



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

**REGULAR MEETING AGENDA
TUESDAY, JUNE 27, 2023 at 7:00 p.m.**

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

**South Pasadena Natural Resources and Environmental 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: 889 0298 4203**
Passcode: 844464

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/88902984203?pwd=STVmdVlhMmEzZFZzRXBOL1dDMWZRZz09>; or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

CALL TO ORDER Chair Michael Siegel

ROLL CALL Chair Michael Siegel
Vice-Chair Ella Hushagen
Commissioner Rona Bortz
Commissioner Michelle Hammond
Commissioner Amy Davis Jones
Commissioner Casey Law
Commissioner Richard Tom

COUNCIL LIAISON: Councilmember Michael A Cacciotti

STAFF PRESENT: Ted Gerber, Public Works Director
Arpy Kasparian, Environmental Services & Sustainability Manager
Melanis Stepanian, Management Assistant

PLEDGE OF ALLEGIANCE Chair Michael Siegel

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

The City welcomes public input. If you would like to comment on non-agenda items and an agenda item, members of the public may participate **by means of one of the following options:**

Option 1:

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 for up to 3 minutes per item.

Option 2:

Email public comment(s) to 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 and available at the City Clerk’s Counter for viewing. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Agenda item you are submitting public comment on.
- 2) Submit by no later than **12:00p.m., June 27, 2023**

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.

1. Public Comment

ACTION ITEMS:

2. Approval of Minutes of May 23, 2023 NREC Meeting

Recommendation

It is recommended that the Commission review and approve the May 23, 2023 Meeting Minutes.

3. Approval of NREC FY 22-23 Annual Report

Recommendation

It is recommended that the Commission review and approve the NREC Fiscal Year 2022-2023 Annual Report.

4. Adoption of NREC Work Plan for FY 23-24

Recommendation

It is recommended that the Commission adopt the Fiscal Year 23-24 NREC Work Plan.

5. Approval of Proposed FY 22-23 Water Conservation Program

Recommendation

It is recommended that the Natural Resources and Environmental Commission recommends City Council approve the proposed Water Conservation Programs for the 2023-24 fiscal year.

COMMUNICATIONS:

6. City Council Liaison Communications

7. Commissioner Communications

8. Staff Liaison Communications

9. Upcoming Events


- Commissioner Congress – June 28, War Memorial
- 4th of July Festival of Balloons – July 4, South Pasadena
- 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

PUBLIC ACCESS TO AGENDA DOCUMENTS

The complete agenda packet may be viewed on the City’s website, www.southpasadenaca.gov. 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

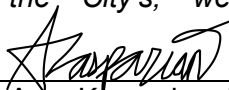
ACCOMMODATIONS

 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. 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 **June 27, 2023**, 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.*

6/22/2023



Date

Arpy Kasparian, Environmental Services & Sustainability Manager

ITEM 2

Approval of Minutes –Meeting of May 23, 2023

**CITY OF SOUTH PASADENA
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION – REGULAR MEETING
MINUTES – May 23, 2023**

CALL TO ORDER:

The meeting was called to order at 7:09 p.m. Present at the time of roll call were: Chair Michael Siegel, Commissioner Rona Bortz, Commissioner Amy Davis Jones, and Commissioner Casey Law. City Council Liaison Councilmember Michael Cacciotti and Commissioner Michelle Hammond were absent from the meeting. Vice Chair Ella Hushagen and Commissioner Richard Tom had excused absences. Staff present: Ted Gerber: Public Works Director, Arpy Kasparian: Environmental Services & Sustainability Manager, Melanis Stepanian: Water Conservation & Sustainability Intern.

1) General Public Comment

There were no general public comments.

DISCUSSION:

2) Review Work Plan FY 23-24

Arpy Kasparian started by sharing the 2022-2023 Fiscal Year Work Plan with updated information reflecting actual items throughout the year. Kasparian moved on to discuss the draft Work Plan for the 2023-2024 Fiscal Year and requested Commissioner input.

Commissioner Jones requested the Planning Department to share an update or summary on parking lot codes in reference to landscaping, previously discussed amongst the NREC. Commissioner Law suggested more detail on the past year's tasks and their outcome. Commissioner Law supported focusing on active transportation in the upcoming fiscal year and encouraged the Climate Action Plan and Green Action Plan be reviewed during the same Commission meeting for timing purposes as well as content that will be discussed. Commissioner Bortz supported the focus on the topic of active transportation within the City and requested an update regarding organics recycling (SB 1383 implementation) in the City of South Pasadena. Chair Siegel suggested a budget overview to help the commissioners understand items in detail, he also questioned if there are any consistent grants that the City utilizes. Chair Siegel also suggested a Climate Action Plan (CAP) discussion to assist in understanding the "low hanging fruit". Several Commissioners suggested making active transportation a key discussion point in the CAP.

PUBLIC COMMENT

No public comment.

3) Review Annual Report FY 22-23

Arpy Kasparian presented the Draft Annual Report for Fiscal Year 2022-2023 to review accomplishments of the Commission.

No Commissioner comments.

PUBLIC COMMENT

No public comment.

ACTION ITEMS:

4) Approval of Minutes of April 25, 2023 NREC Meeting

MOTION BY COMMISSIONER BORTZ, SECOND BY COMMISSIONER JONES, MOTION CARRIED 3-0, 1 ABSTAINING, TO APPROVE THE MINUTES FROM THE April 25, 2023 NREC MEETING.

COMMUNICATIONS:

5) City Council Liaison Communications

Councilmember Cacciotti was not present at this meeting.

6) Commissioner Communications

Commissioner Jones had no comments. Commissioner Law discussed wrapping up the year as NREC Chair and encouraged Commission members and attendees to use active transportation to attend NREC meetings. Commissioner Bortz had no comments. Chair Siegel had no comments.

7) Staff Liaison Communications

Arpy Kasparian, Environmental Services & Sustainability Manager, shared the upcoming Commissioner Congress meeting, taking place on June 28, and requested Commissioners attend. Kasparian updated the Commission on City-wide outreach efforts regarding Commercial Water Conservation Rebate as well as the ban on gas-powered leaf blowers. She encouraged community members to attend the upcoming Electric Leaf Blower Demonstration on Tuesday, June 27, at Garfield Park from 9:00 am – 1:00pm. Public Works Week was May 22- May 26, Arpy Kasparian thanked the Public Works team, especially the field staff, for their hard work and commitment to the City. Kasparian also congratulated Melanis for joining the Public Works team full-time as a Management Assistant in Public Works.

Ted Gerber, Public Works Director, had no updates for the Commission.

8) Upcoming Events

- Electric Leaf Blower Demonstration – June 27, 2023: 9:00 am -1:00 pm - Garfield Park (<https://www.southpasadenaca.gov/Home/Components/Calendar/Event/10535/716>)
- Commissioner Congress - June 28, 2023: 6:00 pm -8:00 pm (<https://www.southpasadenaca.gov/Home/Components/Calendar/Event/10509/716>)
- 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:

Chair Michael Siegel adjourned the meeting at 8:11 p.m.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Natural Resources and Environmental Commission of the City of South Pasadena at a meeting held on May 23, 2023.

Michael Siegel, Chair

ITEM 3

NREC FY 22-23 Annual Report

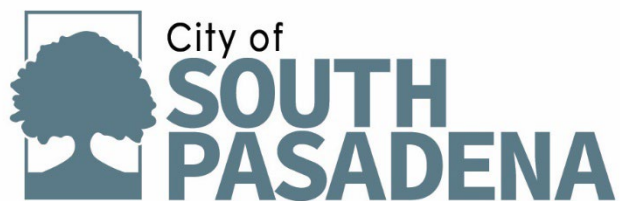


ANNUAL COMMISSION REPORT

Fiscal Year 2022-2023

City of South Pasadena

Natural Resources & Environmental Commission



A Message from the Commission Chair

For most of human history, the natural world was treated as an endless resource to be utilized to meet our every need. Today, we recognize that people are affected by the environment as much as we affect it. As South Pasadenans strive to live more sustainably, the NREC will grow in importance as a resource for understanding our environment, as well as a forum to discuss our best path forward.

Sincerely,

Casey Law
Natural Resources and Environmental Commission, Chair

Purpose Statement

The Natural Resources and Environmental Commission (NREC) is a seven-member body that is advisory to the City Council in all matters pertaining to energy, science and technology, and natural resources and the environment. The NREC assists the City in the planning, programming, use, and conservation of energy and natural resources, as well as administers the City's tree ordinance. Qualifications for serving on the commission consist of being a resident elector (registered voter) of the city. Members are appointed to a three-year term, with a maximum length of service of two full consecutive terms, plus one partial term (if applicable).

Natural Resources & Environmental Commission (NREC)

Casey Law	Commission Chair
Michelle Hammond	Commission Vice-Chair
Rona Bortz	Commissioner
Ella Hushagen	Commissioner
Amy Davis Jones	Commissioner
Michael Siegel	Commissioner
Richard Tom	Commissioner
Michael Cacciotti, Councilmember	City Council Liaison
Arpy Kasparian, Environmental Services & Sustainability Manager	Staff Liaison

NREC meetings are held every fourth Tuesday of the month at 7:00 pm.
Meetings are held at the City Council Chamber: 1424 Mission Street.

FY22-23 Accomplishments

Review of Current Parking Lot Codes

The commissioners were joined by the City's Planning Manager to review the City's current parking lot code. The commission asked questions and engaged in discussion regarding how parking lots affect the urban heat island and the feasibility of adopting more restrictive parking lot codes. The commission also reviewed current landscaping requirements. Per the Green Action Plan, the commission will continue to investigate ways the City can implement practices that mitigate urban heat.

Single-Use Plastics Discussion Kick-Off

The commission discussed possible restrictions to single-use plastics in the City. The commission motioned to further agendaize the discussion and consider the formation of a taskforce to address plastic-free initiatives in the City.

Athens Materials Recovery Facility (MRF) Tour

As the City works to amend the current exclusive franchise hauler agreement to accommodate the requirements of Senate Bill 1383, the commissioners are committed to learning more about the waste hauling process. Over two tours, four commissioners joined City and Athens staff to tour the Sun Valley Materials Recovery Facility (MRF) where they witnessed firsthand how state-of-the-art technology is used to maximize recyclables recovery and landfill avoidance.

Continued Monitoring and Guidance for Green Action Plan and Climate Action Plan Implementation

The commission continues to receive periodic updates from staff on the progress of the implementation of the City's Green Action Plan and Climate Action Plan. The commission provides guidance and insight on the various actions outlined in the plans.

Tree Removal Hearings

Fiscal Year 2022-2023

NO.	ADDRESS	MEETING DATE	MEETING NOTES
1	1865 Hanscom Drive	October 25, 2022	A request to remove a series of trees was tabled until further information regarding alternatives as well as the necessity to remove trees is obtained.
2	1865 Hanscom Drive	December 5, 2022	The Commission recommended staff works with the applicant to submit a tree placement plan which will identify the applicant's intention with City replacement requirements for the 4 trees to be removed. The Commission
3	702 Fremont Avenue	March 28, 2023	Commission approved the removal of 11 trees.
4	1865 Hanscom Drive	March 28, 2023	Commission denied the tree replacement plan and recommended native trees be planted on the property. The Commission requested for the item to be brought back to a future meeting.
5	2054 Fremont Ave	April 25, 2023	Commission denied the appeal for the property owner and require replacement trees or respective fines to be paid.