

September 6, 2007

**MINUTES OF A REGULAR MEETING OF
THE ENVIRONMENTAL QUALITY AND
ENERGY CONSERVATION COMMISSION**

1. CALL TO ORDER

The Torrance Environmental Quality and Energy Conservation Commission convened in a regular session at 7:00 p.m. on Thursday, September 6, 2007 in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL:

Present: Commissioners Decker, Griffiths, Reilly, Watson, and Chairperson McCabe.

Absent: Commissioners Chim and Gobble.

Also Present: Deputy Community Development Director Cessna, Senior Environmental Quality Officer Jones, and Senior Planning Associate Chun.

MOTION: Commissioner Reilly moved to grant excused absences to Commissioners Chim and Gobble for the September 6, 2007 Commission meeting. Commissioner Griffiths seconded the motion; a voice vote reflected unanimous approval.

3. SALUTE TO THE FLAG

The Pledge of Allegiance was led by Chairperson McCabe.

4. POSTING OF THE AGENDA

MOTION: Commissioner Decker, seconded by Commissioner Griffiths, moved to accept and file the report of the secretary on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. ORAL COMMUNICATIONS FROM THE PUBLIC

Senior Planning Associate Chun distributed revised copies of the Architectural Design Guidelines approved by City Council in May 2007, noting that environmental green building information was added. She stated that the purpose of the Architectural Design Guidelines is to assist property owners to preserve, renovate, and restore historical homes. She advised that copies are available for \$5.00 at the Community Development Department planning counter, Torrance Historical Society, and Torrance Public Library.

In response to Commissioner Decker's inquiry, Senior Planning Associate Chun stated that landscaping guidelines are only briefly outlined in the brochure, but that it might be possible to include additional information later.

6. APPROVAL OF MINUTES

6A. MEETING OF AUGUST 2, 2007

MOTION: Commissioner Reilly, seconded by Commissioner Watson, moved for approval of the August 2, 2007 Environmental Quality and Energy Conservation Commission meeting minutes as submitted; a voice vote reflected unanimous approval (absent Commissioners Chim and Gobble)

7. ENVIRONMENTAL MATTERS

7B. PRESENTATION OF GREEN PRIDE AWARD TO RYAN OMORI, EAGLE SCOUT

Chairperson McCabe requested that this item be taken out of order.

Senior Planning Associate Chun presented information about a Torrance parking lot restoration project conducted by Ryan Omori, Boy Scout Troop 851, for his Eagle Scout project on June 9, 2007.

The Commission welcomed Ryan Omori who distributed copies of his Eagle Scout Leadership Service Project Workbook. He thanked Ronald Tajii and Gary Huffman, Troop 851, for their assistance and support and described the landscaping restoration project at 1511 Cravens Avenue that involved 70 volunteers who assisted in tree trimming, landscaping, and plant removal.

Commissioners commended Ryan for his leadership and efforts and presented him with a Green Pride in Torrance award; the Commission briefly recessed for a photo opportunity.

7A. GREEN PURCHASING POLICIES

Deputy Director Cessna reported that staff recently attended a Los Angeles County seminar on green purchasing and noted that information received, as well as green purchasing policies from several other cities, was included in the agenda packets. She stated that staff recommended establishing a City inter-departmental team to internally decide what areas to focus on in putting together an effective purchasing policy. She noted that the Purchasing Agent suggested focusing first on areas of fleet, lighting, and cleaning supplies. She advised that the team would probably make a broad policy statement and then possibly adopt an addendum that would allow them to give preference to certified products that have already been researched by other jurisdictions.

Responding to Commissioner Griffiths' inquiry, Deputy Director Cessna explained that there were purchasing guidelines in place in the City, but that an addendum would allow deviation from the accepted policy to meet needs and achieve goals. She discussed the current purchasing policy of lowest responsible bidder and how it might be adapted to include green products.

Chairperson McCabe commented that he was impressed with the Los Angeles County green purchasing policies.

Deputy Director Cessna stated that she would bring back a status report on green purchasing policies in November 2007 after the inter-departmental team has met.

7C. ENVIRONMENTAL QUALITY COMMISSION ANNUAL REPORT 2006-2007

Deputy Director Cessna presented a draft annual report for submission to City Council and requested that Commissioners provide feedback regarding format and content.

Commissioner Reilly suggested that staff include information regarding the impact of what the Commission has accomplished, particularly in the areas of Animal Matters and the electronic readerboard policy.

Deputy Director Cessna offered to elaborate on the draft Annual Report and bring it back for Commission review in October 2007. She suggested that it be submitted to City Council on the date that the Commission meets with City Council.

Planning Associate Jones provided a status report on signage at National Sports Grill, South End Racket and Health Club, and Saigon Flavor Restaurant.

In response to Chairperson McCabe's inquiry, Deputy Director Cessna explained that the Commission oversees and has jurisdiction over appeals for animal issues.

8. NEW BUSINESS

8A. SUBCOMMITTEE REPORTS

Deputy Director Cessna stated that she added this item to Commission agendas and explained that other Commissions have subcommittee reports listed on agendas even though they often have no reports; this way, if something comes up for discussion, it is always on the agenda.

Chairperson McCabe initiated a discussion regarding a strategy for subcommittees to meet and alternately initiate Commission dialogue on their current topics at a reasonable pace. He expressed hope that, at some point in the future, they could begin discussing air quality, trees, landscaping, noise, and other important issues that affect quality of life.

Deputy Director Cessna advised that subcommittees needed to look at broad policies and to be sure to involve staff in any subcommittee meetings.

Commissioner Decker stressed the importance of discussing trees and landscaping policies; Deputy Director Cessna stated that she would check internally about jurisdictional overlap.

Commissioner Reilly initiated a brief discussion regarding the promotion of cooperative buy-ins for solar panel usage for public buildings, the need to protect solar power investments, and to establish guidelines and policies for wind turbines.

8A.1 ENERGY CONSERVATION/COOL CITIES

Chairperson McCabe distributed a proposed agenda for discussion that includes:
Energy Conservation: Energy audit of all City facilities and equipment, Goals/action

plan, Renewable energy use, Energy standards within Green Building program, and Vehicles; Cool Cities: Implementation plan with timetable and ICLEI.

Deputy Director Cessna stated that the South Bay Energy Savings Center would be speaking to local cities about ICLEI and how to determine a baseline on September 17, 2007.

It was determined that the next subcommittee meeting would be on October 4, 2007 before the Commission meeting.

Chairperson McCabe pointed out that Commissioner Gobble works at Southern California Edison and asked if Commissioners Watson or Decker would be willing to be replaced by him on this subcommittee; Commission Watson volunteered to have Commission Gobble replace her on the Energy Conservation/Cool Cities subcommittee.

8A.2 GREEN BUILDING/RECYCLING

Commissioner Griffiths reported that the subcommittee did not meet.

Chairperson McCabe suggested that the subcommittee initiate discussion on green building for new construction as well as installation of signage on recycling bins listing recyclable items.

8A.3 PUBLICITY/OUTREACH

Commissioner Watson stated that it would be beneficial to produce a pamphlet on green building guidelines, for the City to have a "Cool Cities" logo, and to provide input on the Chamber of Commerce website. She further stated that it was important to have better accessibility of environmental information and to continue joint projects with the Library Commission.

Chairperson McCabe suggested that they put out a request for Green Pride in Torrance award nominations.

In response to Commissioner Decker's inquiry, Senior Environmental Quality Officer Jones stated that she researched cleaners and discovered that at least 10 out of the 46 within the City are using greener hydrocarbon methods. It was decided that all 10 should received Green Pride in Torrance awards because they have made changes much earlier than the mandated 2017.

Chairperson McCabe initiated a brief discussion about the certified Clean Bay Restaurant program.

9. ORAL COMMUNICATION

9A. There was a consensus to direct staff to bring back potential dates for a joint meeting with City Council.

9B. Deputy Director Cessna informed Commissioners that there would be a vicious dog administrative hearing on September 10, 2007 and that it may be appealed to the Commission.

9C. Commissioner Griffiths announced a lamp exchange program through the South Bay Energy Savings Center on September 15-16, 2007, a Green Products and Systems program at the Gas Company's Energy Resource Center on September 11, 2007 in the City of Downey, and "Let's Talk Green" with Assemblyman Lieu on October 5, 2007.

9D. Commissioner Reilly requested that staff research the methodology for placing City emergency information on electronic readerboards.

9E. Commissioner Watson discussed recent interest in banning plastic water bottles, food service container restrictions in the City of Santa Monica, and mentioned that she has a new tankless water heater.

9F. Chairperson McCabe stated that rebate offers are listed on the State's website.

9G. Chairperson McCabe expressed concern about the prevalence of sign twirlers and Deputy Director Cessna offered to discuss options with the City Attorney's office.

9H. Deputy Director Cessna provided a brief update on the charter club for feral cats. She expressed disappointment that the charter club was not in place yet but that staff was in the process of working on getting an ordinance formulated.

9I. Deputy Director Cessna announced a beach clean-up day at Torrance Beach on September 15, 2007.

10. ADJOURNMENT

MOTION: At 9:23 p.m., Commissioner Reilly moved to adjourn the meeting to October 4, 2007 at 7:00 p.m. in the West Annex meeting room. The motion was seconded by Commissioner Watson and, hearing no objection, Chairperson McCabe so ordered.

Approved as Amended October 4, 2007 s/ Sue Herbers, City Clerk
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