

CITY OF CUPERTINO SUSTAINABILITY COMMISSION  
Environmental Education Center 22221 McClellan Road

Thursday October 20, 2016 4:00 PM

**MINUTES**

**ROLL CALL**

The meeting convened at 4:06 pm

Commissioners Present: Gary Latshaw, Angela Chen, Anna Weber, Meera Ramanathan, Vignesh Swaminathan

Commissioner Absent: None

Staff: Lauren Dickinson, Cheri Donnelly

Guests: None

**ORAL COMMUNICATIONS**

None.

**APPROVAL OF MINUTES -**

**1. Subject: Draft minutes of August 18, 2016 meeting.**

Correct Mistakes including; Anna Weber name and following other words misspelled – filming, mayor's, offered, learned about, commissions, Invitation to sustainability roundtable missing.

Move to approve minutes with mistake corrected: Vignesh Swaminathan, 2<sup>nd</sup> by Meera Ramanathan. Passes 5-0.

**NEW BUSINESS**

**2. Subject: Sustainability Commission Year Workplan**

- Commissioners discuss various meeting frequency options. Commissioners agree to maintain monthly meetings for now and revisit the option of meeting every six weeks with Misty at the next meeting and after they finished their work plan.
- Commissioners discuss the status of the PACE financing decisions and decide to place it on the work plan for the December meeting.
- Commissioners discuss the sustainable strategies for recycling and waste management that are under consideration by the City. Cheri Donnelly,

Environmental Programs Manager, provides update on the study session at the City Council meeting on October 18<sup>th</sup>. Commissioners decide to put a presentation by Roger Lee and the City's solid waste consultant on the work plan for January meeting. Commissioners also decide to think about zero waste goals in the January meeting.

- Commissioner Swaminathan describes the City's LUCID utility data management tool and the commissioners discuss reviewing the data in order to set a baseline and prioritize any projects the commission would work on. Item for reviewing LUCID utility data is added to work plan for the month of March. Staff to provide more information on how the data is conveyed through LUCID (specifically, can we see energy usage divided into areas of Cupertino).
- Commissioner Swaminathan spoke about the nature and status of the City's greenhouse gas inventory. Staff member Lauren Dickinson describes the process. Commissioner Ramanathan inquiries about which scopes we will be looking at. Commissioner Latshaw tells commissioners and staff about Carbon Free Mountain View's idea to begin asking City's to complete annual greenhouse gas inventory updates. Commissioner Latshaw recommends that staff instead track a few high level greenhouse gas data points annually rather than conducting a full inventory. Commissioners add item to November work plan for reviewing the scope of the RFP for updating the City's greenhouse inventory, if timeline of RFP process permits.
- Commissioner Swaminathan tells commissioners they have a budget of \$7,000 for the year. Commissioner Swaminathan describes his idea of swales with the commissioners. Commissioners decide to think about the commission budget at November meeting and item is added to the work plan.
- Commissioners discuss Earth Day Festival and what they want to do as a commission. Items for planning for the Earth Day Festival are added to the work plan for the months of February and March.
- Commissioners discuss the status of the library sustainability speaker series. Commissioner Swaminathan motions to create a subcommittee to focus on this project. Meera Ramanathan seconds the motion. Motion passes 5-0. Commissioner Chen and Latshaw agree to be on a sub-committee.

- Commissioners add item to April in work plan for reviewing the Sustainability budget.
- Commissioner Swaminathan inquiries about the City's green business program. Staff member Lauren Dickinson provides some background on the program. Commissioners add item work plan for the month of May for a presentation about the past, present, and future of the GreenBiz Cupertino program.
- Commissioner Weber tells commissioners she would like to revisit how to target students in sustainability initiatives. Commissioners add this item to the work plan for the month of February.
- Commissioner Weber tells commissioners about her idea for an "Environmental Heroes of Cupertino" event, molded after the Citywide Garage Sale. Commissioners add this item to the work plan for November.

### **3. Subject: Staff Updates**

- Misty Mersich has officially been promoted as Sustainability Manager, effective October 1, 2016.
- Cupertino Won Two Beacon Spotlight Awards
  - Platinum Level Award for 22% Energy Savings ( for our municipal buildings)
  - Platinum Level Award for Sustainability Best Practices
    - in Energy Efficiency and Conservation, Water and Wastewater, Green Building, Waste Reduction and Recycling, Climate Friendly Purchasing, Renewable Energy and Low Carbon Fuels, Efficient Transportation, Land Use and Community Design, Open Space and Offsetting Carbon Emissions, Promoting Community and Individual Action.
  - The Platinum Level is the highest level of award in both of these categories!!! The Award was given to the City during a special ceremony at the League of California Cities Conference in Long Beach October 6<sup>th</sup>. In attendance was, Vice-Mayor Savita Vaidhyanathan, Councilmember Gilbert Wong, City Manager David Brandt, and Timm Borden, Director of Public Works. This document is also available on the ILG website Beacon here: <http://www.ca-ilg.org/beacon-program-participants>
- Cupertino participating in REV Sustainability Circle along with 6 other businesses:

- Cupertino Union School District, Fremont Union High School District, Cupertino Inn, Sunnyview Retirement Community, KCR Development, and The Forum at Rancho San Antonio.
- This Circle will hold 6 meeting, where the businesses include the City will create 5 year sustainability plans, identifying the best actions the business can take to reduce GHG in a cost effective and business savvy way.
- All Sustainability commissioners will be invited to the final session on March, to hear the presentations of the plans. Date and Time TBD, and will be sent out.
- Waste- The City's Public Works Department, Environmental Services Division held a study session with the City Council on October 18<sup>th</sup> to study Sustainable Strategies for Recycling and Waste Management. Part of the recommendation of the staff report is to solicit future input from the Sustainability Commission in evaluating strategies that maximize the amount of waste products that are recycled, reused or composted.
  - Misty will work with the Environmental Program Manager, Cheri Donnelly to help schedule this for a future Sustainability Commission meeting.

#### **4. Subject: Commissioner Reports**

Commissioner Latshaw gave an update on the the video. The City's video department is still editing. Staff to look into status of this.

Pledge of Allegiance- Commissioners discuss whether they should conduct the pledge of allegiance at the beginning of every meeting, and agreed to pledge allegiance at the start of every meeting.

**OLD BUSINESS-** None.

**PUBLIC HEARINGS-** None.

**ADJOURNMENT- 6:04pm**