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Direct questions or concerns to the Commission Liaison at (310) 618-5930 or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

**TORRANCE ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION
COMMISSION AGENDA
DECEMBER 2, 2021
REGULAR MEETING
7:00 P.M. IN WEST ANNEX COMMISSION MEETING ROOM CITY HALL
3031 TORRANCE BOULEVARD
TORRANCE, CA 90503**

**ENVIRONMENTAL QUALITY AND ENERGY CONSERVATION COMMISSION MAY
TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

1. CALL MEETING TO ORDER/ROLL CALL

2. FLAG SALUTE:

3. REPORT OF STAFF ON THE POSTING OF THE AGENDA

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Wednesday, November 24, 2021

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS (Limited to a 30-minute period)

*This portion of the meeting is reserved for comment on items not on the agenda. Under the Ralph M. Brown Act, Torrance Environmental Quality and Energy Conservation Commission cannot act on items raised during public comment, but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. **Speakers under Orals are limited to either Oral Communications #1 or Oral Communication #2 and no longer than 3 minutes per speaker.** Speakers please turn off or leave your cellular phone when you come to the podium to speak. If presenting handout material to Torrance Environmental Quality and Energy Conservation Commission, please provide 10 copies to the City Clerk before speaking.*

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.

6A. APPROVAL OF MINUTES: NOVEMBER 4, 2021

7. ADMINISTRATIVE MATTERS

7A. TORRANCE CLIMATE SMART AWARDS

Recommendation of the Deputy Community Development Director that the Environmental Quality Commission review outreach materials and plans for the Climate Smart Award Program, provide feedback and appoint a three member Ad Hoc Outreach Committee.

ROLL CALL: Dewitt _____ Endo-Roberts _____ Love _____ Montgomery _____ Seferian _____ Stecker _____ Chairperson Wright _____
TEQECC 12/02/21

8. PUBLIC HEARINGS – NONE SCHEDULED

9. COMMISSION ORAL COMMUNICATIONS

10. ADJOURNMENT

10A. Adjournment of Torrance Environmental Quality and Energy Conservation Commission Meeting, tentatively, to Thursday, February 3, 2022, at 7:00 p.m.

**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, November 4, 2021 in the West Annex meeting room.

ROLL CALL:

Present: Commissioners DeWitt, Endo-Roberts, Love, Montgomery, Seferian, and Chairperson Wright.

Absent: Commissioner Stecker.

Also Present: Deputy Community Development Director Cessna, Senior Environmental Quality Officer Duncan, Senior Environmental Quality Officer Jones, and Environmental Quality Officer Colclasure.

MOTION: Commissioner Seferian moved to grant the excused absence of Commissioner Stecker from the November 4, 2021 Commission meeting. Commissioner Endo-Roberts seconded the motion; a roll call vote reflected 6-0 approval.

2. SALUTE TO THE FLAG

Commissioner Endo-Roberts led the Pledge of Allegiance.

3. REPORT OF STAFF ON THE POSTING OF THE AGENDA

Deputy Community Development Director Cessna reported the agenda for this meeting was posted on the Public Notice Board and on the City's Website on October 28, 2021.

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS – None.

5. ORAL COMMUNICATIONS – None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: OCTOBER 7, 2021

MOTION: Commissioner Love moved to approve the Commission meeting minutes of October 7, 2021 as presented. Commissioner Endo-Roberts seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Stecker).

7. ADMINISTRATIVE MATTERS

7A. TORRANCE CLIMATE SMART AWARDS

Recommendation of the Deputy Community Development Director that the Commission review the Torrance Climate Smart Awards program and discuss possible implementation of the program.

Deputy Community Development Director Cessna provided background on the existing Green Pride in Torrance awards program and the decision to revise it with new categories and criteria.

Environmental Quality Officer Colclasure presented the Torrance Climate Smart Awards Program that seeks to recognize residents, students, schools, businesses, and organizations for their commitment to excellence in environmental stewardship and outstanding environmental achievements. She stated that staff researched green and environmental sustainability recognition programs in several cities and decided to create categories and criteria that resemble those used in the City of San Jose.

She described the five categories and criteria for: Climate Smart Energy Award; Climate Smart Water Award; Climate Smart Youth Award; Climate Smart Community Award; and Climate Smart Business Award. She stated that Commissioners along with City staff would nominate and present to recipients twice per year. She asked Commissioners to discuss the categories and criteria and make suggestions for implementation of the program.

Discussion centered on measuring greenhouse gas emissions reductions, adding a tier structure, working with the South Bay Cities Council of Governments, how to promote the program and identify candidates, partnering with other Commissions, involving the Torrance Youth Council, timeline for implementation, and goals and sub-goals in the Stewardship of the Environment.

Commissioners voiced their support for the categories and criteria for the program. Deputy Community Development Director Cessna suggested presenting the first set of awards in June 2022. She stated staff would bring back the framework for an agenda for presentation to other Commissions as well as an overview of what other Commissions do.

8. PUBLIC HEARINGS – None scheduled.

9. COMMISSION ORAL COMMUNICATIONS

Deputy Community Development Director Cessna asked Commissioners to consider if they would like to change the start time of Commission meetings and there was consensus to leave the start time at 7:00 p.m.

10. **ADJOURNMENT**

MOTION: At 7:55 p.m. Commissioner Endo-Roberts moved to adjourn tonight's meeting to December 2, 2021. Commissioner Love seconded the motion; a roll call vote reflected approval.

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Subject to Approval

Honorable Chair and Members
of the Torrance Environmental Quality
and Energy Conservation Commission
City Hall
Torrance, California

Members of the Commission:

SUBJECT: Torrance Climate Smart Awards

RECOMMENDATION:

The Deputy Community Development Director recommends that the Environmental Quality Commission review outreach materials and plans for the Climate Smart Award Program, provide feedback and appoint a three member Ad Hoc Outreach Committee.

BACKGROUND AND ANALYSIS:

Attached is a draft fact sheet for the Climate Smart Award program as well as a draft item for use in outreach to other Commissions. The draft item will need to be customized for each Commission, as the focus for the various commissions will differ depending on their purview. Staff requests feedback from the Commission prior to finalizing these items.

In setting up the meetings, it is recommended that the Environmental Commission appoint an Ad Hoc Committee of three members, who will be designated to present the program to the other Commissions. By designating an Ad Hoc Committee, the process is much less cumbersome, and can be a part of a regularly scheduled meeting, rather than a specially advertised joint meeting. Environmental staff will contact the staff liaisons for the Youth Council, Water Commission and Library Commission and request to be placed on their agendas. The members of the Ad Hoc Committee and a staff member will then be able to present the program at a regular meeting.

While Water Commission will be fairly straightforward, in that their purview is well-defined for purposes of the Climate Smart awards, the outreach to Youth Council and Library Commission will need to be more structured in order to ensure that the project begins with clear objectives, and the Commissions understand what is being asked of them. For the Youth Council and Library Commission, this will include nominations of existing programs as well as ideas for new programs and outreach specific to their purview. For instance, the Youth Council may want to work with schools to promote new environmental programs and the Library Commission may wish to sponsor and environmental reading programs or speakers.

Staff recommends that the Commission provide feedback on the outreach materials presented and appoint a three member Ad Hoc Outreach Committee to work with other city commissions on the Climate Smart Award Program.

Respectfully Submitted,

Linda Cessna
Deputy Community Development Director

Attachments:

1. Climate Smart Award Fact Sheet
2. Draft Commission Outreach Item

TORRANCE CLIMATE SMART AWARD PROGRAM



CATEGORIES

- BUSINESS
- COMMUNITY
- ENERGY
- WATER
- YOUTH

CRITERIA AND EXAMPLES:

SUSTAINABILITY, ENERGY EFFICIENCY, TRANSPORTATION, REDUCTION OF AIR POLLUTION, WATER USAGE REDUCTION, DROUGHT-TOLERANT LANDSCAPING, SOLAR PANELS, REDUCTION OF CARBON DIOXIDE EMISSIONS, MEETING CLEAN BAY AND CA GREEN BUSINESS NETWORK

HOW IT WORKS:

NOMINATIONS WILL BE ACCEPTED THROUGH ENVIRONMENTAL COMMISSIONERS. COMMISSIONERS ALONG WITH STAFF WILL NOMINATE AND PRESENT TO RECIPIENTS TWICE PER YEAR. MULTIPLE AWARD RECIPIENTS ARE ALLOWED WITHIN EACH OF THE 5 CATEGORIES

FOR MORE INFORMATION PLEASE CALL OR E-MAIL (310) 618-5929,
ENVIRONMENTALCOMMISSION@TORRANCECA.GOV

Honorable Chair and Members
of the Torrance Youth Council
City Hall
Torrance, California

Members of the Youth Council:

SUBJECT: Torrance Climate Smart Awards

RECOMMENDATION:

The _____ recommends that the Youth Council receive a presentation by the Environmental Quality Commission regarding the Climate Smart Awards program and discuss possible opportunities for collaboration.

BACKGROUND AND ANALYSIS:

Attached is an overview of the Climate Smart Award Program for the Youth Council's review. This program is being implemented by the Environmental Quality Commission in support of the Stewardship of the Environment Priority in the 2021 Strategic Plan. The Priority has been strengthened in the 2021 version of the plan to more clearly demonstrate the importance of environmental stewardship and the need for action, and is included as an attachment to this item. The Climate Smart Awards are a first step for the Environmental Quality Commission and the City to recognize and encourage environmental stewardship throughout the community.

The Award Program will consist of five categories: Climate Smart Energy, Climate Smart Water, Climate Smart Youth, Climate Smart Community and Climate Smart Business. While the first two categories are broad enough to include a number of projects or achievements, they can target youth, community or business within the category. The Youth, Community and Business categories can consider a full range of projects or achievements, but will target by each specific group.

The Environmental Quality Commission is hoping to partner with the Youth Council in promoting and recognizing programs and activities that demonstrate environmental stewardship in schools and youth groups as well as projects by individual youth. Some possibilities for exploration include:

- Inter-School competitions for recycling
- Outreach/Poster competitions
- Drought tolerant landscaping projects
- Environmental Education projects

The Commission invites the Youth Council to share any ideas that they may have for awards as well as any current programs or projects that they feel should be recognized and celebrated.

Respectfully submitted,

By _____

Attachment:

- A) Stewardship of the Environment Strategic Priority
- B) Climate Smart Award Fact Sheet

COMMISSION MEETING OF

Honorable Chair and Members
of the Torrance Water Commission
City Hall
Torrance, California

Members of the Water Commission:

SUBJECT: Torrance Climate Smart Awards

RECOMMENDATION:

The _____ recommends that the Water Commission receive a presentation by the Environmental Quality Commission regarding the Climate Smart Awards program and discuss possible opportunities for collaboration.

BACKGROUND AND ANALYSIS:

Attached is an overview of the Climate Smart Award Program for the Youth Council's review. This program is being implemented by the Environmental Quality Commission in support of the Stewardship of the Environment Priority in the 2021 Strategic Plan. The Priority has been strengthened in the 2021 version of the plan to more clearly demonstrate the importance of environmental stewardship and the need for action, and is included as an attachment to this item. The Climate Smart Awards are a first step for the Environmental Quality Commission and the City to recognize and encourage environmental stewardship throughout the community.

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The Environmental Quality Commission is hoping to partner with the Water Commission in promoting and recognizing programs and activities that demonstrate environmental stewardship in the area of water conservation. Some possibilities for exploration include:

- Existing conservation programs
- New water conservation technologies
- Creative use of drought tolerant landscaping projects

The Commission invites the Water Commission to share any ideas that they may have for awards as well as any current programs or projects that they feel should be recognized and celebrated.

Respectfully submitted,

By _____

Attachment:

1. Stewardship of the Environment Strategic Priority
2. Climate Smart Award Fact Sheet

COMMISSION MEETING OF

Honorable Chair and Members
of the Torrance Library Commission
City Hall
Torrance, California

Members of the Library Commission:

SUBJECT: Torrance Climate Smart Awards

RECOMMENDATION:

The _____ recommends that the Library Commission receive a presentation by the Environmental Quality Commission regarding the Climate Smart Awards program and discuss possible opportunities for collaboration.

BACKGROUND AND ANALYSIS:

Attached is an overview of the Climate Smart Award Program for the Youth Council's review. This program is being implemented by the Environmental Quality Commission in support of the Stewardship of the Environment Priority in the 2021 Strategic Plan. The Priority has been strengthened in the 2021 version of the plan to more clearly demonstrate the importance of environmental stewardship and the need for action, and is included as an attachment to this item. The Climate Smart Awards are a first step for the Environmental Quality Commission and the City to recognize and encourage environmental stewardship throughout the community.

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The Environmental Quality Commission is hoping to partner with the Library Commission in promoting and recognizing programs and activities that demonstrate environmental stewardship throughout the community. Some possibilities for exploration include:

- Environmental Speakers Program
- Environmental reading group
- Environmental Education projects

The Commission invites the Library Commission to share any ideas that they may have for awards as well as any current programs or projects that they feel should be recognized and celebrated.

Respectfully submitted,

By _____

Attachment:

1. Stewardship of the Environment Strategic Priority
2. Climate Smart Award Fact Sheet