



**SUSTAINABILITY COMMISSION**  
**CITY OF PALM SPRINGS, CALIFORNIA**  
[www.palmsprings-ca.gov](http://www.palmsprings-ca.gov)    [www.yoursustainablecity.com](http://www.yoursustainablecity.com)

**November 20, 2018**  
**5:00 PM**

**REGULAR**  
**MEETING AGENDA**

**Palm Springs City Hall**  
**Large Conference Room**  
 3200 E Tahquitz Canyon Way  
 Palm Springs, CA 92262

<b>COMMISSIONERS</b>	
<b>Joe Jackson, Chair</b>	<b>Roy Clark, Vice Chair</b>
<b>Carl Baker</b>	<b>David Freedman</b>
<b>Jennifer Futterman</b>	<b>Greg Gauthier</b>
<b>John Goins</b>	<b>Robert McCann</b>
<b>T Santora</b>	<b>(Vacant)</b>
<b>Grant Wilson</b>	

Staff representatives: Jay Virata, Director of Community & Economic Development; Dan DeGarmo, Program Coordinator; Gary Calhoun, Recycling Coordinator

*City of Palm Springs Vision Statement: Palm Springs aspires to be a unique world-class desert community where residents and visitors enjoy our high quality of life and a relaxing experience. We desire to balance our cultural and historical resources with responsible, sustainable economic growth and enhance our natural desert beauty. We are committed to providing responsive, friendly, and efficient customer service in an environment that fosters unity among all our citizens.*

Please **MUTE OR TURN OFF** all audible electronic devices for the duration of this meeting. Thank you!

- CALL TO ORDER**
- ROLL CALL**
- ACCEPTANCE OF AGENDA**

**CITY MANAGER / STAFF COMMENTS** **(5 MINUTES)**  
 Update on SB 946 – Sidewalk Vendors and Progress on Community Garden renaming

**COMMISSION and STUDENT LIAISON REPORTS - As available.** **(5 MINUTES)**

**PUBLIC COMMENTS:** This time is for members of the public to address the Sustainability Commission on Agenda items and items of general interest within the subject matter jurisdiction of the Commission. The Commission values your comments but, pursuant to the Brown Act, cannot take action on items not listed on the posted Agenda. Three (3) minutes are assigned for each speaker.

**A. WELCOME AND INTRODUCTIONS** **(5 MINUTES)**

**B. MEETING MINUTES** **(5 MINUTES)**  
 October 22, 2018 Special Meeting Minutes

**C. RECYCLING REPORT - Gary Calhoun** **(10 MINUTES)**

**D. OLD BUSINESS** **(10 MINUTES)**

1. Status of the Leaf Blower Brochure and Informational Campaign – Director Virata.
2. Report on status of hiring a manager for the Office of Sustainability – Commissioner Goins and Vice Chair Clark and Staff.

**E. NEW BUSINESS**

**(30 MINUTES)**

1. Consideration of a Commissioner liaison in the area of Climate Change.
2. **Motion:** The Sustainability Commission endorses the ten points listed in the Oct 22, 2018 Wellness Report regarding a Clean Air and Regulation of Smoking and Tobacco Product Use Ordinance. Commissioner Baker.
3. Discussion on providing a rebate to Palm Springs residents for exchanging a gas-powered leaf blower for an electric leaf blower. Staff.

**F. COMMITTEE AND COMMISSIONER REPORTS**

**(15 MINUTES)**

1. Standing Subcommittee on Solar and Green Building - Commissioners Freedman and Goins
2. Standing Subcommittee on Waste Reduction - Commissioner McCann, Vice Chair Clark
3. Ad Hoc Subcommittee on Walkability & Pedestrian Planning - Commissioners Wilson, Gauthier, Futterman
4. Ad Hoc Subcommittee on Film Festival Programs – Commissioners Futterman and Gauthier
5. Ad Hoc Subcommittee on Bicycle Routes and Cycling – Jim Flanagan
6. Wellness – Commissioner Baker
7. Water - Commissioner Freedman
8. Outreach - Commissioner Futterman

**G. COMMISSIONER COMMENTS**

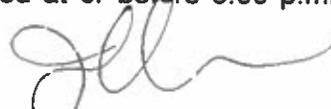
**(5 MINUTES)**

- H. ADJOURNMENT** - The meeting of the Sustainability Commission will adjourn to the Regular Meeting of the Sustainability Commission to be held at 5:00 p.m. on Tuesday, December 18, 2018, in the City Hall Large Conference Room, 3200 E Tahquitz Canyon Way, Palm Springs CA 92262. The Sustainability Commission's regular meeting schedule is at 5 p.m. the third Tuesday each month except August unless otherwise noted or amended.

It is the intention of the City of Palm Springs to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the Office of the City Clerk at (760) 323-8204 at least 48 hours prior to the meeting to inform us of your needs and to determine if accommodation is feasible.

Pursuant to G.C. Section 54957.5(b)(2) the designated office for inspection of records in connection with the meeting is the Office of Sustainability, City Hall, 3200 E. Tahquitz Canyon Way, Palm Springs, CA 92262. Agenda and staff reports are available on the City's website [www.palmspringsca.gov](http://www.palmspringsca.gov). If you would like additional information on any item appearing on this agenda, please contact the Office of Sustainability at 760-323-8248.

**AFFIDAVIT OF POSTING:** I, Jay Virata, Director of Community and Economic Development of the City of Palm Springs, California, certify this Agenda was posted at or before 5:00 p.m. on November 15, 2018, as required by established policies and procedures.



Jay Virata, Director of Community and Economic Development



## SUSTAINABILITY COMMISSION - SPECIAL MEETING MINUTES

Monday, October 22, 2018 Palm Springs City Hall, Large Conference Room

**CALL TO ORDER:** Chair Jackson called the meeting to order at **5:05** p.m.

**PLEDGE OF ALLEGIANCE:** Led by Chair Jackson .

**ROLL CALL:** A quorum was present for this Special Meeting of the City of Palm Springs Sustainability Commission.

**AGENDA APPROVAL:** The agenda was presented by Chair Jackson. A motion to approve as posted by Commissioner Gauthier and seconded by Commissioner Santora and unanimously carried.

	<u>This Meeting</u>	<u>Present to Date</u>	<u>FY 2018/2019 Excused Absences</u>	<u>FY 2018/2019 Unexcused Absences</u>
Joe Jackson	X	63		
Roy Clark	X	27		
Grant Wilson	X	64		
David Freedman	E	37	1	
Jennifer Futterman	X	24	1	
Greg Gauthier	X	18		
John Goins	X	16	1	
Robert McCann	X	25		
T Santora	X	7		
Carl Baker	X	7		

X = Present

E = Excused (notified Chair and Staff of absence)

L = Late

U = did not notify of absence

**CITY STAFF PRESENT:** Jay Virata, Director of Community & Economic Development, Daniel DeGarmo, Program Coordinator, Gary Calhoun, Recycling Coordinator.

**CITY MANAGER / STAFF COMMENTS** – Director Virata stated that he, Gary Calhoun, Recycling Coordinator, and Chris Cunningham, Palm Springs Disposal Services, toured the Downtown area businesses and informed them of the new requirements for organic recycling as of January 1, 2019.

**COMMISSION LIAISON REPORTS** – None.

### **PUBLIC COMMENTS** –

Richard Noble, Palm Springs / Blythe – Spoke on the Riverside County Climate Reality Project.

**A. WELCOME AND INTRODUCTIONS** – Chair Jackson welcomed all in attendance.

**B. PRESENTATIONS** - Assistant Director of Engineering Joel Montalvo and Senior Civil Engineer Donn Uyeno presented information on the two-way conversion of Indian Canyon Boulevard in Downtown Palm Springs. Indian Canyon will become two-way between Camino Parocela and Alejo Road. Pedestrian and safety enhancements were also discussed. Sharrows will be included for bicycle traffic. Comments and questions from the commissioners were presented and discussed.

### **C. MEETING MINUTES**

September 24, 2018 Special Meeting minutes approval: Motion by Commissioner Baker to approve as amended, second by Commissioner Santora and approved unanimously by an open vote.

**D. RECYCLING REPORT,** Recycling Coordinator Gary Calhoun reported that the Recycling Event held on October 20, 2018 was the best he has ever seen. About 286 vehicles came through with shredding and e-

waste to be disposed of. He also reported that the 2019-20 CalRecycle Beverage Container Grant is open with the application due by December 4, 2018. Desert Arc will be coming to pick up e-waste collected by the City. Comments and questions from the commissioners were presented and discussed.

#### E. OLD BUSINESS

1. Status of the Leaf Blower Brochure and Informational Campaign – Daniel DeGarmo reported that until we know what AQMD is doing with their exchange program the flyer that is being produced is on hold. The new program is being developed for Economic Justice area. At this time we do not know if Palm Springs is in an Economic Justice area.
2. Report on status of hiring a manager for the Office of Sustainability – Commissioner Goins and Vice Chair Clark. Vice Chair Clark reported that the two finalists will be interviewed on October 23, 2018. Comments and questions on the above reports from the commissioners were presented and discussed.

#### F. NEW BUSINESS

1. Discussion on a possible ordinance regulating Smoking and Tobacco Product Use. Commissioner Baker reported that the City Council has passed the Riverside County Tobacco Retailing Permitting Ordinance which will become effective November 17, 2018. He also reported on a possible resolution on banning smoking in public areas of the City. A top ten list of issues concerning the ordinance was discussed including multi-unit housing. Paul Hinrichsen and Bob Heinbaugh provided additional information.
2. Discussion and Action on whether or not to include the Flag Salute as a regular agenda item. - Chair Jackson introduced that the flag salute was carried over from the previous chair. Commissioner Baker stated that he is in favor of continuing the flag salute and Commissioner McCann stated that he is in favor of discontinuing the flag salute. Commissioner Santora made the following **Motion**: To discontinue with the inclusion of the Flag Salute as a regular agenda item. Second from Commissioner Goins. Discussion followed. Motion passed on an open vote 8-1 with Commissioner Baker opposing the motion. The Flag Salute will no longer be a regular agenda item. Comments and questions on the above reports from the commissioners were presented and discussed.

#### G. COMMITTEE AND COMMISSIONER REPORTS

1. Standing Subcommittee on Solar and Green Building - Commissioners Freedman and Goins – Commissioner Goins stated no further statement needed, the written report was sufficient. Chair Jackson recognized Commissioner Freedman on getting the SolSmart Gold award.
2. Standing Subcommittee on Waste Reduction - Commissioner McCann and Vice Chair Clark. Commissioner McCann reported that the Construction and Demolition Waste ordinance is still with the City Council subcommittee. Commissioner McCann also reported on the polystyrene and plastic straw ban and that the City Council has requested further information. Next, he reported that the new recycle containers have been installed in City Parks and requested that the bright blue trash containers still located in the parks be re-painted or replaced with brown containers that are more representative of trash containers. He also reported on organic waste diversion and the Anaergia company's technology for diverting organic waste. The subcommittee gave a presentation to Councilmember Holstege and Councilmember Kors on the system on October 2, 2018. The feedback was positive and the Councilmembers requested further information on what other Anaergia projects in California have done, what their stake is and how they were funded. Commissioner McCann emailed the Councilmembers on October 17, 2018 with the information. The next step is getting a report from Anaergia on what would be included in a detailed proposal to install the system. Commissioner McCann is working on information for a Staff Report. Commissioner McCann also reported that a grant for \$35,450.00 for battery recycling has been awarded from CalRecycle. A meeting with Barbara Baker from CalRecycle was held on October 10, 2018 to discuss best practices and reporting requirements. Commissioner McCann also reported on the City Council agenda item to purchase additional trash/recycling bins and that the item was removed from the agenda for further review. Lastly, Commissioner McCann reported on a possible waste reduction/solar workshop at the NUSA conference coming to Palm Springs in May 2019. Commissioner McCann also made the following **MOTION**: The Sustainability Commission recommends that there be consistency in design and color to conform to the norms of recycling and trash containers; blue for recycling and brown for trash. Seconded by Vice Chair Clark. Discussion

ensued and motion passed by a unanimous vote.

3. Ad Hoc Committee on Walkability and Pedestrian Planning - Commissioner Gauthier stated they are waiting on a response from the Southern CA Association of Governments in terms of status of the Safe Routes to School program grant.
4. Ad Hoc Subcommittee on Film Festival Programs – Commissioner Futterman stated they are meeting with Tim Rains and Megan Goehring of the Palm Springs Cultural Center on Tuesday, October 23, 2018 and will have a full report next month.
5. Ad Hoc Subcommittee on Bicycle Routes and Cycling – Jim Flanagan stated no report, a meeting is being held later this month and a full report will be forthcoming next month.
6. Wellness – No further report.
7. Water - Commissioner Freedman is excused and no report.
8. Outreach – No report.

Comments and questions from the commissioners on the above reports were presented and discussed.

**H. COMMISSIONER COMMENTS -**

Vice Chair Clark reported that 40 people attended the Butterfly migration and desert milkweed presentation at the Library. Chair Jackson encouraged the Commissioners to submit reports to Staff or Chair and Vice Chair by Wednesday before the Commission meeting.

- I. **ADJOURNMENT** - The meeting of the Sustainability Commission adjourned at 6:56 PM by a motion from Commissioner Santora and seconded by Commissioner Gauthier and approved by a unanimous vote. They adjourned to the Regular Meeting of the Sustainability Commission to be held at 5:00 p.m. on Tuesday, November 20, 2018, in the Large Conference Room at the Palm Springs City Hall. The Sustainability Commission's regular meeting schedule is at 5 p.m. the third Tuesday each month except August unless otherwise noted or amended.

Respectfully Submitted,

Jay Virata, Director of Community and Economic Development, For the Office of Sustainability

## SUSTAINABILITY COMMISSION

November 20, 2018

GOAL: By exercising responsible stewardship, the Sustainability Commission will improve the health and well-being of our citizens by protecting them from the serious health risks and preventable causes of death from tobacco use, as well as the dangers of illness from secondhand smoke. ***This is a matter of life and death.***

The Sustainability Commission endorses the following concepts of a Clean Air and Regulation of Smoking and Tobacco Product Use Ordinance within the City of Palm Springs, CA:

1. Supporting the State of California's definition of tobacco, which includes cannabis, vaping, chew, snuff, and related products (Business and Professions Code Section 22950.5).
2. Supporting current Federal and State smoke-free policies in multi-unit housing spaces and common areas thereof.
3. Supporting current State Case Law obliging HOAs to require common space to be smoke-free.
4. Supporting smoke-free patios and other outdoor spaces of businesses such as restaurants, bars, lounges, as well as work and break areas for employees.
5. Supporting smoke-free public events such as festivals, parades, farmer's markets, Village Fest, public swimming pools, skate parks, water parks, golf courses, airports, and hiking trails.
6. Supporting smoke-free all queues such as ATM lines, public transportations stops, theater ticket lines, and the like.
7. Supporting smoke-free public transportation conveyances such as buses, taxis, transportation network companies, and limousines.
8. Supporting a 25-foot buffer zone from the above identified sites, e.g., patios, bus stops, queues, doors, windows, ventilation systems of buildings, etc.
9. Supporting carefully designed, highly-visible, effective signage.
10. Supporting a citation-penalty option(s) that may include singly or a combination of financial, community service, and successfully completing a smoking cessation program.



# COMMITTEE REPORT

<b>PRESENTED FOR COMMISSION MEETING DATE: 11/20/18</b>	<b>SUBMITTED BY: David Freedman</b>
<b>COMMITTEE NAME: Standing Committee on Green Building &amp; Solar</b>	<b>SUBMITTED DATE: 11/14/18</b>
<b>COMMITTEE MEETING DATE: 11/14/18</b>	<b>NEXT COMMITTEE MEETING DATE: TBD</b>

### Committee Meeting Goals:

- Debriefing on the 2019 Energy Code Workshop
- Follow-up with Center for Sustainable Energy on Energy Code Coach Program
- Discussion of Reach Code Best Practices Workshop
- Preparation for Modernism Week

### Summary:

With CVAG Director of Environmental Resources Katie Barrows and DVBA CEO Gretchen Gutierrez participating by phone, the meeting began with a debriefing on the 2019 Energy Code training session, which took place on October 29 at UCR Palm Desert. Representatives from the California Energy Commission, Southern California Edison, Southern California Gas and various energy consulting firms spoke, and Hot Purple Energy President Nate Otto served as MC. More than 50 people attended, and attendee feedback was positive. The presentations have been posted on the Commission’s website and sent to the attendees.

Although Committee members, Ms. Barrows and Gutierrez agreed that the training session achieved its goal of introducing stakeholders to the core content of the 2019 Energy Code, they noted the large amount of work required to out it together. They suggested having a third-party provider do the next training session, in the fall of 2019. In the meantime, a link can be added to the Commission’s website to that of one of the leading third-party providers, Energy Code Ace, which is an initiative of the state’s investor-owned utilities.

Ms. Barrows indicated that she had contacted the Center for Sustainable Energy (CSE), one of the speakers at the training session, about the potential for CVAG to participate in the Center’s Energy Code Coach Program, under which a CSE consultant would travel to groups of Coachella Valley cities to provide support and training to building and planning department staffs. A conference call will be scheduled with CSE for the first week of December, and Commissioner Freedman will participate. One of the questions is the cost, so CVAG can identify possible funding sources it might have. The Commission may be able to provide support for any training for Palm Springs staff out of its budget.

Commissioner Freedman summarized the Reach Code Best Practices Workshop that he attended on October 22. A working group affiliated with the investor-owned utilities and various local governments will be preparing a cost-effectiveness study analyzing energy efficiency measures that go beyond the requirements of the 2019 Energy Code and a draft ordinance that local governments could consider adopting. Office of Sustainability staff will look into requesting completion of the cost-effectiveness study on behalf of Palm Springs. The request is not a commitment to take follow-up action.

Following receipt of the cost-effectiveness study, Commissioner Freedman will resume work on a green building policy for consideration by the Committee and full Sustainability Commission, and then by the Planning Commission and ultimately the City Council. Commissioner Goins suggested the policy include building orientation and shading and that partnering with the Planning Commission can serve as a template for other issues the Sustainability Commission is doing, such as walkability. Commissioner Goins also suggested outreach to the cannabis industry through its CVCann association to discuss how grow facilities can use sustainable building and operating techniques.

Commissioner Goins reported that he would soon begin work on the Modernism and Sustainability workshop during Modernism Week 2019. The workshop will take place at 2 pm on Saturday, February 23, at the Modernism Week CAMP facility. Commissioner Goins asked for recommendations of architects and designers that could be on the workshop panel. Staff sent Commissioner Goins a recommendation for an architect.

**Recommendation/Request:**

Continuing working with stakeholders on Energy Code issues as it moves towards effectiveness.

<b>ACTION ITEMS REQUEST TO COMMISSION</b>	Approve draft Solar Zoning Ordinance and solar policy when presented.
<b>ACTION ITEMS REQUEST TO OFFICE OF SUSTAINABILITY</b>	Request Reach Code cost-effectiveness study.
<b>POTENTIAL FISCAL IMPACT/REQUEST IF ANY:</b>	There was no cost to the Commission of the Energy Code training session, as Hot Purple Energy covered the food cost and CVAG covered the room rental and cost of the flash drives the attendees received. The Modernism Week workshop is expected to cost \$500 - \$1,000, including brochure printing. There may be a request to support the Energy Code Coach program, but no cost estimate is available yet. These funds have been approved in the Committee's FY 2018-19 outreach budget.



# Subcommittee Report

PRESENTED FOR COMMISSION MEETING DATE: Nov 20, 2018	SUBMITTED BY: Robert McCann
SUBCOMMITTEE NAME: Standing Subcommittee on Waste Reduction (SSCoWR)	SUBMITTED DATE: Nov 14, 2018
LAST SUBCOMMITTEE MEETING DATE: Nov 1, 2018	NEXT SUBCOMMITTEE MEETING DATE: TBD

**Subcommittee Goal:**

Divert 90% of waste generated by the City of Palm Springs from landfill by 2030.

**Summary:**

1. C&D Waste Ordinance.

- Awaiting City Council action on revised C&D Ordinance submitted in April.

2. Reducing Polystyrene Take-Out Containers and Use of Plastic Straws for Restaurants.

- February 14: City of Palm Springs City Councilmember J.R. Roberts asked the Sustainability Commission to
  - Research City Ordinances that ban Extended Polystyrene (EPS) containers.
  - Offer recommendations and suggestions.
  - Provide an update on legislation seeking to provide a statewide ban on EPS containers and plastic straws.
- Oct 2. SSCowR members Roy Clark and Robert McCann met with Councilmembers Kors and Holstege to discuss modifications to the proposed Palm Springs Ordinance in light of the passage of AB 1884. The consensus from the meeting was for the SSCowR to research and report on the impact of more comprehensive ordinances in other CA municipalities that cover all food service establishments and also ban extended polystyrene (styrofoam) food containers.
- Update: Report under construction. Draft expected to be completed week of November 19.

3. Diverting and Recycling Wet Organic Waste in the City’s Municipal Solid Waste (MSW) Stream From Landfill:

- Background: CA Assembly Bill 1826 AB 341 has set a policy goal that not less than 75% of solid waste generated by municipalities be source reduced, recycled, or composted by the year 2020, and annually thereafter. SB 1833 requires the state to reduce greenhouse gas emissions, such as methane, to 1990 levels by 2020. Locally, the Sustainability Plan adopted by the City of Palm Springs in 2016 sets a goal of 90% diversion of our Municipal Solid Waste (MSW) stream from landfills by 2030.

- The City of Palm Springs produces an MSW stream of approximately 50,000 tons per year. The wet organics fraction, estimated to be 30-40% of the total, all goes to landfill, where food waste breakdown generates significant amounts of methane. To meet increasingly stringent requirements for waste diversion, recycling, and reductions in greenhouse gas emissions, SSCowR members have been exploring an Anergia Corporation proposal to use Anergia's technologies and equipment to extract the wet fraction from the undifferentiated MSW stream, deliver the fraction to existing anaerobic digestion facilities at the Palm Springs Waste Water Treatment Facility, and convert the fraction into energy. The most recent activities in this initiative include:
  - November 13. Anergia delivered a description of the design package they would produce if funding was provided by the City. Robert McCann forwarded the proposal to City Council members Christy Holstege and Geoff Kors, City Representatives, and other stakeholders.

#### 4. Battery Recycling Project

- July 24. The City of Palm Springs was awarded a grant from CalRecycle in the amount of \$35,450.00 for the battery recycling program.
- November 14: Awaiting ATP.

#### 5. Outreach and Community Education

- Oct 24 – November 8. Commissioners Freedman and McCann worked on a proposal for a Sustainability Commission Workshop at the 2019 Neighborhoods USA (NUSA) Conference, "Opening Doors to the Future", to be held May 15-18, 2019 in Palm Springs.
- Nov 13. The proposal was accepted for inclusion in the NUSA conference.

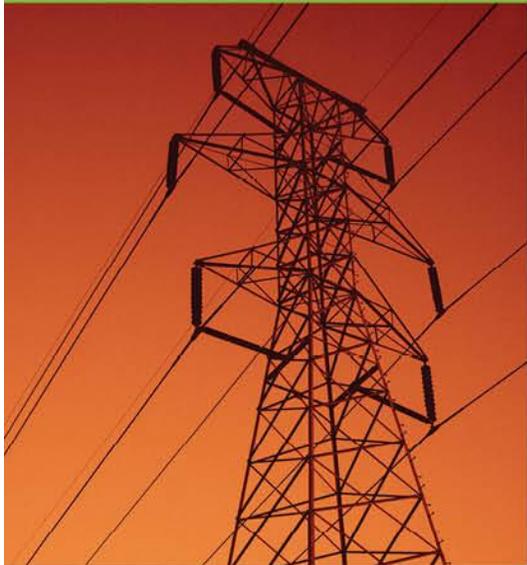

**Recommendation/Request**

The SSCowR notes that the bright blue recycle containers now in our public parks are currently co-existing with bright blue trash containers that were placed in the parks at the beginning of this year. To avoid confusion and decrease the rate of contamination of the waste stream being placed in our recycle containers, the SSCowR recommends that the bright blue trash containers be replaced with the standard brown trash containers that have been deployed in downtown areas, or that the bright blue trash containers in the city parks be painted brown with “trash only” signage.

<b>ACTION ITEMS REQUEST TO COMMISSION</b>	N/A
<b>ACTION ITEMS REQUEST TO OFFICE OF SUSTAINABILITY</b>	N/A
<b>POTENTIAL FISCAL IMPACT/REQUEST IF ANY:</b>	N/A

# Organic Waste Diversion RFI Response

City of Palm Springs  
11/1/2018



City of Palm Springs

Attn: Palm Springs City Council,

Anaergia has been pleased to collaborate with Palm Springs as your Team considers incorporating organic extraction and processing technologies into a new Materials Recovery Facility (MRF) to extract organics from solid waste to recover renewable energy and fertilizer at the City's wastewater treatment facility located nearby.

Composed of reliable equipment that will help the City achieve mandated diversion targets, the approach introduced herein is designed to maximize organics recovery and minimize downtime while helping the City realize multiple benefits:

- Maximize recovery of putrescible organic waste from the municipal waste stream.
- Generate a high value organic fraction that can be converted to renewable energy and fertilizer products via anaerobic digestion.
- Maximize flexibility with the ability to process solid waste with any contamination level and multiple streams such as source separated organics, wet commercial waste, and municipal solid waste.
- Minimize diversion cost compared to other organics separation technologies and processes.
- Minimize GHG Emissions compared to all other approaches to food waste resource recovery.
- Utilize Existing Infrastructure and leverages partnerships.

We propose to produce a design package that will outline and describe an organic recovery and recycling project in the City of Palm Springs including an evaluation and recommendation of the optimal solid waste solution and retrofits to the City wastewater treatment plant to enable organics co-digestion. Further, the project will be described with engineering drawings, 3D renderings, schedule, and capital and operational cost estimates.

We trust that this proposal offers a strong introduction to the state of the art approach which is being utilized in four continents and here in California. We are confident that the robust and reliable equipment introduced herein will help Palm Springs achieve diversion and organics recycling goals, and we trust that this proposal contains the information required to move the project forward. I look forward to discussing this further. Please feel free to contact me anytime with any questions.

Regards,



Yaniv Scherson, Ph.D., P.E.  
Managing Director, Western US  
Yaniv.scherson@anaergia.com  
949-874-1118

# 1. Approach Overview

The City of Palm Springs is reviewing approaches to divert organics from landfill, and Anaergia, located in Carlsbad, CA delivers innovative solutions that are setting new benchmarks for global waste diversion and generation of useful products from waste. This proposal for a project design highlights key innovations and opportunities which allow us and our partners to not only divert organics from landfill but also to maximize value from those waste streams. Anaergia's recovery facilities operate on four continents including in California at the Recology organics recovery line in San Francisco. Additional California projects are being designed and constructed now such as the East County Bioenergy Project in Antioch and Waste Management's OREX Line in Sun Valley. More information on each of these projects and a few others are included for reference in Attachment 1.



Figure 1: Example Organics Recovery Line

Organics diversion goals and mandates are driving the waste industry to prevent organic material from reaching landfills, making organics recovery and processing an integral component of a truly modern mixed waste management strategy. Anaergia's organics recovery lines can be installed in existing transfer stations or materials recovery facilities, and are tailored to separate organics from a variety of waste streams, even those which are highly contaminated.

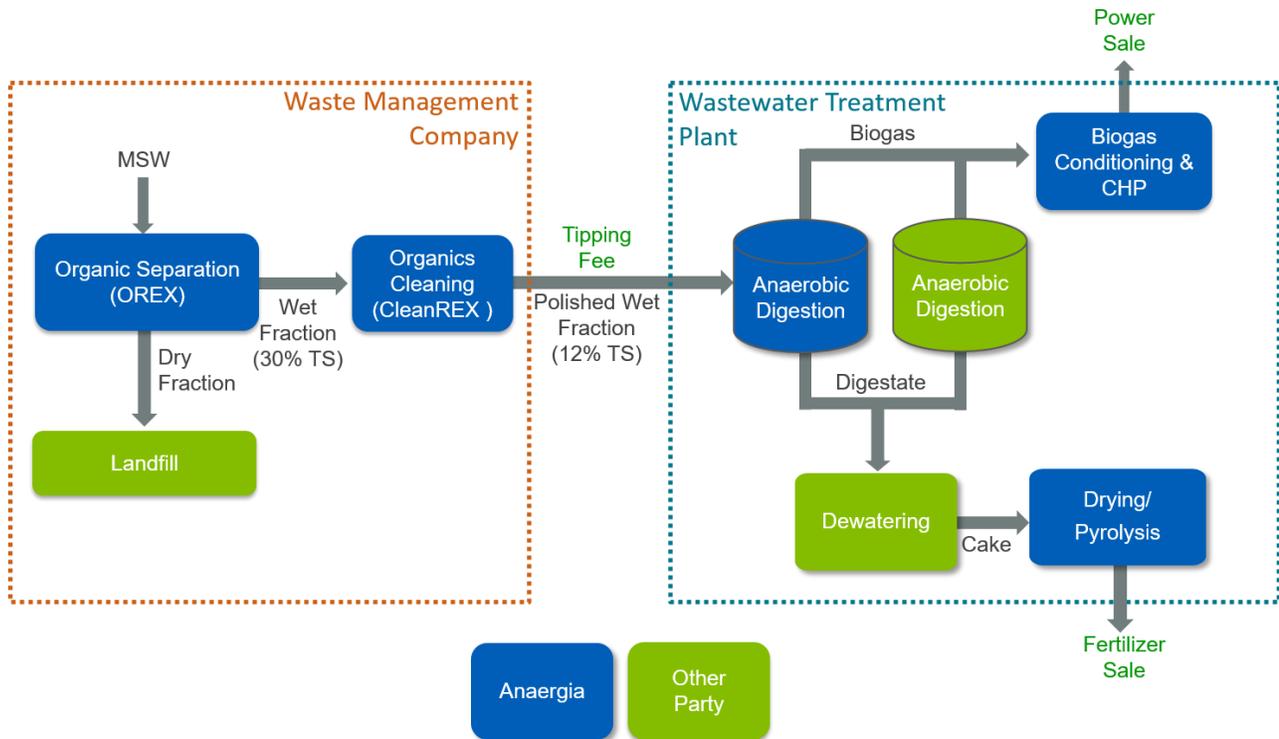


Figure 2: Linking Transfer Stations and Wastewater Infrastructure is Cost Effective and Rapidly Deployable



**Figure 3: Example Organics Recovery Line – 50 TPH of Mixed MSW Feed**

These facilities do not rely on source separation, and are very accommodating to high levels of contamination. Not only does this approach offer control, flexibility, and lower overall cost for organic waste management, it also produces a clean and highly digestible wet organic fraction which is ideal for conversion to biogas and fertilizer via anaerobic digestion.

## 2. Organics Recovery

The Palm Springs Facility will be designed according to the specific waste characterization and to meet the City’s diversion goals. Following are brief descriptions of some components which are typically included in organics waste processing facilities. These may or may not be included in the final facility design.

### 2.1. Tip Floor and Feeding

Municipal Solid Waste (MSW) collection trucks deliver MSW or Source Separated Organics (SSO) to tip floor where it is held until it is loaded into the processing line feeder by a front end loader.

### 2.2. Bag Opener

Bag openers are used to liberate waste from bags and prepare it for downstream processing. Waste falls on a drum equipped with fixed hammers arranged in a helical manner. The slow rotating drum moves the material along an adjustable counter plate on which robust wear-resistant counter knives are mounted, with spacing that can be adjusted to accommodate the waste stream. After opening the bags, the torn bags and the material inside them will be dosed out of the bottom of the machine and evenly distributed onto a belt that sends material downstream.

### Benefits of Anaergia’s Organics Recovery Lines

- **Maximize recovery** of putrescible organic waste from the municipal waste stream.
- **Lowest cost organics diversion solution**
- **Highly flexible** for mixed waste feedstock with various contamination levels.
- **Generate a high value clean wet fraction** suitable for Anaerobic Digestion.
- **Enhance calorific value** of reject fraction.
- **Effective extraction** leads to smooth operation and **low maintenance costs** for the digesters



**Figure 4: Anaergia’s Bag Opener**

### 2.3. Disk Screen

Anaergia's disk screen is an economical screening step that concentrate organics in the material stream directed toward the downstream OREX™ while recovering potentially recyclable material (such as cardboard and paper) in the overs fraction without contamination from co-mingled wet waste. Anaergia's energy efficient disk screen was designed to minimize downtime, allow easy maintenance, and effectively recover the organic-rich material stream with minimized cross-contamination of valuable recyclables.



Figure 5: Disk Screen in Production

### 2.4. OREX Press

Anaergia's OREX extracts over 90% of the putrescible organics from the material fed to it and generates a clean and highly digestible wet fraction ideal for conversion to biogas and fertilizer through anaerobic digestion.

#### How it Works

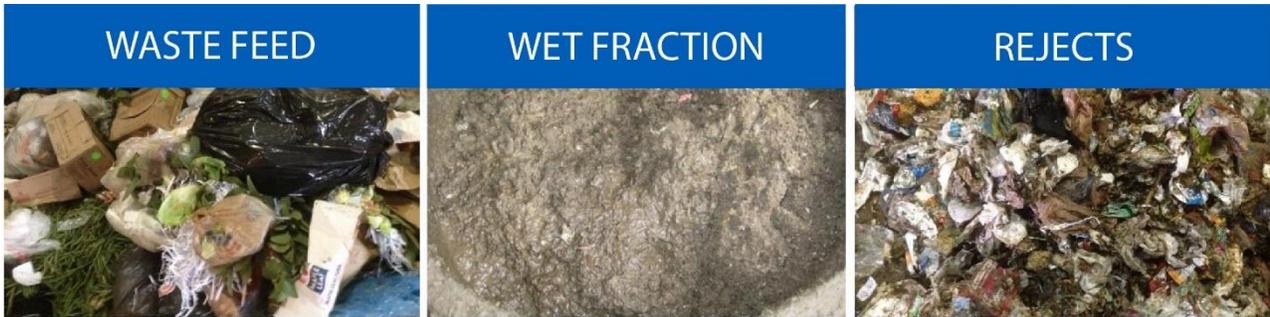
Waste is fed into a perforated chamber, where it is compressed. As pressure is applied, wet organics squeeze through the crevices formed by the compression of the comingled dry material. These crevices create a serpentine path for the wet organics to travel, trapping small and medium sized inert particles along the path. As pressure increases, the crevices become smaller, trapping even smaller particles, until the organic material is ultimately extruded through the perforations in the extrusion plate. The product is a wet fraction that is dually filtered by the perforated plates of the press and the dry fraction matrix itself.



Figure 6: Orex 1000 installation

Figure 7 shows wet commercial waste feed and the wet and reject fractions generated by the OREX. The wet fraction is generated as a cake with approximately 25-35% TS and 85-95% volatile solid content which means it has large biogas production potential. Additionally, the extraction process does not require dilution water, which minimizes storage volume and truck transportation.





**Figure 7: The OREX Separates Mixed Waste Streams into Wet Fractions and Dry Fractions**

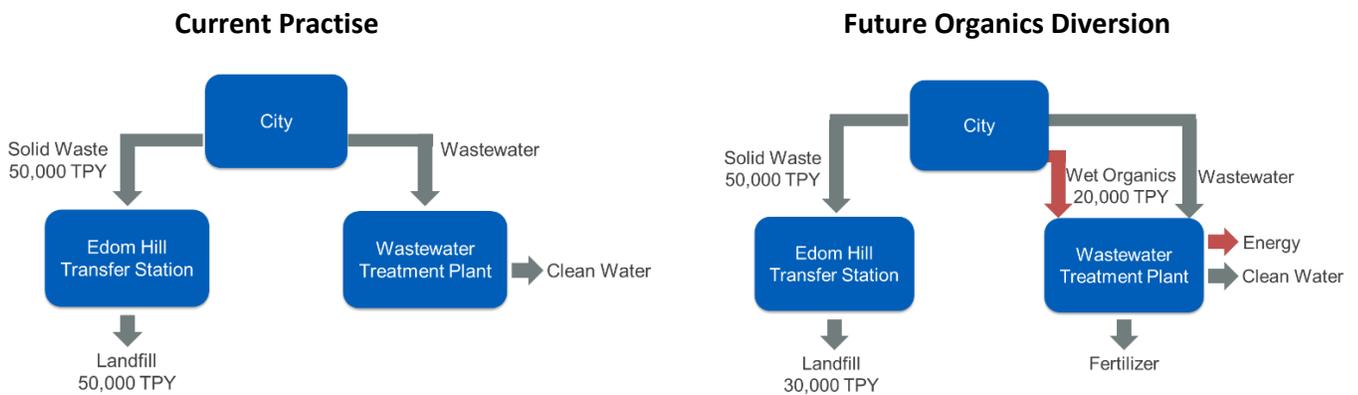
**2.5. Pilot Opportunity**

It is recommended that tests be conducted to test the existing waste stream’s organics recovery potential using Anaergia’s mobile test press. Anaergia regularly use this approach to gather valuable waste stream information for potential applications. Anaergia’s engineers can work with the City to develop and execute a test plan.

**3. Palm Springs Conceptual Project**

The Anaergia team has worked in collaboration with the Palm Springs Sustainability Commission, City representatives, and Palm Springs Disposal Systems (PSDS) to develop a conceptual organics diversion and recycling project utilizing the City’s wastewater treatment plant infrastructure.

The City of Palm Springs currently landfills approximately 50,000 tons per year of solid waste (left image below). The proposed project would divert an estimated 20,000 tons per year of organics to generate clean energy at the City’s wastewater treatment plant (right image below).



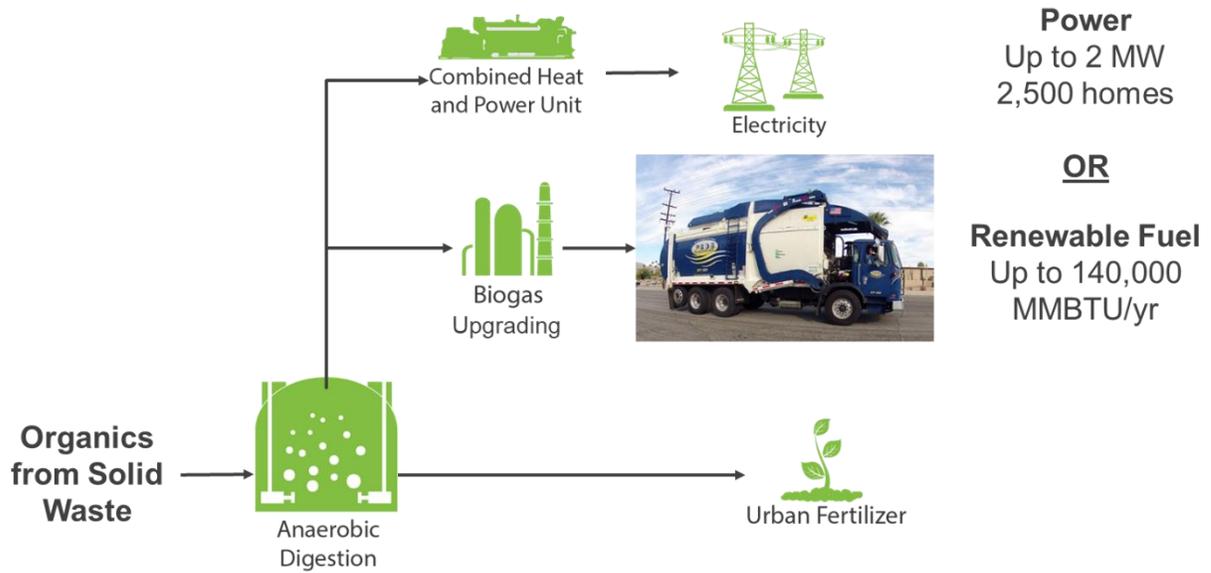
**4. Retrofit Palm Springs Wastewater Treatment Plant to Produce Energy from Solid Waste**

The conceptual project envisions a new MRF built adjacent to the Palm Springs Disposal (PSDS) transfer station. Inside this MRF, an OREX line will be built to produce clean organic slurry from the MSW collected by PSDS. The clean slurry would be transported to the City’s wastewater treatment plant and fed to the anaerobic digesters to enhance biogas production. Preliminary estimates indicate a potential to produce up to 2 MW of power, enough power for 2,500 homes, or 140,000 MMBTU/year of renewable natural gas as vehicle fuel for the PSDS fleet of waste collection trucks,

creating a closed loop sustainable system. Moreover, the Palm Springs Wastewater Treatment Plant has two anaerobic digesters with capacity to process not only the organics from the city of Palm Springs, but also the organics from neighboring cities. These organics could be imported with a tip fee to enhance revenue to the City. This work that will be conducted in this proposal will determine what retrofits are needed at the Wastewater Treatment plant to enable the reception and digestion of the organics as well as the utilization of the biogas for either electricity or vehicle fuel.



Figure 8: Proposed new MRF building to extract organics from MSW and delivered to the City's wastewater plant.



**Figure 9: Potential biogas production and use as electricity or transportation fuel.**

**ANAEROBIC DIGESTERS**  
Two Digesters with capacity for neighboring cities' Diversion Needs

**Other Other CVAG Cities**

**City of Palm Springs**

- Processing waste from neighboring cities can offset recurring costs through 2<sup>nd</sup> shift of OREX operation
- State grants available (\$3-5M each) from Calrecycle and California Energy Commission

**Figure 10: City wastewater treatment plant has sufficient capacity to process organics from neighboring cities.**

## 5. Scope of Work

The Anaergia Team is prepared to begin work on a preliminary design package based on the preliminary process design described herein. A pre-selection and design assistance agreement will help Anaergia and Palm Springs produce detailed information to help develop a cost and optimal design for the Project. The components anticipated in the design package are shown in the Table Below

The Anaergia Team will build on a mutually agreed upon process flow diagram and preliminary layout to develop a process design package which includes the components included in Anaergia's Scope of Supply.

Design Package Components	
1	Client Approved Scope of Work
2	Conference calls
3	Engineering Review
4	Major Equipment / Systems Scope of Supply
5	Process Layout in 2D / 3D
6	Process Flow & Mass Balance Diagram
7	Estimated Capital Cost of System (CAPEX)
8	Estimated Cost of Operation (OPEX)
9	Equipment Specification Sheets
10	Preliminary Project Schedule

### Cost and Payment Schedule

The deliverables described in this section is offered for a lump sum of \$68,900 and can be produced within 4 months of NTP. This schedule is projected with the understanding that the described process will guide the design development as is. Process changes have the potential to impact the delivery projection.

Milestone	% of Contract
Upon Execution of Engineering Services Agreement	50%
Upon Submittal of final Design Package	50%

Upon signing of this proposal Anaergia will provide an engineering services agreement that will reflect the lump sum payment and schedule herein. Invoices are to be paid net 30 days.

## Exclusions

Detailed engineering is not included, such as the design of structural supports or any design work associated with modifications to the existing plant (for example demolition plans, structural modifications, foundations, or geotechnical). Detailed fabrication drawings for equipment and detailed electrical panel interior drawings are not included as Anaergia would need to issue a purchase order with down payments to suppliers to obtain such drawings.

## Terms and Conditions

Anaergia Services, LLC Standard Terms and Conditions – available upon request

## Proposal Acceptance

Proposal Acceptance:

Company: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

*I have authority to bind the Company.*

Date: \_\_\_\_\_

## 6. About Anaergia

### 6.1. Company Overview

Anaergia sees waste not as a problem but as an opportunity to recover value — in the forms of renewable energy, high quality fertilizer and recyclables. Anaergia provides complete, integrated solutions for municipal solid waste management, wastewater treatment operations and large-scale farming and food production operations.

With a history of delivering innovative projects, Anaergia is uniquely positioned to provide unmatched solutions to the most pressing resource recovery challenges using an innovative portfolio of proven technologies and project delivery methods.

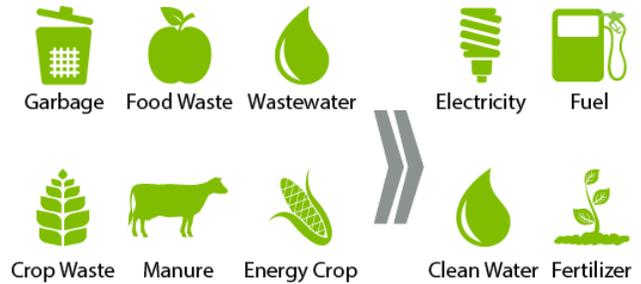
#### Recover Resources from Wastewater

Anaergia provides solutions to capture and convert waste gas into renewable electricity or a refined natural gas. Innovative anaerobic digester technologies can be used to reduce facility footprints, retrofit existing infrastructure and increase biogas yield through co-digestion.

Anaergia's integrated solutions use proprietary technologies to dewater, dry and pelletize sludge, reducing biosolids volumes by up to 80%. The end product is a high quality, marketable fertilizer product that is not only sustainable, but can generate revenue.

#### Maximize Recycling and diversion

Anaergia delivers innovative solutions that are setting new benchmarks for waste diversion and generation of renewable energy from waste. Our approach maximizes the recycling of plastics, paper and metals, and continues the process by converting biodegradable material into energy and fertilizer. The remaining non-degradable and non-recyclable waste can be transformed into a sustainable fuel for coal-fired power plants or cement kilns.



**Figure 11: Anaergia's Approach to Resource Recovery**



**Figure 12: Global Office Locations**

Anaergia's propriety Organics Extrusion Press (OREX) offers a highly efficient approach to extract organics from a wide range of waste sources regardless of contamination levels, while the Organics Polishing System (OPS) removes the majority of physical contaminants from organic feedstock, resulting in improved digester performance and production of clean digestate. Once it is polished, the organic fraction can be fed directly to Anaergia's industry leading anaerobic digesters to produce renewable gas, vehicle fuel or electricity.



**Goa, India**

Processes 36,000 TPY of MSW using OREX and a digester to produce electricity, biogas, and refuse derived fuel (RDF) achieving a 94% recovery.

Operational: March 2016



**Singapore**

Processes 35,000 TPY of SSO with 25% contamination using OREX and a digester and generating 2MW of power.

Operational: November 2016



**Cardiff, UK**

Processes 42,000 TPY of SSO food waste using OREX

Operational: December 2016



**Cape Town, South Africa**

Processes 140,000 TPY of MSW using OREX to produce wet fraction for AD and bio-methane.

Operational: March 2017



**San Francisco, CA**

Processes 36,000 TPY of MSW using OREX at Recology

Operational in April, 2017



**Limassol, Cyprus**

Processes 140,000 TPY of MSW using OREX and a suite of Anaergia technologies to produce biogas, recyclables, and RDF to achieve 89% recovery

Operational: September 2017

**Figure 13: Materials Recovery Facilities on Four Continents**

**Sustainable Agricultural and Food Operations**

Anaergia provides long-term, leading-edge solutions for organic waste management and regulatory compliance to large agriculture operations and commercial food producers. Unlike traditional approaches, Anaergia’s solutions produce energy, heat, fuel, fertilizer and clean water, all of which can be supplied back to clients with predictable, long-term purchase agreements.

The Anaergia group of companies has a long history in the agriculture and food production sectors with hundreds of turn-key anaerobic digestion projects delivered. Industry leaders trust Anaergia’s solutions because of their dependability, quality engineered parts and service support to ensure optimized performance.

## 6.2. Capabilities

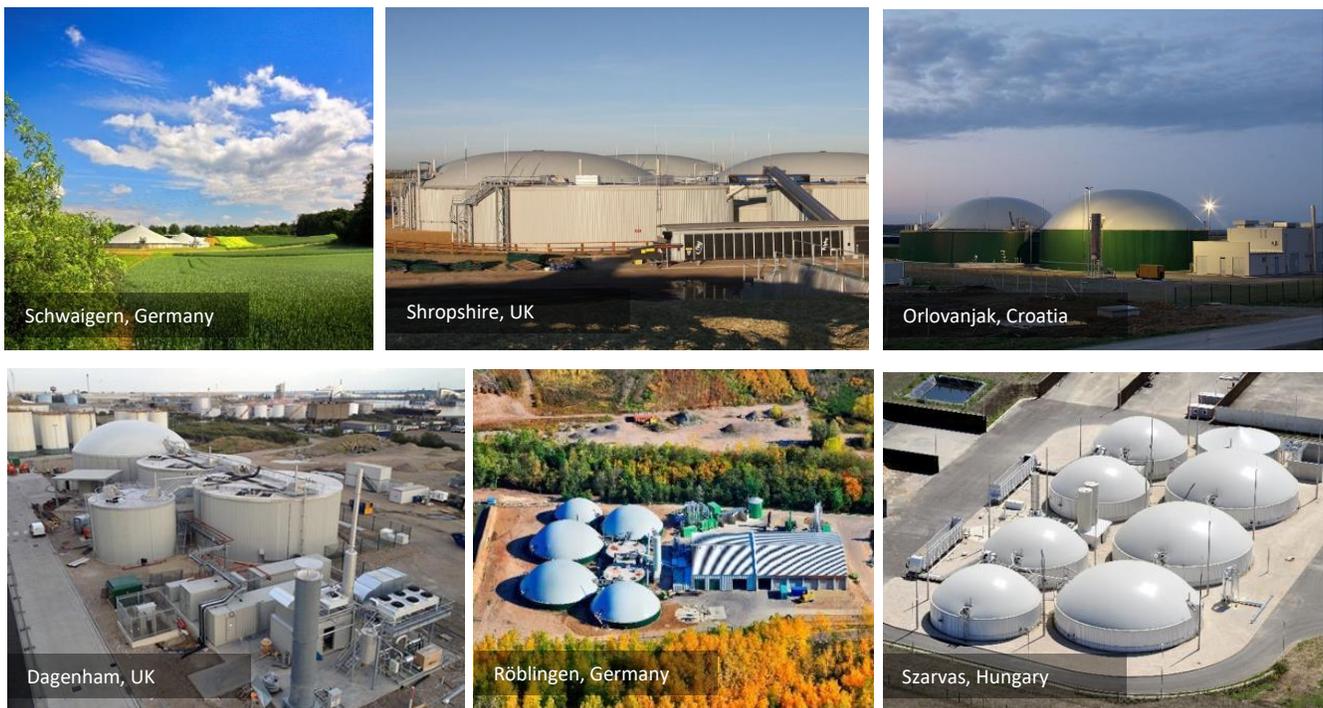
**Modes of Solution Delivery** | Anaergia offer a wide range of delivery options to best suit a project's needs, from the sale of capital equipment and services to design-build-own-operate approaches that remove technology and operational risk.

**Continuous improvement** | Anaergia is innovating the next-generation solutions that make our clients leaders in their field. A partnership with Anaergia enables access to the best resource recovery technologies available.

**Global footprint with local expertise** | Anaergia has over 200 employees in 14 global offices, with technologies are in use at hundreds of resource recovery facilities in more than 20 countries, generating over 355 MW of renewable power.

**Best-in-class-technologies** | Anaergia's core technology offerings include waste processing technologies, membrane systems, anaerobic digestion systems, and residual management technologies. Backed by the strength of a global group of companies and research teams, Anaergia's enabling technologies are dramatically reducing the cost of resource recovery infrastructure.

**Integrated Financing** | The experience of the developer and their overall commitment to a project, the strength of the EPC contractor, and the project operator are key considerations in project financing. Lenders also demand high bonding capability, transparency, and integration experience of the developer. Anaergia has demonstrated capabilities in private project financing, with a network of financial partners who support project finance requirements.



**Figure 14: Over 1,600 High Solids Digesters Globally**

**Attachment 1: Select Organics Recovery Projects**

## Towards a “Zero Organic Waste Future” for Los Angeles: Anaergia to Build a Food Waste Recovery Facility for Waste Management and Generate Renewable Energy

Carlsbad, Calif. – December 6, 2017 – Anaergia Inc. announced today an agreement to construct an innovative waste organics facility at Waste Management's Sun Valley site. This project is designed to recover food waste from Los Angeles' municipal solid waste stream.

Anaergia will build a turnkey state of the art solid waste processing line at Waste Management's Sun Valley Recycling Park. This processing line will feature Anaergia's patented Organics Extrusion Press (OREX), a robust cutting-edge technology that recovers organics from contaminated municipal solid waste through high pressure extrusion. The OREX line will be used to extract up to 300 tons per day of organic waste from the Los Angeles municipal solid waste stream. The Sun Valley facility is expected to begin operations in 2019.

The organic waste diverted from the solid waste stream will be processed at Anaergia's Rialto Bioenergy Facility in Rialto, California. Using Anaergia's advanced anaerobic digestion technology, the organic waste will be converted into renewable electricity, renewable natural gas, and fertilizer. A portion of the renewable natural gas can be used to fuel Waste Management's compressed natural gas(CNG) trucks.

Anaergia's Rialto Bioenergy facility will utilize its industry leading high solids wet anaerobic digestion system. This facility is expected to reduce greenhouse gas emissions up to 220,000 metric tons of CO2 each year, the equivalent of taking about 47,000 passenger vehicles off the road. These environmental benefits are to result from diverting organic waste from landfills and from replacing fossil fuels with renewable energy.

“This technology expands our capability as a leader in organics recycling and sustainability by recovering organics from the waste stream and meeting the current and future organics diversion needs of Los Angeles” said Larry Metter, Area Vice President for Waste Management of Southern California.

“Working together with Waste Management is an important step in our Company's mission to recover value from waste streams. The project will introduce leading-edge organics recovery technologies to Los Angeles that will enhance recovery of organics, renewable energy, and fertilizer,” said Andrew Benedek, CEO and Chairman of Anaergia.

### About Anaergia

Anaergia Inc. is the global technology leader in recovering value from waste for the municipal, industrial, and agriculture sectors. Through its proven portfolio of proprietary technologies, Anaergia's integrated solutions create value for its customers in the forms of clean water, renewable energy, and quality fertilizers while reducing the cost of waste management. Anaergia's global head office is located in Burlington, Ontario, Canada and its US headquarters is in Carlsbad, California. Anaergia operates out of fourteen regional offices as well as three manufacturing plants. Anaergia's technologies are in use at over a thousand resource recovery facilities worldwide, reducing greenhouse gas emissions while creating new revenue sources for its clients.

For more information, please contact:

Anaergia Inc. Yaniv Scherson, Ph.D., P.E. +1.760.436.8870

[info@anaergia.com](mailto:info@anaergia.com)

## **Attachment 2: Example OREX References**

### OREX Reference List

Year	Project	Country	Feedstock	Capacity
2006	Kaiserslautern	Germany	MSW	50,000 tpy
2007	Alessandria	Italy	MSW	100,000 tpy
2008	Castelceriolo	Italy	SSO & Green Waste	25,000 tpy
2008	Viareggio	Italy	SSO & Green Waste	20,000 tpy
2011	Fossano	Italy	SSO & Green Waste	60,000 tpy
2011	RTS Latvia	Latvia	MSW	30,000 tpy
2012	Cesa	Italy	SSO & Green Waste	160,000 tpy
2012	Bioman	Italy	SSO & Green Waste	80,000 tpy
2013	Viareggi	Italy	SSO & Green Waste	30,000 tpy
2015	Gescher	Germany	MSW	15,000 tpy
2016	Goa	India	SSO & Green Waste	58,000 tpy
In Construction	Limassol	Cyprus	MSW	160,000 tpy
In Construction	Wastemart	South Africa	MSW	150,000 tpy
Contracted	Toronto	Canada	SSO	25,000 tpy
Future	Boleslav	Czech Republic	MSW	60,000 tpy

## OREX Select Reference Snapshots

OREX 1000H - Kaiserslautern	
Year installed	2006
Client	Zweckverband Abfallwirtschaft Kaiserslautern (ZAK)
Feedstock	MSW
Capacity (ton/year)	100,000
Quantity processed (ton/year)	45,000
Wet fraction yield (%)	25
Extrusion hole diameter (mm)	16
Wet fraction use	Anaerobic digester, digestate to compost
Wet fraction solids content (%)	36
Rejects use	Offset processing to RDF by Meinehardt in Mainz
Rejects moisture content (%)	28
Rejects calorific value (MJ/kg)	11-13



OREX 1000H – Alessandria, Italy	
Year installed	2007
Client	ARAL Alessandrina
Feedstock	MSW
Capacity (ton/year)	110,000
Quantity processed (ton/year)	90,000
Wet fraction yield (%)	38
Extrusion hole diameter (mm)	16
Wet fraction use	Anaerobic digester, digestate to compost
Wet fraction solids content (%)	35
Rejects use	Onsite processing to RDF
Rejects moisture content (%)	25





11/1/2018

Palm Springs |

Dear X,

Anaergia has been pleased to collaborate with Palm Springs as your Team considers incorporating organic extraction and processing technologies into a new MRF. The state of the art OREX solutions will allow Palm Springs to:

- Divert up to 90% of putrescible organics from the MSW stream
- Extract select recyclable materials from the waste stream
- Incorporate commercial-scale proven technology
- Improve Flexibility: The proposed solution is capable of accepting MSW of varying quality and quantity, and it offers built-in expansion potential

Project progression will require continued collaboration and an increased level of effort by both Anaergia and Palm Springs. This document package is intended to not only describe the proposed facility as it is currently envisioned, but also to define the work required for the next phase of the project (30% design package) that will clearly illustrate the design with 3D renderings, provide a project schedule and a refined price proposal.

We are confident that the robust and reliable equipment introduced herein will help Palm Springs achieve diversion and organics recycling goals, and we trust that this proposal contains the information required to move the project forward. I look forward to discussing this further. Please feel free to contact me anytime at 949.874.1118 with any questions.

Regards,



Yaniv Scherson, Ph.D., P.E.  
Managing Director, Western US



## Scope of Work for 30% Design Package

The Anaergia Team is prepared to begin work on a 30% design package based on the preliminary process design described herein. A pre-selection and design assistance agreement will help Anaergia and Palm Springs produce detailed information to help a contractor develop a Guaranteed Maximum Price (GMP) for the Project. The components anticipated in the 30% design package are shown in the Table Below

The Anaergia Team will build on the mutually agreed upon process flow diagram and preliminary layout included in Appendix B to develop a firm 30% process design package which includes the components included in Anaergia's Scope of Supply.

30% Design Package Components	
1	Client Approved Scope of Work
2	Conference calls
3	Engineering Review
4	Preliminary Installation - Scope of Work
5	Process Layout in 2D / 3D (including machinery & steel package)
6	Process Flow & Mass Balance Diagram
7	Capital Cost of System (CAPEX)
8	Cost of Operation (OPEX)
9	Equipment Specification Sheets (dimensions, static and dynamic loads, civil info)
10	Preliminary Project Schedule
11	Preliminary Installation Schedule
12	Preliminary Commissioning & Training Program
13	Electrical Drawing / Top Level (Loads)

## Cost and Payment Schedule

The deliverables described in this section is offered for a lump sum of \$X, and can be produced within X months of NTP. This schedule is projected with the understanding that the described process will guide the design development as is. Process changes have the potential to impact the delivery projection.

Milestone	% of Contract
Upon Execution of Engineering Services Agreement	50%
Upon Submittal of final 30% Design Package	50%

Upon signing of this proposal Anaergia will provide an engineering services agreement that will reflect the lump sum payment and schedule herein. Invoices are to be paid net 30 days.



# Subcommittee Report

PRESENTED FOR COMMISSION MEETING DATE: Nov 20, 2018	SUBMITTED BY: Jim Flanagan
SUBCOMMITTEE NAME: Ad Hoc Subcommittee on Bicycle Routes and Cycling	SUBMITTED DATE: Nov 12, 2018
SUBCOMMITTEE MEETING DATE: Nov 2, 2018	NEXT SUBCOMMITTEE MEETING DATE: TBD

**Subcommittee Goal:**

Track and prioritize tasks aimed at improving accessibility and safety for bicycles and scooters within the City of PS.

**Summary:**

We met on Fri Nov 2 and each member (Brett Klein, Robin Abrahams, Chris Cross, Victor Yepello) listed their priority bike related issues.

1. Transition to South Palm Canyon at the curve should include an automobile stop at the light to slow traffic and accommodate bikes coming in from Belardo. This is a programming change to the traffic light with no capital cost. (chris, victor, brett)
2. Revise Indian Canyon (from simply adding some sharrows) to create a full "Green Lane" on the north-bound lane adjacent to the north-bound parking strip. A "Green Lane" is a full-width vehicle driving lane with a full-length green painted stripe; this lane allows motorized vehicle use, but gives bicycles the right-of-way in that lane. NOTE: This Indian Canyon Green Lane would satisfy some of the goals of the "Pedestrian & Bicycle Safety Enhancement and Two-Way Conversion of Indian Canyon Project". (robin and victor)
3. Tahquitz Creek bike path on Riverside Dr. is marked Class 1 all the way to Belardo on the map but it ends at Palo Fiero
4. Address bicycle visibility and safety on Belardo between Amado and Alejo. Consider additional highly-visible signage and/or the addition of a "Green Lane" here. Note: this stretch of Belardo also has an out-dated bicycle pathway adjacent which should be removed or re-signed.
5. Enlist funding from school safety grant (see email Brett shared with Daniel on Nov 6) - perhaps bike lanes, signage, racks near schools?
6. Oversight best practices/policies for ebikes, e-scooters (sit on and standing type) and bike share.
7. Add Class 2 bike lanes on South Palm to connect Murray Canyon path to path ending at Belardo

Other issues identified but not currently in the priority queue:

- Submit application to become a bicycle friendly city to the league of American bicycling - Brett
- Address missing wayfinding and bike route signage - Victor
- Development of more on/off ramps to the CV Link - per Roy Clark
- Status of bike routes and next steps - per Joe Jackson
- Improve awareness of the process for merchants to add bike racks
- Identify ongoing needs for city maintained bike racks and new rack placement
- Providing city support (non-financial) for bike rental companies and hotels to encourage tourist use
- Coordination with bike events, cycle touring (Tour de Palm Springs)

**Recommendation/Request**

**Review priority and other issues list and move or delete items at Commission direction.**  
**Jim to attend Nov 27 Complete Streets Webinar put on by SafeRoutes to School Partnership**  
**Jim to add PSBike Rentals to the Committee**  
**Revise/approve subcommittee goal**  
**Meet with Staff to discuss potential items**

<b>ACTION ITEMS REQUEST TO COMMISSION</b>	
<b>ACTION ITEMS REQUEST TO OFFICE OF SUSTAINABILITY</b>	
<b>POTENTIAL FISCAL IMPACT/REQUEST IF ANY:</b>	