



WESTSIDE CITIES

- BEVERLY HILLS
- CULVER CITY
- LOS ANGELES
- SANTA MONICA
- WEST HOLLYWOOD
- COUNTY OF LOS ANGELES

Sustainability Committee Meeting
 December 18, 2008 11:00 AM
 Santa Monica Main Library
Staff Meeting Room, 2nd Floor
 601 Santa Monica Blvd., Santa Monica, CA

Meeting Notes

I. Call to Order and Introductions

The meeting was called to order at 11 AM by Co-chairs Land and Malsin.

II. Follow-up Announcements: Governing Board Meeting of November 20, 2008

Jody Hall Esser provided a brief overview of the Board meeting of November 20, 2008, highlighting items related to the Committee's purpose and current activities.

III. Report Back RE Items Forwarded to City Managers/Executive Staff Committee

A. Branding of WSCCOG Sustainability Efforts/Documents

Jody Hall Esser reported that the City Managers concurred with this suggestion and authorized staff to collaborate on "branding" concepts.

Co-chair Malsin suggested a recognizable brand will raise awareness; that it should include the WSCCOG logo and provide for local jurisdiction contact information.

Co-chair Land asked branding concepts be brought to the Board in January if possible.

Dean Kubani offered to take the lead on this project and to include the services of Santa Monica's PIO and graphics consultant to assist in the effort.

B. Cribbing From Member Jurisdiction Documents/Brochures

Jody Hall Esser reported that the City Managers/Executive Staff Committee had no problem with COG-member jurisdictions sharing/"cribbing" text from each other's sustainability related materials and asked that contact staff members advise each other when text will be used so as to facilitate improvements to documents. They also asked that as each develop new info materials, all be advised.

C. Lead Contact for Each Jurisdiction

Mrs. Hall Esser advised that lead staff had been identified for each jurisdiction. Co-chair Land asked her to distribute the names and contact information to all committee members and staff.

IV. Report Back from Committee Staff:

A. Electronic Sharing of Public Information Documents/Brochures

Damian Skinner made a presentation on explaining an "e-room" web-based joint work space that would enable the staff to establish a digital/paperless library allowing staff to view, save, cut and paste documents (with master documents posted remaining intact). As part of the

presentation he noted next steps would be to establish a list of users and a decision as to whether to add a Blog feature.

It was agreed that the blog feature should not be added unless/until guidance is forthcoming from Counsel to the COG.

Co-chair Land suggested this would be an interesting future presentation for the Board as a whole and could be used by all Committees to share information and documents.

Dean Kubani reported on the collaborative efforts of a new group Santa Monica has joined called Green Cities California. It includes progressive cities and the County of Marin. He suggested future efforts of this group could also be shared via the e-room.

B. Exchange of Sustainability Policies and Measurements

Discussion ensued regarding the status of each member jurisdictions' establishing its carbon emissions footprint. It was noted that Southern California Edison is working with West Hollywood to provide information and that this info is expected to be in-hand by March/April; Santa Monica has completed establishing its 2007 emissions level and will have calculated future years by August; Beverly Hills has not completed the analysis yet deferring to establishing a policy framework that will be before the Council in January; Culver City is in the early stages of analysis.

Staff was requested to confer and determine the economy of scale of collaborating/combining future efforts

V. Discussion: Committee Recommendation for Sustainability Items to be added to WSCCOG Work Plan

Co-chairs Land and Malsin agreed that the work plan for 2008-10 should be attainable. The Members reviewed the adopted Work Plan focusing on the "Environment" category. They agreed that the additional Work Plan items to be recommended to the Board should include:

1. Branding
2. Carbon Footprint baseline - the first step to Mission Reduction Plans; and
3. Full launch of the E-room

VI. Discussion RE Delineation of WSCCOG Boundary

Jody Hall Esser explained the reason for suggesting the COG formalize its boundaries and advised of the guides to establishing those boundaries suggested by the Transportation and Sustainability committees. Gordon Anderson elaborated on the input from Council Member McKeown regarding the rather unique broad-based boundary.

Mrs. Esser noted that the Transportation Committee suggested the following points to guide this effort which will be presented to the City Managers/Executive Staff committee for input and then the Board for approval:

1. Avoid boundaries that will change, use major streets
2. Consider including the 6 Westside planning areas included in the Workforce Housing Study
3. Use census maps
4. Determine how much stakeholder interest the COG wants the (new) Supervisor Ridley-Thomas to take
5. Consider where our clout is coming from
6. What involvement do we want in the development of the Lincoln Corridor and future development at LAX and Playa Vista

7. Buy-in and comfort level by the City and County of Los Angeles representatives to the COG is crucial
8. Consider Mulholland as the northerly boundary as it is the top of the watershed and an area of potential future development
9. Include Westwood.

Discussion ensued regarding the purpose of delineating boundaries for the COG, and why and at who's direction LAX had not been included in discussion of general COG boundaries to date.

The members asked that options be presented when this is presented to the board.

VII. Suggested Topics for WSCCOG Annual Issues Conference 2009

Jody Hall Esser advised that in January, the Board would be asked to select a topic for the Annual Issues Conference to be held in early summer; that the other two topics of main focus to the COG had been addressed at the conferences in 2007 and 2008. Therefore, this year the topic would likely be last year's runner-up topic a Summit on Homeless Issues. Related topics to be included in the program were suggested by the Co-chairs: affordable housing, the impact of SB375 on local planning efforts and Workforce Housing.

VIII. Receive and File and Direction

A. October 16, 2008 Committee Meeting Notes - Received and filed as presented.

B. Draft Meeting Dates 2009 - It was suggested that the meeting dates be changed to ensure availability of the Co-chairs and, if possible, allow representatives from all member jurisdictions to attend committee meetings. Co-chair Land suggested staff work this out and report back.

IX. Public Comment RE Items Not On the Agenda :

Teresa Acosta suggested a future presentation to the Committee or Board regarding SB 375

X. Announcements and Future Meeting Agenda Items

Mrs. Esser thanked the Committee and staff for the opportunity to have worked with them and introduced Mr. Gordon Anderson who will assume the position of Interim Executive Director, effective January 1, 2008.

Damian Skinner announced that Culver City would be hosting a meeting in January or February to include ICLEI staff and that COG staff would be welcome to attend. Jody Hall Esser suggested a contact be made to invite a rep of the SBCCOG.

Shana Epstein commented on the Model Landscape Ordinance. Co-chairs Land and Malsin suggested the e-Room would be a perfect location to share "model ordinances".

X. Adjournment

The meeting was adjourned at 12:20 PM.

Meeting Attendance: The sign-in sheet from this meeting is on file with the Secretary to the