



AGENDA

LA MESA ENVIRONMENTAL SUSTAINABILITY COMMISSION

A Regular Meeting on Monday, September 16, 2019, 6:00 p.m.

City Manager's Conference Room
8130 Allison Avenue, La Mesa, California

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENTS (Total Time – 15 Minutes)
Members of the public may address the Commission on subjects within the jurisdiction of the Commission. Unless such subjects are contained within this agenda, there can be no discussion or action by the Commission until a subsequent, publicly noticed meeting.
4. APPROVAL OF MINUTES - August 19, 2019
5. CITY STAFF UPDATES (Jenny Lybeck)
 - a. DIY Energy and Sustainability Toolkit
 - b. Community Choice Aggregation (CCA) next steps
6. REVIEW OF SUBCOMMITTEES (Andrea Beth Damsky)
7. REVIEW AND UPDATES TO 2019 WORK PLAN (Jim Stone)
8. DISCUSSION OF OCTOBER SELECTION OF CHAIR AND VICE-CHAIR (Jim Stone)
9. COMMISSIONER COMMENTS
10. NEXT REGULAR MEETING DATE - Monday, October 19, 2019

PLEASE NOTE: Materials related to an item on this agenda submitted to the La Mesa Environmental Sustainability Commission after distribution of the agenda packet are available for public inspection at the City Clerk's Office located in La Mesa City Hall, 8130 Allison Avenue during normal business hours.

Citizens who wish to make an audio/visual presentation pertaining to an item on the agenda, or during Public Comments, should contact Scott Munzenmaier at 619.667.1113, no later than 12:00 noon, one business day prior to the start of the meeting. Advance notification will ensure compatibility with City equipment and allow Commission meeting presentations to progress smoothly and in a consistent and equitable manner. Please note that all presentations/digital materials are considered part of the maximum time limit provided to speakers.

Individuals with disabilities who require reasonable accommodation in order to participate in City of La Mesa services, activities, programs and/or attendance at City Council meetings, Commission meetings, or any Public Hearings should contact the City's Americans with Disabilities Act (ADA) Coordinator, Rida Freeman, Human Resources Manager, 48 hours prior to the meeting at 619.667.1175, fax 619.667.1163, or freeman@cityoflamesa.us.

**REGULAR MEETING OF THE CITY OF LA MESA
ENVIRONMENTAL SUSTAINABILITY COMMISSION
6:00 PM, CITY MANAGER'S CONFERENCE ROOM
8130 ALLISON AVENUE, LA MESA, CA 91942**

DRAFT MINUTES
August 19, 2019

1. CALL TO ORDER (6:00 p.m.)
2. ROLL CALL (X indicates present)

Jim Stone, Chair	Excused absence
Andrea Beth Damsky, Vice-Chair	X
Stephen Grooms	X
Ashley Simmons	X
Trey McDonald	X
Ricky Williams	X
Jean-Guillaume Lonjaret	X
Maggie Eggers (EDCO)	X
Joe Garuba (Helix Water District)	X
Chardá Fontenot (La Mesa-Spring Valley School District)	Excused absence
Joe Britton (SDG&E)	Excused absence
Vacant (Helix Charter High School)	

Others present: Lyn Dedmon, Senior Management Analyst; Jenny Lybeck, Sustainability Analyst

Public: Mark Gracyk and Brian Olney, Helix Water District; Jean Costa, San Diego 350.

3. PUBLIC COMMENTS

Jean Costa asked if there was any way to do public education on trash prevention in La Mesa. Lyn Dedmon and Scott Munzenmaier answered that it could be a combination of police enforcement of litter laws and code compliance and stormwater pollution prevention for trash on private property.

Mark Gracyk introduced Brian Olney from the Helix Water District and stated that he was interested in Community Choice Aggregation. He also announced that the district has an upcoming rate adjustment that's favorable to rate payers. Lastly he mentioned that there is a \$100 rebate for water leak detection devices and information was on their website.

4. APPROVAL OF MINUTES – June 17, 2019

Action:	Motion to approve minutes with changes
Vote:	6-0-0
Ayes:	Damsky, Grooms, Simmons, McDonald, Williams, Lonjaret
Noes:	None
Abstained:	
Absent:	Stone

5. WELCOME OF NEW COMMISSIONER JEAN-GUILLAUME LONJARET

New Commissioner Jean-Guillaume Lonjaret introduced himself and was welcomed by the Commission.

6. CITY STAFF UPDATE

Jenny Lybeck stated that the Community Choice Aggregation (CCA) feasibility study results were presented to the City Council on August 13 as well as an invitation from the City of San Diego to join a Joint Powers Authority (JPA) being formed to provide a regional CCA. The City Council

voted to join the JPA and an ordinance is being drafted to formalize the process in time to begin serving customers in 2021.

Scott Munzenmaier read an update from Community Services Director Sue Richardson on the MacArthur Park Garden Committee's August 12 meeting. Efforts are continuing to secure the location and funding needed.

7. CLIMATE ACTION PLAN SUBCOMMITTEE

Andrea Beth Damsky stated that the CAP subcommittee's previous members are no longer on the Commission and asked for volunteers to serve. Trey McDonald, Ricky Williams and Jean-Guillaume Lonjaret all offered to participate.

Action: Motion to appoint McDonald, Williams and Lonjaret to the subcommittee
Vote: 6-0-0
Ayes: Damsky, Grooms, Simmons, McDonald, Williams, Lonjaret
Noes: None
Abstained:
Absent: Stone

8. COMMISSIONER COMMENTS

Stephen Grooms asked if individuals can request zoning changes to allow community gardens and Lyn Dedmon stated that the Community Development Department was considering adding them in a future zoning update.

Trey McDonald asked about the procedure to request agenda items and Scott Munzenmaier stated that they can be sent to him, the Chair or the Vice-Chair for consideration. He also asked if attending an event in his professional capacity would conflict with the Brown Act if a quorum of Commissioners was in attendance.

Ricky Williams asked for clarification on the CAP subcommittee goals related to providing updates to the City Council and Jenny Lybeck said that she would go over everything with the subcommittee.

Ashley Simmons stated that Helix Charter High School was welcoming the public to their Excellence in Education tours starting September 20.

Maggie Eggers mentioned that the food waste recovery was still pending and Stephen Grooms stated that the subcommittee needed to work on it. Jenny Lybeck said that the City is working with SDSU and others on zero waste.

Andrea Beth Damsky announced that she planned to attend the Climate Action Campaign's Annual Community Choice Energy Forum on October 4 and asked if any other Commissioners planned to. She also asked if all Commission subcommittee rosters could be provided as part of next month's meeting agenda.

Jenny Lybeck announced that the City was hosting a tree education workshop on Saturday.

9. NEXT MEETING DATE

The next regular meeting is scheduled for Monday, September 16, 2019.

The meeting was adjourned at 7:05 p.m.

Prepared by:

Scott Munzenmaier, Purchasing Officer

**ENVIRONMENTAL SUSTAINABILITY COMMISSION
INTERNAL ROSTER**

NAME	Climate Action Plan Subcommittee	Community Garden Subcommittee	Green/Food Waste Recovery Subcommittee	La Mesa Community Trees Subcommittee
Chair Jim Stone				
Vice-Chair Andrea Beth Damsky		X		
Stephen Grooms			X	
Ashley Simmons			X	
Richard K. McDonald, III ("Trey")	X			
Richard Williams ("Ricky")	X			
Jean-Guillaume Lonjaret	X			
EDCO Disposal Corporation Maggie Eggers, Sr. Account Rep.			X	
Helix Water District Joe Garuba, Facilities Manager				
La Mesa-Spring Valley School Dist Chardá Fontenot, Board Member				
San Diego Gas & Electric Joe Britton, Public Affairs Mgr				
Helix Charter High School VACANT				



ENVIRONMENTAL SUSTAINABILITY COMMISSION

**Work Plan
2019**

Goals should be consistent with the City's goals:

- Safe Community
- Maintain a Financially Sound and Affordable City Government
- Continue to Improve High Quality Municipal Services
- Revitalize Neighborhoods and Corridors
- Enhanced Recreation and Quality of Life Opportunities
- Safe and Affordable Homes for All Current and Future Residents

Staffing Department: Public Works Department – Environmental Services Division

GOALS	DUE DATE	TRACKING MILESTONES	STATUS
1. Continue a subcommittee that will advise and assist the City with implementation of the Climate Action Plan.	Ongoing	1) Submit implementation plan to the City Council 2) Receive quarterly updates on progress	In progress
2. Review and advise on current City policies and ordinances and make recommendations for improvements to promote sustainability as needed.	Ongoing	Identify items as needed	In progress
3. Continue a subcommittee to advance community gardens by providing best practice examples and encouraging the city to develop a process for implementation.	Ongoing	1) Recommend updates to zoning ordinances 2) Report on possible school partnerships 3) Assist, facilitate and advise on any projects that may be implemented	In progress
4. Complete the City chemical use policy recommendations for presentation to the City Council.	6/30/19	Submit completed report to the City Council	In progress
5. Advise the City on the use of tree canopy assessment data and make recommendations for utilizing the data to maximize environment, economic, public health and crime prevention benefits as opportunities arise.	Ongoing	To be determined	In progress
6. Establish a subcommittee to explore issues regarding green/food waste recovery.	Ongoing	1) Identify committee members 2) Host informational presentation 3) Progress updates	Planned

BYLAWS FOR THE ENVIRONMENTAL SUSTAINABILITY COMMISSION

The La Mesa Environmental Sustainability Commission does hereby adopt the following rules, regulations, and procedures under which the Commission shall function:

SECTION 1: ORGANIZATION

1. A quorum of the Commission shall consist of a majority of the voting members (4).
2. At the first regular meeting in October, except as otherwise agreed to by a majority of the Commission then in attendance, the Commission will appoint from among its members a Chair and Vice-Chair. The terms of these appointments shall end at the conclusion of the first regular meeting in October of the following year. No member may serve more than four consecutive terms for the same office.
3. In the absence of both the Chair and the Vice-Chair at any meeting, the Commission shall appoint a Chair pro-tem to conduct that meeting.
4. The Director of Public Works is the Secretary to the Commission. The Secretary may, in performance of his/her duties, appoint a Deputy Secretary to perform the secretarial function for the Commission in his/her absence. This person shall have no voting privileges.
5. The Chair (or designated representative) shall act as Parliamentarian for the Commission and may be called upon to rule on motions or decisions made, subject to the appeal of the entire Commission.
6. "Chair" includes Chairman and Chairwoman. Any of these terms may be used in accordance with the desire of the person holding the office.

SECTION 2: DUTIES OF MEMBERS

1. It shall be the duty of each member to:
 - a) Attend all meetings of the Commission.
 - b) Notify the Secretary or Chair of intended absences. Absence for three consecutive meetings will require Commission approval prior to the third absence.
 - c) Serve on any committee to which appointed and report and prepare findings such as from time to time may be required by the Chair.
 - d) Become informed concerning these rules and on all matters which come before the Environmental Sustainability Commission.

- e) Be discreet in the discussion of pending matters outside regular or special meetings of the Commission and make no prejudicial comment in advance of official action of the Commission.

SECTION 3: RESPONSIBILITIES OF THE CHAIR

1. The Chair shall preside at and conduct all meetings of the Commission, administer all rules of the Commission, and rule upon motions, resolutions, or other business transacted by the Commission. The Vice-Chair shall, in the absence of the Chair, exercise all responsibilities of the Chair. The Chair may appoint such committees from among the members of the Commission as may be necessary to conduct the business and pursue the program and purposes of the Commission.
2. The Chair shall, when called upon, represent or appoint one of the members to represent the Commission before the City Council. Such representation shall reflect the view of the majority of the Commission on any particular matter upon which the Commission has acted.

SECTION 4: DUTIES OF THE SECRETARY - OFFICIAL PAPERS, PLANS AND CORRESPONDENCE

1. The Secretary shall prepare the minutes of each meeting to report all actions and a brief account of the facts pertinent to the actions. Minutes shall be prepared as expeditiously as possible and copies thereof furnished to members of the Commission with distribution of agenda materials. Copies of minutes shall also be furnished to the City Clerk's office. If meetings are recorded, tapes shall be retained by the Secretary for 3 months after the minutes have been approved.
2. The Secretary shall have the authority to certify to any action taken by the Commission as recorded in the minutes of the Commission or which is otherwise documented. Such certification shall constitute the official reporting by the Commission to fulfill all requirements of law, excepting any law, rule or request of the Commission, which requires the signature of the Chair of the Commission.
3. The Secretary is authorized to draft or sign correspondence for the Commission and do all things in an executive secretarial capacity for the Commission. The Chair may also prepare letters, memoranda and other correspondence on behalf of the Commission.
4. The Secretary shall provide to each member, not less than 72 hours prior to the meeting, the agenda of the meeting, all supporting information, and minutes of the previous meeting.

SECTION 5: MEETINGS AND HEARINGS

1. The regular meetings of the Environmental Sustainability Commission shall be held in City Hall, 8130 Allison Avenue, La Mesa, California, on the third Monday of each month commencing at 6:00 p.m.
2. Special meetings or regularly adjourned meetings may be held in any other public building in the City if the location, time and date thereof is either announced during the previous regular meeting, or given by posting a notice at the door of the City Council Chambers.
3. A quorum of the Commission at any regular meeting may by formal action change the regular meeting date for the following month. The Secretary shall give notice of such change by posting notice thereof at the door of the Council Chambers.
4. The Secretary may cancel any meeting with approval of the Chair if a quorum of the Commission cannot be convened or there are no scheduled matters for the particular meeting date. In such event, the Secretary shall give notice to each member as early as is practical and shall post the notice of cancellation at the door of the Council Chambers.

SECTION 6: BUSINESS

1. In the absence of the quorum the Secretary shall continue all business to a date certain, report these facts at the door of the Council Chambers, and record them in the records of the Commission.
2. The order of business and agenda of the meeting shall be arranged by the Chair and the Secretary to best serve the people who have an interest in matters before the Commission, including approval of minutes and other administrative matters to be the last order of business.
3. The Chair may alter the order of the agenda unless overruled by majority vote of the Commission.
4. The Pledge of Allegiance will be conducted by a Commission member invited by the Chair prior to commencement of the meeting.
5. Matters will be heard in accordance with procedural rules adopted by the Commission. When an issue is not resolved by the Commission following the conclusion of hearing testimony in the same meeting, such issue shall be carried over automatically to the next meeting for action, unless the Commission continues it to a date certain.
6. The Chair may close hearing testimony with approval of the Commission.
7. Any matter on the agenda other than an issue brought before the Commission under the public comment period of the meeting may be continued, tabled or dropped from

the agenda in accordance with the desires of the majority of the Commission. The Commission may not discuss items raised during the public comment period of the meeting.

8. Any business of the Commission, which for any reason cannot be completed at the time and place originally announced and posted, may be adjourned to a later date. The announcement to this effect made at the meeting shall constitute sufficient notice to all parties concerned.
9. It shall be the goal of the Commission to adjourn a meeting no later than 8:00 p.m., provided the Chair may extend the meeting with approval of the majority of the members present.

SECTION 7: VOTING AND ACTIONS

1. Only Commissioners present at the meeting may vote. Each member designated as a voting member may cast one vote. The Commission consists of 7 voting members and 5 advisory members. Any commissioner may abstain from voting but shall state the reason for such abstention. Any abstaining member shall not be counted in the number of members needed to achieve a quorum for that particular vote.
2. Any member who has been disqualified from voting shall not participate in the Commission discussion of the item.
3. The affirmative vote of the majority of the members present shall be required in taking any action in favor of any item presented to the Commission.
4. A matter before the Commission shall be considered denied when a motion to approve said matter fails to garner the number of required affirmative votes; and this action shall be reported as a denial. In such case, the Secretary shall also notify the interested parties of the denial, and the rights of appeal, if applicable.

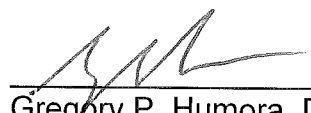
PASSED AND ADOPTED at a regular meeting of the Environmental Sustainability Commission held on November 16, 2009 by the following vote to wit:

AYES: Bailey, Casillas, Cotton, Kjaero, Laurence, Rivet

NOES: None

ABSENT: Carrillo

ATTEST:



Gregory P. Humora, Director of Public Works/City Engineer
Secretary, La Mesa Environmental Sustainability Commission

EXHIBIT A

PROCEDURAL RULES FOR THE CONDUCT AT MEETINGS REGARDING MATTERS BEFORE THE LA MESA ENVIRONMENTAL SUSTAINABILITY COMMISSION

Matters before the La Mesa Environmental Sustainability Commission will be heard in general conformance with the following procedural rules:

- Step 1: The Chair will announce the matter to be considered and whether or not a staff report thereon was furnished to the Commission.
- Step 2: A staff representative may be called upon by the Chair to describe the issue and give synopsis of the staff report and recommendation, if any.
- Step 3: The Chair will announce the order in which testimony will be received by the Commission and give general directions as to presentation of testimony.
- Step 4: Statements in support of the matter may be presented.
- Step 5: Statements in opposition to the matter may be presented.
- Step 6: Rebuttal may be permitted at the option of the Chair.
- Step 7: Issues before the Commission may be clarified by members of the Commission.
- Step 8: The process of taking testimony regarding an issue before the Commission may be either closed or continued (no further testimony from the audience will be permitted after closing the testimony).
- Step 9: Following consideration of an issue before the Commission, the Commission will do one or more of the following:
- a) Move to act on the issue before it, followed by discussion and deliberation, then voting on the motion; or
 - b) Re-open the hearing with or without further discussion; or
 - c) Re-open the hearing and continue it to a date certain; or Postpone the decision to a date certain as provided by law.

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