



# ENVIRONMENTAL COMMISSION MEETING AGENDA

**October 8, 2025 - 6:00 PM**  
**In Person and Via Video Conference**

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**IN-PERSON PARTICIPATION:** Members of the public may participate in-person at the Los Altos Community Center in the Sequoia Room located at 97 Hillview Ave., 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/84746058434>

**Telephone: 1-669-444-9171 / Meeting ID: 847 4605 8434**

**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.

## 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. Please complete a "Request to Speak" form and submit it to the Staff Liaison or Commission Chair. 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. **Meeting Minutes: Approve minutes of the regular meeting of September 10, 2025.**
2. **Election of Chair and Vice Chair: The commission will elect and vote for a new Chair and Vice Chair to serve through September 2026.**

### DISCUSSION ITEMS

3. **Urban Forest and Biodiversity Plan Discussion: Case-study of Mountain View's Urban Forest Plan**

4. **Transportation Discussion: Discuss updates and provide feedback.**
5. **Workplan Update: Review the 2025 workplan project status and start 2026 workplan development.**

## **COMMISSIONERS' REPORTS**

## **STAFF UPDATES**

## **POTENTIAL FUTURE AGENDA ITEMS**

## **ADJOURNMENT**

## **SPECIAL NOTICES TO THE 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 WEDNESDAY, SEPTEMBER 10, 2025, AT 6:00 P.M.  
IN PERSON AND TELECONFERENCE

**ESTABLISHING QUORUM**

PRESENT: Chair Humayun, Vice Chair van Reis, Commissioner Lu, Commissioner Nee, and  
Commissioner Weiden

ABSENT: Commissioner Hecht

ATTENDEES: Tania Katbi (Management Analyst II)

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Public comments provided by Lonnie Gary.

**SPECIAL PRESENTATION****1. Conservation Technology Accelerator Presentation**

Hunter Listwin, founder, presented on the company and their mission to protect global diversity.

**ITEMS FOR CONSIDERATION/ACTION****2. Environmental Commission Minutes**

Approved minutes of the August 13, 2025, meeting.

Action: Upon a motion by Chair Humayun, seconded by Commissioner Nee, the Environmental Commission approved the meeting minutes with edits.

The motion was approved (5-0) by the following vote:

AYES: Lu, Humayun, Nee, van Reis, Weiden,

NOES: None

ABSENT: Hecht

**DISCUSSION ITEMS****3. Transportation Update**

Chair Humayun provided an update followed by a group discussion.

**COMMISSIONERS' REPORTS AND COMMENTS****4. Reports from Council Meetings**

Commissioners shared updates from Council meetings.

**5. Roundtable Progress Updates**

Commissioners shared project updates.

| Group           | Topic                            | Commissioner |
|-----------------|----------------------------------|--------------|
| Working Pair    | Residential Home Electrification | Hecht, Nee   |
| Working Pair    | Urban Forest                     | Lu, van Reis |
| Individual Work | Electrification Event            | van Reis     |
| Individual Work | Transportation                   | Humayun      |
| Individual Work | Deconstruction                   | Humayun      |

## STAFF UPDATES

Staff shared updates with the commission.

## POTENTIAL FUTURE AGENDA ITEMS

1. CAL Water Update
2. GHG Inventory Follow-up
3. Workplan Updates
4. Artificial Turf Discussion
5. Living Green Event Discussion

## ADJOURNMENT

Chair Humayun adjourned the meeting at 8:08 pm.

## 2025 Los Altos Environmental Commission Work Plan - Details

| CORE WORKPLAN                                                                          |                                                                                                                              |                                                                           |                        |                                                                                                                                                        |             |                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Powers & Duties B: Review & provide recommendations for the implementation of the CAAP |                                                                                                                              |                                                                           |                        |                                                                                                                                                        |             |                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| CAAP Focus Area                                                                        | Goal                                                                                                                         | Projects                                                                  | Anticipated Completion | Priority Source                                                                                                                                        | Status      | Assignment                                             | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Energy                                                                                 | Priority Level 1                                                                                                             | Community engagement through <b>education &amp; outreach</b>              | Q4 2025                | <u>City Council Strategic Goal:</u><br>Environmental Sustainability, Public Safety<br><br>CAAP Actions 2.3 & 2.4                                       | Started     | <u>Working Pair</u><br>+<br>Sustainability coordinator | <ul style="list-style-type: none"> <li>• <u>Community engagement through education and outreach</u> <ul style="list-style-type: none"> <li>- Promote SVCE &amp; 3rd party <b>incentives &amp; audits</b></li> <li>- <b>Educate residents &amp; contractors</b> on electrification benefits</li> <li>- Host annual <b>Electrification Fair</b></li> </ul> </li> <li>• <u>Encourage electrification through city sponsored incentives</u> <ul style="list-style-type: none"> <li>- <b>Monetary incentives</b> for electrification projects</li> <li>- <b>Non-monetary incentives</b> via Planning &amp; Building Divisions</li> <li>- <b>Budget estimate \$70-100k</b></li> </ul> </li> <li>• <u>Policy guidelines and ordinance(s)</u> <ul style="list-style-type: none"> <li>- Track BAAQMD &amp; regional policies</li> <li>- Research REACH codes, NOx ordinance, other options</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                        | <b>Building Electrification:</b><br>Reduce or eliminate methane gas use in buildings                                         | <b>Incentive programs</b> to encourage electrification                    |                        |                                                                                                                                                        |             |                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                        |                                                                                                                              | <b>Policy guidelines &amp; ordinances</b> to promote electrification      |                        |                                                                                                                                                        |             |                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Green Community + Climate Risk                                                         | Priority Level 1<br><br>Expand <b>green infrastructure</b> for human & environmental <b>health</b> +<br><b>Mitigate risk</b> | Develop <b>Urban Forest &amp; Ecosystem Master Plan</b>                   | Q2 2026                | <u>City Council Strategic Goal:</u><br>Environmental Sustainability, Public Safety<br><br>CAAP Action 5.2<br><br>Supporting CAAP Actions 5.5, 6.1, 6.2 | Started     | <u>Working Pair</u><br>+<br>Sustainability coordinator | <ul style="list-style-type: none"> <li>• <u>Phase 1: Tree protection ordinance (enacted in 2022)</u></li> <li>• <u>Phase 2: Research &amp; Analysis - 2025 budget estimate \$150k</u> <ul style="list-style-type: none"> <li>- <b>Canopy</b> analysis, <b>green spaces</b> inventory</li> <li>- <b>Ecosystem health</b> assessment</li> <li>- Research <b>adaptation and resilience</b> impact &amp; strategies</li> <li>- Evaluate <b>fire safety &amp; wildfire prevention</b> techniques</li> <li>- Reference Santa Clara County Multijurisdictional Hazard Mitigation Plan</li> <li>- Reference Los Altos Safety Element Update</li> </ul> </li> <li>• <u>Phase 3: Master Plan development - 2025-26 budget estimate 200k</u> <ul style="list-style-type: none"> <li>- Set goals, scope, budget, based on analysis</li> <li>- Include <b>fire safety and wildfire prevention</b> as a priority</li> <li>- Ensure alignment with County <b>weed abatement</b> guidelines</li> <li>- Identify additional <b>funding sources &amp; grants</b> for implementation</li> <li>- <b>Community engagement</b></li> <li>- Work with staff &amp; consultant to layout plan</li> </ul> </li> <li>• <u>Phase 4: Masterplan implementation (2026-35)</u></li> </ul> |
| Transportation                                                                         | Priority Level 2                                                                                                             | Promote a <b>Walkable &amp; Bikeable City</b>                             | Q4 2025                | <u>City Council City Council Strategic Goal:</u><br>Environmental Sustainability, Circulation Safety & Efficiency                                      | Planning    | Commissioner Research and outreach                     | <ul style="list-style-type: none"> <li>• <u>Consider walkability/bikeability &amp; shared mobility in development projects</u> <ul style="list-style-type: none"> <li>- <b>Increase awareness</b> of CAAP transportation goals with CSC and PC</li> <li>- Identify areas of workplan overlap &amp; <b>incorporate CAAP goals</b></li> <li>- Include <b>SOV travel reduction</b> goals in relevant City Plans</li> <li>- Develop guidelines &amp; proposals to promote SOV free <b>accessibility</b></li> </ul> </li> <li>• <u>Expand on shuttle program laid out in Downtown Vision</u> <ul style="list-style-type: none"> <li>- Assess <b>underserved community</b> needs</li> <li>- Evaluate <b>neighboring city</b> programs</li> <li>- Identify potential <b>funding &amp; implementation partners</b></li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                                        | Reduce carbon emissions: <b>reduce</b> single occupancy vehicle (SOV) travel                                                 | Plan for <b>Shared Mobility</b>                                           |                        |                                                                                                                                                        |             |                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|                                                                                        | Priority Level 3                                                                                                             | <b>EV Charging</b> Master Plan                                            | Q4 2025                | CAAP Actions 1.1, 1.3 & 1.4                                                                                                                            | Not started | Ad-hoc Subcommittee<br>+<br>Sustainability coordinator | <ul style="list-style-type: none"> <li>• Review <b>EV Charging network efficacy</b> <ul style="list-style-type: none"> <li>- Outreach to assess community EV charging needs / where more is needed</li> </ul> </li> <li>• Identify &amp; Promote <b>EV Supply Equipment incentives</b></li> <li>- Collaborate with internal &amp; external stakeholders</li> <li>• <b>Estimate budget and outline RFQ</b> to hire a specialist consultant</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Resource Conservation                                                                  | Priority Level 2<br><br>Resource conservation & Waste reduction                                                              | Promote <b>deconstruction</b> rather than demolition in building projects | Q2 2025                | <u>City Council Strategic Goal:</u><br>Environmental Sustainability<br><br>CAAP Action 3.1C                                                            | 50% done    | Commissioner Research                                  | <ul style="list-style-type: none"> <li>• Deconstruction recovers building materials for <b>reuse</b>, fosters <b>circular economy</b></li> <li>• Evaluate options for <b>incentives &amp; ordinance</b></li> <li>• Research future <b>"Design for Disassembly Guidelines"</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

## 2025 Los Altos Environmental Commission - Additional Activities Based on Assigned Powers & Duties

| Powers & Duties                                                                                                                                                                   | Goal                                                          | Projects                                                                       | Anticipated Completion | Priority Source        | Status   | Assignment                                  | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|--------------------------------------------------------------------------------|------------------------|------------------------|----------|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Powers &amp; Duties B: Make annual recommendations for changes or updates to the plan</b>                                                                                      |                                                               |                                                                                |                        |                        |          |                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Update CAAP                                                                                                                                                                       | Review CAAP priorities                                        | Reassess CAAP timelines<br>Propose goal/action edits<br>Adjust priority levels | Q4 2025                | Power & Duties Item B  | Planning | Commissioner Research                       | <ul style="list-style-type: none"> <li>• <b>Per the municipal code</b>, the EC should make "annual recommendations for changes or updates to the plan"</li> <li>• Commissioners to review sections through the year &amp; report to EC</li> <li>• EC to <b>bring recommended updates if any to council at joint meeting</b></li> </ul>                                                                                                                                 |
| <b>Powers &amp; Duties C: Annually provide recommendations to the council that affect the natural &amp; built environment to inform policy, budget, &amp; CIP prioritization;</b> |                                                               |                                                                                |                        |                        |          |                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Recommend to Council                                                                                                                                                              | CAAP implementation                                           | Develop a staff task force for CAAP Implementation                             | Q1 2025                | CAAP Goal 4.6          | Planning | Sustainability Coordinator                  | <ul style="list-style-type: none"> <li>• Improve collaboration with other city departments</li> <li>• Empower Sustainability coordinator to                             <ul style="list-style-type: none"> <li>- Ensure CAAP guidelines are prioritized in all city plans &amp; projects</li> <li>- Include CAAP implementation budget in annual fiscal planning</li> </ul> </li> <li>• Review additional staff/resource needs indicated in CAAP Appendix E</li> </ul> |
|                                                                                                                                                                                   | Foster green community                                        | Support Arbor Day celebration<br>Apply for Tree City USA                       | Q1 2025                | CAAP Action 5.2A       | Planning | City Staff                                  | <ul style="list-style-type: none"> <li>• <b>Allows access to grants</b> &amp; builds community pride</li> <li>• Approved by Environmental Commission in 2024</li> <li>• Staff to confirm Los Altos meets qualifications and <b>complete application</b></li> </ul>                                                                                                                                                                                                     |
| <b>Powers &amp; Duties D. Serve as a forum for community input &amp; engagement</b>                                                                                               |                                                               |                                                                                |                        |                        |          |                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Community Outreach                                                                                                                                                                | Annual outreach at Electrification Fair                       | Broaden EV fair to cover electrification & sustainability                      | Q2 2025                | CAAP Action 1.4A       | Ongoing  | EC Liason (Carl van Reis) + Volunteer group | <ul style="list-style-type: none"> <li>• Support &amp; provide guidance to Volunteer Group</li> </ul>                                                                                                                                                                                                                                                                                                                                                                  |
|                                                                                                                                                                                   | Year-round outreach & communication                           | Increase engagement with the residents of Los Altos                            | Ongoing                | Powers & Duties Item D | Planning | Commissioners                               | <ul style="list-style-type: none"> <li>• Implement outreach plan approved by EC in Q4 2024                             <ul style="list-style-type: none"> <li>- Develop content &amp; timeline for various outreach efforts</li> <li>- Assign liasons to key community groups to increase collaboration</li> <li>- Publish articles in local news papers &amp; quarterly newsletters</li> </ul> </li> </ul>                                                            |
|                                                                                                                                                                                   | Educate & prepare for climate adaptation & emergency response | Adaptation & emergency preparedness outreach                                   | Q4 2025                | CAAP Strategies 7 & 8  | Planning | Commissioners + Community groups            | <ul style="list-style-type: none"> <li>• Build <b>community wide Climate Adaptation awareness</b></li> <li>• Outreach to understand needs &amp; concerns of residents and businesses</li> <li>• Identify &amp; connect with vulnerable populations</li> <li>• Support &amp; advise Emergency Response Coordinator</li> </ul>                                                                                                                                           |

## 2025 Los Altos Environmental Commission Work Plan - Anticipated Timeline

