



**CITY OF SOUTH PASADENA  
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION**

**A G E N D A  
REGULAR MEETING  
TUESDAY, JANUARY 24, 2024, AT 7:00 P.M.**

**CITY COUNCIL CHAMBERS  
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

**South Pasadena Commission Statement of Civility**

*As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena Natural Resources and Environmental Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena.

The meeting will be available:

- In Person – City Council Chambers, 1424 Mission Street
- Via Zoom – **Webinar ID: 880 7206 2700**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: <https://us06web.zoom.us/j/88072062700>; or
3. You may listen to the meeting by calling +1-669-900-6833 and entering the Zoom Meeting ID.

**CALL TO ORDER:** Chair Michael Siegel

**ROLL CALL:**

Chair	Michael Siegel
Commissioner	Rona Bortz
Commissioner	Liam R. de Villa Bourke
Commissioner	Amy Davis Jones
Commissioner	Casey Law
Commissioner	Emily Ng
Commissioner	Richard Tom

**PLEDGE OF ALLEGIANCE:** Chair Michael Siegel

**PUBLIC COMMENT GUIDELINES** (*Public Comments are limited to 3 minutes*)

The City welcomes public input. Members of the public can comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item, you may participate **by one of the following options:**

Option 1:

Participate in-person at the City Council Chambers.

Option 2:

Public Comment speakers have three minutes to address the Commission, however, the Chair and Commission can adjust time allotted as needed. Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak.

Option 3:

Email public comment(s) to [NRECPublicComment@SouthPasadenaCA.gov](mailto:NRECPublicComment@SouthPasadenaCA.gov).

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than **12:00 p.m., January 23, 2024**

PLEASE NOTE: The Chair may exercise the Chair's discretion, subject to the approval of the majority of the Commission to adjust public comment(s) to less than three minutes.

*NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.*

**PUBLIC COMMENT**

**1. GENERAL (NON-AGENDA ITEMS)**

**PRESENTATION**

**2. SOUTH PASADENA SUSTAINABILITY PROGRAMS AND INITIATIVES**

**ACTION**

**3. SELECTION OF OFFICERS**

**4. APPROVAL OF MINUTES OF NOVEMBER 28, 2023, NREC MEETING**

Recommendation

It is recommended that the Commission review and consider approval of the November 28, 2023, Meeting Minutes.

**COMMUNICATIONS**

**5. CITY COUNCIL LIAISON COMMUNICATIONS**

**6. COMMISSIONER COMMUNICATIONS**

**7. STAFF LIAISON COMMUNICATIONS**

**8. UPCOMING EVENTS**

- Mobile Electric Leaf Blower Demonstration – February 9
- Sowing South Pasadena: Learning to Garden with Native Plants – February 13
- LA County Smart Gardening Webinars - Various dates  
(<https://www.ladpw.org/epd/sg/webinars.cfm>)
- MWD Turf Removal + CA Native Landscape Webinars - Various dates  
(<https://greengardensgroup.com/turf-transformation/>)

**ADJOURNMENT**

**FOR YOUR INFORMATION**

**FUTURE NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION MEETINGS**

February 27, 2024	Regular Meeting	7:00 p.m.
March 26, 2024	Regular Meeting	7:00 p.m.
April 23, 2024	Regular Meeting	7:00 p.m.

**PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

Commission meeting agenda packets, any agenda related documents, and additional documents are available online for public inspection on the City’s website:

<https://www.southpasadenaca.gov/government/boards-commissions>

Meeting recordings will be available for public viewing after the meeting. Recordings will be uploaded to the City’s YouTube Channel no later than the next business day after the meeting.


The City’s YouTube Channel may be accessed at:

[https://www.youtube.com/channel/UCnR169ohzi1AlewD\\_6sfwDA/featured](https://www.youtube.com/channel/UCnR169ohzi1AlewD_6sfwDA/featured)

**AGENDA NOTIFICATION SUBSCRIPTION**

If you wish to receive an agenda email notification please contact the Sustainability Division via email at [NRECPublicComment@SouthPasadenaCA.gov](mailto:NRECPublicComment@SouthPasadenaCA.gov) or call (626) 403-7370.

**ACCOMMODATIONS**

 The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

**CERTIFICATION OF POSTING**

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **JANUARY 23, 2024**, on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's, website as required by law, on the date listed below.*

1/18/2024



Date

Arpy Kasparian, Environmental Services & Sustainability Manager

**ITEM 4**

Approval of Minutes – Meeting of November 28, 2023



**CITY OF SOUTH PASADENA  
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION**

**MINUTES  
REGULAR MEETING  
TUESDAY, NOVEMBER 28, 2023, AT 7:00 P.M.**

**CALL TO ORDER:**

The Meeting of the South Pasadena Natural Resources and Environmental Commission was called to order by Vice Chair Ella Hushagen on Tuesday, November 28, 2023, at 7:00 P.M. in the City Council Chambers, 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

Vice Chair	Ella Hushagen
Commissioner	Casey Law
Commissioner	Richard Tom
Commissioner	Michelle Hammond
Commissioner	Amy Davis Jones

**ABSENT**

Chair	Michael Siegel
Commissioner	Rona Bortz

**CITY STAFF PRESENT:**

Arpy Kasparian, Environmental Services & Sustainability Manager and Leonna DeWitt, Public Works Assistant were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**PLEDGE OF ALLEGIANCE**

The Flag Salute was led by Vice Chair Ella Hushagen.

**PUBLIC COMMENT**

**1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

No Public Comment in-person, via zoom, or submitted prior to the meeting.

**PRESENTATIONS****2. CITY OF LOS ANGELES: ZERO WASTE ORDINANCE - Jennifer Pinkerton**

Jennifer Pinkerton shared a presentation discussing steps the City of Los Angeles has taken to reduce the use of single-use plastics and various wastes, touching on policies, ordinances, and programs in place.

**DISCUSSION****3. REVIEW OF BICYCLE MASTER PLAN AND BICYCLE CODE DISCUSSION**

Ted Gerber, Public Works Director, presented an overview of the previously adopted 2011 Bicycle Master Plan for the City. He discussed the existing Bicycle Code for South Pasadena as well as implementation and design guidelines.

Staff responded to questions raised by the Commissioners regarding the Bicycle Master Plan.

**In-Person Public Comment:**

Tucker Nelson expressed concerns and recommendations for this item.

**Zoom Public Comment:**

None.

**ACTION****4. Approval of Minutes of October 24, 2023, NREC Meeting****Recommendation**

It is recommended that the Commission review and consider approval of the October 24, 2023, Meeting Minutes.

**COMMISSION ACTION AND MOTION**

**A motion was made by Commissioner Tom, seconded by Vice Chair Hushagen and approved by roll call vote to approve the October 26, NREC Meeting Minutes. The motion carried 5-0, by the following vote:**

**AYES:** Hammond, Hushagen, Law, Tom, Jones.

**NOES:** None.

**ABSENT:** Siegel, Bortz

**ABSTAINED:** None.

## COMMUNICATIONS

### 5. CITY COUNCIL LIAISON COMMUNICATIONS

Councilmember Cacciotti discussed ongoing electrification projects outside of the city, including a collaboration with AGZA. He also shared updates with the Commission from the Santa Monica Mountains Conservancy, South Coast AQMD, and LA Metro Gold Line.

### 6. COMMISSIONER COMMUNICATIONS

Commissioner Hammond promoted a free Metrolink program for students. She also recommended viewers take advantage of using public transportation like the Metro.

Commissioner Jones shared her concerns regarding the City's tree canopy and tree replacements.

Commissioner Law echoed the comments from Commissioner Jones.

Vice Chair Hushagen had no comments.

Commissioner Tom had no comments.

### 7. STAFF LIAISON COMMUNICATIONS

Environmental Services & Sustainability Manager, Arpy Kasparian, promoted the State of the City event taking place on Tuesday, December 5, 2023, and thanked the Commissioners for their past year of service.

### 8. UPCOMING EVENTS

- State of the City – 12/5/23, 6pm, Senior Center
- LA County Smart Gardening Webinars - Various dates  
(<https://www.ladpw.org/epd/sg/webinars.cfm>)
- MWD Turf Removal + CA Native Landscape Webinars - Various dates  
(<https://greengardensgroup.com/turf-transformation/>)

## ADJOURNMENT

There being no further matters, Vice Chair Hushagen adjourned the meeting of the Natural Resources and Environmental Commission at 8:40 P.M. to the next Regular Commission meeting scheduled for January 23, 2024.



Respectfully submitted:

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Arpy Kasparian  
Staff Liaison, Environmental Services &  
Sustainability Manager

APPROVED:

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Michael Siegel  
Chair

*Approved at Commission: January 23, 2024*