order at the Acterra Native Plant Nursery.**

*Did you know that summer irrigation can leave oak trees susceptible to root rot? Learn how to replace your lawn and thirsty perennials with appropriate locally native plants.*

*Topics to be covered include: description of native plants for under your oak tree; when, where and how to plant around your tree; sudden oak death; pruning and other oak care considerations; and common oak galls.*



*Optional hands-on segment: place and plant some of these natives around oak trees at Redwood Grove!*

**To register and for more information,**  
please visit the Acterra Stewardship website at [acterra.org/programs/stewardship/get\\_involved.html](http://acterra.org/programs/stewardship/get_involved.html)

Watch for upcoming workshops in our "Earth Friendly Landscape" workshop series. Check our website or contact Alex Von Feldt, Stewardship Director at [alexv@acterra.org](mailto:alexv@acterra.org) for more information.



Acterra is an award-winning non-profit organization that brings people together to create local solutions for a healthy planet. Visit [www.acterra.org](http://www.acterra.org) for more info.