



ENVIRONMENTAL COMMISSION MEETING AGENDA

7:00 PM - Monday, May 08, 2023

Via Video Conference and In Person

PLEASE NOTE: The Environmental Commission will meet in person as well as via Telephone/ Video Conference.

TO PARTICIPATE IN PERSON: Members of the public may also participate in person by being present at the Los Altos Council Chamber at Los Altos City Hall located at 1 N. San Antonio Rd, Los Altos, CA.

TO PARTICIPATE VIA VIDEO/TELEPHONE: Members of the Public may call (669) 444-9171 (Meeting ID: 894 3427 2198, Passcode: 934380), or use this link

<https://losaltosca-gov.zoom.us/j/89434272198?pwd=ZzY5N0RxRzdkbzg5ZFlnS3JmQXo5QT09>

TO SUBMIT WRITTEN COMMENTS: Members of the Public may only comment during times allotted for public comments. Prior to the meeting, comments on matters listed on the agenda may be emailed to ECpubliccomment@losaltosca.gov. Please include a subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE

Correspondence submitted in hard copy/paper must be received by 2:00 P.M. on the day of the meeting to ensure distribution prior to the meeting. Correspondence received prior to the meeting will be included in the public record.

ESTABLISH QUORUM

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.

ITEMS FOR CONSIDERATION/ACTION

1. Environmental Commission Minutes

Approve minutes of the regular meeting of April 10, 2023.

2. Environmental Commission Work Plan (FY 23/24)

Discuss and approve the changes to the Environmental Commission Work Plan for FY 23/24.

INFORMATIONAL ITEMS

3. Moonshot Climate Action Plan Presentation

David Gershon, the CEO of the Empowerment Institute will be introducing the Moonshot Climate Action Plan (Cool Blocks and Cool Neighborhoods).

4. Destination Electric (EV Fair)

Members of the Planning Committee will provide an update on the 2023 EV Fair.

5. Environmental Commission Work Plan (FY 22/23)

a. Reach Codes

Status update by staff.

b. Tree Protection Ordinance

Status update by staff.

c. Other Work Plan Items

Subcommittees to provide updates.

6. Teleconferencing Guidelines

Staff will provide an update on Commissioner Teleconferencing provisions.

CITY STAFF UPDATES

COMMISSIONERS' REPORTS AND COMMENTS

7. City Council Assignments

POTENTIAL 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 City Clerk at least 48 hours prior to the meeting at (650) 947-2720.

Agendas, Staff Reports, and some associated documents for the Environmental Commission items may be viewed on the interment at https://www.losaltosca.gov/meetings?field_microsite_tid_1=2261.

If you wish to provide written materials, please provide the 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 further questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.

**DRAFT MINUTES OF THE MEETING OF THE ENVIRONMENTAL COMMISSION
 OF THE CITY OF LOS ALTOS, HELD ON MONDAY, APRIL 10, 2023, AT 7:00 P.M.
 IN PERSON AND TELECONFERENCE**

ESTABLISH QUORUM

- PRESENT: Chair Delagneau, Commissioner Teksler, Commissioner van Reis,
 Commissioner Lu, Commissioner Weiden, Commissioner Humayun
- ABSENT: Vice Chair Hecht
- ATTENDEES: Tania Katbi (Sustainability Coordinator)
 Casey Leedom (Sustainability Coordinator)

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

ITEMS FOR CONSIDERATION/ACTION

1. **Environmental Commission Minutes**
 Approved minutes of the meeting of March 13, 2023.

Action: Upon a motion by Commissioner Teksler, seconded by Commissioner Weiden, the Environmental Commission approved the minutes of the meeting of March 13, 2023.

The motion was approved (6-0) by the following vote:
 AYES: Delagneau, Lu, Teksler, van Reis, Weiden, Humayun
 NOES: None
 ABSENT: Hecht
 ABSTAIN: None

2. **Environmental Commission Work Plan (FY 23/24)**
 Commissioners discussed this item. Before voting to approve the item, Staff paused the discussion in order to obtain additional information, and the Commission continued with items #3a through #4. The Commission returned to item #2, and Commissioner Teksler made a motion to approve the draft workplan with amendments followed by a second from Commissioner Weiden. The Environmental Commission approved the draft FY 23/24 workplan with amendments.

The motion was approved (6-0) by the following vote:
 AYES: Delagneau, Lu, Teksler, van Reis, Weiden, Humayun
 NOES: None
 ABSENT: Hecht
 ABSTAIN: None

Gary Hedden and Fariba provided public comment.

INFORMATIONAL ITEMS

3. Environmental Commission Work Plan (FY 22/23)

a. Reach Codes

Casey Leedom provided a status update, followed by questions and comments from the Commissioners.

b. Tree Protection Ordinance

Casey Leedom provided a status update, followed by questions and comments from the Commissioners.

Gary Hedden provided public comment.

c. MWENDO

Casey Leedom provided a status update, followed by questions and comments from the Commissioners.

d. Other Work Plan Items

Commissioners did not have more to report on other work plan items.

DISCUSSION ITEMS

4. EV Fair

Commissioner Van Reis provided an update on the EV Fair via presentation, followed by a discussion among the Commissioners.

5. Gas Heater Use in Proposed Outdoor Dining Program

This item was removed from the agenda by staff.

CITY STAFF UPDATES

Casey Leedom provided City Staff updates on the County's Household Hazard Waste event, the City of Los Altos Compost Giveaway event and informed the Commissioners of important City Council items.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioners provided updates from the March City Council meetings and assigned Commissioners to attend the 5/9 (Commissioner Lu) and 5/23 (Chair Delagneau) City Council meetings.

POTENTIAL FUTURE AGENDA ITEMS

1. Permitting process for heat pumps, solar panels, and battery storage
2. Gas-powered Leaf Blower Ban
3. Shoulder-Improvement Policy
4. SVCE Tariff On-Bill Program

ADJOURNMENT

Chair Delagneau adjourned the meeting at 9:46 P.M.



MEETING DATE: May 8, 2023

SUBJECT: Environmental Commission Work Plan (FY 23/24)

PREPARED BY: Tania Katbi, Sustainability Coordinator

REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

The Environmental Commission Work Plan is intended to focus the Commission’s agenda items and align them with City Council priorities and budget, and to serve as a roadmap for projects and actions, as appropriate, during the 2023/24 fiscal year.

On April 10, 2023, the Commission discussed and approved the work plan priorities for FY 23/24. The Commission narrowed down the priorities to a list (below) that can be potentially achieved in the next year.

Next Steps

The Environmental Commission will meet with the City Council and provide a report on the previous year’s progress and the FY 23/24 Work Plan. The work plan must be approved by Council before it can be implemented by the Commission. Staff will keep the Commission updated throughout the process.

Priority #	CAAP Action Item	Overall Priority Item	Specific Goals
1		Urban Forest Management Plan	
	n/a	a. Tree Protection Ordinance	Adopt updated ordinance
	5.2A	b. Urban Forest Management Plan	Create RFP requirements and publish RFP
2	5.1A	Water Conservation (MWENDO)	Adopt ordinance
3		Accelerate Existing Building Electrification	
	2.3A, 2.3B	a. Programming / Project Management Support to Electrify Existing Buildings	TBD
	2.3A, 2.3B	b. Community Outreach	Contract with CCS or another firm to conduct community outreach around building electrification and other sustainability initiatives.

4	3.1B	Single Use Plastics Ordinance	Conduct outreach; Adopt ordinance
5		Greening City Operations	
	4.3A	a. Fleet Electrification Planning	Complete SVCE Fleet Technical Assistance Program; Identify and apply for funding.
	4.1A	b. Municipal Building Energy Audits	Complete BayREN Technical Assistance Program for Municipal Building Portfolio
n/a		Emergency Management / Resilience	
	7.1B, 7.2C, 8.1A	a. Resilience Hubs	Evaluate existing municipal buildings / resilience hubs; identify potential improvements to building infrastructure and operations for extreme heat and wildfire smoke events or potential sites for resilience hubs.
	7.1A, 7.2B, 7.2C	b. Heat Safety and Air Quality Protocols	Evaluate existing heat safety and air quality protocols, and make recommendations for policy updates.
n/a		Transportation	
	1.5A, 1.5B	a. DCFC Plan / Electric Vehicle Supply Equipment Master Plan	EVSE needs assessment (conduct or create RFP)
	1.5A, 1.5D	b. EV Infrastructure Grants	Identify and apply for funding to install Community EV Charging Infrastructure.
n/a	Overall CAAP Goal	GHG Inventory for 2020 and 2024 CAAP Progress Report	Conduct GHG Inventory for 2020 (City Staff); Compile and publish 2024 CAAP Progress Report (EC and City Staff)
Ongoing Efforts			
	1.4A	2024 EV Fair	Plan and execute EV Fair for 2024. Adjust as needed based on the 2023 EV Fair.
	n/a	Outreach and Education Efforts	EC to assist Staff as needed on outreach and education items.
	n/a	Update Environmental Commission Webpage on City Website	



MEETING DATE: May 8, 2023

SUBJECT: Moonshot Climate Action Plan Presentation

PREPARED BY: Tania Katbi, Sustainability Coordinator

REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

From Moonshot Climate Action Plan: “Empowerment Institute’s Cool City Challenge initiative is a climate moonshot strategy. Its mission is to accelerate the decarbonization of the world’s cities which emit 70% of the planet’s CO₂, through empowering its citizens – 70% of a city’s carbon footprint.

The Moonshot Climate Action Plan (MCAP) is built upon the foundation of the Cool Block of 5 to 8 households and Cool Neighborhood of approximately eight (8) adjacent Cool Blocks. This creates the foundation for creating a carbon-neutral neighborhood. The goal of the MCAP is to scale up carbon-neutral neighborhoods citywide.

A Cool Neighborhood simulator integrates the Cool Block and Cool Neighborhood actions to increase engagement and impact. This is done through its simulation, modeling, and guidance functions. The synergistic feedback loops from these three functions increase overall actionability and scalability. By combining the MCAP strategy with these empowerment tools, a city can accelerate the speed and magnitude of change needed to become carbon neutral by 2030.”

STATUS UPDATE

David Gershon, the CEO of the Empowerment Institute, will be introducing the Moonshot Climate Action Plan and Cool City Challenge.

Cool City Challenge

Empowering Cities to Become Carbon Neutral by 2030

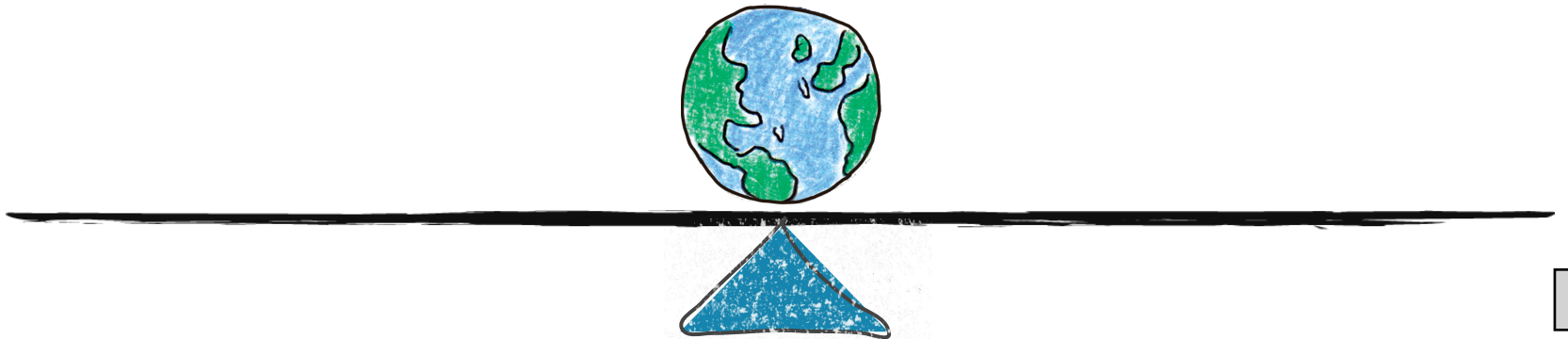


Climate Moonshot Scaling Strategy

An Initiative of
Empowerment Institute
Center for Reinventing the Planet

What is the climate challenge?

Scientists tell us we have until 2030 to achieve rapid carbon reduction to avoid hitting irreversible ecological tipping points that threaten human viability on Earth.



Where can we get the most carbon reduction in the shortest period of time?



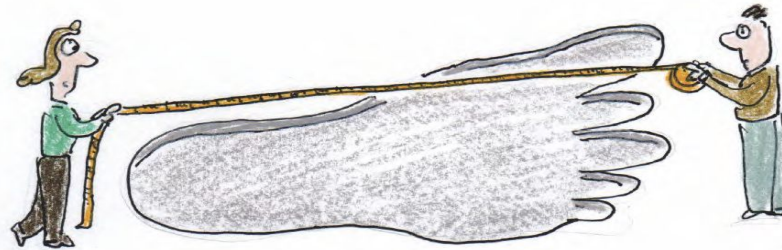
Cities are a natural focal point
because they generate 70% of our carbon emissions and,
with currently available solutions, can become carbon neutral.



And citizens are the natural starting point within cities because they represent 70% of city emissions AND they can mobilize an entire community.



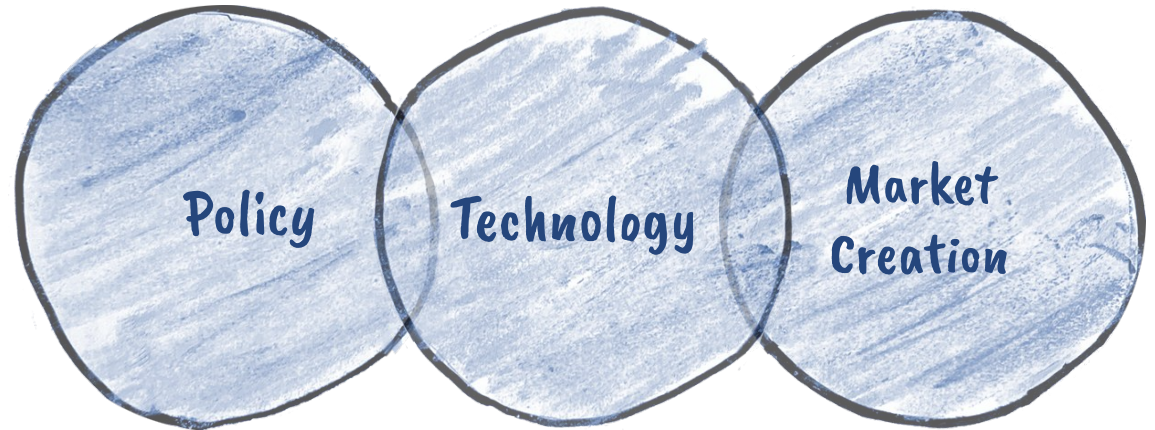
What solutions can create carbon neutral cities by 2030?



Top down climate solutions have had success, but are not sufficient in achieving substantial carbon reductions.



Top Down Solutions

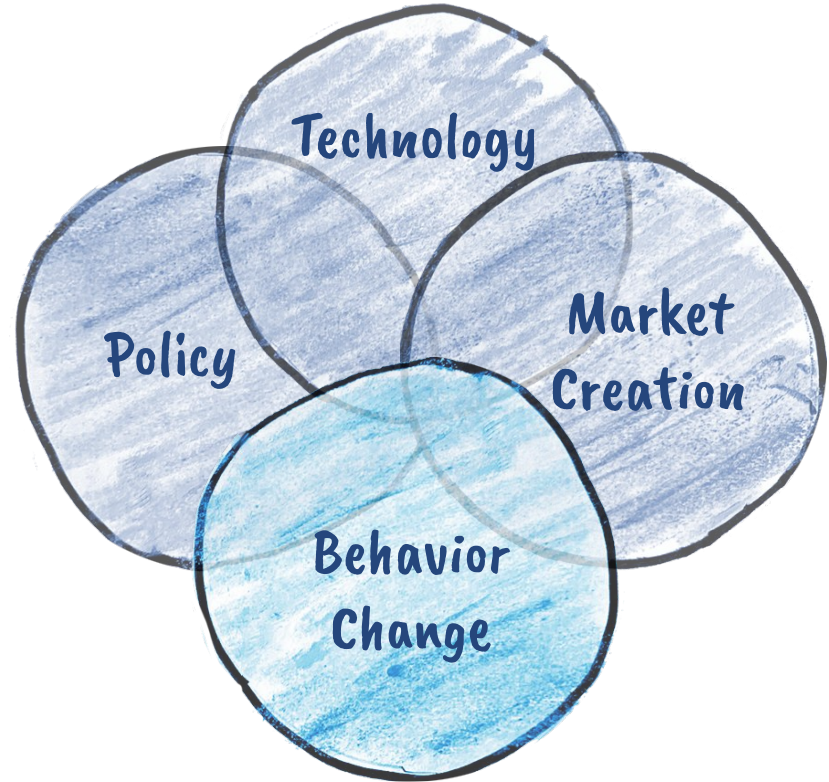


Bottom up
climate solutions
have also had
success but are
also not sufficient
to achieve
substantial
carbon reductions.



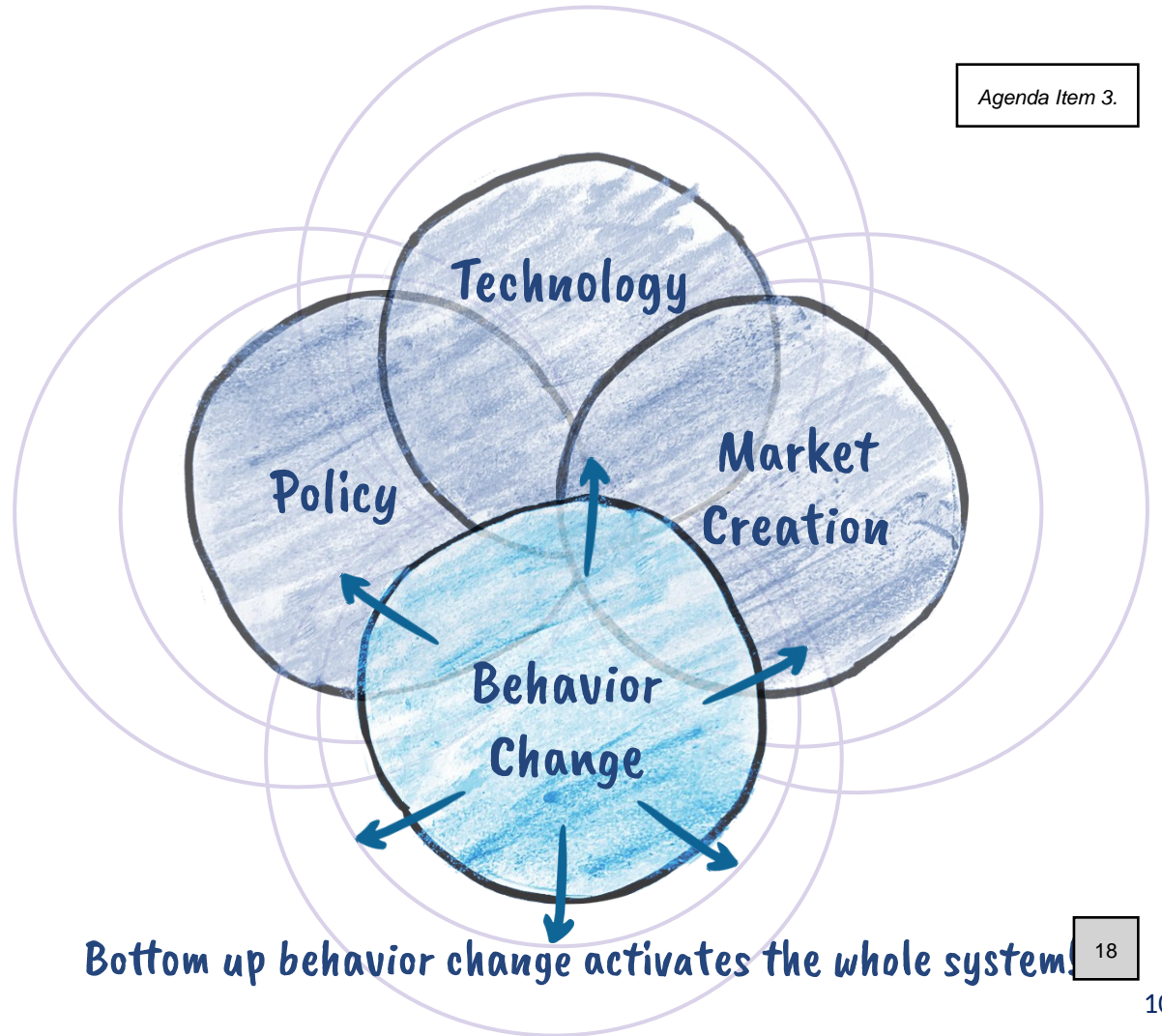
Bottom Up Solutions

What if by
combining top down
and bottom up
climate solutions we
could create carbon
neutral cities by
2030?



How do we
activate this
whole system
climate solution?

The key is us,
and our behavior.



So how do we
empower citizens
to change their
behavior?

Enter the
Cool Block
Program!



Cool Block builds on Empowerment Institute's 40 years of behavior and social change experience with millions of people in hundreds of cities worldwide.

Defining Empowerment:

Enabling people to envision and create what they want in their lives and their world.



What is the Cool Block Program?



Block leader

Block-based teams of 5-8 households

Nine meetings over 4.5 months

Five Topics:

1. Disaster Resilience
2. Carbon Reduction
3. Water Stewardship
4. Neighborhood Livability
5. Empowering Others

What enables
behavior
change?



- 120 Action Recipes
- Peer Support System
- Self Directed Meeting Guides
- Volunteer Coach
- Mobile Web Platform
- Integration of Local Resources

Why do
people join?



MEANING

"I want to create a better
world for my children."



AGENCY

"I want to make a difference"



Agenda Item 3.

COMMUNITY

"I want to know my neighbors"

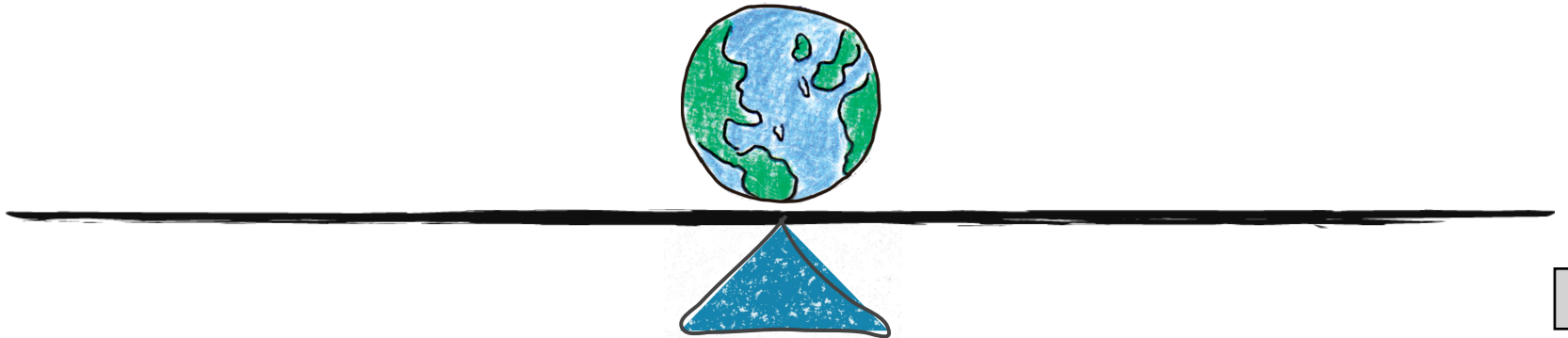


What results has COOL BLOCK achieved so far?

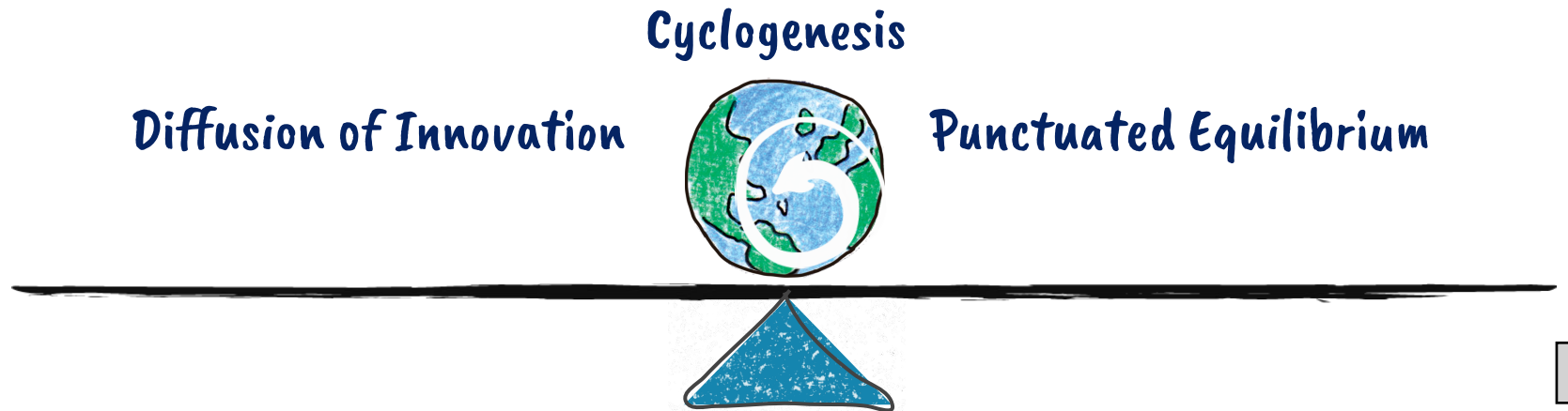


- ✓ 8 CA CITIES ENGAGED – Palo Alto, Los Angeles, San Francisco, Mountain View, Santa Barbara, Isla Vista, Irvine and Petaluma
- ✓ 325 Cool Blocks
- ✓ 5,000+ participants
- ✓ 31% CARBON REDUCTION per household
- ✓ 25 ACTIONS TAKEN per household
- ✓ 45% PARTICIPATION in program through neighbor-to-neighbor recruitment process

But can we really change fast enough to
create carbon neutral cities by 2030?

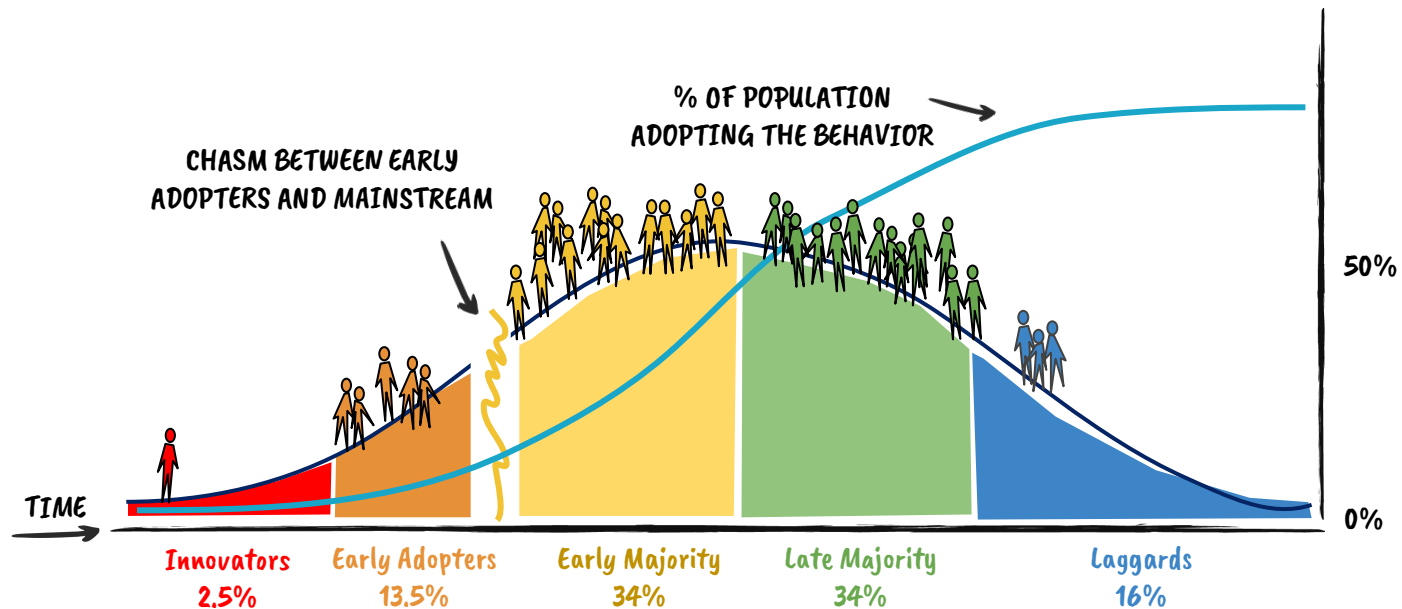


The science of tipping points shows us how:

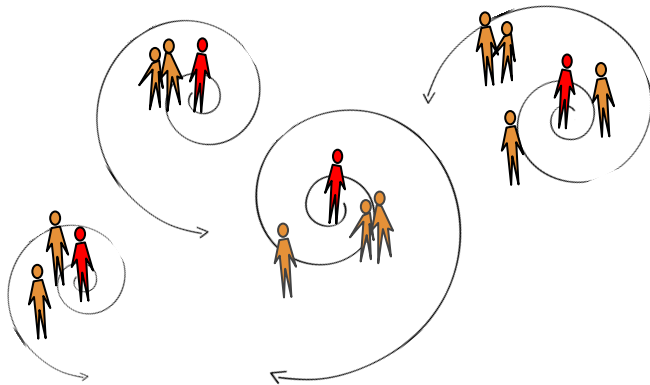


Diffusion of Innovation shows how new ideas spread

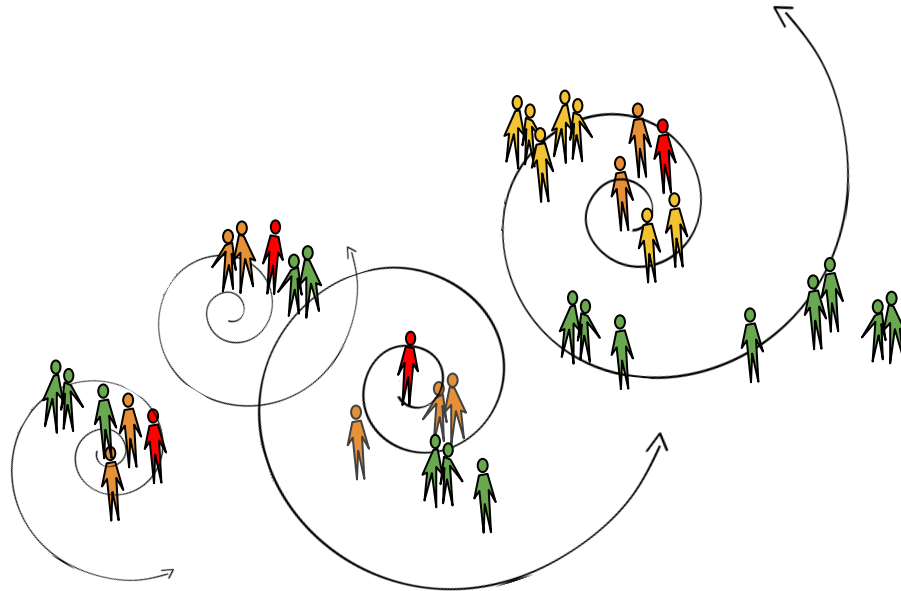
Only 15% of people need to shift for large scale change to occur



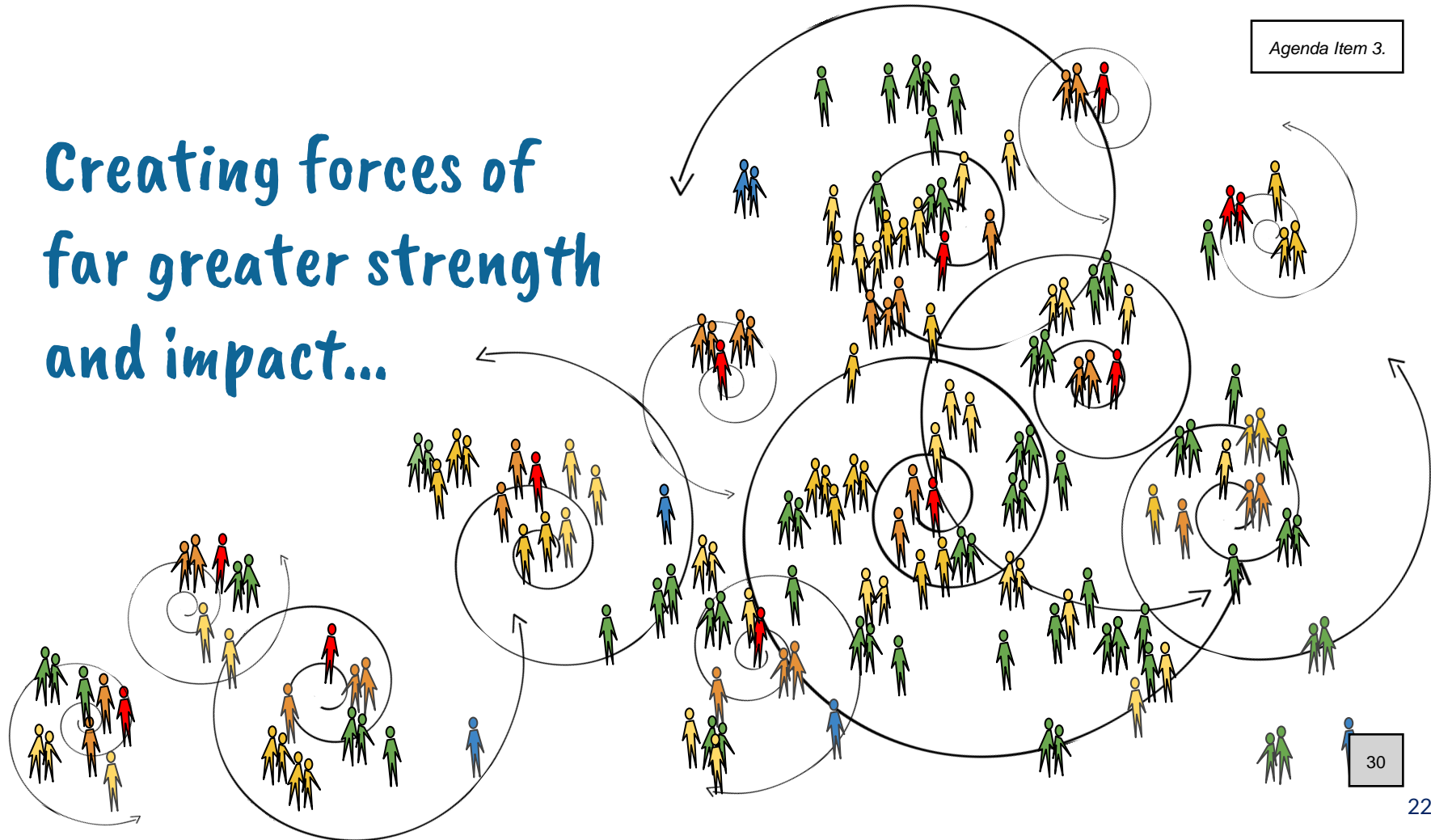
Cyclogenesis shows how hurricanes form...



As smaller vortices
combine and expand...



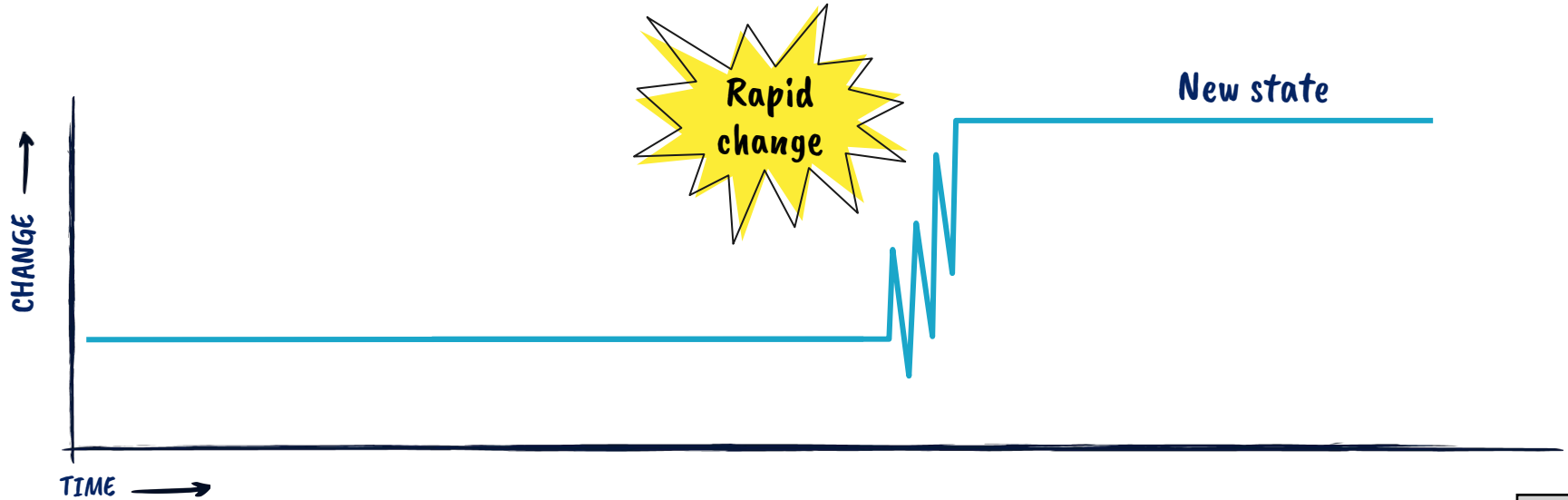
Creating forces of
far greater strength
and impact...



Punctuated Equilibrium is an evolutionary process whereby stable systems



Punctuated Equilibrium is an evolutionary process whereby stable systems can shift radically when faced with an extinction threat



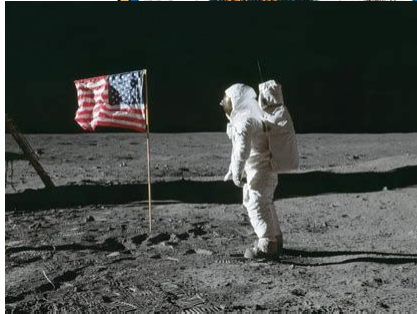
Abrupt climate change is threatening our extinction.

Activating our intelligence, creativity and will allows us to respond at the speed and magnitude of change needed.



3X faster than cities, states and countries are targeting!

We've done it before. We can do it again!



1961 - 1969



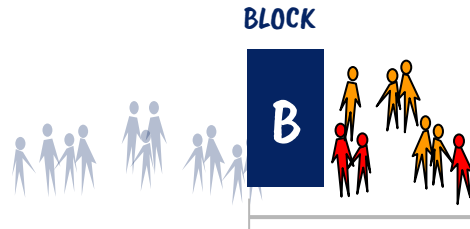
Longing won't bring him back sooner...
GET A WAR JOB!
SEE YOUR U. S. EMPLOYMENT SERVICE
WAR MANPOWER COMMISSION

1941 - 1945



2022 - 2030

How will COOL BLOCK help cities become carbon neutral by 2030?



COOL BLOCK



CLIMATE ACTION CAPACITY



BLOCK



COOL NEIGHBORHOOD



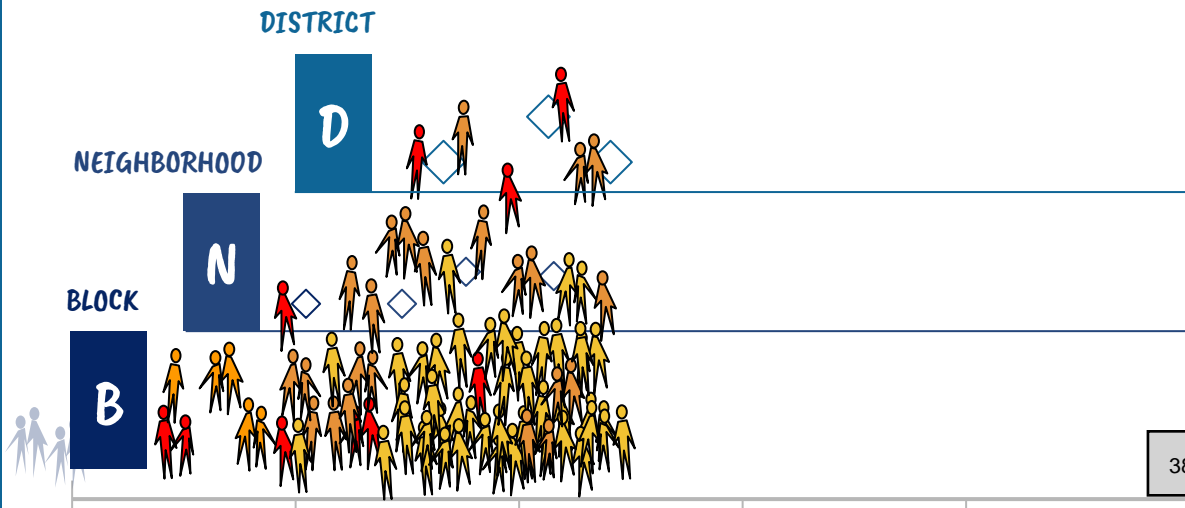
CLIMATE ACTION CAPACITY



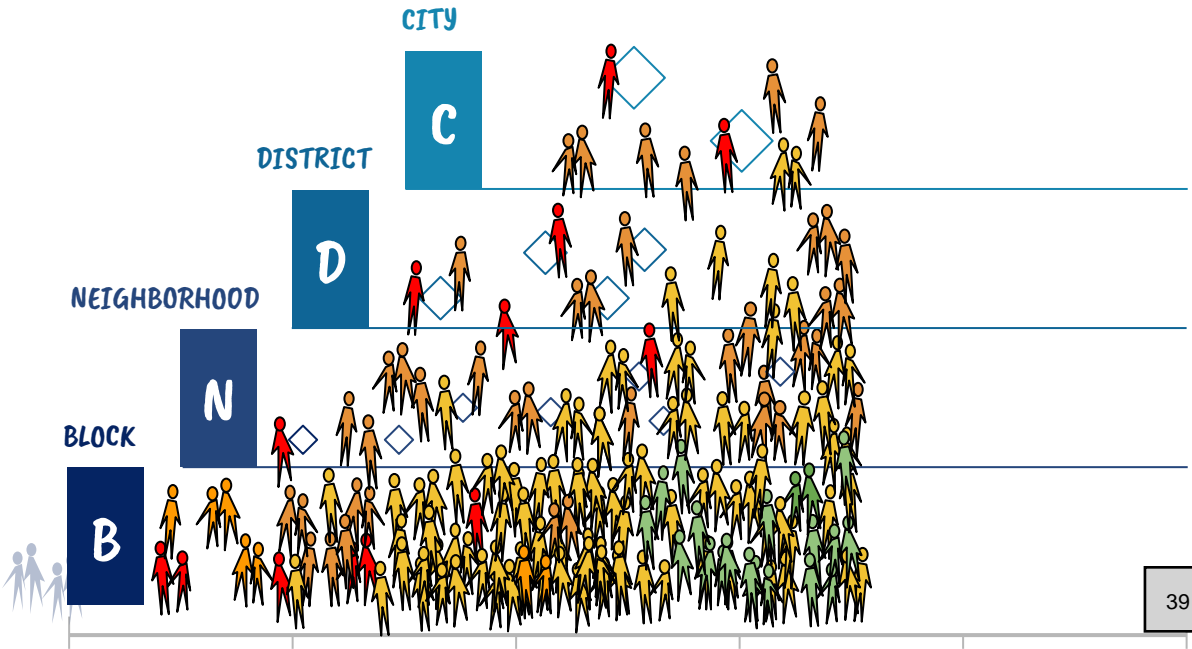
COOL DISTRICT



CLIMATE ACTION CAPACITY



COOL CITY = minimum of 400 Cool Blocks



COOL CITY

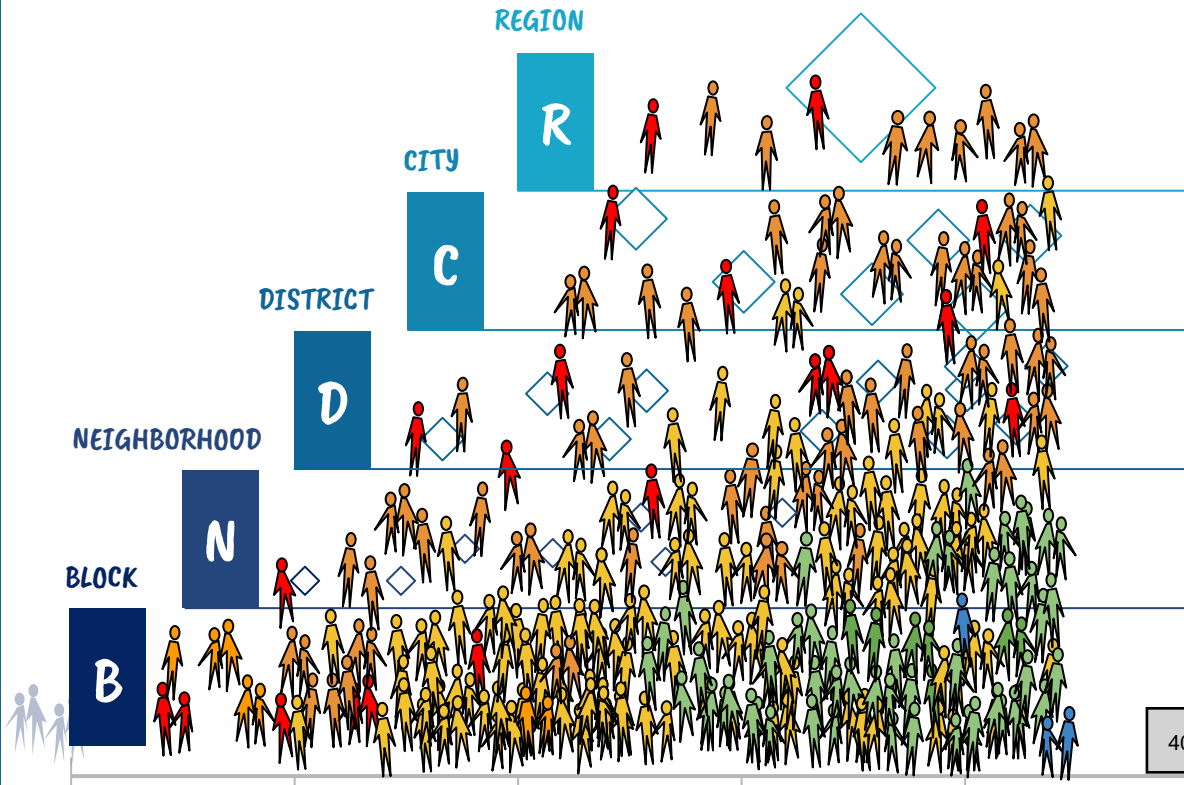


CLIMATE ACTION CAPACITY

COOL REGION



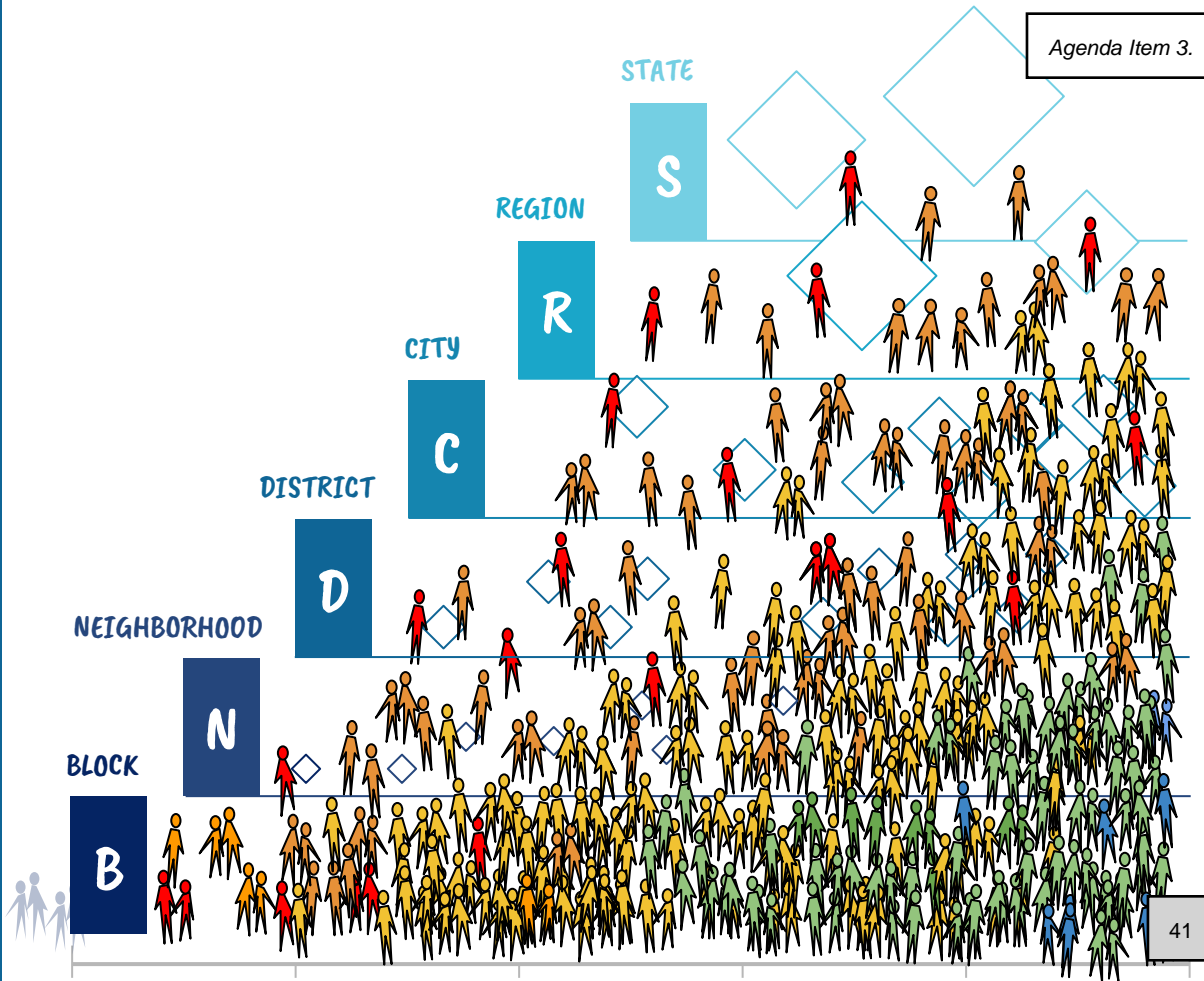
CLIMATE ACTION CAPACITY



COOL STATE



CLIMATE ACTION CAPACITY



How does it work?

Let's look at transit - the biggest contributor to a city's carbon footprint.



Household choices start the transformation :

- ✓ Walk more
- ✓ Bike more
- ✓ Share rides
- ✓ Switch to EVs & E-bikes
- ✓ Use public transit



This creates
demand for new
top down policy,
technology and
market solutions:

- ✓ Sidewalks, car free zones, bike lanes
- ✓ Charging stations
- ✓ \$ for EVs & E-bikes
- ✓ New transit options



These top down
investments drive
more behavior
change,
activating a
virtuous cycle.



Fewer car trips

- ✓ Require less parking
- ✓ Free up space for parks, housing, public spaces
- ✓ Enable higher density and walkability
- ✓ Promote active lifestyles and improved health



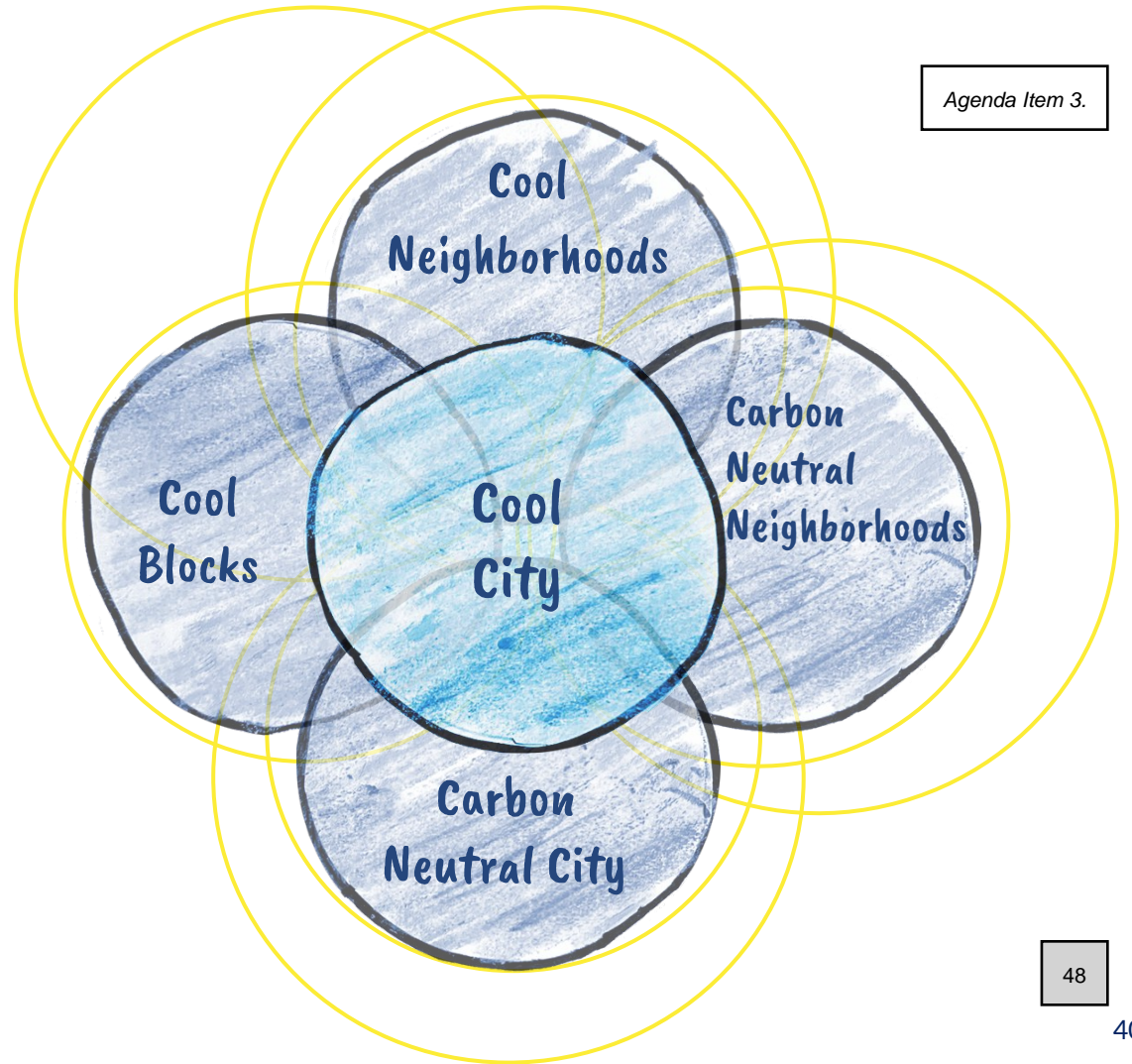
This whole-system climate solution can drive the transformation of multiple community systems because they're all interconnected.

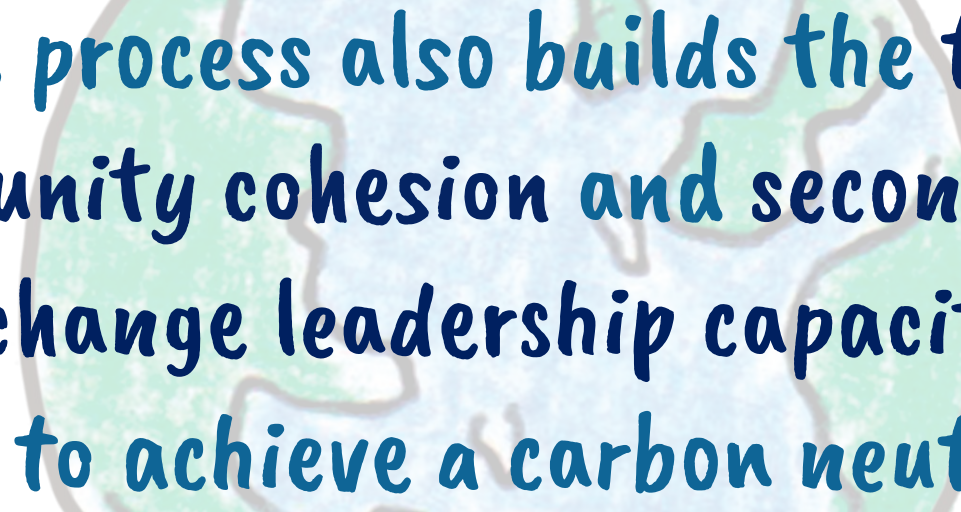


How does this translate into a carbon neutral city?

Cool Blocks evolve into Cool Neighborhoods which evolve into carbon neutral neighborhoods and scale citywide.

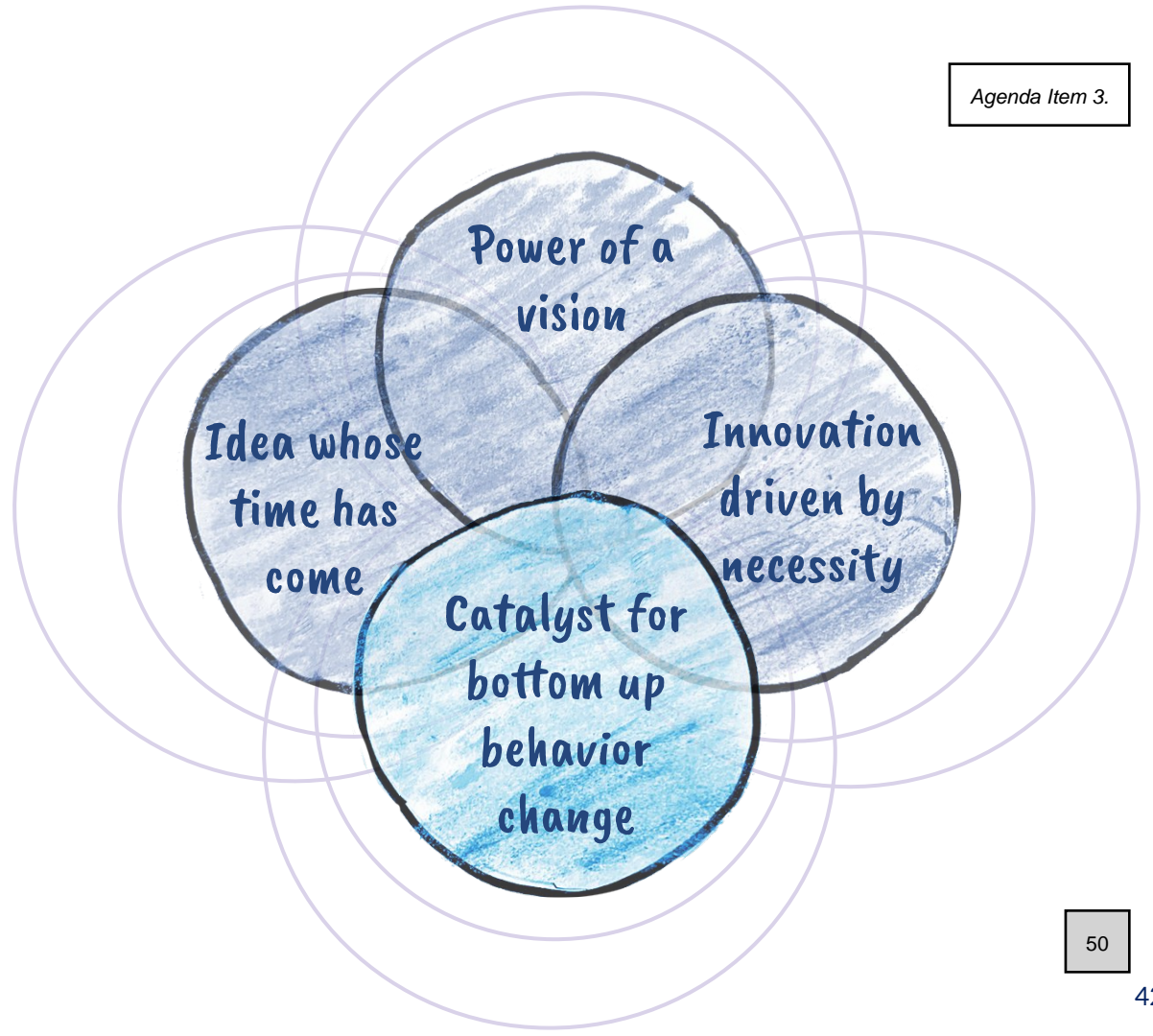
Agenda Item 3.



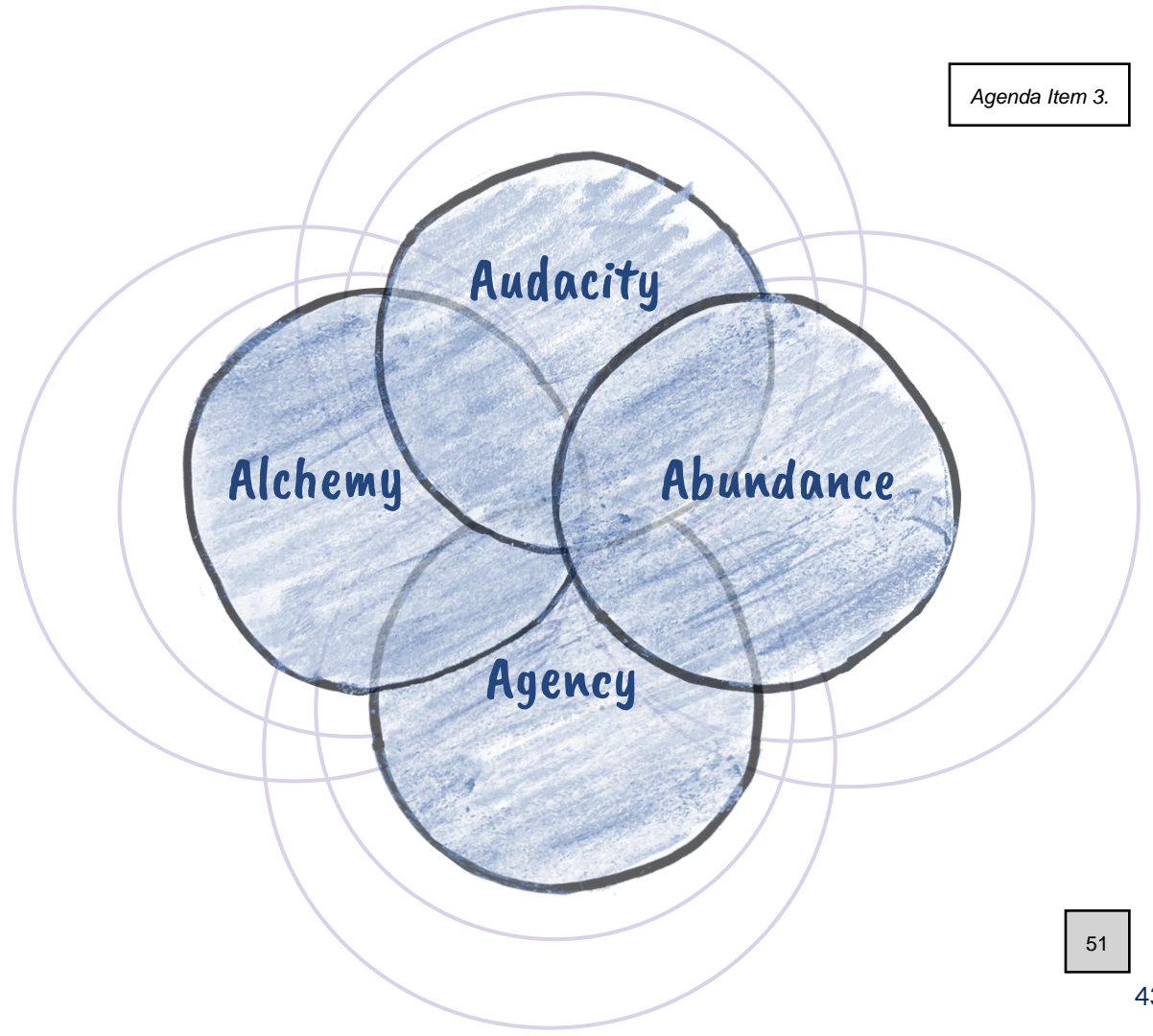


**This process also builds the trust,
community cohesion and second order
change leadership capacity
needed to achieve a carbon neutral city.**

We have the
key ingredients
necessary to
empower people
to rapidly
change



And the key
moonshot
beliefs required
to lead change
at this
extraordinary
pace and scale



Selected California to lead the way in scaling carbon neutral cities by 2030...

- Urgency because of multiple climate disruptions
- Deeply rooted environmental ethos
- Political will as expressed in bold legislation
- Cities committed to carbon neutrality
- Funding to invest
- Policy, technology and innovation know-how
- Ambitious carbon neutrality goal



What is the scaling mechanism
for creating carbon neutral
cities by 2030 across California
and the world?

Cool City Challenge
Moonshot Climate Action
Plan (MCAP)



Cool City Challenge MCAP Roadmap

Strategy, tools and methodology

- Cool Blocks > Cool Neighborhoods > Carbon Neutral Neighborhoods = 70% of city carbon footprint
- Cool Blocks and Cool Neighborhoods create economic driver + social pressure for carbon neutral businesses = 30% of city carbon footprint

“Cool Block is an exemplary how-to guide for local communities to make a significant impact on climate change.” — CA Governor, Gavin Newsom



Cool City Challenge

2022 — Pilot Phase

- Partnership with Los Angeles, Petaluma and Irvine to pilot the moonshot climate action plan scaling systems.

2023 — Demonstration Phase

- Develop 3 city partnerships to implement the moonshot climate action plan.

2024-2026 — Scaling Phase

- Develop partnerships with up to 100 cities to implement the moonshot climate action plan.



**Carbon Neutral
Cities
by 2030**

Power of
a vision

Agency

Audacity

Abundance

Alchemy

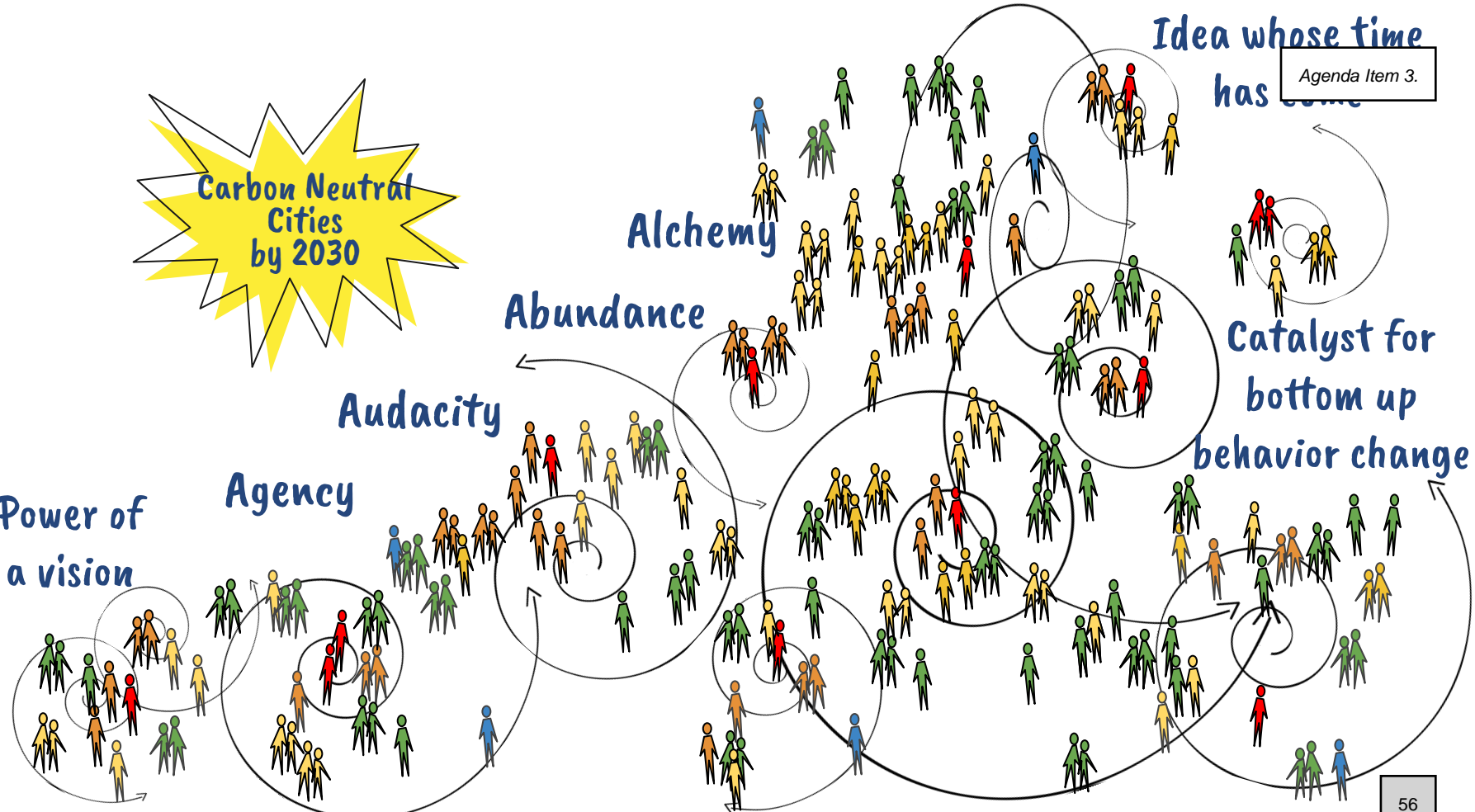
Idea whose time
has come

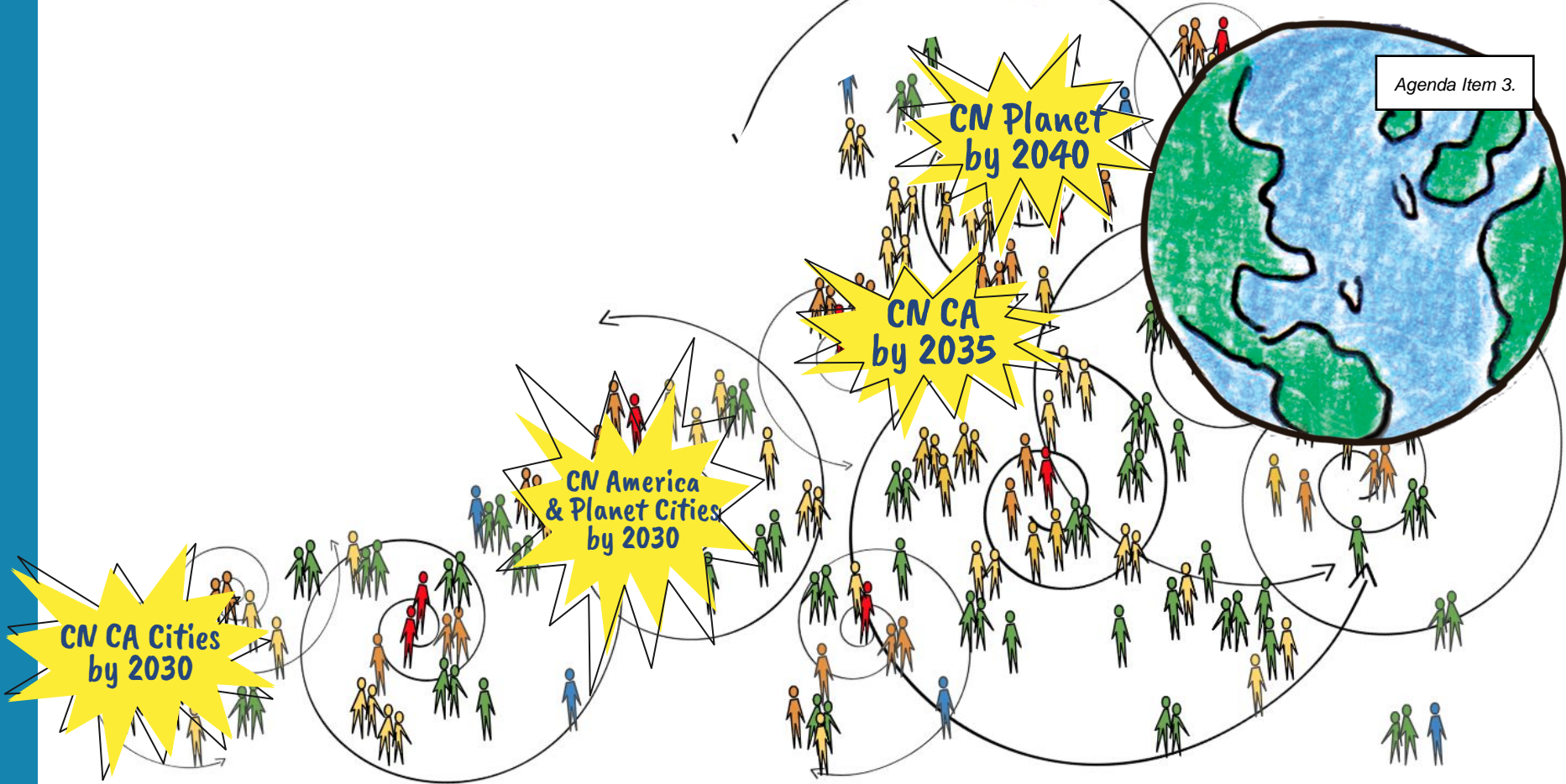
Agenda Item 3.

Catalyst for
bottom up
behavior change

Innovation driven by necessity

56

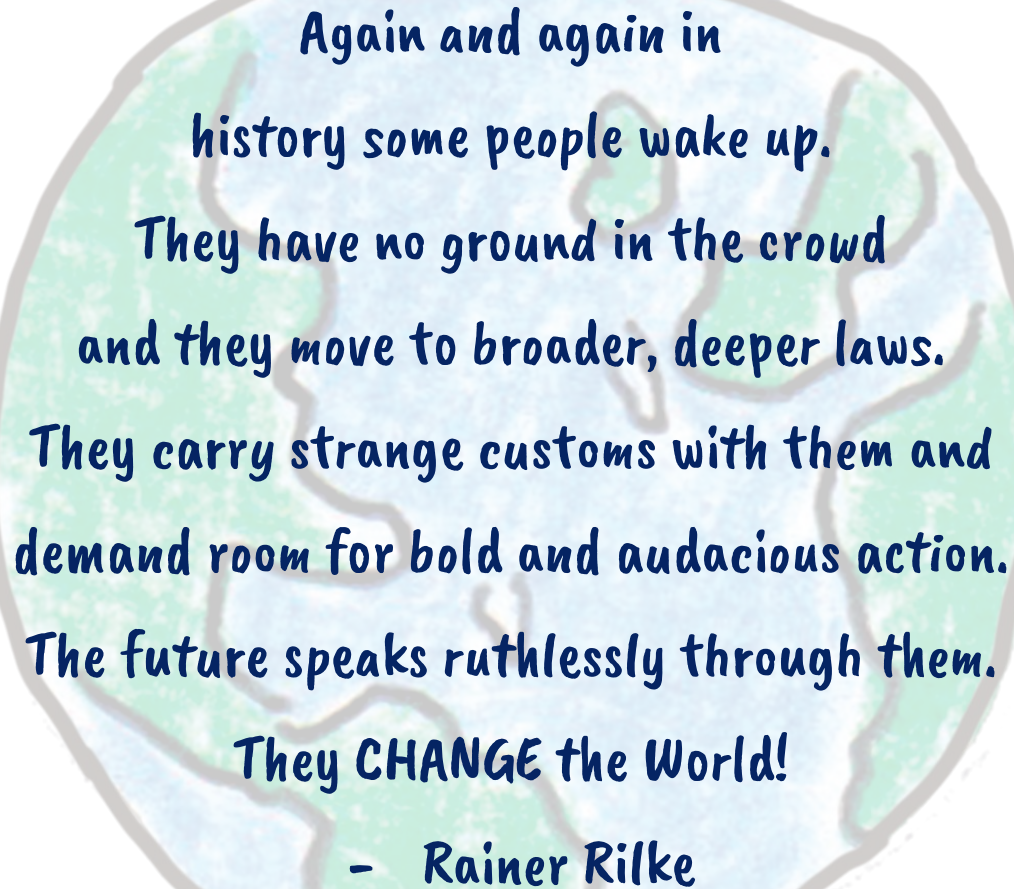




How does the Cool City Challenge fit into the UN Sustainable Development Goals?

1. Disaster Resilience
2. Carbon Reduction
3. Water Stewardship
4. Neighborhood Livability
5. Empowering Others





Again and again in
history some people wake up.
They have no ground in the crowd
and they move to broader, deeper laws.
They carry strange customs with them and
demand room for bold and audacious action.
The future speaks ruthlessly through them.
They **CHANGE** the World!
- Rainer Rilke



For further information:
<https://coolcity.earth>

Moonshot Climate Action Plan **Empowering a City to Become Carbon Neutral by 2030**

An Initiative of Empowerment Institute

“We choose to go to the Moon in this decade and do the other things, not because they are easy, but because they are hard; because that goal will serve to organize and measure the best of our energies and skills, because that challenge is one that we are willing to accept, one we are unwilling to postpone, and one we intend to win.” — President John F. Kennedy, September 12, 1962

“That's one small step for a man, one giant leap for mankind.” — Astronaut Neil Armstrong, upon being the first human being to walk on the moon, July 20, 1969

OVERVIEW

Climate scientists tell us we must [achieve by 2030](#) what humanity is trying to accomplish by 2050 to avoid irreversible ecological tipping points. In other words, we must accelerate time by 3x. To achieve this, we need to change the way we think about change. Business as usual climate solutions are not up to the task. We need a climate moonshot strategy.

Empowerment Institute's [Cool City Challenge](#) initiative is a climate moonshot strategy. Its mission is to accelerate the decarbonization of the world's cities which emit 70% of the planet's CO2 through empowering its citizens – 70% of a city's carbon footprint.

It is a whole system climate solution which integrates bottom-up and top-down change strategies. It develops the transformative leadership skills of a multi-sector team to facilitate a Moonshot Climate Action Plan (MCAP) in a city. The MCAP is built upon the foundation of the [Cool Block](#) of 5 to 8 households and Cool Neighborhood of approximately 8 adjacent Cool Blocks. This creates the foundation for creating a carbon neutral neighborhood. *The goal of the MCAP is to scale up carbon neutral neighborhoods citywide.*

A Cool Neighborhood simulator integrates the Cool Block and Cool Neighborhood actions to increase engagement and impact. This is done through its simulation, modeling, and guidance functions. The synergistic feedback loops from these three functions increases overall actionability and scalability. By combining the MCAP strategy with these empowerment tools, a city is able to accelerate the speed and magnitude of change needed to become carbon neutral by 2030.

It is technologically possible to achieve carbon neutral cities by 2030, but it is a speed and scale challenge. This is a second order change problem requiring a second order change solution, aka a transformative social change intervention. The Cool City Challenge is such a robust second order change climate solution. It is based on Empowerment Institute's four decades of experience designing and implementing [transformative social change](#) strategies.

Over 5,000 people on 325 Cool Block teams across eight California cities (Los Angeles, San Francisco, Palo Alto, Mountain View, Santa Barbara, Isla Vista, Irvine, and Petaluma) have participated in the program pilot phases. They achieved an average household carbon reduction of 31% (5 metric tons), took 25 actions, and had a 45% block recruitment rate.

The intent of the Cool City Challenge is to create 100 climate moonshot cities across the US and worldwide over the next several years. This will provide the knowledge, models, and momentum for its larger mission of accelerating the decarbonization of the world's cities.

PRINCIPLES

1. **Empowerment** – Empowers individuals at the household, block, and neighborhood levels to envision and create a planet friendly, disaster resilient, and community rich future.
2. **Bottom Up** – Driven from the bottom up through engaging households, blocks, and neighborhoods.
3. **Demand Side** – A demand side intervention that activates the supply side of policy, clean technology adoption, and new markets for carbon neutral technology and financing innovations.
4. **Whole System Climate Solution** – Integrates bottom-up and top-down climate solutions into a synergistic whole.
5. **Last Mile Access** – Addresses the most difficult part of climate action, engaging the end user at the household and block level.
6. **Distributed Climate Action Plan** – Enables engagement with a city's climate action plan at the hyper local level of households, blocks, and neighborhoods.
7. **City and Citizenry as Partners** – Provides an operating system upgrade for a city by empowering citizenry to become full partners with local government in the process of creating a carbon neutral city. This is because residents of a community are both a significant part of the carbon footprint and a significant part of the climate solution. They also represent a vast untapped reservoir of untapped intellectual capital, volunteer time, and financial resources.

MCAP STRATEGY

“Cool Block is an exemplary how-to guide for local communities to make a significant impact on climate change. This program demonstrates the untapped potential to engage at the grassroots level in an effective and achievable way. Very cool, indeed!” — California Governor, Gavin Newsom

- Cool Blocks > Cool Neighborhoods > Carbon Neutral Neighborhoods at scale = 70% on average of a city's carbon footprint.
- Cool Blocks and Cool Neighborhoods create the economic driver combined with social pressure for local businesses to become carbon neutral = 30% on average of a city's carbon footprint.
- Scaling Elements: These are the building blocks of the strategy

Cool Block: The MCAP strategy to create a carbon neutral city is built upon the foundation of a Cool Block. This represents the smallest replicable unit for scaling and provides last mile access.

A Cool Block is 5 to 8 households who live in geographic proximity and participate in a 9-meeting program over 4.5 months. The program empowers households to create low carbon lifestyles, disaster resilient and livable blocks, and become community climate advocates.

Cool Neighborhood: A Cool Neighborhood is approximately 8 adjacent Cool Blocks of between 150 to 200 households that wish to become more self-sufficient and resilient. British anthropologist Robin Dunbar's research indicates this is the number of people with whom one can maintain stable social relationships.

It invests the Cool Block's agency, social capital and team building skills to increase the quality of life of the entire neighborhood. It is built around the Cool Block values of connection, cooperation and collaboration. It also provides an opportunity to engage neighbors who did not participate in Cool Block teams.

Carbon Neutral Neighborhood: A carbon neutral neighborhood is built upon the foundation of the Cool Neighborhood. A key goal of the MCAP strategy is to scale up carbon neutral neighborhoods citywide.

EMPOWERMENT INSTITUTE / CITY PARTNERSHIP FRAMEWORK

A strategic partnership is formed between the Empowerment Institute and the City government to implement the moonshot climate action plan over five years. A partnership MOU is developed that includes the following.

- Empowerment Institute Partner Responsibilities:
 1. Cool Block and Cool Neighborhood Platform.

2. Access to the Moonshot Climate Action Plan with implementation support.
 3. Training and ongoing coaching of the climate moonshot team and staff in behavior change, community empowerment, whole system design, transformative social change, and program delivery.
 4. Collaboration with the City in integrating the MCAP with its Climate Action Plan.
 5. Startup support coaching.
 6. CRM technology and impact tracking.
 7. In partnership with the City, recruitment of 1.5 FTE Program Managers to lead the program.
 8. Fundraising support.
- City Partner Responsibilities:
 1. A Climate Moonshot Team (multi-sector project steering committee). Each member needs to lead a Cool Block team.
 2. Facilitation of full alignment with the City Council, key city staff and other relevant city players around the MCAP.
 3. Collaboration with Empowerment Institute in integrating its Climate Action Plan with the MCAP.
 4. A commitment and strategy to engage the city residents, community groups and businesses to participate in the MCAP.
 5. In partnership with Empowerment Institute, recruitment of 1.5 FTE Program Managers to lead the program.
 6. Startup capacity of 10 pilot Cool Block teams, 50 additional Cool Block leaders and 25 civic, private and public sector partners.
 7. Commitment of the City government to become carbon neutral by 2030.
 8. Implementation funding and fundraising support.

Note: At the heart of the Moonshot Climate Action Plan is moonshot thinking. This is a mindset comfortable in going to a place that is not fully known at the beginning and a willingness to learn, grow and evolve as an inherent part of the journey.

IMPLEMENTATION PLAN AND GOALS

- **Year 1 Goals**
 1. Minimum of 175 Cool Blocks meet the basic performance requirements.
 2. Minimum of 5 Cool Neighborhoods are created. These Cool Blocks are included in 175 total.
 3. [Master the Cool Block Form](#) of recruitment, retention, results, and replication.
- **Year 2 Goals**
 1. Minimum of 400 Cool Block teams meet the basic performance requirements. (This includes the 175 Cool Block teams already established in Year One.)
 2. Minimum of 10 new Cool Neighborhoods are created. These Cool Blocks are included in Cool Block total.
 3. Cool Neighborhoods are invited to apply for startup grants to become carbon neutral. These grants include technical support and the possibility of future cleantech funding.
- **Year 3 Goals**
 1. Minimum of additional 150 Cool Block Teams meet the basic performance requirements.
 2. Minimum of 20 new Cool Neighborhoods are created. These Cool Blocks are included in Cool Block total.
 3. Cool Neighborhoods are invited to apply for startup grants to become carbon neutral. These grants include technical support and the possibility of future cleantech funding.
- **Year 4 Goals**
 1. Minimum of 150 additional Cool Block Teams meet the basic performance requirements each year.
 2. Minimum of 30 new Cool Neighborhoods are created. These Cool Blocks are included in Cool Block total.

- 3. Cool Neighborhoods are invited to apply for startup grants to become carbon neutral. These grants include technical support and the possibility of future cleantech funding.
- Year 5 Goals
 - 1. Minimum of 150 additional Cool Block Teams meet the basic performance requirements each year.
 - 2. Minimum of 40 new Cool Neighborhoods meet the basic performance requirements. These Cool Blocks are included in Cool Block total.
 - 3. Cool Neighborhoods are invited to apply for startup grants to become carbon neutral. These grants include technical support and the possibility of future cleantech funding.

Note: The expectation is that by five years of careful guidance a tipping point will be achieved where Cool Blocks, Cool Neighborhoods, and Carbon Neutral Neighborhoods will grow exponentially on their own momentum.

PROGRAMS AND TOOLS

Cool Block Program

The [Cool Block](#) program has grown out of designing and implementing block-based empowerment programs over the past 30 years, serving millions of people around the world. It integrates the content, knowledge and best practices gleaned from these years of experience.

The program had its humble beginnings as a book and now is a sophisticated website platform designed to help people and their neighbors become planet friendly, disaster resilient and community rich.

Each Cool Block begins with a Block Leader – a volunteer who is ready to make change right on their block. Using Cool Block leadership resources, each Block Leader goes door to door to invite the households on the block to an information meeting. By the end of the meeting or sometimes after a second meeting, a Cool Block team of 5 to 8 households has formed.

The Cool Block Leader then holds a team building meeting where a vision for the journey takes shape. Members volunteer to lead the different Cool Block topic meetings biweekly over 4.5 months.

The team explores 120 actions divided into eight topics: disaster resiliency, energy resiliency, low carbon lifestyles, low carbon systems, water stewardship, a safe, healthy and green block, a resourceful and community rich block, and empowering others.

Each topic includes a menu of action recipes to choose from that apply to both houses and apartments. Team members select actions to take based on desire, affordability and time availability. Many actions are completed over time.

At the start of the program households are working to change habits and systems within their home. By the end of the program, the team is working together on actions that will impact their block and neighborhood.

Cool Neighborhood Program

A Cool Neighborhood is approximately 8 adjacent Cool Blocks of between 150 to 200 households that wish to become more self-sufficient and resilient. This definition is adjusted for large urban blocks with multiple apartment buildings.

- **How it Works**
 1. The Cool Neighborhood program consists of three topic modules: resilient neighborhood, regenerative neighborhood, and carbon neutral neighborhood.
 2. Each module has a menu of neighborhood scale actions that utilize the proven Cool Block behavior change and peer support system methodology. A Cool Neighborhood chooses actions according to their interests and implementation capacity.
 3. Actions weave in community-based organizations to educate and assist in implementation.
 4. The structure consists of Block Leaders who liaison with their Cool Block teams, multi-block teams who implement the actions, and neighborhood events for all people living in the Cool Neighborhood. This engagement model empowers all residents to participate at their level of interest.
 5. A carbon neutral neighborhood is built upon the foundation of the Cool Neighborhood program.

Scaling Structure

1. A Cool Neighborhood can either be started from scratch or through an action introduced in Topic 8 of the Cool Block program.

2. If the latter, the action explains how Cool Block teams organize information meetings in their immediate neighborhood to recruit new teams, serve as their coaches, and evolve into a Cool Neighborhood.
 3. When each Cool Block completes the program they are encouraged to either start or participate in a Cool Neighborhood.
 4. After approximately ten nearby Cool Blocks are established they become a Cool Neighborhood. They then support other proximate Cool Blocks to create Cool Neighborhoods who in turn repeat the process.
 5. Multiple Cool Neighborhoods evolve into a Cool District. The number of Cool Neighborhoods in a Cool District comport to the specific geography, political district, and other differentiating factors.
 6. Cool Neighborhoods and Cool Districts are designed to replicate citywide and align with the City's climate action plan.
- Topic Modules and Action Outlines

The Cool Neighborhood program consists of the following three topic modules and actions.

- Resilient Neighborhoods: Neighborhoods that withstand or recover quickly from difficult conditions.

1. Inclusion

- Support people who are feeling excluded by virtue of some difference – racial, social, age, ethnic, ability, or economic.
- Enable the neighborhood to be more cohesive and support one another better.
- Honor the native people's land upon which the neighborhood resides.

2. Emergency preparedness hub

- Store extra food, water, blankets and other emergency supplies for the neighborhood.
- Support at risk neighbors for at least one week.
- Establish protocols for housing people and animals.
- Create backup power generation.

3. Heating and cooling center

- Design as a support system for at-risk people in the neighborhood.
- Develop strategy for using public buildings.
- Develop transport systems for shut-ins or mobility challenged individuals.
- Create backup power generation.

4. Safety resilience

- Organize neighborhood watch.
- Establish a safety committee.
- Create a community oriented policing system.
- Establish a social norm around supporting one another's safety and well being.

5. Disaster resilience

- Build a support system for vulnerable people in the neighborhood.
- Establish a medical support system for the neighborhood.
- Establish a neighborhood-based Community Emergency Response Team for first responder support in case of disaster.

6. Food resilience

- Create community and home gardens to serve as a backup food system for the neighborhood.
- Develop a strategy for allocation of land and what is grown where.
- Establish a food management, communication, and distribution system.

7. Energy resilience

- Develop a plan to support households who lose power from those who have an alternative energy system.

8. Water resilience

- Dig a neighborhood well if feasible and permitted or utilize someone's well as a backup water supply,
- Set up a neighborhood rainwater catchment system.
- Clean water as part of a closed loop system and then reuse it.
- Establish a water management and distribution system.

9. Transportation resilience

- Establish a shared non motorized transportation system including bikes, scooters, etc.
- Design a transportation system to get access to food and water.
- Establish ride and car sharing to get to a job.

10. Economic resilience

- Develop a support system for neighbors in economic need.
 - Develop employment opportunities within the neighborhood.
 - Patronize neighborhood merchants.
- Regenerative Neighborhoods: Neighborhoods that renew the health of the land and its human systems.
1. Organic community gardens
 - Use organic principles in growing all food.
 - Educate people about eating healthy and nutritious food.
 - Create weekly or biweekly pot luck organic vegetarian meals.
 2. Food forests
 - Create food forests as part of the neighborhood food system.
 - Plant fruit trees in public spaces and donated private yards.
 - Establish a communication and food distribution system.
 3. Collect rainwater for community gardens and food forests
 - Establish a rainwater collection and distribution system for growing food.
 4. Compost for community gardens and food forests
 - Invest in row or vessel composting.
 - Develop a compost collection and distribution system.
 - Share with all community gardens to enhance soil health.
 5. Urban forestry
 - Create an open space and urban forestry plan to plant more trees.
 - Design to reduce heat island effect and improve soil health.
 6. Repair services

- Develop repair expertise.
- Develop a neighborhood plan and app for connection and distribution.

7. Tool and resource sharing

- Access a greater variety of equipment.
- Access a greater variety of clothing.
- Access to toys and sports equipment.
- Develop a plan and app for connection and distribution.

8. Sharing economy

- Develop a neighborhood bartering system.
- Develop neighborhood local currency.
- Develop mentoring and skill sharing.

9. Community building social events

- Create neighborhood picnics, parties and other social capital building events.

○ Carbon Neutral Neighborhoods: Neighborhoods that have net zero carbon emissions.

1. Climate equity

- Design climate solutions to enable lower income households to benefit from economic opportunities and jobs.
- Create energy efficiency and solar financing to support lower income households.

2. Neighborhood Carbon Footprint

- Do a baseline carbon footprint assessment for the neighborhood.

3. Microgrid

- Establish a neighborhood scale microgrid with backup battery.
- Establish a neighborhood association to manage a microgrid distribution and financing associated with it.

4. Community solar and backup battery

- Establish a neighborhood scale community solar array with battery backup.
- Establish a neighborhood association to manage the community solar distribution and financing associated with it.

5. EV charging stations

- Establish EV charging stations with backup batteries distributed around the neighborhood including people's houses.
- Establish a neighborhood association to manage the distribution and financing associated with it.

6. Ride sharing

- Develop a ride sharing plan for the neighborhood including an app.

7. Car sharing

- Develop a car sharing plan for the neighborhood including an app.

8. Fossil free transportation zone

- Create the neighborhood into a no fossil fuel zone using EVs, golf carts, electric bikes and scooters.

9. Soil carbon sequestration

- Connect with food forests, community gardens and xeriscaping.
- Connect with the carbon footprint definition of the neighborhood.

10. Tree planting for carbon sequestration

- Connect with urban forestry action.
- Develop around trees that provide the best carbon sequestration.
- Connect with the local government to get approvals

11. Carbon credits from sequestration

- Transform green infrastructure and food producing land into carbon credits.
- Develop opportunities to produce economic resources for the neighborhood through selling carbon credits.

Note: Actions will be linked to the Cool Neighborhood Simulator (see below) for calculating the neighborhood carbon footprint, modeling a carbon neutral neighborhood and different budget scenario pathways to achieve it.

- **Features and Benefits**

1. Direct household, block and neighborhood benefits of taking the actions.
2. Opportunity to repurpose Cool Block agency, social capital, and team building skills to achieve neighborhood scale benefits.
3. Recruitment vehicle for scaling Cool Blocks.
4. Opportunity to engage neighbors who did not participate in Cool Block teams.
5. Capacity to implement many neighborhood scale actions. I.e. 1 to 3 actions can be led by each Cool Block team.
6. Natural interest and support of local government agencies, non profits, and businesses wishing to increase engagement in their programs and services.
7. An ecosystem of resource providers.
8. Right scale to meet the technology and financing requirements needed for a carbon neutral neighborhood.
9. A cadre of committed volunteers.

Cool Neighborhood Simulator

This tool, currently under construction, is designed to enhance the impact and increase the scalability of Cool Blocks and Cool Neighborhoods. It includes the following features and benefits.

1. Provides an augmented reality version of actions placed throughout the neighborhood to better envision it and increase buy-in.
2. Provides a virtual reality version of actions via a digital twin to explore different scenarios for taking it.
3. Matches actions with metrics to demonstrate its impact at different levels of scale.

4. Calculates neighborhood carbon footprint.
5. Models a carbon neutral neighborhood and pathways to achieve it.
6. Models budget scenarios for creating a carbon neutral neighborhood.
7. Provides a neighborhood crowdfunding feature for investing in actions.
8. Enables recognition of neighbors who contribute to actions.
9. Engages multiple stakeholders in designing a Cool Neighborhood including Cool Block participants, youth, local non profits and city agencies.

CARBON NEUTRAL NEIGHBORHOOD GRANT PROGRAM

A carbon neutral neighborhood is built upon the foundation of the Cool Neighborhood program. The Carbon Neutral Neighborhood Fund, established and co-led by Empowerment Institute and its City partner, supports the pioneering efforts of Cool Neighborhoods wishing to become carbon neutral. It does this by providing startup grants and technical support.

Additionally, Empowerment Institute will attempt to secure funding for installing cleantech neighborhood infrastructure including microgrids, battery backup systems and EV charging stations.

ABOUT EMPOWERMENT INSTITUTE

Empowerment Institute is the world's foremost expert in [empowerment](#) and [second order change](#). Over the past thirty years it has empowered millions of people worldwide to reduce their environmental footprint and over two hundred cities to become more sustainable. Since 2006, it has applied its behavior change methodology to empower tens of thousands of households to create low carbon lifestyles. It has participated in a number of [research studies](#) on its behavior change methodology with one academic study describing it as "unsurpassed in changing behavior."

Empowerment Institute has received much recognition over the years for its transformative social change initiatives, but one award in particular was quite empowering. [NASA](#), in a global competition, awarded Cool City Challenge first prize as "the most outstanding solution in addressing human impact on the planet's sustainability." Having achieved the mother of all [moonshots](#), NASA's recognition strengthened our resolve to confidently walk the climate moonshot path.

CONCLUSION

What will it take to pull off the unprecedented moonshot goal of creating a carbon neutral city by 2030? Cities courageous enough to embark on this journey will need a lot of help to execute such a bold commitment. That's where the Moonshot Climate Action Plan comes in.

It empowers residents accountable for most of the city's carbon footprint with the vision, strategy and tools to change and advocate for change. This becomes a virtuous spiral that generates the political will needed for a city to sustain momentum for this magnitude and speed of change.

An entire community is needed to raise a carbon neutral city. Not just any community, but a carbon literate, empowered and galvanized community where everyone has a stake in its future. The Moonshot Climate Action Plan will do just that!

MCAP RESOURCES

1. Cool City Challenge Vision: <https://coolcity.earth/a-glimpse-into-the-future/>
2. Second Order Change — *Social Change 2.0* book: <https://reinventing.earth/social-change-2-0-study-circles>
3. Moonshot Thinking: <https://youtu.be/pEr4j8kgwOk>
4. Climate Change Technology Adoption Timeline: <https://static1.squarespace.com/static/585c3439be65942f022bbf9b/t/6107fd0ed121a02875c1a99f/1627913876225/Rethinking+Implications.pdf>
5. Science Behind 2030 Timeline: <https://theclimatecenter.org/wp-content/uploads/2021/10/Kammen-et-al-Accelerating-California-timeline-for-climate-action-Mar-2021.pdf>
6. Carbon Neutral Frontier: Urban Consumption Footprint https://www.c40.org/wp-content/uploads/2021/08/2270_C40_CBE_MainReport_250719_original.pdf
7. European Union 100 Climate Neutral Cities by 2030: <https://netzerocities.eu>

FURTHER INFORMATION

David Gershon
 dgershon@empowermentinstitute.net
<https://coolcity.earth>
<https://coolblock.org>



MEETING DATE: May 8, 2023

SUBJECT: EV Fair

PREPARED BY: Tania Katbi, Sustainability Coordinator

REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

Goal 1.4A of the Climate Action and Adaptation (CAAP) Plan recommends the following:

- Develop a yearly EV fair with participation from local dealerships and owners.
- Develop a map of the city charging network and available dedicated parking spaces.
- Create a webinar series on EV ownership.
- Promote all available incentive programs and encourage their use.

Planning Committee members: Sybil Cramer, Jerry Pohorsky, and Ben White – Silicon Valley Chapter of Electric Vehicle Association, Suresh Venkatraman – GreenTown, Commissioner Van Reis, and the City’s Sustainability Coordinators.

Event Name: Destination Electric: A Los Altos EV Showcase

Event Location: Los Altos Community Center (97 Hillview Avenue, Los Altos)

Event Time: 10 a.m. – 2 p.m.

STATUS UPDATE

City staff have continued to meet with the EV Fair Planning Committee to establish elements of the fair and coordinate the next steps. Thus far, the City’s Communications Team released a press announcement on the EV Fair in April that can be found on the City Website Homepage. The event can also be found on the Environmental Commission Webpage under the ‘Upcoming Events’ section. GreenTown and MTWS also promoted the event in their Newsletters.

Additionally, the event will be advertised twice in the City Manager Weekly Update. It will also be promoted through multiple other platforms: El Camino Real/San Antonio and Fremont/Grant banners, webpage, Town Crier, social media, school and organizational newsletters, and informational fliers.

<https://www.losaltosca.gov/environmentalcommission/page/destination-electric-los-altos-ev-showcase>



MEETING DATE: May 8, 2023

SUBJECT: Reach Codes

PREPARED BY: Tania Katbi, Sustainability Coordinator

REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

On April 11, 2023, the City Council voted to move forward with the updated Reach Codes as amended during the meeting. The Reach Codes to amend the Los Altos Municipal Code, Chapter 12.22 “Energy Code,” and Chapter 12.26 “Green Building Code” were to be adopted on April 25, 2023.

STATUS UPDATE

On May 17, 2023, a panel of the 9th Circuit Court of Appeals ruled against the Berkeley Gas Ban Ordinance. To understand and further investigate the ruling, the Building Decarbonization Coalition commissioned a legal analysis. The City of Los Altos has decided to pause the adoption of the Reach Codes introduced on April 11, 2023, until more information is gathered. SVCE will continue to provide updates to local jurisdictions as information develops. The City Attorney’s Office will provide further direction to staff during the process, and they will continue to update the Commission.



MEETING DATE: May 8, 2023

SUBJECT: Tree Protection Ordinance

PREPARED BY: Tania Katbi, Sustainability Coordinator

REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

Staff is working with a consulting firm to provide technical and policy recommendations to inform the update of the City’s Tree Protection Ordinance and Street Tree Planting List and to create a Private Tree Planting List for replacement trees.

The consultant provided a Draft Preliminary Tree List, including recommendations for Street Trees and Private Replacement Trees, on March 14, 2023. Staff distributed the List to other City Departments and the Environmental Commission Subcommittee for review and comment. Staff compiled the feedback and comments and provided them to the consultant.

STATUS UPDATE

The consultant continues to work on the remaining deliverables and aims to provide their draft policy recommendations by May 12, 2023, that will help inform the Tree Protection Ordinance. The Sustainability Division will meet with Development Services to discuss the next steps and develop a more definitive timeline for meeting with the Subcommittee and City Council.



MEETING DATE: May 8, 2023

SUBJECT: Environmental Commission Work Plan (FY 22/23)

PREPARED BY: Tania Katbi, Sustainability Coordinator

REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

The Environmental Commission Work Plan is intended to focus the Commission’s agenda items and align them with City Council priorities and to serve as a roadmap for projects and actions, as appropriate, during the 2022/23 year. The Commission will review the targets, projects, and status updates at each of its monthly meetings and review its priorities every three to six months.

At the Environmental Commission’s regular meeting on August 8, 2022, the Commissioners discussed prioritization of the Commission’s Work Plan items upon request by staff. They put forth the following priorities (listed in order) for review by staff. City staff have updated “EV Fair” to Priority #5 and “Greening City Operations” to Priority #6.

1. Reach Codes
2. Tree Preservation Guidelines
3. Water Conservation (MWENDO), Implementation of CAAP priorities
4. Update Environmental Webpage on the City website
5. EV Fair
6. Greening City Operations
7. Assist staff with Outreach and Education Efforts
8. Single Use Plastics
9. Gas-Powered Off-Road Engines

The prioritization of the tasks in the Work Plan and target dates will be updated by staff as needed.

STATUS UPDATE

City Staff are primarily focusing on the first three items listed above per Council direction. City Staff have also progressed items #4, #5, and #6.

The subcommittees will provide updates on recent work related to the work plan.



MEETING DATE: May 8, 2023

SUBJECT: Teleconferencing Guidelines

PREPARED BY: Tania Katbi, Sustainability Coordinator

REVIEWED BY: Aida Fairman, Director of Environmental Services and Utilities

BACKGROUND

Starting March 1, 2023, City Council and Commissions in the City were required to attend meetings in person due to the end of the COVID-19 State of Emergency. On April 11, 2023, the City Council approved to amend the Commissioner Handbook to allow Commissions to attend meetings via teleconference.

STATUS UPDATE

Commission members may participate in meetings via teleconference in accordance with State law (Gov. Code sec. 54953 and AB 2449). Commissioners may choose either option depending on their circumstance. Members participating via teleconferencing under AB 2449 must have a “Just Cause” or “Emergency Circumstance” as defined below:

“Just cause”:

- Child care or caregiving of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a member to participate remotely.
- A contagious illness that prevents a member from attending in person.
- A need related to a physical or mental disability.
- Travel while on business of the legislative body or another state or local agency.

“Emergency circumstance”:

- Physical or family medical emergency that prevents a member of a legislative body from attending in person.

From the Commission Handbook:

Commission members may participate in meetings via teleconference in accordance with State law (Gov. Code sec. 54953 and AB 2449). Members participating via teleconferencing under AB 2449 (Just Cause or Emergency Circumstances) must participate via audio and visual methods. In all other circumstances, members participating via teleconferencing shall participate via audio and visual methods, when practical. **Members may participate via teleconference in no more than 20% of meetings in a calendar year (January to December), whether utilizing provisions of the traditional Brown Act or Just Cause or Emergency Circumstances.** All meetings of the Commission must have a majority of members present in the physical meeting location within the City.

At the beginning of a meeting in which a member is participating via teleconference, the Chair or Vice Chair if the Chair is participating remotely, will ask the member(s) participating via teleconference to confirm the teleconference location was properly noticed according to State Law, the teleconference location is accessible to members of the public and whether anyone is present in the teleconference location besides the member.

Key Differences Between the Traditional Brown Act Teleconferencing Provision and AB 2449

<i>Traditional Brown Act Teleconferencing</i>	<i>AB 2449</i>
Location Commissioner is teleconferencing from <u>must be open</u> to the public.	Location Commissioner is teleconferencing from is <u>not open</u> to the public.
Commissioner participating remotely may participate through <u>audio, video, or both</u> .	Commissioner participating remotely must participate via <u>audio and video</u> .
Commission does not have to provide public with any additional ways to participate remotely.	Public must be able to participate both via <u>audio and video</u> ; and <u>in person</u> .
No <u>limit</u> on number of times a Commissioner can teleconference.	Commissioner may not participate remotely for <u>3 consecutive months</u> or <u>20% of meetings</u> . Only <u>two "just causes"</u> can be provided in one year.
A Commission <u>elects</u> to use teleconferencing.	A Commissioner <u>provides</u> a "just cause." A Commissioner <u>requests</u> to participate remotely due to an "emergency circumstance."
Quorum of Commissioners must participate from within the City.	Quorum of Commissioners must participate in <u>one physical location</u> within the City.
Votes <u>must be</u> taken by rollcall.	Votes <u>not required</u> to be taken by rollcall.
Public must have the opportunity to address a teleconferencing Commission directly.	