



*Gateway  
to the  
San Gabriel Valley*

**CITY OF ALHAMBRA  
AGENDA  
SPECIAL MEETING  
ALHAMBRA ENVIRONMENTAL SUSTAINABILITY COMMISSION**

City Hall, 111 South First Street  
November 16, 2023  
6:00 p.m.

**I. ROLL CALL**

Lisa Massaro, Kim Luu, Katie Chan, Yvette Corona

**II. ENVIRONMENTAL SUSTAINABILITY MEETING MINUTES**

Commission Members will vote to approve 9-14-23 meeting minutes.

**Recommended Action:** Approve the meeting minutes.

**III. UPDATE ITEMS**

- a) Bike and Pedestrian Plan
- b) Turf Replacement Rebate
- c) Organic Waste Recycling Program.
- d) Safe Clean Water Program

**Recommended Action:** Information only. No action required

**IV. ENVIRONMENTAL SUSTAINABILITY PLAN PRESENTATION**

The Environmental Sustainability Plan Consultant, ESA, will provide a project overview, existing conditions update and community engagement strategy for the City's Sustainability Plan.

**Recommended Action:** Information and discussion. No action required.

**V. PUBLIC COMMENT**

Discussion from the public of any item not specified on the agenda. Comments are welcome, but must pertain to the business of the Alhambra Environmental Sustainability Commission. Please limit all oral communication to five (5) minutes. Speakers must fill out a blue speaker's card, prior to the meeting and submit it to the Commission Secretary. Comments must pertain to the business of the Environmental Sustainability Commission. Please limit all oral communications to five (5) minutes.

**VI. ORGANICS WASTE RECYCLING PRESENTATION**

On November 2, 2023, the City launched the new Alhambra Recycles Campaign, an initiative aimed at improving community and business participation in the City's organics recycling program. Joris Eigirdas, the City's Recycling Assistant, will present the various components of the robust campaign.

**Recommended Action:** Information and discussion. No action required

**VII. PUBLIC COMMENT**

Discussion from the public of any item not specified on the agenda. Comments are welcome, but must pertain to the business of the Alhambra Environmental Sustainability Commission. Please limit all oral communication to five (5) minutes. Speakers must fill out a blue speaker's card, prior to the meeting and submit it to the Commission Secretary. Comments must pertain to the business of the Environmental Sustainability Commission. Please limit all oral communications to five (5) minutes.

**VIII. COMMISSION COMMUNICATION**

Discussion from the Commission Members of any item not specified on the agenda and agenda items for next meeting. Items must pertain to the business of the Alhambra Environmental Sustainability Commission.

**Recommended Action:** Discussion only. No action required.

**IX. ADJOURNMENT**

Adjournment to the next regular meeting on Thursday, January 11, 2024 at 6:00 p.m.

If you wish to address the Commission during the meeting, please complete a speaker's card and give it to the secretary. When making your presentation, please give your name and address for the record. Please make your statement as brief as possible. The maximum time for addressing the Committee is five minutes.

If you wish to address the Commission on an item which appears on the agenda, your comments will be heard during the Commission's discussion of that item. If you wish to address the Committee on a subject which does not appear on the agenda, but is of an environmental concern, your comments will be heard under Public Comments. Please be advised that under the State of California's Ralph M. Brown Act, the Commission cannot take action on any item which does not appear on the agenda.

Copies of staff reports or other written documentation, if any, relating to each item of business described above are on file in the Alhambra City Hall, Public Works Department, 111 S. First Street, Alhambra California 91801 and are available for public inspection upon request during regular business hours of 7:00am to 5:30pm, Monday through Thursday.

Should any person have a question concerning any of the above agenda items prior to the meeting described herein, he or she may contact David Dolphin, Deputy Director of Utilities, either in person at the Utilities Department at Alhambra City Hall, 111 South First Street, or by calling via telephone at (626) 570-5067 during regular business hours.

Unofficial until adopted by the

November 16, 2023

Environmental Sustainability Commission

Action Item II  
Approve

**MINUTES**  
**Environmental Sustainability Commission**  
**Regular Meeting of September 14, 2023**

The regular meeting of the Environmental Sustainability Commission was called to order at 6:05 p.m. on September 14, 2023.

• **Roll Call**

Commission Members Present: Chan, Massaro, Corona

Commission Members Absent: Luu

Staff Present: David Dolphin – Commission Secretary

Members of the Public

Sandy Lee

• **VOTE TO APPROVE MEETING MINUTES FROM 5/11/23 AND 7/13/23**

Commissioner Chan motioned to approve the meeting minutes from 5/11/23 and 7/13/23. Commissioner Massaro seconded the motion. All Commissioners present voted in favor to approve the minutes. Motion to approve passed.

Commission Chan prepared to chair the meeting and review the agenda items.

• **UPDATE ITEMS**

Provided in the Agenda packets and verbally provided by City staff:

1. Sustainability and Bike & Pedestrian Plans

- Consultants and City staff continue to gather data in relation to examining environmental sustainability opportunities in Alhambra. As part of the process, the development of the City’s plan will also include stakeholder outreach and community engagement to better understand the community’s needs and concerns. The schedule for such outreach is anticipated for the Fall of 2023.

Meanwhile, staff attended the California Adaptation Forum, featuring much discussion about sustainability and climate adaptation. These are important opportunities to learn from environmental experts and practices from other jurisdictions. Heat mitigation was at the center of many conversations.

- The development of the Bike and Pedestrian Plan draft continues, with release of the plan for public review tentatively in the Fall of 2023. Alta Planning and staff continue to evaluate bike and ped improvement concepts, network, and locations. In July 2023, staff worked with the consultant to identify some bike and pedestrian improvement opportunities along the south end of the City for the purposes of qualifying for the Metro Express Lanes Round 3 Net Toll Revenue Reinvestment Grant Program. Authorization to apply was submitted to the City Council at the July 24, 2023 meeting. Details of the City's improvement are identified in the staff report. In summary, the grant request includes bike and ped improvements at Poplar Boulevard and Palm Avenue; Marguerita Avenue; Corto Street and Almansor Street; Chapel Avenue; South Alhambra Greenway; and Alhambra Road. The majority of the work is for "quick build" to enable quick and affordable installation and to further engage the community before permanent changes are installed. If awarded, the grants funds will be announced in October 2023.

## 2. Turf Replacement Rebate

The San Gabriel Valley Municipal Water District (SGVMWD) has submitted the application for the DWR Drought Relief Grant to provide assistance to its member agencies to fund a turf replacement rebate program. There has been no movement from the state since our last meeting.

## 3. Organic Waste Recycling Program

- The City hosted two Organics Recycling Workshops for Alhambra residents on 8.23.2023 at Reese Hall. Participants learned the importance of organics recycling, how to separate their waste properly, tips to maintain cleanliness of their containers, and additional programs offered to residents by Republic Services. Residents that were unable to attend are encouraged to access resources on [bit.ly/alhambrarecycles](https://bit.ly/alhambrarecycles). The City plans to have another workshop in the Winter.
- LA County hosted a Household Hazardous Waste (HHW) Collection Event on 8.26.2023 at their LA Public Works Headquarters building in Alhambra. Residents that missed this event are encouraged to visit <https://www.cityofalhambra.org/667/Household-Hazardous-Waste> and utilize the City of Los Angeles' HHW permanent collection sites, which are available for free to all LA County residents year-round.
- New resources to increase participation in the City's organics recycling program through behavior change, including a "Compost Charlie Recycling Game," are available to residents at [bit.ly/alhambrarecycles](https://bit.ly/alhambrarecycles). Additional resources and content to come soon.
- The City is hosting a Compost Giveaway Event on 9.30.2023 from 9AM to 12PM at Granada Park. Please note that unlike previous years, compost giveaway service is a separate event from our Alhambra Recycles Event. Be sure to bring your own container. More information at [bit.ly/alhambrarecycles](https://bit.ly/alhambrarecycles). *Flyer included in Agenda Packet*

- The City is hosting their bi-annual Alhambra Recycles Event on 10.7.2023 from 8AM to 12PM at Granada Park. Residents are able to recycle electronic waste, plastic bottles, and aluminum cans, and shred documents on-site. Compost will be given away at a separate event on 9.30.2023. First 175 participants will receive a free Fosselman's Ice Cream scoop voucher. More information at [bit.ly/alhambrarecycles](http://bit.ly/alhambrarecycles).

***Flyer included in Agenda Packet***

- The City and Republic Services are hosting an Organics Recycling Workshop for Alhambra businesses on 11.16.2023. Businesses will learn about new requirements for organics recycling and food recovery and exchange tips on best practices. More information to come.

#### 4. Safe Clean Water Program (SCWP)

The City has submitted an application for funding the following stormwater capture projects:

- Green Street Demonstration Project on Main St – Application was submitted to the Safe Clean Water Program FY 2024-25 call for projects by the deadline, July 31, 2023. We are seeking funding for construction and operations & maintenance costs. The City received a \$3M Urban Greening Grant.
- A Request for Proposals for design was released on 7/27/23. A total of 3 proposals were received and are currently under review.

#### 5. Refill Stores

The City of Alhambra Grant Specialist is not aware of any grant opportunities that are available for Refill Stores. One of the reasons could be these markets are privately owned and for profit.

The City of Alhambra's Economic Development Specialist did not receive inquiries from anyone expressing interest in opening a refill store. The City would welcome these establishments and will keep an eye open for opportunities. Contact Tiffany Chew, Economic Development Specialist, 626-570-5038 if you know of anyone interested in opening a refill store in Alhambra.

Commissioner Corona Asked how did they reach out for inquires? Staff responded Tiffany did not reach out for inquiries regarding refill stores but she is open to the idea. The City is definitely open to having a refill store open for residents. Also, if anyone is aware of a refill store that would like to open a business in Alhambra, please have them contact Tiffany.

Commissioner Chan – For clarification purposes for the Bike and Pedestrian Plan the streets listed are the temporary locations, are those streets the only street? Staff advised the Plan applies to the entire City and those streets indicated just applied to the Transportation Grant for a quick build. The Bike and Pedestrian Plan is looking for connectivity with the least amount of danger. An online

survey was conducted and the Plan will go out for Public Comment before it is finalized.

The Commission would like to see how the streets listed work out before they provided comments. The Staff Report on the 7/24/23 Council meeting will have information on the Plan.

Commissioner Chan wanted clarification for HHW sites. Staff advised HHW stands for Household Hazardous Waste and the events are open to all LA County residents which are year-round at different locations.

Commissioner Corona - Wanted to know if the agenda was transferred over from the last meeting and it was confirmed by staff.

- **ALHAMBRA TREE ORDINANCE**

Commissioners began to discuss their ideas on how to draft a stronger tree preservation ordinance in order to save native trees and push to replace grass in front yards with California Native Plants.

Commissioner Chan wanted to know if the tree preservation ordinance applied to City trees. Staff confirmed the ordinance applied to City trees as well. Commission Chan wanted to push for city staff member to adopt a stronger ordinance. Staff advised Community Development is tasked with enforcing the ordinance and if changes are recommended, they should present them to the City Council for approval. During this meeting, Commissioners will review the ordinance and identify the changes necessary to be made to make it stronger.

Commissioner Chan – Referring to the last sentence of *20.88.010 Chapter (A) of the ordinance, It is also the intent of this chapter to preserve and enhance property values through conserving and enhancing the distinctive and unique aesthetic character of many areas in the city.* Sounds more on the line of economic development. Should add or change to historical preservation and the look of the City instead of property value. And also necessary for animal habitat.

Under Section B(1) - *No protected trees as herein defined shall be removed or damaged except in conformance with the provisions of this chapter* Later in ordinance any tree can be removed as long as it is replaced. This is a direct contradiction.

Commissioner Corona – Some people are annoyed by the trees and one neighbor wish they didn't have the City tree on their property. There should be more information out there regarding the importance of trees.

Commissioner Chan requested for City staff to assist. Staff volunteered to contact Community Development to get clarification on some of the sections of the ordinance. Commissioner Chan suggested to change section (B)

(1) to include all protected trees including trees located in the rear and side yard of single-family dwellings. Also expand the species of protected trees as well.

Commissioner Corona – Ordinance should apply to all private and public property. Rear and side yards should be included with the protection of trees. If there is an oak tree in someone’s rear yard, they would need a permit to remove it. A Permit is required to remove the tree. Commissioner Corona also noted if a protected tree would like to be removed a permit is required except. Trees located in the back of the house are not protected and should be included.

Commissioners requested clarity on why the trees in the rear of the house are not protected.

Commissioner Chan stated that community members should understand the protection is for California native trees only. Also, to strengthen the protection it should be applied to both public and private property trees. Commissioner Corona and Massaro agreed.

Commission Chan read and reviewed Section (B)(2) and agreed with the requirements.

Commission Corona wanted to know what an entitlement application in regards to section B(2)(a) combined permit; *A separate tree permit is not required when a tree removal is requested as part of an entitlement application. However, all other provisions of this chapter apply and must be considered by the Planning Commission as part of the combined development permit.* Staff advised when someone needs an approval to develop for a specific use.

Commissioner Chan wanted to know if the Environmental Sustainability Commission (ESC) can be one of the entities that review the permit application for tree removal. Staff advised the request should be submitted to the City Council as the code can only be changed or amended by their approval. Elaborating on the “work that is so extensive” from section B(1). Staff advised it is up to the Community Development Director to determine if the work is extensive.

Commission Chan: In regards to section B(2)(a), how does the Planning Commission determine the planning process? Also, the ESC would like to be part of the process. The planning commission have legal authority to approve. Staff advised the ESC is an advisory Commission only.

Commissioner Chan reviewed section B(2)(b)- *Cases of emergency where the Community Development Director or the Director of Public Works or their designees, or any member of a law enforcement agency or Fire Department, in the performance of his or her duties, determines that protected tree poses an imminent threat to the public safety, or general welfare.* Without questioning the Director of Public Works capability of determining an emergency, Commissioner Chan asked was there an arborist? Staff advised PW does have a part time Tree Maintenance person on staff.

Staff explained imminent danger to the Commission as harmful to people and property in a short amount of time.

The following sections of B(2) were discussed:

(c) *Visual barriers. Removal or relocation of protected trees necessary to obtain adequate line-of-sight distances for traffic safety as required by the Community Development Director or the Director of Public Works Services or their designees.*

Commission agreed that it makes sense only as a last resort

(e) *Routine trimming. Normal and routine trimming or pruning which does not result in damage or death to a tree. Removal of deadwood is allowed without a permit.*

Commissioner Massaro wanted to know what deadwood was and Commissioner Massaro mentioned it could be dead tree limbs and branch. Staff indicated it could be tree stumps as well.

(f) *Fruit trees. Any fruit tree may be trimmed or removed without a permit.*

Commission agreed to keep the restriction if a fully established fruit tree would not be able to be removed.

(g) *Palm trees. Any palm tree, except as listed as California native, may be trimmed or removed without a permit.* Commissioner Chan agreed because some palm trees are invasive and bad for California and our region. Once the tree is removed it should be replaced with a California native tree or plant of similar size. Commissioners Massaro and Corona agreed.

Commissioner Chan moved to continue review of the Tree Preservation Ordinance to the next Commission meeting.

- **PUBLIC COMMENT**

Received 1 speaker request cards from Sandy Lee.

Ms. Lee wanted the Commission to also consider protection for post planting. Additionally, there are some things that you need to do to remove a tree and plant a tree to make it thrive. This includes some pre-care which can be added to section 23.08.030 and anything else that will help the trees survive.

Commissioner Chan stated it takes 3-5 years of consistent watering for a tree to survive on its own.

According to Ms. Lee, Tree City USA donated 50 trees to the City. The Parks and Recreation Department planted the trees at Alhambra Park and none survived. Sandy Lee provided solutions and discussed the need to consult an arborist.



- **COMMISSION COMMUNICATION**

Commissioner Chan- Since the next meeting falls on November 9, 2023, and City Hall will be closed in observance of Veteran's Day, Commissioners were asked if they would like to hold a special meeting; Commissioners agreed to November 16, 2023.

Staff will check the date to make sure it is available and will provide an alternate date if necessary.

- **ADJOURNMENT**

Commissioner Chan motioned to adjourn the meeting at 6:59 PM, Commissioner Massaro seconded. Motion unanimously approved.

Environmental Sustainability Commission Meeting- November 16, 2023  
Update Items

1. Bike & Pedestrian Plans

On October 23, the consultant presented an overview to the Council and advised the next steps are to go out to the community to share the pedestrian improvement priority zones as well as bike network. There are different phases associated with the bike network, since the installation of some classifications may require further study. Opportunity to attend an information meeting is available throughout the month of November and posted on the City's website.

2. Sustainability Plan

Consultant will provide an update on the Sustainability Plan at the meeting.

3. Turf Replacement Rebate

The San Gabriel Valley Municipal Water District (SGVMWD) has submitted the application for the DWR Drought Relief Grant to provide assistance to its member agencies to fund a turf replacement rebate program. The project was not funded this year, but it did rank near the top of the line. Where it fell short was in two places:

- Letters of Support from all member agencies
- Added technical details on projects.

SGVMWD is considering re-applying once the grant opens up again.

4. Organic Waste Recycling Program

- Organics Recycling Business Workshop – Republic Services and the City of Alhambra hosted a workshop for businesses to learn about new organics recycling requirements set by State Senate Bill 1383 on November 16, 2023. Office hours were conducted from 10AM to 12:30PM, and a short presentation was made at 11AM. Topics included the social, economic, and environmental benefits of organics recycling; diversion, container, education, and food recovery requirements of businesses; best practices and resources; and handout of free indoor organics containers and compostable bags to get started. Businesses not able to participate are encouraged to visit [bit.ly/AlhambraOrganics](https://bit.ly/AlhambraOrganics) to obtain all the resources presented or e-mail [recycle@cityofalhambra.org](mailto:recycle@cityofalhambra.org).
- SB 1383 Local Assistance Grant – The City of Alhambra submitted an application for CalRecycle's SB 1383 Local Assistance Grant to fund implementation of organics recycling mandates issued by the state. The grant application included new equipment for City staff to apply recovered organic waste products at City parks and medians, a professional advertising firm to circulate material made from the Alhambra Recycles

Campaign, and new outdoor and indoor recycling & organic waste receptacles for high-trafficked City facilities and Alhambra businesses.

- Organics Recycling at City Facilities – City staff have rolled out organics collection services and containers at City facilities including City Hall, Police Department, Library Civic Center, CSC Center, Fire Department 71-74, and City Yard. Literature and education were shared to all staff members, and outreach is ongoing by the City's Recycling Assistant.
- Alhambra Recycles Campaign – City Staff will provide a presentation to the Commission.

5. Safe Clean Water Program (SCWP)

The City has submitted an application for funding the Green Street Demonstration Project on Main St.

- Application for construction costs was submitted to the Safe Clean Water Program (SCWP) FY 2024-25 call for projects by the deadline, July 31, 2023. The project is currently being review by the SCWP Scoring Committee
- Contract was awarded for design on 9/26/23.