



Weekly Management Report

September 13, 2019

- 1. Minutes** Sustainable Burbank Commission Meeting on
August 19, 2019
Public Works Department

- 2. Notice** Cancellation Notice for September 16, 2019 Meeting
Burbank-Glendale-Pasadena Airport Authority

**SUSTAINABLE BURBANK COMMISSION
MEETING
August 19, 2019 MINUTES**

I. CALL TO ORDER:

The meeting of the Sustainable Burbank Commission was held in the Burbank Recycle Center Conference Room, 500 South Flower Third Street, on the above date. Chair Limor Zimskind called the meeting to order at 5:02 p.m.

II. ROLL CALL:

Members Present:

Limor Zimskind (Chair)
Heather Robb (Vice Chair)
Robin Gemmill
Joshua Goodman
Victoria Kirschenbaum
Kevin O'Brien
Jean Schanberger
Laura Tenenbaum
Garen Yegparian

Members Absent:

Darin Chase
Larry Cross
Maggie Martinez
Chris Rizzotti

Council Members and Staff Present:

Bob Frutos - Councilmember
John Molinar – Asst. Public Works Director - Street & Sanitation
Kreigh Hampel – Recycling Coordinator, Public Works
Mary Doyle – Senior Clerk, Public Works

III. GREEN SPOTLIGHT AWARD:

To allow time for the recipient to arrive, this agenda item was moved to later in the meeting.

The Green Spotlight Award was presented to Tansy, a home goods store in Burbank, for their sustainable practices such as reusing packaging and sourcing products from fair trade companies.

IV. ORAL COMMUNICATIONS: (Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Commission. The Commission has adopted rules to limit oral communications to 2 minutes; however, the Commission reserves the right to extend this time period.)

A. Public Communication:

Burbank resident, Margo Rowder, urged the Commission to move forward with a recommendation to Council regarding the City's policy for Greenhouse Gas Reduction.

B. Commission Member Communication:

Mr. Goodman announced that he is moving out of state and therefore resigning from the Commission. He added that today's meeting is his last as a Commissioner. Mr. Goodman thanked staff and the Commissioners for their support throughout his term. He noted that due to his resignation, he will not attend the Metropolitan Water District trip in September.

Ms. Kirschenbaum announced that she attended the July 23, 2019 Council meeting and was happy to hear that Michael Del Campo, Landscape and Forestry Services Superintendent, reported that Dig Days are successfully working as weed abatement in City parks. She urges the Commission to continue its advocacy to ban Round Up throughout the City.

Ms. Robb stated that the Ad Hoc Community Engagement Phase 2 subcommittee performed outreach at the July 26, 2019 Ladies and Gents Night Out. She stated that the subcommittee was also a part of the Starlight Bowl's zero waste efforts at the final concert of the season.

Ms. Tenenbaum noted that she will forward a link to the Spectrum TV segment that featured Dig Day to staff for distribution to the group.

The two new Commissioners, Ms. Gemmill and Ms. Schanberger, introduced themselves to the group.

Mr. Yegparian asked staff to speak during the Staff Communication agenda item about recycling companies closing/going out of business.

C. Staff Communication:

Kreigh Hampel, Recycling Coordinator, thanked the Commission for its support of a policy to ban Expanded Polystyrene (EPS). He also thanked Council for their unanimous vote in favor of developing a plan to prohibit the use of EPS in the City. Mr. Hampel explained that at Council's direction, staff will develop a plan for all City facilities, including City events, to prohibit the use of EPS by the end of the year. Staff is currently preparing specifications for Requests for Proposals (RFP) to hire a consultant to help develop an EPS ban policy for the City.

Mr. Hampel stated that Replanet is one of the largest redemption centers in California. He explained that the State has lost over 900 redemption centers. Mr. Hampel noted that at one time, Burbank had six redemption centers and is now down to one. Because of the local redemption center closures, the Burbank Recycle Center has seen a substantial influx of phone calls and customer visits.

Councilperson Frutos confirmed that the group was aware of the upcoming Hollywood Burbank Airport green initiatives kickoff meeting scheduled for September 9.

John Molinar, Asst. Public Works Director – Street & Sanitation, announced that he will present a report to Council in the near future on the use of Round Up in the City.

V. APPROVAL OF MINUTES:

Minutes from the July 15, 2019 meeting were approved by Mr. Goodman, Ms. Kirschenbaum, Mr. O'Brien, Ms. Tenenbaum, and Ms. Zimskind. Ms. Gemmill, Ms. Robb, Ms. Schanberger, and Mr. Yegparian abstained.

VI. GREENHOUSE GAS REDUCTION PLAN WITH KATE SPEAR

Kate Spear, Research Analyst, Unite Here Local 11, gave a presentation on the City's Greenhouse Gas Reduction plan. She explained that greenhouse gases negatively impact members of Unite Here Local 11. Ms. Spear suggested that the City develop a revised plan in order to meet state requirements. The Commissioners discussed the presentation and the group's future steps towards a revised reduction plan.

VII. ELECTION OF OFFICERS

Mr. Goodman moved and Mr. Yegparian seconded a motion to nominate Ms. Zimskind for Chair and Ms. Robb for Vice Chair. The motion was approved unanimously.

VIII. DISCUSS DRAFTING A LETTER TO COUNCIL REGARDING INTERMOUNTAIN POWER PLANT

The Council vote for this item was not delayed and therefore this agenda item was no longer relevant and not discussed.

IX. HOLLYWOOD BURBANK AIRPORT REDEVELOPMENT SUBCOMMITTEE

Ms. Robb, Mr. O'Brien, Ms. Schanberger, and Ms. Zimskind volunteered to join the subcommittee. Ms. Robb announced that there will be a charrette on September 4 and an airport green initiatives kickoff on September 9, 2019.

X. AD HOC ENERGY AND WATER RESOURCES SUBCOMMITTEE REPORT

On behalf of the subcommittee, Ms. Kirschenbaum noted that there was no update. She added that the subcommittee will continue to perform advocacy in support of renewable energy.

Mr. Goodman stated that his resignation from the Commission leaves a vacancy on the Metropolitan Water trip. Ms. Gemmill mentioned that she is interested in attending the trip.

XI. AD HOC PROJECT DEVELOPMENT CHECKLIST SUBCOMMITTEE REPORT

Mr. Goodman stated that he is the last remaining member of the Subcommittee, and as announced earlier, he is resigning from the Commission. He explained that a draft checklist was sent to Fred Ramirez, Asst. CD Director – Transportation & Planning. Mr. Goodman will forward the status of the checklist to the Commission Chair.

XII. AD HOC COMMUNITY ENGAGEMENT PHASE 2 SUBCOMMITTEE REPORT:

On behalf of the ad hoc Community Engagement Phase 2 Subcommittee, Ms. Robb stated that the Subcommittee performed outreach to students to inspire interest in the Sustainable Burbank Commission.

XIII. AD HOC POLYSTYRENE BAN SUBCOMMITTEE REPORT

On behalf of the ad hoc Polystyrene Ban Subcommittee, Ms. Kirschenbaum announced that because the City is moving forward with a plan to ban plastics, there is no longer a need for this subcommittee. The Commissioners did not vote on a disbandment during the meeting.

XIV. DISCUSS UPCOMING SUSTAINABILITY RELATED COUNCIL AGENDA ITEMS

Ms. Robb stated that she will attend the next City Council meeting and speak about sustainable-related issues during the Public Comments agenda item.

XV. INTRODUCTION OF ADDITIONAL AGENDA ITEMS:

The group agreed to add the following items to a future agenda:

- Review ad hoc subcommittees and set goals for the Commission.
- Discuss and entertain a motion regarding further action regarding the City's Green House Gas Reduction Plan, including the hiring of a Sustainability Coordinator.

XVI. BURBANK GREEN SPOTLIGHT AWARD FOR SEPTEMBER 2019:

The proposed September 2019 Green Spotlight Award recipient is Warner Brothers.

XVII. ADJOURNMENT:

The meeting was adjourned at 5:50 p.m. The next meeting will be held on Monday, September 16, 2019, at 5:00 p.m., at the Burbank Recycle Center, 500 S Flower Street.

Respectfully submitted,

John Molinar, Assistant Public Works Director, Street & Sanitation
JM: md



September 12, 2019

CANCELLATION NOTICE OF THE REGULAR MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, September 16, 2019, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport has been cancelled.

Terri Williams, Board Secretary
Burbank-Glendale-Pasadena Airport Authority