



CITY OF GLENDALE
SUSTAINABILITY COMMISSION
Minutes of Regular Meeting
August 4, 2022 AT 5:31 PM

1. ROLL CALL – 5:31 PM

- The meeting was called to order on August 4, 2022, at 5:31 pm.
 - *Present:* Chairperson Werner, Vic Chair Pinkerton, Commissioner Bartrosouf, and Kartounian. Student Ex-Officio Member Borisov and Kudo.
 - *Absent:* Commissioner Khanjian
- a) **Pledge of Allegiance.**
- b) **The Agenda for the August 4, 2022, meeting of the Sustainability Commission was posted on July 29, 2022, on the Bulletin Board Outside City Hall.**

2. APPROVAL OF MINUTES

a) Approval of the Minutes of the Commission regular meeting held July 7, 2022.

Chairperson Werner asked for a correction of the minutes on page 3: change “professors” to “professionals.”

Motion to approve the minutes as amended from the July 7, 2022, Sustainability Commission Meeting.

Moved by Vice Chair Pinkerton and seconded by Commissioner Bartrosouf.

- Ayes: Chairperson Werner, Vice Chair Pinkerton, Commissioner Bartrosouf
- Noes:
- Abstain: Commissioner Kartounian

3. BOARD MEMBER/STAFF COMMENTS

a) Introduction of Student Ex-Officio Commissioners

- Board Member Comments:
 - Discussion on agendaizing an item for the Commission to make a recommendation on drive-thru as an action item for a future commission meeting and/or potentially a Special Meeting.
 - Motion from Chairperson Werner on bringing the Laundry to Landscape program to Commission to share information on the program and its permit process. Seconded by Commissioner Pinkerton.
 - Consideration of Sustainability Commission potentially holding an off-site meeting- such as at the Theodore Payne Foundation-, but need to examine the compliance of holding a meeting outside of the City's jurisdiction.
 - A suggestion from the Commission to review a ban on grass turf unless watered with greywater.
 - A suggestion on having sites where residents can pick up food waste pales, potentially through a student group.

4. ORAL COMMUNICATIONS: Discussion is limited to items not on the agenda and within the jurisdiction of the Sustainability Commission. Each speaker is allowed 5 minutes. Sustainability Commission members may question or respond to the speaker, but there will be no debate or decision. The matter may be referred to staff for investigation and report.

- Craig Cadwallader: Update on their work on plastic ban ordinance and comments on the Single-Use Plastic Ordinance the City of Glendale is working on.

5. Action Items

a) Land Acknowledgment for Sustainability Commission

Motion for the Sustainability Commission to start Commission meetings and events with a land acknowledgment statement.

Motioned by Commissioner Bartrosouf and seconded by Pinkerton

- Ayes: Chairperson Werner, Vice Chair Pinkerton, Commissioner Bartrosouf, and Kartounian.
- Noes:
- Abstain:

b) Environmental Preferable Purchasing

- Recommendation to have default products to prevent a lack of compliance, remove biodegradable products from policy, and have 1 vendor for certain supplies.
- Recommendation to have vendors do the Environmental Preferable Purchasing reporting and recordkeeping for SB 1383, and provide staff training.

- Recommendation to use a normal year, such as 2018 or 2019, as the base year rather than 2020 or 2021, when most staff were at home.
- Suggestion to have materials printed on recycled paper to have text saying so or potentially a QR code to show what the City is doing to be green on flyers.
- Contracting landscaping and services to include the word “zero scaping” as the policy describes this practice without naming it. By naming it, it can increase awareness of the practice.
- How will this policy be implemented and trickle down throughout the organization?
- Is there to be a metric, such as EPP compliance, that can be measured over time? Perhaps as part of the Climate Action Plan.
- Is there intent to track how much of a department’s expenditure or budget goes toward EPP products?
- Can you mandate domestic products, such as paper products, or use a point-based system to encourage domestic products?
- Does the City piggyback off contracts from larger organizations, such as the County or the City of LA? There is usually a fee, but staff do not have to execute contracts.

Motion of the Sustainability Commission to recommend to City Council amending Purchasing Policy Chapter 3 policy 3-11 Section L 2 of the Administrative Policy Manual to remove Recycled, Reusable and Recyclable Products Policy and replace it with Environmental Preferable Purchasing Policy, along with a default mechanism with a list of products and mandating vendor reporting.

Motioned by Commissioner Kartounian and seconded by Chair Werner

- Ayes: Chairperson Werner, Vice Chair Pinkerton, Commissioner Bartrosouf and Kartounian.
- Noes:
- Abstain:

6. Sustainability Office Updates

- Can a report on how CalTrans’ \$34 million grant for transportation electrification will be spent by the City and what steps the City will take?

7. ADJOURNMENT @ 7:01 PM

Moved by Commissioner Bartrosouf and seconded by Chair Werner.