



MONDAY, MAY 9, 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

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.

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 April 11, 2011.

DISCUSSION ITEMS

2. Appointment to Environmental Commission
Welcome and Introduction of Mr. Joseph Eyre.
3. Report from Greentown Los Altos
 - a. Community outreach on energy reduction
 - b. Acterra Green@home program

4. Report on Downtown Waste Collection
Report from staff.
5. Sustainability Element in the General Plan
Report from Chair Rosewater.
6. Environmental Commission Website
Report by Commissioner DeMichiel.
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
Council requests representative of Commissions to be on Planning Committee. Kick-off meeting is May 19, 9-10:30am at Neutra House.
9. Items for Information
 - a. Reminder – May 17, 2011 at 6 pm is the Commission/staff liaison training.
 - b. Email Communication to Council Regarding Downtown Recycling and Response from Staff.
 - c. New Commission Agenda Format.

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, APRIL 11, 2011, AT
7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,
LOS ALTOS, CALIFORNIA

ROLL CALL

PRESENT: Rosewater, Anderson, Bray, Reed

ABSENT: Keller, DeMichiel

PUBLIC COMMENTS

None

CONSENT CALENDAR

1. Commission Minutes
MOTION BY COMMISSIONER ANDERSON, SECONDED BY COMMISSIONER BRAY to approve the minutes of the meeting of March 14, 2011. THE MOTION CARRIED UNANIMOUSLY.

DISCUSSION ITEMS

2. Nomination and Election of Environmental Commission Chair Vice Chair
MOTION BY COMMISSIONER REED, SECONDED BY COMMISSIONER ANDERSON to nominate and elect Commissioner Bray as Vice Chair through March 2012. THE MOTION CARRIED UNANIMOUSLY.
3. Cal Water Baseline Data for City of Los Altos Water Usage
Staff provided update and discussion followed.
4. Environmental Commission Website
Discussion of email revisions to website.
5. Environmental Commission Annual Report to City Council
Review and discussion of 2011-2012 Work Plan presented to City Council at the Joint Meeting on April 5.
 - a. After discussion of downtown recycling, Chair Rosewater will draft letter to Council summarizing this discussion.
 - b. After discussion of the Sustainability Element in the General Plan, Chair Rosewater will contact James Walgren, Assistant City Manager and Director of Community Development to discuss overview and report back at next meeting. Commissioners are assigned to contact local cities for information about their sustainability elements.
 - c. CAPA tool discussion with focus on education of citizens to promote energy usage conservation. Commissioners will check with local cities and report back at next meeting.

6. FY2011-2013 Commission Budget Requests
Sustainability Element is recommend to be included in the 2011-12 and 2012-13 budget.
7. Items for Information
 - a. Reminder – May 17, 2011 at 6 pm is the Commission/staff liaison training.

COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

ADJOURNMENT

Chair Rosewater adjourned the meeting at 8:30 p.m.

J. Logan, Assistant City Manager and STAFF LIAISON

Michael Horta

From: Patty Rosewater [rosewater@me.com]
Sent: Tuesday, April 12, 2011 6:00 PM
To: Megan Satterlee; Packard Ron; Jarrett Fishpaw; David Casas; Val Carpenter
Cc: J Logan; Doug Schmitz; Jim Gustafson; Anderson Steve & Cathy; Bray Don; DeMichiel Linda; John Reed; Jon Maginot; Keller Chris; Rosewater Patty
Subject: Waste Management for Downtown Shoppers

From: Environmental Commission

To: Los Altos City Council Members

RE: Waste Management for Downtown Shoppers

Date: April 12, 2011

Council Members,

We are writing to follow up on the discussion at our joint meeting last week regarding waste management for downtown shoppers. We request that Council agendaize this topic, with a report from staff reviewing the proposed direction and potential alternatives.

The Environmental Commission was pleased to hear Council's support for a clear, effective recycling solution for shoppers. We understand that the current plan is to provide single receptacles to collect all waste, then sort trash/organics from recyclables at the vendor's facility. And while there may be benefits to this approach, e.g. a single-stream can may offer some cost savings and capacity advantages (or take less space), and there is only one pickup required, we remain concerned about this direction for three reasons:

- 1 – Customer/Citizen Confusion: This is contrary to the 3-bin program that all homeowners transitioned to last September. This program has been successful in terms of diversion rates and customer satisfaction, and residents have reason to expect the same services downtown. Providing something different is confusing, and may raise very visible questions as to the city's commitment to sustainable waste management practices.
- 2 – Long term Solution: The process of off-site sorting appears to be a one-off solution for our vendor. We appreciate their willingness to accommodate the request, but if it doesn't work out as anticipated, they may look to do something different. By then our solution will already be in place and it will take much more work to change it. The time to do it is now, when we are revising the streetscape anyway.
- 3 – Diversion Rates: Sorting trash from recyclables will certainly result in a less pure recycling stream and likely more recyclables ending up in the landfill.

If after re-consideration of potential alternatives, Council favors moving forward with the single-receptacle solution as currently conceived, we recommend that:

5/5/2011

- signage be very clear and visible on the can, directing shoppers to put ALL materials (recyclables, compostables, garbage) there, assuring them that contents will be sorted and handled appropriately offsite. Perhaps a combination of blue/black/green coloring is incorporated into this signage to tie back to the successful residential system.
- that a process assurance process is put in place with MTWS, to ensure that downtown waste is sorted and processed as promised

Respectfully submitted,

Los Altos Environmental Commission

Los Altos Environmental Commission

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 June 2011: New site is live.</p> <p>By May 2011: Content updates complete.</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.
<p>2</p> <p>Explore enhancements to further improve waste management in Los Altos. (Don Bray, Steve Anderson, Joe Eyre)</p>	

Item 7

<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>	<p>By June 2011: Plan for garbage mailer in bills.</p> <p>By May 2011: Provide article for LATC regarding MTWS program; have diversion and customer satisfaction rates published on web site.</p> <ul style="list-style-type: none"> - 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>By Jul 2011: Implementation according to plan.</p> <p>By May 2011: 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"> - 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>Provide modeling and analysis of ways to reduce environmental impact in the community. (Subcommittee: Don Bray, John Reed, Patty Rosewater)</p>
<p>a. Use CAPPa 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>b. Pick a limited number to pursue; with Council approval, develop education and outreach activities to educate community. (Owners: Don, John, Patty)</p>	<p>Milestones TBD based on results of (1) information from other cities and (2) staff and consultant discussions for #4 below (Sustainability Element to General Plan)</p> <ul style="list-style-type: none"> - Apr 2011: Each EC member to gather information on how other cities have addressed this problem. - Mar 2011: Top 20 opportunities from CAPPa modeled identified, however definition of those opportunities very broad. Need to continue to drill down to get to a meaningful discussion on program possibilities. - 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>a. The 2011 CIP includes funds for this project in July 2011. The EC will serve in an advisory and review role. (Owners: Joe, Chris, Linda)</p>	<p>Milestones TBD, based on staff and consultant discussions.</p> <ul style="list-style-type: none"> - 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>a. Continue to partner with Chamber of Commerce in visits with CVS Pharmacy and Walgreens to inquire about their re-useable bag programs. (Owner: Patty)</p> <p>b. Publicize results of reusable bag survey as appropriate. (Owner: Patty)</p>	<p>By Apr 2011: Report on any new legislation/activity regarding reusable bags</p> <ul style="list-style-type: none"> - 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.</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> <ul style="list-style-type: none"> - 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>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>
7.	<p>Other Council goals as directed.</p> <p>a. Investigate state requirements and funding opportunities for creek-clean up. (Owner: j)</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>General Comment from Council: If any programs require funding, case must be presented in time for annual budget cycle.</p>

Michael Horta

From: Patty Rosewater [rosewater@me.com]
Sent: Wednesday, May 04, 2011 9:54 AM
To: J Logan
Subject: Fwd: Los Altos 60th anniversary planning committee kick-off meeting
Attachments: 60thkickoffagenda.doc; ATT00001..htm

here you go

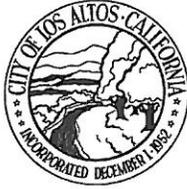
Begin forwarded message:

From: Valorie Carpenter <vccarpenter@gmail.com>
Date: April 30, 2011 10:05:21 AM PDT
To: Val Carpenter <vcarpenter@losaltosca.gov>, jfishpaw@losaltosca.gov
Bcc: rosewater@stevet.net
Subject: Los Altos 60th anniversary planning committee kick-off meeting

Greetings! As you may know, the City of Los Altos was incorporated on December 1, 1952. The City Council has asked Jarrett Fishpaw and I to organize activities celebrating the City's 60th anniversary during 2012. Our first meeting to kick off this project is scheduled for 9 to 10:30 am on Thursday, May 19, 2011 in the Neutra House on Hillview Avenue. The agenda is attached. We welcome your participation in planning our "Diamond Jubilee", and hope to see you on the 19th.

Best,
Val Carpenter
Mayor Pro Tem
[650-941-0487](tel:650-941-0487) phone/FAX

Jarrett Fishpaw
Councilmember
[650-888-5322](tel:650-888-5322) cell



60TH ANNIVERSARY PLANNING COMMITTEE MEETING
9 a.m. Thursday, May 19, 2011
Neutra House

1. Welcome and introductions
2. Review of previous anniversary activities
3. Review of 2012 calendar
4. Brainstorming ideas for 60th
 - a. "Diamond Jubilee" theme/logo
 - b. Activities
5. Regular monthly meeting time and place

Michael Horta

From: J Logan
Sent: Tuesday, May 03, 2011 9:58 AM
To: '5secondsofpeace@gmail.com'
Subject: FW: Place recycling bins downtown

Hello Kelly Hoover,

Thank you for you interest and concern for the protection of our environment by good recycling practices.

The City of Los Altos studied the downtown recycling opportunity. Its seems intuitive to have recycling and waste collection in separate bins in the downtown. However, upon researching the best practices for recycling with our waste service provider, Mission Trails Waste Systems (MTWS), the facts favored single can collection, or having all waste deposited in the same bin known as single-source collection for the following reasons:

1. All contents in single-source bins are collected and sorted at the recycling facility.
2. More effective for user to throw all trash into one receptacle and thereby increase trash collection and ultimate diversion rate because all the contents are sorted for recyclables. Public is less confused or inattentive in the use of a single-source solution.
3. If two bins are used, waste collection truck pick-up will double thus increasing emissions and greenhouse gas pollutants, noise and traffic congestion.
4. Public is highly unlikely to conform to using separate bins for recycling and waste collection as evidenced by user patterns. Past activities at town festivals to ensure proper use of recycling bins was to assign personnel by each bin to monitor and remind the public to place trash in the correct bins. Based on these observations, the anticipated outcome of adding recycling receptacles without personnel monitors are that there will be significant contamination in the recycling bins similar to what would occur if single-source bins are used. If recycling bins are added, these contents will still be sorted at the MTWS recycling facility. As a result of the recycling trucks picking up recyclables, waste bin will now be picked up and taken by garbage trucks, without recycling intervention, to the landfill. Thus, the opportunity to recycle materials from the waste receptacles is lost. This will result in a loss of recycling and diversion.

To promote public awareness, education and understanding of the recycling efforts of a single-source waste collection receptacle, recycling decals will be attached to City standard black receptacle. An example of the decal is: "Trash and Recycling OK. Contents sorted off site." In addition, outreach and educational activities to inform the public about downtown recycling efforts will occur.

Please be assured that by depositing all waste in a single-source bin, we are employing the best practices to protect the environment, increase diversion from landfills, capture recyclable materials and lower greenhouse gas emissions due to less usage of waste collection vehicles.

Thank you again for your concern and support of the environment.



J. Logan



Assistant City Manager
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650-947-2610 (desk)
650-947-2731 (fax)
j.logan@ci.los-altos.ca.us
www.ci.los-altos.ca.us

From: Kelly H [mailto:5secondsofpeace@gmail.com]
Sent: Monday, May 02, 2011 9:53 PM
To: City Council
Subject: Place recycling bins downtown

Dear City Council,

I am writing because I am concerned by the lack of public recycling bins in downtown Los Altos. Nearly every week I read in the paper about the city's environmental efforts such more bike riding, carbon offsets, or the LAHS Green Team. At Los Altos High we celebrated Earth Day by turning on our new solar panels. We also won a contest where we dramatically increased the percentage of our waste recycled. Why can't the city follow the high school's lead? I have often had to seek out a recycling bin in a restaurant or bring a bottle back home with me to recycle. However, not everyone is willing to do that. It would be incredibly easy for the city to place public recycling bins downtown, and it would help in the city's continued green efforts.

-Kelly Hoover

Michael Horta

From: J Logan
Sent: Tuesday, May 03, 2011 9:35 AM
To: 'ameliaevard@gmail.com'
Subject: FW: Downtown Recycling Bins

Hello Amelia Evard,

Thank you for your interest and concern for the protection of our environment by good recycling practices.

The City of Los Altos studied the downtown recycling opportunity. It seems intuitive to have recycling and waste collection in separate bins in the downtown. However, upon researching the best practices for recycling with our waste service provider, Mission Trails Waste Systems (MTWS), the facts favored single can collection, or having all waste deposited in the same bin known as single-source collection for the following reasons:

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2. More effective for user to throw all trash into one receptacle and thereby increase trash collection and ultimate diversion rate because all the contents are sorted for recyclables. Public is less confused or inattentive in the use of a single-source solution.
3. If two bins are used, waste collection truck pick-up will double thus increasing emissions and greenhouse gas pollutants, noise and traffic congestion.
4. Public is highly unlikely to conform to using separate bins for recycling and waste collection as evidenced by user patterns. Past activities at town festivals to ensure proper use of recycling bins was to assign personnel by each bin to monitor and remind the public to place trash in the correct bins. Based on these observations, the anticipated outcome of adding recycling receptacles without personnel monitors are that there will be significant contamination in the recycling bins similar to what would occur if single-source bins are used. If recycling bins are added, these contents will still be sorted at the MTWS recycling facility. As a result of the recycling trucks picking up recyclables, waste bin will now be picked up and taken by garbage trucks, without recycling intervention, to the landfill. Thus, the opportunity to recycle materials from the waste receptacles is lost. This will result in a loss of recycling and diversion.

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Thank you again for your concern and support of the environment.



J. Logan



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www.ci.los-altos.ca.us

From: Amelia Evard [mailto:ameliaevard@gmail.com]
Sent: Monday, May 02, 2011 9:23 PM
To: City Council
Subject: Downtown Recycling Bins

Dear City Council,

I am writing because I am concerned by the lack of public recycling bins in downtown Los Altos. Nearly every week I read in the paper about the city's environmental efforts such more bike riding, carbon offsets, or the LAHS Green Team. At Los Altos High we celebrated Earth Day by turning on our new solar panels. We also won a contest where we dramatically increased the percentage of our waste recycled. Why can't the city follow the high school's lead? While downtown, I have often had to seek out a recycling bin in a restaurant or bring a bottle back home with me to recycle. However, not everyone is willing to do that. It would be incredibly easy for the city to place public recycling bins downtown, and it would help in the city's continued green efforts.

-Amelia Evard