

## **ENVIRONMENTAL COMMISSION REGULAR MEETING AGENDA**

**7:00 PM - Monday, February 12, 2024**

*Via Video Conference and In Person*

**IN-PERSON PARTICIPATION:** Members of the public may participate in-person at the Los Altos Community Meeting Chambers at Los Altos City Hall located at 1 N. San Antonio Rd, Los Altos, CA.

**REMOTE MEETING PARTICIPATION:** Members of the public may attend the meeting virtually via the link below, but will not be permitted to provide public comment via Zoom or telephone.

<https://losaltosca-gov.zoom.us/j/81672879521?pwd=qD1zGXbDdkYaXQ7nntFUb1hLNAdroE.1>

**Telephone: 1-669-444-9171 / Meeting ID: 816 7287 9521 / Passcode: 479222**

**PUBLIC COMMENT:** Public comments can be made verbally, in-person at the public hearing or submitted in writing prior to the meeting. Written comments can be mailed or delivered in person to the Development Services Department or emailed to [ECPublicComment@losaltosca.gov](mailto:ECPublicComment@losaltosca.gov).

Correspondence must be received by 2:00 p.m. on the day of the meeting to ensure distribution prior to the meeting. Comments provided after 2:00 p.m. will be distributed the following day and included with public comment in the Environmental Commission packet.

Public comment cannot be taken via Zoom or telephone.

**PLEASE NOTE:** Commissioner Delagneau will participate in the meeting via videoconference from the site listed below. The meeting agenda will be posted at the videoconference site, which is accessible to the public. Anyone wishing to address the Commission from the videoconference site will be provided with an opportunity to do so.

### **Location:**

**24 Rue De L'ile Chamond**

**Gurgy, France**

### **AGENDA**

#### **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. The Commission Chair will announce the time speakers will be granted before comments begin. Please be advised that, by law, the Planning 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 noted on the agenda before any discussion or action.

### SPECIAL PRESENTATION

1. **Permeable-Surfaces Presentation (~5 minutes / 10 minutes questions & comments):** Aanya Dhruv will present on solutions to help prevent urban flooding.

### ITEMS FOR CONSIDERATION/ACTION

2. **Meeting Minutes (~5 minutes):** Approve minutes of the regular meeting of January 8, 2024.
3. **Future Meeting Day/Time (~10 minutes):** Staff and Commissioners will discuss changing the day and time of the regular meetings of the Environmental Commission.

### INFORMATIONAL ITEMS

4. **EV Fair Update (~20 minutes):** An update on the upcoming EV Fair - Destination Electric.

### DISCUSSION ITEMS

5. **Workplan (~30 minutes):** Commissioners will discuss and finalize the FY 23-24 workplan.
6. **Single-Use Plastics Update (~30 minutes):** Staff will provide an update followed by discussion.
7. **Dark Skies Ordinance (~30 minutes):** Chair Hecht will provide an update followed by discussion.

### COMMISSIONERS' REPORTS AND COMMENTS

### STAFF UPDATES

### POTENTIAL FUTURE AGENDA ITEMS

### ADJOURNMENT

### SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

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

DRAFT MINUTES OF THE MEETING OF THE ENVIRONMENTAL COMMISSION OF THE CITY OF LOS ALTOS, HELD ON MONDAY, JANUARY 9, 2024, AT 7:00 P.M. IN PERSON AND TELECONFERENCE

## ESTABLISHING QUORUM

PRESENT: Chair Hecht, Vice Chair Humayun, Commissioner Delagneau, Commissioner Weiden, Commissioner Lu, Commissioner Teksler

ABSENT: Commissioner van Reis

ATTENDEES: Tania Katbi (Sustainability Coordinator)  
Nick Zornes (Director of Development Services)  
Mayor Wienberg (Council Liaison)

## PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Public comment by Gary Hedden.

## ITEMS FOR CONSIDERATION/ACTION

### 1. Environmental Commission Minutes

Approved minutes of the November 13, 2023 meeting.

Action: Upon a motion by Commissioner Delagneau, seconded by Commissioner Lu, the Environmental Commission approved the meeting minutes.

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

AYES: Delagneau, Hecht, Humayun, Weiden, Lu, Teksler

NOES: None

ABSENT: van Reis

ABSTAIN: None

## INFORMATIONAL ITEMS

## DISCUSSION ITEMS

### 2. Dark Skies Ordinance

Chair Hecht provided a detailed presentation on dark skies and bird safe design policies. Commissioner Lu will join Chair Hecht to form a Dark Skies Subcommittee.

Public comment from Ann Hepenstal, Gary Hedden, and Jim Fenton.

### 3. Commission Meeting Schedule

Commissioners discussed some tentative alternative dates for regular meetings that fall on a City Holiday.

**4. City Council Assignments**

City Council Assignments for the year were set.

**5. Preparation for Work Plan & Joint Meeting**

The Commission discussed their workplan priorities for 2024.

**STAFF UPDATES**

Staff provided updates on various Sustainability Division projects and other announcements.

**COMMISSIONERS' REPORTS AND COMMENTS**

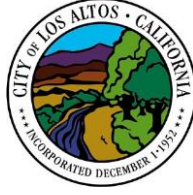
Commissioners provided updates from the December City Council meetings.

**POTENTIAL FUTURE AGENDA ITEMS**

1. Parking Management Plan
2. Community Center Cafe

**ADJOURNMENT**

Chair Hecht adjourned the meeting at 9:32 pm.



**Meeting Date:** February 12, 2024

**Subject:** Updated 2024 Meeting Schedule

**Prepared by:** Tania Katbi, Sustainability Coordinator

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The Environmental Commission holds its regular meetings on the second Monday of the month at 7:00pm in the Council Chambers.

Environmental Commission 2024 regular meeting dates:

- January 8, 2024
- February 12, 2024
- March 11, 2024
- April 8, 2024
- May 13, 2024
- June 10, 2024
- **July – No Meeting**
- August 12, 2024
- September 9, 2024
- October 21, 2024 (Tentative Special Meeting)
- November 18, 2024 (Tentative Special Meeting)
- **December 9, 2024 – No Meeting**

Staff and the Commission will explore changing the regular meeting to a different day of the week and time.



**Meeting Date:** February 12, 2024

**Subject:** Work Plan and Joint Meeting

**Prepared by:** Tania Katbi, Sustainability Coordinator

**Joint Meeting:** The joint meeting with City Council will be held on February 27, 2024 from 5:00pm – 7:00pm. The Environmental Commission will have thirty (30) minutes to present their workplan and other topics to Council.

**Workplan:** The Commission will decide on three (3) priority projects for FY 23-24. Based on the discussion on January 8, 2024 as well as other factors, staff is proposing the following workplan:

	CAAP Goal /Action	Task/Action	Commission Role
1		Single Use Plastics Ordinance	
	3.1b	Adopt a new ordinance to eliminate non-essential single-use plastics and prioritize reusable foodware and utensils.	Provide policy recommendations. Assist with public outreach.
2		Existing Building Electrification	
	2.3A, 2.3B	Develop program(s) to support electrification of existing buildings.	Support in program development. Assist with public outreach. Provide feedback.
3		Dark Skies Ordinance Policy	
	2.1	Encourage energy conservation measures in homes an businesses by reducing light pollution.	Conduct research and analysis. Draft ordinance. Create Ad-hoc subcommittee.
<b>Ongoing Efforts</b>			
	1.4A	2024 EV Fair	Attend planning meetings. Table at event. Provide feedback. Public outreach.

Other Potential Workplan Projects:

1. Urban Forest Master Plan
2. Emergency Management/Resilience Planning
3. DCFC Plan / Electric Vehicle Supply Equipment Master Plan

In addition to the workplan outlined above:

- staff may report to commissioners on other ongoing projects outside of the workplan on an as needed basis (i.e City Fleet Electrification Plan).
- Grant opportunities or Council direction may call for a shift of staff/commission resources from the workplan items.