



**CITY OF SOUTH PASADENA
NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION**

**MINUTES
REGULAR MEETING
TUESDAY, MAY 28, 2024, AT 7:00 P.M.**

CALL TO ORDER:

The Meeting of the South Pasadena Natural Resources and Environmental Commission was called to order by Vice Chair Emily Ng on May 28, 2024, at 7:04 P.M. in the City Council Chambers, 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Vice Chair	Emily Ng
Commissioner	Rona Bortz
Commissioner	Liam R. de Villa Bourke
Commissioner	Amy Davis Jones

ABSENT

Chair	Michael Siegel
Commissioner	Casey Law
Commissioner	Richard Tom
Staff Liaison	Councilmember Michael Cacciotti

CITY STAFF PRESENT:

Ted Gerber - Public Works Director, Arpy Kasparian - Environmental Services & Sustainability Manager, and Danielle Garcia - Water Conservation Management Assistant were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Ng.

PUBLIC COMMENT

1. PUBLIC COMMENT - GENERAL (NON-AGENDA ITEMS)

In Person Public Comments:

None.

PRESENTATION**2. STAFF INTRODUCTIONS**

Environmental Services & Sustainability Manager, Arpy Kasparian, introduced Water Conservation Analyst Danielle Garcia.

Philip Tran, Public Works Management Analyst, was not available and will be introduced at a later meeting.

In Person Public Comments:

None.

DISCUSSION**3. COMMISSION ANALYSIS REVISIT**

Mary Haddad from City Manager's Office requested further input from the Commissioners on opportunities for consolidation and efficiencies with the City's commissions.

The Commissioners and Haddad discussed the uniqueness of this commission and opportunities/best management practices that can be incorporated across other commissions.

In Person Public Comments:

None.

ACTION**4. REVIEW FISCAL YEAR 2023-2024 ANNUAL REPORT AND FISCAL YEAR 2024-2025 WORK PLAN**

Environmental Services & Sustainability Manager, Arpy Kasparian, reviewed the previous fiscal year's accomplishments and the work plan for the upcoming fiscal year of 2024 to 2025.

Following the Commissioners discussion around the status of specific items on the Work Plan for 2024 to 2025, Commissioner Jones requested that "City Zero Waste Policy" be included with the "Plastic Ad Hoc Committee" item.

5. APPROVAL OF MINUTES OF MARCH 26, 2024, NREC MEETING

Recommendation

It is recommended that the Commission review and approve the March 26, 2024, Meeting Minutes.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Jones, seconded by Commissioner Bortz and approved by roll call vote to approve the March 26, 2024, Natural Resources Environmental Commission Meeting Minutes. The motion carried 4-3-0, by the following vote:

AYES: Ng, Bortz, de Villa Bourke, and Jones.

NOES: None.

ABSENT: Siegel, Law, and Tom.

ABSTAINED: None.

COMMUNICATIONS**6. CITY COUNCIL LIAISON COMMUNICATIONS**

City Council Liaison Cacciotti was absent.

7. COMMISSIONER COMMUNICATIONS

Vice Chair Ng, Commissioner Bortz, Commissioner de Villa Bourke, and Commissioner Jones had no comments.

8. STAFF LIAISON COMMUNICATIONS


Environmental Services & Sustainability Manager, Arpy Kasparian, promoted events such as the Free Compost and Mulch Giveaway on June 1st, an Electric Leaf Blower Demonstration on June 5th, and the Commissioner Congress at the War Memorial Building on June 20th. She additionally reflected on the Dumpster Day that occurred at the South Pasadena High School on May 4th and the April 6th Sustainability Fair that hosted 20 vendors and saw over 300 people participate.

9. UPCOMING EVENTS

- Free Compost and Mulch Giveaway
June 1 - 9:00am-12:00pm - Arroyo Golf Course Parking Lot
- Electric Leaf Blower Demonstration
June 5 – South Pasadena
- Commissioner Congress
June 20 – War Memorial Building
- LA County Smart Gardening Webinars
(<https://www.ladpw.org/epd/sq/webinars.cfm>)
- MWD Turf Removal + CA Native Landscape Webinars
(<https://greengardensgroup.com/turf-transformation/>)

ADJOURNMENT

There being no further matters, Vice Chair Ng adjourned the meeting of the Natural Resources and Environmental Commission at 7:57 P.M. PT to the next Regular Commission meeting scheduled for June 25, 2024.

Respectfully submitted: 
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Arpy Kasparian
Staff Liaison, Environmental Services
& Sustainability Manager

APPROVED: 
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Emily Ng
Vice Chair

Approved at Commission: June 25, 2024