



CITY OF EL SEGUNDO ENVIRONMENTAL COMMITTEE MEETING MINUTES

Monday, September 18, 2017, 6:00 p.m.
City Hall, 350 Main Street, El Segundo, CA 90245

1. CALL TO ORDER

Tracey Miller-Zarneke called to order the regular meeting of the Environmental Committee at 6:00pm, on Monday, September 18th, 2017, in the City of El Segundo, City Hall West Conference Room, 350 Main Street, El Segundo, California, 90245.

2. ROLL CALL

The following Committee Members were present:

- Tracey Miller-Zarneke, Resident, Local Business, Committee Chair
- Caroline Hawks, Resident, Member
- Chris Lubs, El Segundo Unified School District, Member
- Kevin Maggay, Local Business, Member
- Rachel McPherson, Resident, Member
- Corrie Zupo, Resident, Member

The following City staff members were present:

- Ken Berkman, City of El Segundo, Public Works Director
- Orlando Rodriguez, City of El Segundo, Senior Civil Engineer
- Jasmine Allen, City of El Segundo, Interim Management Analyst

3. PUBLIC COMMUNICATION: None.

4. NEW BUSINESS:

- A. Kevin met with City Council members Carol Pirsztuk and Don Brann about the possibility of a current Environmental Committee member making a presentation to City Council, once a quarter, about the on-going activities and discussions within the Environmental Committee. Ken suggested Kevin speak with Mishia Jennings (City Council Executive Assistant) about setting up the quarterly presentation and noted that this is something the entire Council would need to request with a majority vote.
- B. Caroline has created a Facebook page (GoGreenGundo) for environmentally friendly developments and activities occurring throughout the City. Tracey suggested contacting the El Segundo Parents Network (ESPN) Facebook page moderator about providing a link on the ESPN Facebook page to the GoGreenGundo Facebook page.
- C. Ken raised the question about having a member serve as the Secretary to take meeting minutes. City Staff will perform research on who is allowed to take meeting minutes.

5. REPORTS: CITY STAFF

- A. Residential Trash Survey – Ken presented a Residential Trash Survey that Public Works would like to send to residents regarding their current trash pickup service and possible future changes. The following suggestions were made by the Committee:
 - a. Rephrase question #2 to clarify the intent of the question.
 - b. Send a preliminary survey to residents as a feeler. Based on any feedback received from the first survey, perform a second survey as a follow up.

Ken asked the Committee to send any comments or questions regarding the Residential Trash Survey directly to him by September 28th.



CITY OF EL SEGUNDO ENVIRONMENTAL COMMITTEE MEETING MINUTES

6. REPORTS: ENVIRONMENTAL COMMITTEE MEMBERS

- A. Environmental Purchasing Policy – At the August 1st City Council meeting, Mayor Pro Tem Drew Boyles requested City Council consider directing staff to add an Environmental Consideration type statement to all staff reports brought before City Council for purchases or policy decisions, and seek the Committee's input. The Committee suggested creating a list of all current equipment and vehicles as to perform a life expectancy analysis. Ken noted that Public Works and Finance already prepare that type of document as part of the annual budget preparation process.

Ken asked if the Committee could research what our peer cities do in this regard and provide suggestions by the next Committee meeting.

- B. By-Laws – Tracey presented the Environmental Committee's By-Laws to the group for discussion and questions. The Committee had the following suggestions:
- Rachel suggested replacing the work "sustainable" to "environmental" as necessary. The Committee agreed to the revision where applicable.
 - Kevin suggested removing the last paragraph of Article VI. The Committee agreed to the revision.
 - On Article IX, Ken suggested leaving "Public Works Director" through the article and remove "City Manager". The Committee agreed to the revision.

Tracey asked if the Committee can send any suggestions or questions regarding the By-Laws to her by the next Committee meeting.

- C. Work Plan – Tracey presented the Environmental Committee's Work Plan to the group for discussion and questions. Ken had previously reviewed the Work Plan and emailed his comments to Tracey which was presented to the group as well. Corrie will email the Work Plan along with Ken's (and others') comments to the group for review.

Tracey asked if the Committee can send any suggestions or questions regarding the Work Plan to her by the next Committee meeting.

7. CONSENT AGENDA: None.

8. ADJOURNMENT

Tracey Miller-Zarneke adjourned the meeting at 7:00pm. The next regular meeting is scheduled for Monday, October 16th, 2017 at 6:00pm at City Hall – West Conference Room.