



# AGENDA

## CITY OF EL SEGUNDO

### ENVIRONMENTAL COMMITTEE

**MEETING LOCATION: VIRTUALLY VIA ZOOM**

DUE TO THE COVID-19 EMERGENCY,  
THIS MEETING WILL BE CONDUCTED  
PURSUANT TO THE GOVERNOR'S  
EXECUTIVE ORDER N-29-20.

REGULAR MEETING OF THE  
EL SEGUNDO ENVIRONMENTAL COMMITTEE  
FRIDAY, January 8, 2021 – 12:00 P.M.

#### **How Can Members of the Public Observe and Provide Public Comments?**

Residents are encouraged to participate remotely in the virtual Environmental Committee Meeting. Please contact Senior Management Analyst Jasmine Allen for connection details ([jallen@elsegundo.org](mailto:jallen@elsegundo.org) or 310-524-2365). Members of the Public may provide comments electronically by sending them to Jasmine Allen via email, with a limit of 150 words and accepted up until 30 minutes prior to the meeting. The emails will be read to the Environmental Committee during public communications and are subject to disclosure under the Public Records Act.

#### **Additional Information**

The Environmental Committee, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Unless otherwise noted in the Agenda, the public can only comment on City-related business that is within the subject matter jurisdiction of the Environmental Committee, and items listed on the Agenda during the **Public Communications** portion of the meeting.

---

**In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk (310) 524-2305. Notification 24 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.**

---

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMUNICATIONS – (Related to City Business Only and for which the Committee is responsible – 5 minute limit per person, 30 minute limit total) *While all comments are welcome, the Brown Act does not allow the Environmental Committee to take action on*

*any item not on the agenda. Environmental Committee members may respond to comments after Public Communications is closed.*

**4. REPORTS: PUBLIC WORKS** – *this portion of the agenda is for City staff to provide brief reports to the Committee. These are “receive and file,” non-action items only. Any actions needed to be taken must be included on an upcoming agenda.*

a. Jo Fleming from California Green Business Network will provide a power point presentation regarding California Green Business Program, and availability of grants for this program (see attached).

b. Public Works to provide an update regarding Bee Keeping ordinance progress.

c. Citywide smoking in public places & in common areas of multi-family developments. Member Kevin Maggay to work with staff regarding the development of the power point presentation to the City Council for this item.

**5. ACTION ITEMS:**

None

**6. REPORTS: ENVIRONMENTAL COMMITTEE MEMBERS** – *this portion of the agenda is for members to discuss various ideas and for subcommittees established by the Committee to provide brief reports on the work being done by the subcommittee. These are “receive and file,” non-action items only. Any actions needed to be taken must be included on an upcoming agenda.*

a. Solid Waste Reduction/Elimination of Single-Use Plastics (Caroline Hawks/Tracey Miller-Zarneke): discuss next steps.

b. Green Business Recognition Program (Corrie Zupo): discuss next steps, in light of item 4a.

c. Water Conservation (Rachel McPherson): discuss research progress.

d. Green Construction Standards (Corrie Zupo/Sarah Brockhaus): discuss next steps.

e. Smoking Ban (Kevin Maggay): discuss next steps, in light of item 4c.

f. Discuss a City Council recommendation to create a community garden downtown as part of the Civic Center Redevelop and Re-Purposing (or at an alternative location) – see attachment.

**7. CONSENT AGENDA:** Approval of November 13, 2020 Committee Meeting Minutes.  
Recommendation: Approval.

**8. ADJOURNMENT**



**California Green Business Program - State of California Funding**  
**New Community Start-up Seed Funding**  
**Due Date: March 1, 2020**

**CA Green Business Network - New Community Grant Overview:**

The California Green Business Network (CAGBN), under guidance from CalEPA, has funding from the State of California to help five new communities start a Green Business Program. In an effort to make sure that CAGBN can deliver the metric outcomes on the grant, the goal is to select the communities that are most willing and able to implement a Green Business Program, and for which there is a significant need to bolster the green economy in regions that are deemed disadvantaged according to the CalEPA EnviroScreen 3.0 Tool. This questionnaire will help determine whether your community has completed the necessary steps and early assessment to determine if the program will be a success. It will also be used to select the communities that receive funding. Please answer the questions with as many specific details as possible. If you have any questions about the questionnaire, please contact Shawn Orgel-Olson at [sorgelolson@environmentalin.com](mailto:sorgelolson@environmentalin.com).

**Details of the Subcontract Award:**

This subcontracted work will provide \$30,000 each to five local government agencies or designated consultants/partners to assist with the establishment of Green Business Programs in communities that have never had a program. The funds will be available to help coordinate outreach to the business community to engage them in the Green Business Program. The following are likely to be eligible expenses:

- 1) Staff and/or consultant time to assist and track businesses through the program
- 2) Marketing efforts to attract and promote certified Green Businesses
- 3) Business rebates for purchases required to meet green business standards
- 4) Material expenses for events such as Green Business Academies and/or recruitment events
- 5) Community Based Organization engagement, particularly in disadvantaged or rural communities.

All of these costs will be reimbursed twice during the one-year project duration, as costs are incurred. Training to both the CBO and the new CAGBN program will be provided by CAGBN staff.

**Seed Funding Overview:**

- \$30,000 for local government agencies or designated Community Based Organizations that will operate the program in the local jurisdiction where there is currently no program operating.

---

**New CAGBN Program Questionnaire:**

1. What is the geographical reach of your proposed program? Regional, County or City? Is your community listed on an environmental justice list or is your community economically disadvantaged? Use the Cal EnviroScreen tool to determine if your municipality falls in this category and please provide the [CalEnviroScreen Score](#) (for example: 96-100%). (20 points)
2. Please list the stakeholders (agency and individuals) you have involved in the early design of your program in the following categories: Pollution Prevention, Materials Management/Recycling, Energy Conservation, Wastewater/stormwater and Water-Use Efficiency. (15 points)

3. What type of direct funding will be used for your program and how much? What type and how much leveraged funding will be used, such as in-kind staff time? (15 points)
4. What would you use the \$30,000 new community funding from this subcontract for? (10 points)
5. What staffing and hours will be committed to the program? (5 points)
6. IF you are planning to have the subcontract agreement be with a trusted community-based organization, are you willing to collect and approve all of the costs incurred? (required)
7. How will you track costs for reimbursement on the subcontract agreement? Costs for your program? Costs for the Community-based Organization? Costs for the businesses? (5 points)
8. Do you agree to use the California Green Business Database, collect the data necessary to track metrics, and to adhere to the by-laws of the Network? Will you ensure that businesses certified by your agency are in compliance with regulatory laws and meet the essential criteria set forth by the California Green Business Network to ensure statewide consistency? Is your agency capable of contributing to support statewide efforts such as the database in future years beyond the lifetime of the grant funding? (all required)
9. Are you willing to become a contributing member of the California Green Business Network? It is recommended that you review and become familiar with the by-laws of the Network and ask any questions you may have before submitting this grant application. The first year requires no fees with the current funding. However, subsequent years require annual fees. The base fee is \$5000/year with a supplemental fee based on the number of businesses in your region. The fees run from \$5,000 to \$20,000, depending on your size. Ask staff from CAGBN to calculate what your fees would be.  
By-Laws can be found at: [drive.google.com/file/d/1SQjUntt5ubllOO7pbdIQ8rDlShltd9Py/view?usp=sharing](https://drive.google.com/file/d/1SQjUntt5ubllOO7pbdIQ8rDlShltd9Py/view?usp=sharing)
10. What are your plans to ensure that the Green Business Program has longevity and becomes a long-standing, well-supported and high participation program beyond the term of the funding? How do you intend to secure funding beyond the initial seed funding? (20 points)

**Optional: Community-based Organization:**

11. Please list any Community-based Organizations that you intend to work with and describe their experience in working with businesses in your region:
  - Community-Based Business Assistance Organization:
  - What experience does the CBO working with English as second language speakers, hosting workshops, and working with the business community?

**Business Community:**

12. Do you have interest from the business community in the proposed region? What type of industry sectors would you work with (auto-repair, small manufacturing, retail, etc.)? Are there business associations that you have discussed the program with? Are there any pilot businesses that have agreed to participate? Approximately how many businesses do you envision certifying during the funding term of two years? (10 points)

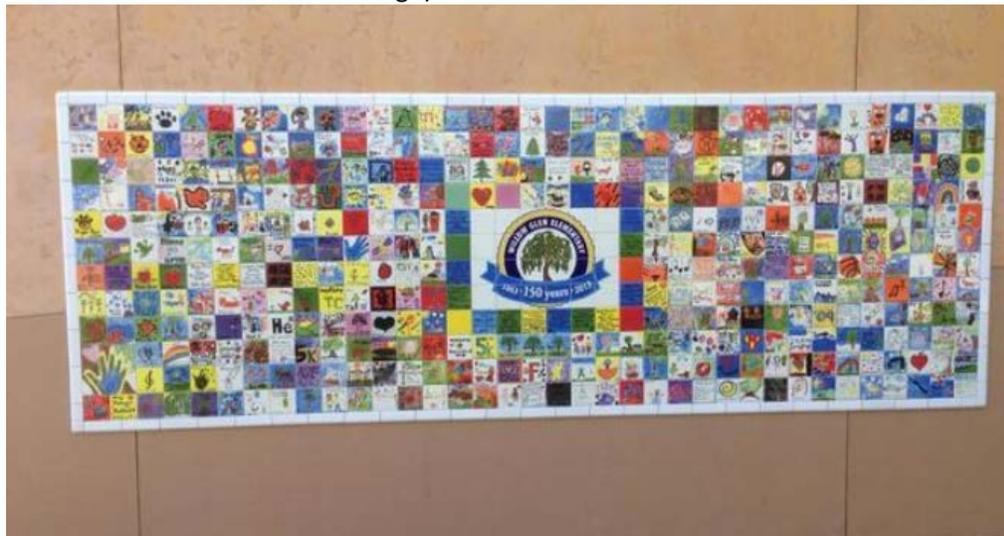
**NOTE: Funding is pending and dependent on a contract with the State of California and is not guaranteed. Responses to these questions will be used to select the communities that are most ready to launch Green Business Programs and most likely to succeed and have longevity.**

## Community Garden Idea:

- COVID19 and civil unrest across the country has drastically changed our countries sense of community. By expanding the community garden as a true garden open to the entire community, it will remote fresh and healthy food equity to all.
- [El Segundo Climate Action Plan](#) recommends Urban Greening which includes spaces such as community gardens. These spaces are "carbon sinks" as they store greenhouse gas emissions that are otherwise emitted into the atmosphere.
- The current [El Segundo Community Garden](#) is not a true community garden since all the spaces are rented via a lottery. There's currently no spots and the next lottery is January 2021.
- [Recreation Park](#) has many underutilized recreational spots to expand the community garden (ex. lawn bowling)
- Another idea is to add a community garden in the civic center as part of the [redevelop and repurpose](#) of Downtown. This would allow direct downtown access for the entire community.
- Community Garden surplus would go too CASE.
- Use reclaimed water from West Basin.
- QRTLY educational workshops on gardening and composting

## Various Funding Ideas:

- [Various grants](#) are available.
- Provide a community garden bed fundraiser where residents or businesses can donate money to pay for a garden bed and have their name engraved (Ex. Garden Bed donated by the Smith Family).
  - For a fee, residents or business can paint a tile for a mosaic in the garden (El Segundo Art Committee oversees the design)



- For a fee, residents can donate money to have their colorful handprint put on a garden bed



- Alternative idea is community members creating a non-profit and solicit donations from large businesses in town (as done in [Seal Beach](#)).
- Partial funding can also come from the [Art Fund](#) (Title 15 of Es Municipal Code) and partner with El Segundo Art Committee. Approx. \$685,000 in public art and fee revenues per year per [City Council Meeting Minutes](#). Art fee can't be used for landscape, but we can think of creative ways to incorporate the fund into the garden box design, storage shed, fencing or composting area.

### **Maintenance:**

- [Los Angeles Community Garden Council](#) has resources on starting a garden and forming a volunteer garden leadership group, writing articles of incorporation, bylaws, gardener agreements, and to develop community garden rules and guidelines.
- Via social media, scheduled community pruning/composting days advertised.
- Supplies stored in a shed.
- Compost from the city yard and from garden foliage.

# **ENVIRONMENTAL COMMITTEE**

## **MEETING MINUTES**

---

Friday, November 13, 2020, 12:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 12:03 pm, held virtually via Zoom.

2. ROLL CALL

The following Committee Members were present:

- Tracey Miller-Zarneke, Resident, Local Business, Committee Chair
- Corrie Zupo, Resident, Committee Vice-Chair
- Caroline Hawks, Resident, Member
- Kevin Maggay, Local Business, Member
- Rachel McPherson, Resident, Member

The following Committee Members were not present:

- Sarah Brockhaus, Resident, Member (Excused Absent)
- 1 vacancy, El Segundo School District, Member

The following City staff member(s) were present:

- Elias Sassoon, City of El Segundo, Director, Public Works
- Siavosh Poursabahian, Development Services Department
- Hamid Rezaei, Development Services Department
- Ray Delgado, Community Services Department

### 3. PUBLIC COMMUNICATION

Five members of the public participated:

- Irene Sanchez – resident
- Trisha Delmendo – resident
- Victor Valdez – resident
- Craig Calwallader – Surfrider foundation member
- Chia-Ming Ro – resident

The first three members addressed the committee and expressed concerns regarding the “Catalyst” project which was heard by the City Planning Commission (CPC) on November 12, 2020. The item was to be continued by the CPC and therefore the committee members did not provide any response. The committee chairwoman informed them of this in advance. The concerns were related to the impact to the environment and traffic. Mr. Valdez provided some documents which copies were provided to the committee members later. Mr. Cadwallader spoke in support of a smoking ban coming to El Segundo. Ms. Ro attended in support of bee keeping measures.

### 4. REPORTS: CITY STAFF

- a. Elias Sassoon informed the Committee that there would be no permit required for bee keeping and the residents who want to be Bee Keepers must comply with county requirements only. He advised that the City Attorney needs to update the ordinance regarding nuisances to remove bee keeping from it.
- b. Elias Sassoon informed the committee that he had been in touch with the Building Officials of cities of Santa Monica, Manhattan Beach and Culver City. None of these cities require LEED certificates any longer. This is due to the fact that the state code is updated every 3 years and the current code has caught up with LEED in many aspects. Further, LEED certificate requirements have proven to be very costly and time consuming. However, these cities require additional EV-Charging Stations and Culver City requires recycling of gray water (from Laundry only). Elias Sassoon indicated that he planned to include some funding in the next year’s strategic planning to hire a consultant firm to analyze any requirement(s) beyond and above the state requirements. These efforts must be coordinated with Environmental Committee (EC), Economic Development Advisory Committee (EDAC), and stakeholders/ citizens. The funding for this work is subject to the City Council approval.

### 5. ACTION ITEMS:

Member Kevin Maggay made a motion to develop city wide smoking in public places and in common areas of multi-family developments. Member Corrie Zupo seconded the motion. The motion carried 5-0.

6. REPORTS: COMMITTEE MEMBERS

Members provided updates on work plan items. Ryan Delgado from Recreation & Parks department provided some information regarding Community Garden. The proposed Water and Wastewater rates was discussed briefly and Elias Sassoon informed the committee that the item would be on December 1, 2020 City Council agenda for discussion. Member Zupo would like to continue discussion regarding Community Garden.

7. CONSENT AGENDA:

Approved Minutes for October 2, 2020 meeting. Chairwoman Tracey Miller-Zarneke moved to approve; member Rachael McPherson seconded the motion. Motion carried 4-0.

8. ADJOURNMENT:

It was decided not to have any meeting in December 2020. Next meeting will be held on January 8, 2020 at noon.

Meeting was adjourned at 1:24 pm.

