



ENVIRONMENTAL COMMISSION MEETING AGENDA

7:00 PM - Monday, March 13, 2023

Via Teleconference 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: 867 8955 6965, Passcode: 964622), or use this link

<https://losaltosca-gov.zoom.us/j/86789556965?pwd=eUt2eDZGUFN4aHIyVzdJZ01ZcUJEdz09>

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 February 13, 2023.

INFORMATIONAL ITEMS

2. Environmental Commission Work Plan

a. Reach Codes

Status update by staff.

b. Tree Protection Ordinance

Status update by staff.

c. MWENDO

Status update by staff.

d. Other Work Plan Items

Subcommittees to provide updates.

DISCUSSION ITEMS

3. Single-use Plastics

Commissioners will discuss a Single-Use-Plastics Ordinance per CAAP action item 3.1B.

CITY STAFF UPDATES

COMMISSIONERS' REPORTS AND COMMENTS

POTENTIAL FUTURE AGENDA ITEMS

ANNUAL ELECTIONS

4. Election of Chair and Vice Chair

Staff will facilitate the election of Chair and Vice Chair.

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, FEBRUARY 13, 2022, AT 7:00
P.M. TELECONFERENCE**

ESTABLISH QUORUM

PRESENT: Chair Delagneau, Vice Chair Hecht, Commissioner Teksler, Commissioner van Reis, Commissioner Humayun, Commissioner Weiden

ABSENT: Commissioner Lu

ATTENDEES: Director Aida Fairman (Environmental Services and Utilities)
Director Nick Zornes (Development Services)
Tania Katbi (Sustainability Coordinator)
Casey Leedom (Sustainability Coordinator)
Veronica Tinoco (Building Official)

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

ITEMS FOR CONSIDERATION/ACTION

1. Environmental Commission Minutes

Approved minutes of the meeting of December 12, 2022.

Action: Upon a motion by Commissioner Teksler, seconded by Commissioner Weiden, the Environmental Commission approved the minutes of the meeting of December 12, 2022.

The motion was approved (6-0) by the following vote:

AYES: Delagneau, Humayun, Teksler, van Reis, Weiden, Hecht

NOES: None

ABSENT: Lu

ABSTAIN: None

2. Reach Codes

Staff gave a presentation on Reach Codes, followed by public comment and questions and comments from Commissioners. Commissioners voted on this item as follows:

1. Approved City staff's Building Electrification Reach Code recommendations with Commissioner's amendments.

Action: Upon a motion by Chair Delagneau, seconded by Commissioner Teksler, the Environmental Commission approved staff's Building Electrification Reach Code recommendations with amendments.

The motion was approved (6-0) by the following vote:

AYES: Delagneau, Humayun, Teksler, van Reis, Weiden, Hecht

NOES: None

ABSENT: Lu

ABSTAIN: None

2. Approved City staff's Electric Vehicle Reach Code recommendations with future consideration of Commissioner Weiden's suggestions.

Action: Upon a motion by Chair Delagneau, seconded by Commissioner van Reis, the Environmental Commission approved staff's Electric Vehicle Reach Code recommendations with future consideration of Commissioner Weiden's suggestions.

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

Public Comment

Connie Miller and Kristel Wickham provided public comment.

INFORMATIONAL ITEMS

3. Presentation from Community Climate Solutions

Lisa Altieri from Community Climate Solutions presented on their community engagement platform and program. This was followed by questions and comments from Commissioners.

Public Comment

Gary Hedden provided public comment.

4. Environmental Commission Work Plan

a. Tree Protection Ordinance

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

b. MWENDO

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

c. Other Work Plan Items

No updates were provided on other work plan items.

DISCUSSION ITEMS

5. Environmental Commission Work Plan (Continued)

d. Electrification Information on EC Website

Casey Leedom provided a status update, followed by a discussion amongst the Commissioners.

e. **EV Fair**

Casey Leedom provided an update on the status of the EV Fair, followed by a discussion amongst the Commissioners.

CITY STAFF UPDATES

6. **City Staff Updates**

None.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioners discussed and assigned future Council meetings.

POTENTIAL FUTURE AGENDA ITEMS

1. BlocPower

ADJOURNMENT

Chair Delagneau adjourned the meeting at 10:15 P.M.



MEETING DATE: March 13, 2023

SUBJECT: Reach Codes

PREPARED BY: Tania Katbi, Sustainability Coordinator

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

BACKGROUND

On September 6, 2022, City Council accepted staff's recommendations to (1) complete a cost effectiveness study based on the recommendations of the Environmental Commission on Reach Codes, (2) refer the recommended Codes to the California Energy Commission (CEC) for comment, (3) affirm or re-adopt the existing Reach Codes to continue after 12/31/2022, and (4) direct staff to review what other peer and local agencies have adopted with regards to Reach Codes after the new State Codes take effect on 1/1/23.

On February 13, 2023, staff presented their recommendations based on their findings to the Environmental Commission for comment and approval. The Commission approved staff's recommendations and amendments.

STATUS UPDATE

Staff reviewed and incorporated the Commission's suggestions as appropriate and will bring the final recommendations to City Council on March 28, 2023. If City Council approves the Reach Codes as submitted, staff will submit the application to CEC, where they have a period for review and comment. Following approval by the CEC, the Reach Codes will be filed with the Buildings Standard Commission (BSC), after which they go into effect.



MEETING DATE: March 13, 2023

SUBJECT: Tree Protection Ordinance

PREPARED BY: Tania Katbi, Sustainability Coordinator

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

BACKGROUND

Staff reviewed arborist proposals and selected 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.

STATUS UPDATE

The Planning and Sustainability Division met with the consultant on February 15, 2023, to kick off the project, assess the current implementation process for the tree protection ordinance, and review goals for the updated ordinance. During this time, the consultant was able to ask questions of the Planning staff and learn more about the Tree Protection Permit Process. Furthermore, the challenges of the process were assessed, as well as the updated ordinance's objectives.

The Parks / Maintenance and Sustainability Division met with the consultant on February 22, 2023, to understand the Trees in the Public Right-of-Way Permit Process. Additionally, they discussed the challenges of the current processes and goals for the updated ordinance regarding trees in the public right-of-way.

The consultant continues to work on the deliverables and are expected to complete their work in the coming weeks. City staff will bring updated recommendations to the Environmental Commission Subcommittee before bringing them to the Environmental Commission.



MEETING DATE: March 13, 2023

SUBJECT: MWENDO

PREPARED BY: Tania Katbi, Sustainability Coordinator

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

BACKGROUND

In 2015, the Santa Clara County Water Efficient New Development Task Force (“Task Force”) was formed to develop a Model Water Efficient New Development Ordinance (MWENDO) to be adopted by jurisdictions in Santa Clara County to ensure that new developments are to be water efficient in order to extend the region’s water supplies. In September 2018, the Santa Clara Valley Water District, on behalf of the Task Force, procured the technical assistance of a qualified sustainability consulting firm to finalize MWENDO, with input from Task Force representatives, the California Building Standards Commission, and the California Energy Commission.

City staff met in November 2022 with the EC subcommittee, Valley Water, and their contractor, Green Evolution, to get up to speed on MWENDO. City Staff also met internally with the Planning Division to review specific measures within the ordinance.

STATUS UPDATE

Green Evolution continues to update the Model Ordinance based on the recent California Building Standards Code cycle and will provide it to jurisdictions upon completion. In the meantime, staff will continue:

- Peer jurisdiction research to understand what other MWENDO measures neighboring cities have adopted,
- Reviewing the 2022 California Green Building Standards Code (Title 24, CALGreen) for regulations on water efficiency and conservation and,
- Verifying the City’s MWELO ordinance for overlap in requirements.

Staff will review the updated ordinance and meet internally to discuss any critical changes. Staff will then move forward with additional research, meetings with the EC subcommittee, and Planning and Building Divisions, and recommendations.



MEETING DATE: March 13, 2023

SUBJECT: Environmental Commission Work Plan

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 current efforts on the first three items listed above.

Subcommittees to provide updates on recent work related to the work plan.



MEETING DATE: March 13, 2023

SUBJECT: Single-use Plastics Ordinance / AB 1276

PREPARED BY: Tania Katbi, Sustainability Coordinator

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

BACKGROUND

Assembly Bill (AB) 1276 regulates the distribution of single-use foodware accessories and condiments to consumers. AB 1276 prohibits food facilities from distributing single-use foodware accessories and standard condiments to customers unless requested by the customer. Additionally, the law restricts these items from being bundled to avoid customers taking items they do not need. Moreover, it requires a city to authorize an enforcement agency to enforce these requirements.

In order to be in compliance with AB 1276, staff will introduce the Single-use Foodware Accessories and Condiments Ordinance to the City Council on March 28, 2023. If it passes, a second reading will be scheduled to adopt the ordinance on April 11, 2023.

DISCUSSION

The Commission will discuss a Single-use Plastics Ordinance per CAAP action item 3.1B. Which single-use plastics would the Commission like to recommend the City Council consider eliminating?



MEETING DATE: March 13, 2023

SUBJECT: Election of New Commission Chair and Vice Chair

PREPARED BY: Tania Katbi, Sustainability Coordinator

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

BACKGROUND

To facilitate meetings and the work of the Commission, each Commission appoints a Chair and Vice Chair from the members of the Commission. The positions of Chair and Vice Chair rotate annually. The election of Chair and Vice Chair occurs at the first meeting in April or October, depending on when members are appointed to the Commission. The role of the Chair is to preside at Commission meetings and to run a timely and orderly meeting. The Vice Chair is to preside in the absence of the Chair.

This past year, Commissioner Delagneau served as Chair and Commissioner Hecht served as Vice-Chair.

Traditionally, the Vice Chair assumes the Chair role, but this is a decision that is left to the Commission.

ACTION

The Commission will nominate and elect a Chair and Vice Chair to serve for the coming year. The Staff Liaison will ask for nominations from the Commission. Any Commissioner may nominate another to serve as Chair or Vice Chair and can also nominate themselves. The Liaison will list the nominee(s) and take a vote by a show of hands in the order of nomination. The first Commissioner to secure a majority vote will be deemed Chair. The process will then repeat for the election of the Vice Chair.

The elected Chair and Vice Chair will serve in the role until March 2024, and will begin their term at the next Environmental Commission meeting on April 10, 2023.