



**CITY OF SOUTH PASADENA
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION
SPECIAL MEETING AGENDA**

**Library Community Room
1115 El Centro Street, South Pasadena, CA 91030**

December 10, 2019, at 7:00 p.m.

In order to address the Natural Resources and Environmental Commission, please complete a Public Comment Card. Time allotted per speaker is three minutes.

South Pasadena Natural Resources and Environmental 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 tonight will be for the benefit of the South Pasadena community and not for personal gain.

CALL TO ORDER: Madeline C. Di Giorgi

ROLL CALL: Commissioners Amy Davis Jones, William J. Kelly, Stephen Leider, Cynthia Liu, and Lauren Myles; Vice Chair Rona Bortz; and Chair Madeline C. Di Giorgi.

COUNCIL LIAISON: Councilmember Marina Khubesrian, MD

STAFF PRESENT: Arpy Kasparian, Water Conservation/Sustainability Analyst
Julian Lee, Deputy Public Works Director

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS AND SUGGESTIONS

(Time limit is three minutes per person)

The Natural Resources and Environmental Commission (NREC) welcomes public input. Members of the public may address the NREC by completing a public comment card and giving it to the Water Conservation & Sustainability Analyst prior to the meeting. At this time, the public may address the NREC on items that are not on the agenda. Pursuant to state law, the NREC may not discuss or take action on issues not on the meeting agenda, except that members of the NREC 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.

Note: Public input will also be taken during all agenda items. Time allotted per speaker is three (3) minutes.

ACTION ITEMS

1. **Approval of Minutes** – Meeting of October 22, 2019

DISCUSSION ITEMS

2. **NREC Annual Report Review**
3. **NREC 2020 Work Plan Review**
4. **Earth Day 2020 in South Pasadena Discussion**

COMMUNICATIONS

5. **City Council Liaison Communications**
6. **Commissioner Communications**
7. **Staff Liaison Communications**
8. **Upcoming Events**
 - Free Smart Gardening/Intro to Composting Workshop – 2/8/19 (South Pasadena Library)

ADJOURNMENT

FUTURE NREC MEETINGS

January 28, 2019

Council Chamber

7:00pm

PUBLIC ACCESS TO AGENDA DOCUMENTS

Prior to meetings, agenda related documents are available for public inspection at, City Hall, 1414 Mission Street, South Pasadena, CA 91030. The complete agenda packet may also be viewed on the City's website at: <https://www.southpasadenaca.gov/government/boards-commissions>

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. Meeting facilities are accessible to persons with disabilities. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Hearing assistive devices are available in the Council Chamber. 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).

I declare under penalty of perjury that I posted this notice of agenda 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.

12/5/19
Date

Arpy Kasparian
Water Conservation and Sustainability Analyst

ITEM 1

Approval of Minutes – October 22, 2019

**CITY OF SOUTH PASADENA
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION
MINUTES – October 22, 2019**

CALL TO ORDER:

The meeting was called to order at 7:05pm. Present were: Rona Bortz, Amy Jones, Cynthia Liu, Bill Kelly, and Lauren Myles. Madeline Di Giorgi and Stephen Leider had excused absences. Council Liaison Dr. Marina Khubesrian was absent. Staff present: Julian Lee, Deputy Public Works Director; Kristine Courdy, P.E., Deputy Public Works Director; and Arpy Kasparian, Water Conservation & Sustainability Analyst.

PUBLIC COMMENT:

There were no public comments.

PUBLIC HEARING:

1) Tree Removal Hearing: 1611 Spruce Street

Tree removal for development project located at 1611 Spruce Street. The applicant is proposing to remove a total of six mature trees, one of which is not protected. The applicant is also requesting to remove a Stone Pine tree prior to the issuance of the building permit due to the damage it is causing the wall and driveway of the neighboring property. Staff reviewed the applicant's replacement plan and found that the applicant will be required to add three additional trees either on the site or in the City public right-of-way. The applicant gave a presentation on their plans and building constraints that led them to the needed removal of six mature trees.

There were no public comments.

Commissioner Jones expressed concerns over the significant reduction in tree canopy which would contribute to the urban heat island effect. She questioned the need of the secondary driveway and would like to see shade trees added to the open lawn. Commissioner Myles suggested using the existing driveway for the underground parking and Commissioner Liu asked if the front lawn could be used for the required open space. Commissioner Kelly asked if it would be possible to build up to the 4-story limit instead of building out. The applicant responded that the current design was the best they could do with all the building constraints. Building constraints include being unable to change anything to the original historic house and the area in front of it including the driveway, the minimum required number of parking spaces, distance requirements between driveways, and the required open space.

Commissioner Myles suggested planting trees in the open area in front of the property and Vice Chair Bortz suggested changing the type of trees planned (i.e. fruitless olives) to ones with larger canopies and adding more trees to the parkway. The applicant confirmed that trees could be planted in the open area and is open to recommendations on types of trees and adding more trees to the parkway.

Commissioner Jones suggested planting broad-canopied trees in the south and west sides of the property since it gets the majority of sunlight and also commented to City staff that 24-inch box shrubs, such as the Eugenias, shouldn't count towards the number of required trees since they are better classified as shrubs. The applicant explained that a 3x3 planter will be built in that area and that they are open to suggestions on the types of trees to plant there. Commissioner Myles recommended planting Magnolia or Oak trees instead of citrus and olive trees to maintain the canopy.

The commission discussed suggesting to the Planning Department to consider changing parking lot requirements in South Pasadena to reduce the number of required parking spaces for buildings. The applicant commented that the new building will include one EV charging station per unit and will consider installing a permeable driveway.

Kasparian to send NREC final package and meeting date/time of Cultural Heritage Commission meeting.

MOTION BY COMMISSIONER KELLY, SECOND BY COMMISSIONER MYLES, CARRIED 4-0 (COMMISSIONER JONES ABSTAINED), to approve the conditions of approval with the following comments on the landscape plan:

- Plant additional shade (large-canopy) trees on south and north sides of the property
- Add parkway tree(s) along Spruce Street
- Remove Eugenias in planters and replace with citrus and/or olive trees
- Approve early removal of the Stone Pine tree upon approval of the project from the Cultural Heritage Commission

ACTION ITEMS:

2) Approval of Minutes – Meeting of September 24, 2019

MOTION BY COMMISSIONER JONES, SECOND BY COMMISSIONER LIU, CARRIED 4-0 (COMMISSIONER KELLY ABSTAINED), to approve minutes.

REORDERING OF AGENDA:

Vice Chair Bortz requested to move Item 3 after Item 4. There were no objections.

PRESENTATIONS:

4) HR 763: Energy Innovation and Carbon Dividend Act – Robert Haw, Citizens’ Climate Lobby

Robert Haw, Citizens’ Climate Lobby, gave a presentation on HR 763 and responded to Commission inquiries. Kasparian to check legislative platform to determine possible next steps.

ACTION ITEMS:

3) Overview of Current Weed Control Practices Citywide (Carryover from September 24, 2019)

Courdy provided additional information requested by the Commission regarding amount of glyphosate used and costs associated with switching to alternatives. Use of glyphosate has dropped significantly over the past year and alternative forms of weed control are used when possible. Alternative herbicides are less effective and have higher costs. City staff recommend to continue current weed control practices and City staff will continue to work with the landscape provider to ensure minimal use and locations of applications.

There were no public comments.

Commissioner Kelly commented that although the EPA has not classified glyphosate as a carcinogen, the Office of Environmental Health Hazard Assessment (OEHHA) and International Agency for Research on Cancer (IARC) have and asked about the cost increase associated with switching to alternatives. Courdy explained that the contractor gave a lump sum estimate and considered higher turnover and other business costs. Commissioner Jones commented that some planters are located in high-use areas in parks and recommended eliminating spraying in those areas. Courdy confirmed that the City landscape provider would work with the City to limit spraying in those areas.

MOTION BY COMMISSIONER MYLES, SECOND BY LIU, CARRIED 5-0, to recommend continuing current weed control practices and limit applications of glyphosate in planters located in high-traffic areas of public parks.

COMMUNICATIONS:

4) City Council Liaison Communications:

Mayor Khubesian was absent.

5) Commissioner Communications:

Commissioners Liu, Commissioner Myles, and Vice Chair Bortz had no comments. Commissioner Kelly shared information regarding the new dehydrator located at the Pasadena Rose Bowl. Commissioner Jones pointed out a recent parking lot resurfacing project at Shakers that did not include any trees. She also announced a public viewing of the film, "Life in Plastic," at the Pasadena Central Library on November 6th.

6) Staff Liaison Communications:

Kasparian announced that the City Green Action Plan is scheduled to go to City Council on November 6th. She gave an update on the Climate Action Plan and announced that the first public meeting would be held on November 14th at the Library Community Room.

7) Upcoming Events:

- Free Advanced Smart Gardening Workshop – 10/26/19 (Pasadena)
- Watershed Restoration Program – 11/2/19 (San Gabriel Canyon Environmental Center)
- Climate Action Plan First Public Meeting – 11/14/19 (South Pasadena Library)

ADJOURNMENT:

MOTION BY COMMISSIONER KELLY, SECOND BY JONES, CARRIED 5-0, to adjourn meeting at 9:00p.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

Rona Bortz, Vice Chair

ITEM 2
NREC 2019 Annual Report

ANNUAL REPORT 2019

NATURAL RESOURCES & ENVIRONMENTAL COMMISSION

City of South Pasadena



A Message from the Commission Chair

I am pleased to present the South Pasadena Natural Resources and Environmental Commission Annual Report for 2019. I hope you will find the report informative as you take a look at the accomplishments of the commission and our ongoing efforts to keep our community healthy and sustainable. We are committed to meet the challenges and concerns of our changing environment, and will continue working collaboratively with all our residents to update and improve green initiatives. I appreciate your support in the community, and would like to thank our City Council and City Manager for their leadership. I am honored to have served as Chair for this commission, and for the privilege to work with such dedicated individuals as those on the NREC. We will continue to serve our community to the best of our ability by improving our quality of life and building a future we can all be proud of!

Sincerely,

Madeline C. Di Giorgi
Natural Resources and Environmental Commission, Chair

Commission Purpose

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 conducts tree removal hearings when needed. 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)

Madeline C. Di Giorgi	Commission Chair
Rona Bortz	Commission Vice-Chair
Amy Davis Jones	Commissioner
Cynthia Liu	Commissioner
William J. Kelly	Commissioner
Stephen Leider	Commissioner
Lauren Myles	Commissioner
Dr. Marina Khubesrian, Mayor	City Council Liaison
Arpy Kasparian, Water Conservation & Sustainability Analyst	Staff Liaison

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

2019 Accomplishments

Arbor Day Tree Identification Walking Tour

On March 7, 2019, in honor of Arbor Day and in partnership with the Library, the NREC was joined by South Pasadena families for a Tree Identification Walking Tour. The Library provided tree identification guides and NREC members discussed with the youth the value of trees: the oxygen, soil enrichment, and shade they provide us, as well as, the habitat they provide birds and bugs. They educated families on how to save and care for trees by eating less meat and using less paper. Children had fun drawing pictures of their favorite trees on recycled paper.

South Pasadena Beautiful Garden Tour

On April 13, 2019, NREC tabled at the South Pasadena Beautiful Garden Tour to teach residents about vector control services, harmful pesticides, the importance of water conservation, and how to report water waste in the City. In addition, commissioners answered questions about the tree ordinance, rebate programs for gardening, and gas powered lawn mowers/leaf blower pollution. NREC also distributed monarch butterfly-friendly seeds for residents to plant in and provided information on how to plant bee-friendly gardens.

Earth Day Meatless Monday Campaign

In recognition of Earth Day, the NREC launched a “Meatless Monday” campaign and encouraged residents to abstain from consuming and purchasing meat and dairy products for the day. The campaign was announced at City Council meetings and shared on the City website and social media. Residents were encouraged to post pictures of their meatless meals and share with their friends.

Eclectic Music Festival

NREC tabled at the annual South Pasadena Eclectic Music Festival on April 27, 2019 where they quizzed residents about the environment and gave away prizes and materials from the LA County Stormwater Pollution Prevention Campaign. They also distributed low flow faucet aerators and showerheads to assist residents with water conservation efforts.

City Tree Ordinance

The NREC continues to review and recommend updates to the City’s tree ordinance to ensure the sustainability of the City’s tree canopy.

Pasadena Bites Back: A Mosquito Safety Workshop

The NREC teamed up with the South Pasadena Animal Commission to host a workshop on the public health issues related to mosquitos. On June 11, 2019, experts from the San Gabriel Valley Mosquito and Vector Control District (Vector Control) presented an interactive hour-long workshop to South Pasadena residents on how to effectively protect families against the dangers of vector-borne illnesses. Vector Control educated the public on various mosquito repellents and techniques to ensure that households were not providing environments for mosquitos to prosper. The event took place at the Library Community Room and was attended by approximately 40 South Pasadena residents.

Screening of KCET’s “Life in Plastic”

The NREC has worked hard to raise awareness around the plastic crisis in California and discuss strategies for the City to combat it. To kick-start the plastic reduction initiatives outlined in the South Pasadena Green Action Plan, the NREC hosted a screening of KCET’s documentary, “Life in Plastic: California’s Recycling Woes” before their last meeting of the year. On December 10, 2019, South Pasadena residents, business owners, youth members, and councilmembers gathered at the South Pasadena Library to watch this investigative documentary on California’s struggling recycling industry. The viewing was following by an open discussion with Amy Hammes, Recycling Specialist from the City of Burbank who was featured in the film; as well as, Denise Chan, Associate Producer of the film.

Partnership with Local Youth

Throughout the year, the NREC has consistently collaborated with the City’s local youth to promote and spread awareness on today’s climate issues. They have served as mentors, encouraging and assisting them in their environmental endeavors in the City including marching in the Festival of Balloons Parade and tabling at the Farmer’s Market.

Adoption of the South Pasadena Green Action Plan

In accordance with their 2019 Work Plan, the NREC identified and conducted in-depth discussions on sustainability initiatives, programs, and goals to recommend to the City for implementation. To further research these initiatives, the commission created the following subcommittees:

Subcommittee	Commissioners
Land Management	Di Giorgi, Myles
Climate and Energy	Jones, Kelly, Liu
Water Conservation	Bortz, Di Giorgi, Jones
Waste Management	Bortz, Di Giorgi, Kelly
Community Outreach	Bortz, Di Giorgi, Liu

After several meetings and discussions, the NREC consolidated a final list of initiatives. These initiatives were further prioritized by the NREC to identify those that are of greatest concern to the City and, thus, need more immediate attention. Based on these recommendations, several action items were developed and organized under five overarching goals to create the South Pasadena Green Action Plan (Green Plan). Each goal includes strategies (“plays”) and specific actions (“moves”) for achieving these objectives. The goals address plastic reduction, water conservation, organics diversion, heat island mitigation, and preparation for future sustainability initiatives.

Goal I: Work towards making South Pasadena a Plastic-Free City

With the closure of hundreds of recycling facilities and plastic pollution crisis, it is no longer enough to recycle our plastics – it’s time to shift the focus on reducing them from the start. The Green Plan explores the possibility of banning single-use plastics and ensures that residents and business owners are educated on the tools and resources available for alternatives. Moves under this goal include seeking funds for installing water bottle refill stations, developing a zero-waste guide for City events, and creating educational materials on plastic alternatives for residents and businesses.

Goal II: Enhance Water Conservation Projects and Programs

Water is a precious resource in California and droughts are all too common. Identifying water waste and altering behaviors is key to conserving water. The Green Plan explores new ways to conserve water and strengthen our current programs. Moves under this goal include creating an Integrated Water and Wastewater Resources Management Plan (IWWRMP), evaluating the feasibility of implementing a greywater rebate program, and retrofitting all water faucets in City facilities with low-flow aerators.

Goal III: Increase Organics Diversion from Landfill

With landfills filling up at an alarming rate, increasing diversion efforts is crucial. In 2019, one third of the 39 million tons of waste Californians disposed of were compostable organic materials. The Green plan prioritizes organics diversion methods and ensures that the City is compliant with legislative mandates including AB1826 and SB1383. Moves under this goal include connecting restaurants and grocery stores with food donation organizations, exploring ways to establish composting hubs in South Pasadena, and providing education on at-home composting in the form of pamphlets and workshops.

Goal IV: Mitigate Impacts of the Urban Heat Island Effect

The loss of vegetation causes urban areas to become warmer than their surrounding rural areas creating a hear island. These higher temperatures increase peak energy demand, air pollution, and heat-related illness. The Green Plan addresses this issue

by reviewing and strengthening parking lot and cool roof codes, reviewing the City's tree ordinance, and providing education materials on tree watering and maintenance.

Goal V: Prepare for the Consideration of Future Sustainability Initiatives

The Green Plan is only the beginning. It does not cover all aspects of sustainability (i.e. energy efficiency, transportation, chemical pollution, etc.), but focuses on taking meaningful action on the City's greatest environmental concerns. There are several moves that the plan will keep alive and incorporate into the upcoming Climate Action Plan (a long-term plan aimed at reducing the City's greenhouse gas emissions). These moves include reviewing the feasibility of the Renewable Energy Council's recommendations, evaluating the feasibility of banning gas-powered lawn equipment including leaf blowers, and establishing sustainability-focused groups to spearhead the implementation of sustainability initiatives and practices in businesses and schools.

The Green Plan incorporates the S.M.A.R.T. method of goal-making: each move is specific, measurable, attainable, relevant, and time bound. Each move in the Green Plan also includes the sector and stakeholders involved, deliverables, and an estimated completion time. Some of the moves listed are important to complete, but can only be completed if additional resources are available (such as staff and/or funding). There are a total of 5 goals, 16 plays, 41 moves, and 22 contingent moves. The tentative timeline of the completion of all moves in the Green Plan is January 2020 to June 2021.

The Green Plan was presented to City Council on November 20, 2019 and was unanimously adopted (5-0). The plan will be incorporated into the 2020 NREC Work Plan. Quarterly updates on the progress of the plan will be presented during NREC public meetings.

2019 Tree Removal Hearings

NO.	ADDRESS	MEETING DATE	MEETING NOTES
1	1921 Illinois Drive	January 22, 2019 March 26, 2019	A request to remove two pine trees was denied. The applicant returned in march with additional information, but the request was again denied.
2	2060 Primrose Ave.	January 22, 2019 February 26, 2019	A request to remove one pine and one oak tree was tabled for further information. In February, with additional information, the NREC decided to deny the tree removal request.
3	1674-82 Amberwood Dr.	September 24, 2019	A request to remove two trees was denied.
4	1611 Spruce St.	October 22, 2019	A request to remove six trees to build additional housing was approved with conditions to replace trees with large-canopied and native trees.

ITEM 3
NREC 2020 Work Plan

Natural Resources & Environmental Commission

2020 Work Plan



Main Goals for 2020:

- Plan/Promote Earth Day 2020
- Approve FY 20/21 Water Conservation Program
- Adopt Single-Use Plastic (SUP) Ban Ordinance
- Adopt Climate Action Plan
- Review/Update Tree Ordinance
- Review Cool Roof Codes
- Review Parking Lot Codes
- Review Environmental Preferable Purchasing Policy

Tasks and Activities	Lead Person(s)	Timeline	Desired Outcome
Presentation: Code of Ethics	City Clerk's Office to present	January 28	Commissioners are trained and understand new Code of Ethics
Discussion/Action: Earth Day	Staff Liaison		Create Earth Day Subcommittee and discuss ideas
Action: Approve 2020 NREC Work Plan	Staff Liaison		Final 2020 NREC Work Plan
Action: Recommend to Support or Not Support Zero-Emission Vehicle Requirement	Staff Liaison; Dr. Khubesrian		Recommendation from NREC
Discussion: Earth Day	Staff Liaison	February 25	Discuss Earth Day ideas
Discussion: First Review of SUP Ban Ordinance (Move I.1.3)	Staff Liaison		Review draft ordinance and provide feedback
Discussion: Earth Day	Staff Liaison	March 24	Continue to discuss Earth Day ideas if needed
Presentation/Discussion: Climate Action Plan Emission Reduction Strategies	Staff Liaison; Rincon Consultants		Discuss strategies and provide Rincon with feedback
Action: Provide input on the proposed FY 20/21 Water Conservation Program (Goal II) (Goes to Council in April)	Staff Liaison		Input on proposed water conservation program
Update: Green Plan Progress Report	Staff Liaison	April 28	Update NREC on the progress of the FY19/20 Q3 moves
Discussion: Review/Provide input on Zero-waste guide for City events	Staff Liaison		Feedback on Zero-waste guide for City events

Discussion: Second Review of SUP Ban Ordinance (Move I.1.3)	Staff Liaison		Review updated ordinance and provide feedback
Presentation/Action: Final Review and Recommendation to Adopt Climate Action Plan (Goes to Council in June)	Staff Liaison; Rincon Consultants	May 26	Review Final draft of CAP and provide recommendation to Council
Action: Final Review and Recommendation to Adopt SUP Ban Ordinance (Move I.1.3) (Goes to Council in June)	Staff Liaison		Provide recommendation to Council on SUP Ban Ordinance
Discussion: Current Tree Ordinance Review and Discussion (Move IV.4.1)	Staff Liaison	June 23	Determine if tree ordinance needs to be updated and how
Update: Green Plan Progress Report	Staff Liaison	July 28	Update NREC on the progress of the FY19/20 Q4 moves
Discussion: Heat-Tolerant Trees List (Move IV.3.1)	Staff Liaison; Arborist		Provide feedback on heat-tolerant tree list
Discussion: Finalize Heat-Tolerant Trees List (Move IV.3.1)	Staff Liaison; Arborist	August 25	Finalize heat-tolerant trees list
Discussion: Second Review of Tree Ordinance (Move IV.4.1)	Staff Liaison		Review updated tree ordinance and discuss further input/changes if needed
Discussion: Review Current Parking Lot Codes and Provide Recommendations (Move IV.1.1)	Staff Liaison; Building/Planning Department	September 22	Determine if parking lot codes need to be updated and how
Update: Green Plan Progress Report	Staff Liaison	October 27	Update NREC on the progress of the FY20/21 Q1 moves
Discussion: Review Current Cool Roof Codes and Provide Recommendations (Move IV.2.1)	Staff Liaison; Building/Planning Department		Determine if cool roof codes need to be updated and how
Action: Recommend to Adopt Updated Tree Ordinance (Move IV.4.1) (Goes to Council in November)	Staff Liaison		Provide recommendation to Council on updated Tree Ordinance if needed
Discussion: Review and provide input on City Environmental Preferable Purchasing Policy (Move I.1.1)	Staff Liaison	November 24	Provide feedback on EPP Policy
-	-	December 22 *Cancelled	-
Tree Removal Hearings	Staff Liaison	As-Needed	Approve/Deny tree removal requests