

**ENVIRONMENTAL COMMISSION OF MONTEREY PARK
AGENDA**

REGULAR MEETING

**TUESDAY
MARCH 9, 2021
6:30 P.M.**

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community.

EXECUTIVE ORDER NO. N-29-20

These meetings will be conducted pursuant to Section 3 of Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020.

Accordingly, Commissioners/Board Members will be provided with a meeting login number and conference call number; they will not be physically present at City Hall Engineering Conference Room.

Pursuant to the Governor's order, the public may provide public comment utilizing the methods set forth below.

Note that City Hall is currently closed to the public. You will not be admitted to City Hall.

GENERAL INFORMATION

Documents related to an Agenda item are available to the public in the Department of Public Works located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at <http://www.montereypark.ca.gov/AgendaCenter>.

PUBLIC PARTICIPATION

In accordance with Executive Order No. N-29-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed in the following ways:

Via Email

Public comment will be accepted up to 24 hours before the meeting via email to btam@montereypark.ca.gov and, when feasible, read into the record during public comment. Written communications are limited to not more than 50 words.

Via Telephone

Public comment may be submitted via telephone during the meeting, before the close of public comment, by calling (888) 788-0099 or (877) 853-5247 and entering Zoom Meeting ID: 973 7867 2214 then press pound (#). When prompted to enter participation ID number press pound (#) again. If participants would like to make a public comment they will enter “*9” then the host from the Department of Public Works will be notified, and you will be in the rotation to make a public comment. Participants are encouraged to join the meeting 15 minutes before the start of the meeting. You may speak up to 5 minutes on Agenda item. Speakers will not be allowed to combine time. The Chair and Commission/Board Members may change the amount of time allowed for speakers. As part of the virtual meeting protocols, anonymous persons will not be allowed to provide public comment.

Important Disclaimer

When a participant calls in to join the meeting, their name and/or phone number will be visible to all participants. Note that all public meetings will be recorded.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting please call City Hall at 626-307-1320 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

CALL TO ORDER

Chair Karl Wong

FLAG SALUTE

Chair Karl Wong

ROLL CALL

**Commissioners: Karl Wong, Shirley Hwong, Kathy Ko, Alice Chan
Youth Advisor: Andy Huang**

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS (Related to Items NOT on the Agenda). While all comments are welcome, the Brown Act does not allow the Commission to take action on any item not on the agenda. The Commission may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the Commission's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[1.] PRESENTATIONS

1-A OATH OF OFFICE FOR COMMISSIONER DANIELLE SPRAGUE AND DISTRIBUTION OF SOCIAL MEDIA POLICY AND CODE OF CONDUCT

It is recommended that the Environmental Commission:

- (1) Administer an oath of office for Commissioner Danielle Sprague by City Clerk;
- (2) Receive and file the Social Media Policy and Code of Conduct;
- (3) Complete the Healthy Workplace Commitment Acknowledgement Form; and
- (4) Take such additional, related, action that may be desirable

[2.] CITY OF MONTEREY PARK- CONSENT CALENDAR - None.

[3.] OLD BUSINESS

3-A. MONTEREY PARK CLIMATE ACTION PLAN REVIEW

It is recommended that the Environmental Commission:

- (1) Review Monterey Park Climate Action Plan; and
- (2) Take such additional, related, action that may be desirable.

3-B. MONTEREY PARK EARTH DAY 2021

It is recommended that the Environmental Commission:

- (1) Discuss Monterey Park Earth Day 2021; and
- (2) Take such additional, related, action that may be desirable.

[4.] NEW BUSINESS

4-A. APPROVAL OF MINUTES

It is recommended that the Environmental Commission:

- (1) Approve the minutes from the regular meeting of February 9, 2021; and
- (2) Take such additional, related, action that may be desirable.

[5.] COMMISSION COMMUNICATIONS

ADJOURN



Environmental Commission Staff Report

DATE: March 9, 2021

AGENDA ITEM NO: 4-A

TO: Environmental Commission
FROM: Bonnie Tam, Principal Management Analyst
SUBJECT: Approval of Minutes

RECOMMENDATION:

It is recommended that the Environmental Commission:

1. Approve the minutes from the regular meeting of February 9, 2021; and
2. Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

BACKGROUND:

None.

FISCAL IMPACT:

None.

Respectfully submitted by:

A handwritten signature in blue ink, appearing to read "Bonnie Tam", is written over a horizontal line.

Bonnie Tam
Principal Management Analyst

ATTACHMENT:

1. Meeting Minutes

ATTACHMENT 1
Meeting Minutes

**MINUTES
MONTEREY PARK ENVIRONMENTAL COMMISSION
REGULAR MEETING
FEBRUARY 9, 2021**

The Environmental Commission of the City of Monterey Park held a regular Teleconference Meeting via Zoom on Tuesday, February 9, 2021 at 6:30 P.M. The regular meeting was conducted pursuant to Section 3 of Executive Order No. N-29-20 issued on March 17, 2020. Accordingly, Commissioners/Board Members were provided a meeting login number and conference call number and were not physically present at the City Hall Engineering Conference Room.

PUBLIC PARTICIPATION

In accordance with Executive Order No. N-29-20 and guidance from the California Department of Public Health on gatherings, remote public participation was allowed in the following ways:

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Important Disclaimer – When a participant calls in to join the meeting, their name and/or phone number will be visible to all participants. Note that all public meetings will be recorded.

CALL TO ORDER:

Principal Management Analyst Tam called the meeting to order at 6:38 P.M.

FLAG SALUTE:

Chair Wong led the flag salute.

ROLL CALL: Karl Wong, Shirley Hwong, Kathy Ko, Alice Chan, and Andy Huang

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community

ALSO PRESENT: Principal Management Analyst Bonnie Tam, Interim Director of Public Works Frank Lopez, Planning Manager Jason Moquin, Monterey Park Resident Kathy Kuaysz, Pacific Islander Forward Movement (APIFM) Policy Coordinator Jeshow Yang, and APIFM Intern Nathan Tam.

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS – None.

ORAL AND WRITTEN COMMUNICATIONS

1. PRESENTATION

None.

2. CITY OF MONTEREYO PARK – CONSENT CALENDAR

None.

3. OLD BUSINESS

3-A. MONTEREY PARK CLIMATE ACTION PLAN REVIEW

The Commission continued to discuss the Climate Action Plan (CAP). Principal Management Analyst Tam provided status update as she stated that recommendations made by the Commission at the January meeting were reported back to Interim Director of Public Works Lopez and staff is now providing the Commission with updates at this February regular meeting.

Interim Director of Public Works Lopez was present and discussed a formal process of reviewing the CAP as follows:

1. Commission to red line the CAP to provide comments
2. Staff takes a look at comments and brings consultant on board
3. Draft a new CAP and bring it to the City Council for approval

Interim Director of Public Works Lopez also reiterated that the process of making recommendations from the Commission is from the Commission to staff liaison, Director of Public Works, City Manager's Office, and City Council.

Chair Wong stated that he is happy that City staff is working on the CAP and that he understands the process takes time. The Commission aims to work with City departments coherently and will follow appropriate recommendation process moving forward. On behalf of the Commission, Chair Wong acknowledged that discussion on projects related to CAP started in November, December meeting was canceled, and approaches to review the CAP were discussed at the January meeting.

Planning Manager Moquin was present and gave a presentation on what CAP is, how data were quantified, and projects city have completed since 2012 to help eliminate the Greenhouse Gas (GHG) emissions. Planning Manager Moquin also discussed in detail regarding the Local Early Action Planning (LEAP) Grant

application that the City Council approved at the February 3, 2021 City Council meeting since some public comments were made connecting the use of grant funds to the CAP. Elements such as environmental review, distinguished goals and policies, and nexus with GHG are needed to be qualified to use a portion of the LEAP grant funds for CAP. The LEAP grant is not solely planned for the CAP. Interim Director of Public Works Lopez emphasized that besides the CAP, the housing elements need to be updated for General Plan first before the City is qualified for any grants. Staff needs the Commission's assistance in providing feedback on the CAP. In addition, City staff will update the City Council at future City Council meeting on lists of projects the City has completed in regard to CAP.

Interim Director of Public Works Lopez stated that if Commissioners have any information regarding grants for the CAP it can be forwarded to Principal Management Analyst Tam for Interim Director and staff's review as we have done in the past. Staff will provide the Commission with updates at future regular meeting.

3-B. MONTEREY PARK EARTH DAY 2021 PLAN

The Commission continued to discuss plans for 2021 Earth Day. Chair Wong proposed three options to celebrate Earth Day:

1. Commission Conducts a Virtual Presentation in Collaboration with Mark Keppel High School (MKHS) Students: Youth Advisor Huang provided status updates. He stated that some MKHS student clubs are interested to work with the Commission to host Earth Day virtual events. For instance, the Environmental Science club could do a virtual presentation. The club could either host a livestream event or pre-record activities/educational presentations. The Commission has not decided whether this will be a one-day or a week-long event. Youth Advisor Huang will follow up with MKHS students.
2. Collaborate with Recreation Department: Principal Management Analyst Tam provided staff report. The Commission moved to approved to collaborate with Recreation Department to distribute packets of seeds/small plants/tree seedlings. Recreation Department will accept the contactless free registration (via phone or online) and arrange for registered participants to pick up materials at a designated location and time (there will be no gathering). The Department would provide timeframes for people to pick up their materials. The Commission requested that seeds/plants can only be distributed to those who attends their virtual event, first-come first-serve. Principal Management Analyst Tam advised that, in that case, staff would appreciate detail information regarding the Commission's virtual events planning (e.g. zoom links and date/time of events) so that city staff can be ready for logistical matters and advertising.
3. Collaborate with Bruggemeyer Library: Commissioner Ko stated that City Librarian Diana Garcia will be meeting APIFM and the Commission to discuss a collaboration effort on a virtual presentation for Earth Day on February 11, 2021 at 3pm via zoom. Commissioner Ko stated that she would like to have APIFM to host some virtual educational presentations for Earth Day. Chair Wong, Co-Chair Hwong and Commissioner Chan will attend the virtual meeting with Library and APIFM.

4. NEW BUSINESS

4-A. ENVIRONMENTAL COMMISSION MINUTES

Approve the minutes from the regular meeting of January 12, 2021.

Action Taken: The Environmental Commission approved the minutes from the regular meeting of January 12, 2021.

Motion: Moved by Commissioner Ko and seconded by Co-Chair Hwong motion carried by the following vote:

Ayes: Commissioner: Karl Wong, Shirley Hwong, Kathy Ko, Alice Chan
Noes: Commissioner: None
Absent: Commissioner: None
Abstain: Commissioner: None

4-B. DISTRIBUTION OF SOCIAL MEDIA POLICY AND CODE OF CONDUCT

Principal Management Analyst Tam provided staff report. This agenda item is requested by the City Clerk's Office. The adoption of Resolutions 12167 and 12184 established policies and procedures for all elected officials, including a new code of conduct and utilizing social media. Staff liaisons of Boards and Commissions have been instructed to disseminate the new guidelines, rules and responsibilities to individuals serving as Commissioner. These documents will be emailed to Commissioners after the meeting. Commissioners must also sign and return a Healthy Workplace Commitment Form to acknowledge the receipt of Code of Conduct.

5. COMMISSION COMMUNICATIONS AND COMMISSIONER AND AGENCY MATTERS

Commissioner Chan spoke regarding COVID vaccine being available.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 9:14 P.M.

Bonnie Tam
Principal Management Analyst
Staff Liaison to the Environmental Commission
City of Monterey Park

Approved on March 9, 2021 at the regular meeting