



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

<b>July 21, 2020 5:30 PM</b>	<b>MEETING AGENDA</b>	<b>Conducted by Teleconference</b>
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<b>COMMISSIONERS</b>		
<b>Roy Clark, Chair</b>	<b>David Freedman</b>	<b>Greg Gauthier</b>
<b>Robert McCann, Vice Chair</b>	<b>Jennifer Futterman</b>	<b>John Goins</b>
<b>Carl Baker</b>	<b>Sandra Garratt</b>	<b>Lani Miller</b>
<b>Jim Flanagan</b>		

*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.*

**Pursuant to Executive Order N-29-20, this meeting will be conducted by teleconference and there will be no in-person public access to the meeting location.**

- **To view/listen/participate in the meeting live, please use the following link <https://us02web.zoom.us/j/87631018636> or Call 1 669 900 6833, Meeting ID: 876 3101 8636.**
- **Written public comment may also be submitted to [cityclerk@palmspringsca.gov](mailto:cityclerk@palmspringsca.gov). Transmittal prior to the meeting is required. Any correspondence received during or after the meeting will be distributed to the Board/Commission as soon as practicable and retained for the official record.**
- **The meeting will be recorded and the audio file will be available from the Office of the City Clerk and will be posted on the City’s YouTube channel, as soon as practicable.**

**Staff representatives:** Patrick Tallarico, Manager, Office of Sustainability; Dan DeGarmo, Program Coordinator, Office of Sustainability

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

**CALL TO ORDER**

**ROLL CALL**

**WELCOME AND INTRODUCTIONS (5 MINUTES)**

**COMMISSIONER COMMENTS (10 MINUTES)**

Share one new sustainability-themed insight you have gained during the past 5 months

**STAFF COMMENTS – Manager Tallarico (15 MINUTES)**

1. Earth Day Follow up
2. Pedestrian Safety and Safe Routes to Schools Master Plan Project Kick-Off
3. Greenhouse Gas Inventory Kick-Off
4. Plastics-Free July
5. EV Charger Expansion RFP
6. Climate Action Roadmap
7. Gary Calhoun’s Retirement

**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.

If participating virtually to provide comments, please try to minimize background noise at your location to ensure you can be heard. Please mute your line when you are not speaking.

**A. MEETING MINUTES (5 MINUTES)**  
February 18, 2020, regular Meeting Minutes

**B. OLD BUSINESS (30 MINUTES)**

1. Smoking Ordinance – Chair Clark
2. Disposable Food Ware and Plastic Waste Reduction Ordinance Phasing and Next Steps – Manager Tallarico
3. Walkability Master Plan and Safe Routes to Schools Master Plan – Manager Tallarico
  - a. Commissioners are encouraged to provide input on the Community Advisory Committee and project schedule

**C. NEW BUSINESS (30 MINUTES)**

1. Recommendation for Demo Garden and Turf Conversion at the Airport – Manager Tallarico  
Commission members will be asked to review and recommend a concept design for the Demonstration Garden and future Airport turf conversion to be forwarded to the Airport Commission and the City Council.
2. Palm Springs General Plan Update – Commissioner Goins
3. Maintaining Open Space – Vice Chair McCann
4. Looking Ahead – Staff will provide some thoughts about areas of focus for the upcoming year. Commissioners will be invited to provide their thoughts about potential priorities or areas of focus in a post-Covid world.

**D. COMMISSIONER COMMENTS AND UPCOMING AGENDA (10 MINUTES)**

**E. ADJOURNMENT** - The meeting of the Sustainability Commission will adjourn to the Regular Meeting of the Sustainability Commission to be held at 5:30 p.m. on Tuesday, September 15, 2020, 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 5:30 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 760-323-8214.

**AFFIDAVIT OF POSTING:** I, Patrick Tallarico, Manager of the Office of Sustainability of the City of Palm Springs, California, certify this Agenda was posted at or before 5:30 p.m. on July 16, 2020, as required by established policies and procedures.

  
Patrick Tallarico, Manager of the Office of Sustainability



# City of Palm Springs

## Office of Sustainability

**TO:** Sustainability Commission

**FROM:** Patrick Tallarico, Manager

**SUBJECT:** Update Summary

**DATE:** July 21, 2020

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The Office of Sustainability would like to provide this update on activities since the last Commission meeting to help speed discussion at the in-person meeting. The following items can be discussed in more depth at the meeting, if desired by the Commission.

- **Earth Day 2020** – April 22, 2020, marked the 50<sup>th</sup> Anniversary of Earth Day. To commemorate the event, the City created an [Earth Action](#) web page with a variety of links and activities for residents. Examples include the “Shelter-in-place” Environmental Photo Contest, the Green Citizen Awards, and the Neighborhood Environmental Challenge. The Climate Reality Project Palm Springs Chapter also requested that the Mayor renew the Earth Day proclamation that was passed a few years ago. In addition, the City agreed to dedicate the trees in the new downtown park in honor of Earth Day. Given the current changes that are being planned for the downtown park, it is unclear if this tree dedication will happen as planned. We are monitoring the new design to determine whether this is still feasible. The Climate Reality Project and Renova Energy had volunteered to sponsor the plaque for the park. The City has informed The Climate Reality Project of the potential delay and provided them with an alternative tree planting option. The plaque would read as follows:

*On April 22<sup>nd</sup>, 1970, the first Earth Day called the world to action and launched the modern environmental movement. The City of Palm Springs has dedicated the trees in this park in honor of the 50<sup>th</sup> Anniversary of Earth Day to call attention to the important role that trees play in promoting positive environmental progress. Along with other City actions to promote renewable energy and recycling, planting trees plays a vital role in combatting and mitigating the impacts of climate change. They also provide vital habitat for local wildlife and much-needed shade in our desert climate. The City welcomes residents and visitors to enjoy all the benefits that these trees provide and to make every day Earth Day!*

- **Pedestrian Safety and Safe Routes to Schools Master Plan Project Kickoff** – Since the last meeting, the City, along with the Walkability Ad Hoc Subcommittee members, met with the contractor KOA that the Southern California Association of Governments selected to lead the development of the Pedestrian Safety and Safe Routes to School Master Plan. Since that kickoff, the contractor has been gathering existing data and working with the City to adjust the project schedule and scope to address the new COVID reality. The contractor has started to identify potential participants for the Community Advisory

Committee, which they hope to convene virtually in late September. This will be discussed further under New Business.

- **Greenhouse Gas Inventory Kickoff** – The City had a kickoff call in June with the contractor, PlaceWorks, which will be assisting with the development of a revised 2010 GHG inventory, a 2018 assessment, and a 2020 estimate. Based on these early discussions, it appears that the transportation portion of the GHG inventory did not follow standard protocol and may have been under-reported. The contractor has obtained much of the original data used for the 2010 report, and we expect preliminary results for the 2010 update and for 2018 in early September in time for the September Commission meeting.
- **Plastic Free July** – Plastic Free July is an initiative that started in Australia to bring attention to the global problem of plastics in the environment. The City announced at the June 25<sup>th</sup> Council meeting that it would be adding water filler stations at city facilities, where appropriate; promoting not putting recyclables in plastic bags on social media along with PSDS; promoting other plastic free messages on PSCTV and the city website. It should be noted that at the July 9<sup>th</sup> Council Meeting, the City Council agreed to move forward with the Disposable Food Ware and Plastic Waste Reduction ordinance this fall.
- **EV Charger Expansion** – The City has issued its RFP to expand and upgrade our EV charging infrastructure to a networked and fee-based system. Although we were moving forward with a streamlined purchasing program pre-COVID, we were directed to investigate a low- or no-cost option for the City. The RFP as issued on July 7<sup>th</sup> and responses are due on August 6<sup>th</sup>. The City's goal is to have a system that is owned and/or maintained by an external third party. Staff hopes to present a contract to Council for approval in September.
- **Climate Action Roadmap** – Staff will be working with the Solar and Green Building Subcommittee to update the Climate Action Roadmap to include an updated array of potential approaches to reduce greenhouse gas emissions based on existing Reach Codes. The Roadmap and staff report will also be updated to reflect any new information gained from the GHG emissions inventory update. Staff will prepare an updated draft for Commission review and discussion in September.



## SUSTAINABILITY COMMISSION - REGULAR MEETING MINUTES

Tuesday, February 18, 2020 Palm Springs City Hall, Large Conference Room

**CALL TO ORDER:** Chair Clark called the meeting to order at **5:00** p.m.

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

### WELCOME AND INTRODUCTIONS

**AGENDA APPROVAL:** The agenda was presented by Chair Clark. A motion to approve was made by Commissioner Baker and seconded by Commissioner Garratt and carried by an open vote 9-0-1 with Commissioner Baker abstaining.

	This Meeting	Present to Date	FY 2019/2020 Excused Absences	FY 2019/2020 Unexcused Absences
Roy Clark, Chair	X	42		
Robert McCann, Vice Chair	X	40		
David Freedman	X	52		
Jennifer Futterman	X	36	3	
Greg Gauthier	X	32	1	
John Goins	X	26	3	
Carl Baker	X	18	2	
Jim Flanagan	X	11	1	
Lani Miller	E	10	1	
Sandra Garratt	X	7		

X = Present

E = Excused (notified Chair and Staff of absence)

L = Late

U = did not notify of absence

**CITY STAFF PRESENT:** Patrick Tallarico, Manager, Office of Sustainability; Daniel DeGarmo, Program Coordinator.

**CITY MANAGER / STAFF COMMENTS** – Manager Tallarico reported on the following:

- At the January 30, 2020, Council meeting, Council discussed meeting times of boards and commissions, language access policy stating all notices must also be available in Spanish, Co-gen post construction contract issued for a period of five years, and a DCE update.
- On February 13, 2020, the Council approved the landscape architecture services contract, a study session on the plastics ordinance, along with a Climate Action discussion. Council also requested information on how to make biking a more viable choice for getting around the City.
- The upcoming February 27, 2020 Council meeting may include a smoking ordinance discussion.
- At the March 19, 2020 Council meeting a discussion on parking violations in EV Charging spots may be included.
- A kickoff meeting with the landscape architecture company for the airport turf conversion should occur next week.
- The DCE Launch is getting underway with videos that were produced to inform the public.
- The Greenhouse Gas Inventory scope and proposal are in the process of being revised.
- New Hiking Trail signs have been posted around the City directing people to hiking trails in town.
- The City is planning on increasing outreach, especially related to recycling, in the month of April. This would include mailings and an in-person session at the LGBTQ Center.
- An ad for the 25<sup>th</sup> Anniversary of Earth Day will be in the April edition of Poolside Magazine.

### PUBLIC COMMENTS

1. Tony Krohn, Palm Springs, spoke on the GHG inventory update, Outreach opportunities, Climate Action Plan, and the Leafblower ban.
2. Christopher Roesner, Palm Springs, commented on the Climate Action Plan, GHG inventory, and the

## A. MEETING MINUTES

January 21, 2020 Regular Meeting minutes approval: Motion by Commissioner Baker to accept as presented, second by Commissioner Flanagan. Motion passed unanimously with 3 abstentions (Baker, Garratt, Futterman).

## B. OLD BUSINESS

Commissioners discussed the following items.

### 1. Single-use Plastics Ordinance:

Manager Tallarico stated that there have not been any changes to the ordinance since last month. A Study Session at a Council meeting will be held to get input from the Council, residents and businesses. Manager Tallarico is researching what other cities are doing. He is also looking into getting some local businesses to participate.

### 2. Leaf Blower Ban Enforcement Enhancements:

Manager Tallarico stated that citations are continuing to be issued and he is continuing to send letters to homeowners notifying them that their landscape company is not following the law. Gated community access was also discussed along with obtaining the assistance of the Citizens on Patrol. An increase of fines for offenders is also in the works. Manager Tallarico is also determining if a "Loaner" program could work with Yoshi's Lawn Mower shop by providing one or two blowers that could be loaned out while a blower is being repaired.

### 3. EV Charging Locations:

Manager Tallarico stated that a meeting with SCE and Chargepoint will be held this week to discuss locations and any questions they may have on moving this forward. He also stated that a grant from the State has been awarded to Palm Springs for a Level 3 fast charger. Other grants are available and will be looked at for possible funding sources.

### 4. Climate Action Roadmap

Manager Tallarico presented the Staff Report for and the Climate Action Roadmap that will be going to City Council. Input from Council will be brought back to the Commission for action. Updates to the GHG inventory from 2010 are being made to make a more accurate comparison to the current inventory.

### 5. Smoking Ordinance Development

Manager Tallarico brought back the potential ordinance on smoking in public places. City Council has requested that a stakeholder study session be held to obtain more feedback on the subject.

## C. NEW BUSINESS

### 1. Parking fines for non-electric vehicles in electric vehicle parking spaces

Manager Tallarico reported on a bail schedule for non-electric vehicle or electric vehicle parked in an EV Charging spot and not utilizing the charger. Examples from other cities were cited. A \$100.00 fine was recommended.

**MOTION:** "To accept Staff's recommendation that the fine for occupying an electric vehicle charging station parking space without actually charging be set at \$100.00 which is the State's recommendation."

Motion by Commissioner Freedman and seconded by Commissioner Baker. Commissioners discussed the motion and the motion passed unanimously on an open vote.

### 2. Changing meeting start time to 5:30 PM

Chair Clark reported that City Council has requested that all Commission and Board meetings begin at 5:30 or later to allow for more participation by community members.

**MOTION:** "That the Sustainability Commission meetings start at 5:30 PM beginning in March 2020."

Motion by Commissioner Freedman and seconded by Commissioner Gauthier. Commissioners discussed the motion and amended the motion to: "That the Sustainability Commission meetings start at 5:30 PM beginning in April 2020." Ways to minimize time spent on agenda items were discussed also, including providing more written updates and limiting discussion to new or decisional items. Motion passed 9-1-0 with Vice Chair McCann opposing the motion in favor of retaining the current start time.

3. Potential ban on Roundup®

Chair Clark presented the document prepared by Commissioner Garratt that was distributed to Commissioners in the agenda packet. Commissioners discussed the material and how it applies to the City of Palm Springs. Education and outreach to citizens was presented as a way to let the community know of the dangers of the products being used for weed control. The City attorney will be consulted on jurisdiction of this issue. Enforcement will also be an issue. Limiting the sale of these products was also discussed. Manager Tallarico will speak with the City attorney on the jurisdictional issue and what else could be done by the City and will report back at the next Commission meeting.

**D. SUBCOMMITTEE AND COMMISSIONER REPORTS**

Commissioners discussed the following items:

1. Standing Subcommittee on Solar and Green Building (See Subcommittee Report)
  - a. Commissioner Freedman provided a brief update on the implementation of the new building code, the home energy assessment program, and the continuing development of a draft ordinance on requiring renewable energy for commercial businesses.
2. Standing Subcommittee on Waste Reduction (See Subcommittee Report)
  - a. Manager Tallarico provided a brief update on the acquired membership to the National Stewardship Action Council to promote regulation of flushable wipes. Research continues on the wastewater treatment plant improvements.
3. Standing Subcommittee on World Environment Day –  
Commissioner Futterman reported that progress is being made on the June 7, 2020 event. The theme for WED globally is pollinators and for the local event will also include youth voice and our sustainable future. Advertising for the event was also presented. Budget considerations will be presented at the next meeting for consideration. A webpage for the event is accessible through the Sustainability website.
4. Ad Hoc Subcommittee on Earth Day –
  - a. Commissioner Baker reported that there will be an Earth Day gathering in association with the Sustainable Film series and that a private citizen is also working on an event the same night.
  - b. ONE-PS Neighborhood Challenge – Manager Tallarico is revising the list of activities being revised and will be sent to the ONE PS team.
  - c. Green Citizen and Student Awards – Nominations are being accepted until March 16<sup>th</sup>.
5. Ad Hoc Subcommittee on Walkability & Pedestrian Planning – Manager Tallarico reported that the firm that has been selected to do the Master Plan has made it through the audit phase. Negotiation phase is now in progress.
6. Ad Hoc Subcommittee on Crosswalks and Pedestrian Safety – No report.
7. Ad Hoc Subcommittee on Bicycle Routes and Cycling – Chair Clark reported that Councilmember Middleton contacted him and other members of ONE-PS requesting if a review of existing streets with bike lanes was warranted. Chair Clark suggested that this is a question for the Sustainability Commission. Commissioner Flanagan reported on some specific examples of changes that should be made. Chair Clark stated that a few targeted reviews should be made rather than a full City review. He will report back to Councilmember Middleton.
8. Ad Hoc Subcommittee on Night Sky – Vice Chair McCann reported that progress is being made on a dark skies ordinance. A presentation was shown (see attached) with information on what other cities are doing. The presentation also showed fixtures that are more conducive to dark skies. Vice Chair McCann also stated that this issue should be discussed valley-wide.
9. Water Conservation – Commissioner Freedman reported the DWA board approved a submission for a \$75,000.00 grant from the US Bureau of Reclamation for turf removal and that they are still

waiting to hear back from their request for Prop 1 money. Rebate for turf removal and other water conservation measures is still available from DWA. There was a 20% water reduction in January from the 2013 baseline, with 19.8% cumulative savings for the year and 17.4% since June 2016 when targets were established. DWA has also convinced the State Department of Water Resources to include seasonal population figures when calculating daily per capita water use.

10. Wellness –

- a 3-4-50 Campaign: 3 Habits (smoking, tobacco, diet) that lead to 4 diseases (cardiovascular disease, cancer, respiratory disease, diabetes) which cause 50% of deaths in humans. Commissioner Baker reported that this is a public information campaign to educate the public that healthier living, and he will reach out to public health offices.

11. Desert Community Energy, Community Advisory Committee – Commissioner Freedman reported that the DCE Board approved the Palm Springs Working Group to focus on Palm Springs-specific activities related to the launch of DCE in Palm Springs. Three community meetings have been planned to educate the community. Lift to Rise is doing community outreach to enroll people in various utility discount programs.

**E. COMMISSIONER COMMENTS AND UPCOMING AGENDA DEVELOPMENT –**

- Commissioner Freedman requested that an agenda item be placed regarding the General Plan update and how it applies to the Sustainability Commission.
- Commissioner Garratt asked about having a citrus exchange at the ONE-PS picnic.

**F. ADJOURNMENT** - The meeting of the Sustainability Commission adjourned at 7:10 PM by a motion from Commissioner Gauthier and seconded by Commissioner Goins 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, March 17, 2020, in the Large Conference Room at the Palm Springs City Hall. The Sustainability Commission's regular meeting schedule is at 5:00 p.m. the third Tuesday each month except August unless otherwise noted or amended. Please note that the meeting start times will move to 5:30 PM beginning in April 2020.

Respectfully Submitted,

Patrick Tallarico, Manager, Office of Sustainability





# City of Palm Springs

## Office of Sustainability

**TO:** Sustainability Commission

**FROM:** Patrick Tallarico, Manager

**SUBJECT:** Disposable Food Ware and Plastic Waste Reduction Ordinance Phasing and Next Steps

**DATE:** July 21, 2020

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At the July 9<sup>th</sup> Council meeting, the City Council expressed their support for the full scope of the features in the draft Disposable Food Ware and Plastic Waste Reduction ordinance – the latest draft which the Commission supported is attached. While Council was supportive, they requested that the components be phased in given the current state of the pandemic and its impact on hospitality and food service entities. They expressed a strong preference for moving forward sooner rather than later on polystyrene restrictions.

In addition, Council requested that Staff conduct additional outreach to businesses to socialize the ordinance and solicit questions and feedback. Mayor Kors and Mayor Pro Tem Holstege expressed interest in facilitating/participating in this outreach. Staff have requested a meeting with them to discuss the outreach process.

To that end, **Staff is seeking input from the Commission on a potential phased approach to implementing the ordinance.** Initial thoughts are below:

Effective January 1, 2021

- Limit all disposable food ware accessories to on-demand only across all points of sale.
  - Rationale: Relatively easy to do and will save businesses money.
- Require that all straws be non-plastic and compostable.
  - Rationale: Responds to calls to eliminate plastic straws.
- Require reusable food ware for on-site food consumption for new food businesses.
  - Rationale: Enables new food businesses to build reuse into their business model and their infrastructure.
- Prohibit polystyrene foam food ware use by food vendors.
  - Rationale: Would eliminate one of the primary sources of polystyrene litter, which is particularly problematic because of its light weight and propensity to break down.
- Prohibit use of single-use plastic carryout bags for food.
  - Rationale: This would eliminate the loop hole for plastic bags for transporting food.

Effective January 1, 2022

- Require all restaurants to use reusable food ware for on-site dining.
  - Rationale: Reusable food ware on-site saves businesses money by preventing purchase of food ware and reducing waste hauling.

- Require that all disposable food ware that is compostable be certified by the Biodegradable Products Institute and free of fluorinated chemicals.
  - Rationale: SB1383 will become effective on this date, and the City will have an infrastructure to manage compostable material at the commercial and residential levels.
- Prohibit all sale and distribution of polystyrene food ware.
  - Rationale: This will provide more time for cost-effective alternatives to be developed and introduced into retail environments.
- Have a disposable cup charge of \$.25 per cup and a disposable container charge of \$.25 per container up to \$.50.
  - Rationale: Provides an incentive for residents to use reusable cups and containers. Also provides additional revenue to businesses to
  - Note: Could potentially discuss businesses offering an incentive for using reusable containers as an alternative.

**Staff is seeking input from the Commission on the phase-in approach above and whether there are any other elements we should consider in future phases such as the expansion of polystyrene restrictions to non-food-ware items and for addressing plastics at dry cleaners or any other types of businesses as noted in the Council staff report.**

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM SPRINGS, CALIFORNIA, ADDING CHAPTER 5.XX TO TITLE 5 OF THE PALM SPRINGS MUNICIPAL CODE REGARDING REUSABLE FOOD SERVICE WARE AND PLASTIC WASTE REDUCTION**

**WHEREAS**, The City has a goal of diverting over 90% of its solid waste from landfills.

**WHEREAS**, The production and disposal of single-use disposable food and beverage packaging has significant environmental impacts, including the contamination of the environment, the depletion of natural resources, use of non-renewable polluting fossil fuels, greenhouse gas emissions, and the increased clean-up and end of life management costs; and

**WHEREAS**, Food and beverage packaging comprises approximately one quarter of California's disposed waste stream annually,<sup>1</sup> accounts for 14 of the top 20 marine plastic items,<sup>2</sup> and an estimated 70% of street litter<sup>3</sup>; and

**WHEREAS**, Plastics released to land, waterways, and oceans break down into smaller pieces that are not biodegradable and can be easily consumed by animals and people; and

**WHEREAS**, Plastics contribute to greenhouse gas emissions because they are derived from petroleum products and because they release methane emissions when they degrade; and

**WHEREAS**, Polystyrene foam food and beverage service ware is a distinctive litter concern because it is lightweight, easily blown into streets and waterways, and floats in water; and

**WHEREAS**, Polystyrene foam food and beverage service ware breaks apart easily into small pieces, is difficult to collect, and is often mistaken as food by birds, fish, and wildlife; and

**WHEREAS**, Styrene used to manufacture polystyrene products is identified by the State of California as a carcinogen under Proposition 65 chemicals, the state advises that individuals limit consumption of hot food and beverages from polystyrene containers, and containers made from alternative materials that are reusable, recyclable, or compostable are readily available.<sup>4</sup>

**WHEREAS**, The market for alternative forms of disposable food and beverage packaging and food service ware continues to evolve, and there is no ideal replacement for all current plastic disposable food ware.

**WHEREAS**, Reusable food ware, packaging, and products are more environmentally sound alternatives to disposables and saves businesses money.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PALM SPRINGS DOES ORDAIN AS FOLLOWS:**

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<sup>1</sup> CalRecycle Packaging Reform Workshop Background Document (2017) citing CalRecycle waste characterization study entitled "2014 Disposal Facility-Based Characterization of Solid Waste in California."

<https://www2.calrecycle.ca.gov/PublicNotices/Documents/8345>

<sup>2</sup> Better Alternatives Now, List 2.0. UPSTREAM. <https://www.upstreamsolutions.org/reports>

<sup>3</sup> Clean Water Fund (2012), Taking out the Trash: Identifying Sources of Trash in the Bay Area- <http://www.rethinkdisposable.org/resources>

<sup>4</sup> <https://www.p65warnings.ca.gov/fact-sheets/styrene>

**SECTION 1. Incorporation of Recitals.** The above recitals are true and correct and are incorporated herein by this reference as material findings in support of this Ordinance.

**SECTION 2.** Chapter 5.XX is hereby added to Title 5 of the Palm Springs Municipal Code to read as follows:

**5.XX.001 Definitions**

For the provisions of this Chapter, the following definitions shall apply:

“City” means the City of Palm Springs, California.

“City-sponsored event” includes any event, activity or meeting organized or sponsored, in whole or in part by the City or any department of the City.

“Compostable” means any product that meets the standards of ASTM D6400 or ASTM D6868 for compostability, as adopted or subsequently amended by the American Society for Testing and Materials (ASTM) and is certified by the Biodegradable Products Institute or a different third party as specified by the City.

"Non-reusable" means products that do not meet the definition of “Reusable” as defined in this section.

“Non-reusable cup” is a beverage cup that does not meet the definition of “Reusable” that is used to serve beverages, such as water, cold drinks, hot drinks, alcoholic beverages, and other drinks.

“Fluorinated Chemicals” means perfluoroalkyl and polyfluoroalkyl substances or fluorinated chemicals, which for the purposes of food packaging are a class of fluorinated organic chemicals containing at least one fully fluorinated carbon atom.

“Food Service Ware” means all containers, bowls, plates, trays, cups, lids, and other like items that are used for consuming prepared foods, including without limitation, service ware for takeout foods and/or leftovers from partially consumed meals prepared by prepared food vendors.

“Food Service Ware Accessory” means all types of single-use items usually provided alongside Prepared Food in single-use plates, containers, bowls, or cups, including but not limited to utensils, chopsticks, napkins, cup lids, cup sleeves, food or beverage trays, condiment packets and saucers, straws, stirrers, splash sticks, cocktail sticks, and toothpicks designed for a single use for Prepared Foods.

“Packing Material” means material used to hold, cushion, or protect items packed in a container for shipping, transport, or storage.

“Person” means any individual, trust, firm, joint stock company, corporation including a government corporation, partnership or association.

“Plastic” means a synthetic material made from fossil fuel based polymers such as polyethylene, polystyrene, polypropylene, and polycarbonate that can be molded or blown into shape while soft and then set into a rigid or slightly elastic form.

"Polystyrene" means a thermoplastic petrochemical material utilizing the styrene monomer, including but not limited to rigid polystyrene and expanded polystyrene, processed by any number of techniques, including but not limited to fusion of polymer spheres (expandable bead polystyrene), injection molding, expanded polystyrene molding, or extrusion-blow molding (extruded polystyrene), and clear or solid polystyrene (oriented polystyrene). The resin code for polystyrene is '6' or 'PS,' either alone or in combination with other letters. This definition applies to all polystyrene food service ware, regardless of whether it exhibits a resin code.

“Polystyrene foam” means and includes blown polystyrene and expanded and extruded foams (sometimes called Styrofoam, a Dow Chemical Co. trademarked form of expanded polystyrene insulation) which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to, fusion of polymer spheres (expandable bead polystyrene), injection molding, foam molding, and extrusion blow molding (extruded foam polystyrene). Polystyrene foam is commonly made into disposable food service ware products. Polystyrene foam does not include clear or solid polystyrene (oriented polystyrene).

“Prepared Food” means food or beverages, which are serviced, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed, poured, or otherwise prepared (collectively “prepared”) for individual customers or consumers. Prepared Food does not include raw eggs; raw, butchered meats, fish, and/or poultry sold from a butcher case, a refrigerator case, or similar retail appliance; or food that is prepared and packaged on site such as breads, baked goods, and deli items that are not intended for immediate consumption.

"Prepared Food Vendor" means any person or place that provides or sells Prepared Food within the City to the general public to be consumed on the premises or for take-away consumption. Prepared Food Vendor includes but is not limited to: a grocery store, supermarket, restaurant, fast-food restaurant, drive-thru, cafe, coffee shop, snack shop, public food market, farmers market, convenience store, or similar place where prepared food is available for sale on the premises or for takeaway consumption, and any mobile store, food vendor, caterer, food truck, or similar mobile outlet. This includes Prepared Food Vendors at City facilities and City contractors and lessees acting pursuant to a City contract, lease, or permit at a City Facility.

“Prepackaged” means food or beverages that are properly labeled and arrive at the premises of the food seller, vendor, or server in a container or wrapper in which the food or beverage is wholly encased, enclosed, contained or packaged and is not removed from such container or wrapper (other than an outer container or wrapper that encloses multiple units of food) before its sale or provision at the premises. Prepackaged food and beverages may be sold, vended, or served in the same container (e.g., ramen noodles in a foam cup).

“Reusable” means products designed and manufactured to maintain its shape and structure and be materially durable to be washed and sanitized and to be used repeatedly over an extended period of time, and is safe for washing and sanitizing by mechanical and/or manual ware washing methods that meet the requirements of the California Retail Food Safety Code for cleaning and sanitizing of equipment and utensils.

“Reuse System” means a closed loop service or program provided by a third party to a Food Vendor that includes the provision of Reusable Food Ware and the collection, cleaning, and redistribution of the Reusable Food Ware to said Food Vendor or other Food Vendors. Any operative third party Reuse System provider in the City of Palm Springs shall meet regulatory requirements that the City of Palm Springs may set forth in guidelines or regulations with a public hearing.

"Takeout food" means Prepared Food requiring no further preparation which is purchased to be consumed off a Prepared Food Vendor's premises. Takeout Food includes Prepared Food delivered by a Prepared Food Vendor or by a third-party delivery service.

#### **5.XX.002 On-Site Food and Beverage Consumption**

- a) Prepared Food Vendors shall use Reusable Food Service Ware and Reusable Food Service Ware Accessories for Prepared Food served for on-site food and beverage consumption, unless the Food Vendor qualifies for a waiver as described in Section 5.XX.008. This requirement does not prohibit a Prepared Food Vendor from providing leftover Prepared Food in Non-reusable Food Service Ware and Non-reusable Food Service Ware Accessories that are compliant with Section 5.XX.003 of this Chapter when requested by a customer.
- b) Non-reusable paper food wrappers, sleeves and bags; foil wrappers; paper napkins; and paper tray and plate-liners shall be allowed for on-site food consumption.
- c) All Prepared Food Vendors offering condiments must offer those items in either bulk dispensers or individual paper packaging for on-site food and beverage consumption. Individual plastic condiment packages are prohibited for on-site use.
- d) Although Reusable options are preferred, Prepared Food Vendors may use Non-reusable straws, stirrers, cocktail sticks, and toothpicks that are not Plastic for on-site food consumption. Straws shall be made available only upon request.
- e) Any Non-reusable Food Service Ware and Food Service Ware Accessories that are Compostable shall be free of added Fluorinated Chemicals as certified by the Biodegradable Products Institute or another independent organization authorized by the City.

#### **5.XX.003 Food Service Ware for Off-site Food and Beverage Consumption**

- a) No Prepared Food Vendor may use any Non-reusable Food Service Ware or Food Service Ware Accessories made in whole or in part from Polystyrene or Polystyrene Foam.
- b) Non-reusable straws shall not be made of Plastic.

- c) Any Non-reusable Food Service Ware and Food Service Ware Accessories that are Compostable shall be free of added Fluorinated Chemicals as certified by the Biodegradable Products Institute or another independent organization authorized by the City.
- d) Prepared Food Vendors shall provide, sell, or otherwise distribute only those Food Service Ware Accessories that comply with this Section, and only (1) upon a customer's specific request for such items, (2) in a self-service area or dispenser – except for Non-reusable straws, which shall be made available by request only, or (3) when Prepared Food is assembled for delivery, to accommodate for safety and to prevent spills.
- e) Food prepared for off-site consumption or leftovers of partially consumed food on premises shall not be provided to customers in single-use plastic bags.
- f) All Prepared Food Vendors must allow for the use of customer-supplied Reusable Food Service Ware consistent with California Food Retail Code.
- g) Prepared Food Vendors and Takeout Food delivery services must provide options for customers to affirmatively request Food Service Ware Accessories separate from orders for food and beverages across all ordering/point of sale platforms, including but not limited to web, smart phone and other digital platforms, telephone and in-person.

**5.XX.004 Food Service Ware for Retail Sale**

- a) No Person may sell, offer for sale, or otherwise distribute for compensation within the City any Non-reusable Food Service Ware or Food Service Ware Accessories made in whole or in part from Polystyrene or Polystyrene Foam.

**5. XX.005 Promoting the Use of Reusable Beverage Cups and Food Containers**

- a) No Food Vendor shall provide a Non-reusable Beverage Cup to a customer who is paying for a beverage, unless the Food Vendor charges the customer a Non-reusable Cup Charge of at least \$0.25 per cup. A Food Vendor shall provide notice of this charge to each customer prior to completing the customer's order. Within one year of a determination by the City that economically and geographically feasible Reusable Cup Return Systems are available to Food Vendors, Food Vendors will provide-Reusable Cups to customers with a return system in place at a cost no greater than \$0.10.
- b) Beginning January 1, 2022, No Food Vendor shall provide a Non-reusable Food Container to a customer paying for Prepared Food unless the Food Vendor charges the customer a Non-reusable Food Container Charge of at least \$0.25 per Non-reusable Food Container, with the maximum charge per order not to exceed \$0.50. A Food Vendor shall provide notice of this charge to each customer prior completing the customer's order. Within one year of a determination by the City that economically and geographically feasible Reusable Food Container Return Systems are available to Food Vendors, Food Vendors will provide Reusable Food Containers to customers with a return system in place at a cost no greater than \$0.10.
- c) The \$0.25 Non-reusable Cup and Non-reusable Food Container charges and Reusable Cup and Reusable Food Container charges imposed under subsections (a) and/or (b) of this Section shall be retained by the Food Vendor. Third-party food delivery services that

process and/or deliver orders on behalf of Food Vendors and collect payment on behalf of Food Vendors shall remit the \$0.25 charge to the Food Vendor.

- d) Controller's Report. No earlier than 18 months, and no later than 24 months, after implementation each of subsections (a) and/or (b) of this Section 6, the Controller shall perform a separate assessment and review of the economic impact on Food Vendors, both large and small, of the Non-reusable Cup Charge and/or the Non-Reusable Food Container Charge. Based on such assessment and review, the Office of Sustainability shall submit an analysis to the City Council of each charge type. Each analysis shall be based on criteria deemed relevant by the Office of Sustainability, but shall include a survey of whether and how the charge specifically has impacted Food Vendors' profits and losses.
- e) The amount(s) charged pursuant to subsections (a) and (b) shall each be separately stated on any receipt provided to the customer at the time of sale and shall be identified respectively as the Non-Reusable Cup Charge and/or the Non-Reusable Food Container Charge.

#### **5.XX.006 Waivers and Exemptions**

- a) Section 5.XX.005 Subsections (a) and (b) do not apply to Food Vendors when they are providing Prepared Food to a customer who receives state assistance as part of the Special Supplemental Food Program for Women, Infants, and Children (CITE THE STATE CODE – for example, Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the California Health and Safety Code), or the (California Department of Social Services) Food Stamp Program, or MediCal.
- b) The City Manager may waive the provisions of this Chapter if:
  - 1. The applicant demonstrates a feasibility based hardship. The person seeking the waiver must demonstrate to the City Manager's satisfaction that no reasonably feasible alternative exists to a specific non-compliant product.
  - 2. The applicant demonstrates compliance is unreasonably financially prohibitive. The person seeking the exemption must demonstrate to the City Manager's satisfaction that with respect to each specific non-compliant product, there is no suitable and reasonably affordable alternative product available, including, but not limited to, good faith efforts to obtain a substantially similar complaint item at a non-prohibitive price.
  - 3. Strict application of the specific requirement would create an undue hardship, or practical difficulty, not generally applicable to other persons in similar circumstances, and good cause is shown.
- c) An applicant seeking a waiver under subsection a must submit a written application on a form approved by the City Manager or designee. The City Manager or designee may require the applicant to submit additional information or documentation to make a determination regarding the waiver requested. The City Manager or designee shall review requests for waivers on a case-by-case basis, and may grant the waiver in whole or in part, with or without conditions, for a period



of up to twelve (12) months. An applicant for renewal of a waiver must apply for a new waiver period no later than sixty (60) days prior to the expiration of the then-current period to preserve a continuous waiver status. The City Manager or designee shall review each application anew and base his or her determination on the most current information available. In no case shall a waiver be retroactive or continue past January 1, 2021.

- d) Nothing in this chapter shall restrict the availability of single-use plastic straws, cups, or containers to individuals who may require and request them due to disability or other medical or physical conditions or circumstances. Prepared Food Vendors that customarily offer plastic straws, cups, or containers may maintain a small supply of plastic products to accommodate such requests.

### **5.XX.010 Violation**

- a) Any Person, firm or corporation violating any provision of this chapter shall be guilty of an infraction for such violation and shall be subject to penalties as provided in **Section 1.01.155.**

SECTION 3. CEQA. This Ordinance was assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (“CEQA”) (Pub. Resources Code, § 21000 et seq.) and the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.). The City Council hereby finds that under Section 15061(b)(3) of the State CEQA Guidelines, this Ordinance is exempt from the requirements of CEQA because it can be seen with certainty that the provisions contained herein would not have the potential for causing a significant effect on the environment. The City Council also finds the Ordinance is exempt from the requirements of CEQA pursuant to State CEQA Guidelines Sections 15307 and 15308 as an action by a regulatory agency taken to protect the environment and natural resources.

SECTION 4. Severability. If any section or provision of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, the remaining sections and/or provisions of this ordinance shall remain valid. The City Council hereby declares that it would have adopted this Ordinance, and each section or provision thereof, regardless of the fact that any one or more section(s) or provision(s) may be declared invalid or unconstitutional or contravened via legislation.

SECTION 5. Effective Date. This Ordinance shall become effective thirty (30) days following its adoption.

SECTION 6. Publication. The City Clerk shall certify to the adoption of this Ordinance and shall cause a summary of the same to be published in the official newspaper of the City of Palm Springs within fifteen (15) days following its adoption.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of **XXXXXX**, 2019, by the following vote:

AYES:

NOES:

ABSENT:  
ABSTAIN:

\_\_\_\_\_  
MAYOR GEOFF KORS

ATTEST:

\_\_\_\_\_  
Anthony J. Mejia, MMC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Jeff Ballinger, City Attorney

DRAFT

**CERTIFICATION**

**STATE OF CALIFORNIA** )  
**COUNTY OF RIVERSIDE** ) ss  
**CITY OF PALM SPRINGS** )

I, Anthony Mejia, City Clerk, hereby certify that the attached is a true copy of Ordinance No. \_\_\_\_\_, introduced by the City Council of the City of Palm Springs, California, at a City Council meeting held the \_\_\_ day of **XXXXXX**, 2019. Ordinance No. \_\_\_\_\_ was passed, approved and adopted at a regular City Council meeting held at the \_\_\_ day of **XXXXXX**, 2019.

WITNESS my hand and official seal of the City of Palm Springs this \_\_\_ day of **XXXXXX**, 2019.

\_\_\_\_\_  
Anthony J. Mejia, MMC  
City Clerk

DRAFT



# City of Palm Springs

## Office of Sustainability

**TO:** Sustainability Commission

**FROM:** Patrick Tallarico, Manager

**SUBJECT:** Pedestrian Safety and Safe Routes to School Master Plan – Outreach

**DATE:** July 21, 2020

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Staff have been meeting with KOA, the consulting team that is supporting the development of a Pedestrian Safety and Safe Routes to School Master Plan. During these discussions, Staff have been helping KOA refine some initial concepts outlined in the scope of work so that the project can move forward in the fall.

One of the key components of the plan development process is outreach. Attached is the draft outreach memo that KOA has developed with input from Staff. **Staff would like to get input from the Commission on the following:**

- **Potential participants in the Community Advisory Committee (starting on page 4 and listed on page 11 of the attachment)**
- **Initial thoughts for graphic identifiers for project on page 10**
- **Any additional feedback on the outreach concepts or events**

The Adhoc Subcommittee on Walkability and Pedestrian Safety met to discuss these and other elements on July 20<sup>th</sup> and may have additional insights to share at the Commission meeting.

# City of Palm Springs Pedestrian and Safe Routes to School Plan Outreach and Engagement Plan Memorandum (O&E Plan)

Draft V.1

## INTRODUCTION

The City of Palm Springs Pedestrian and Safe Routes to School Plan (PSRTSP) includes an Outreach and Engagement Plan (O&E Plan). This O&E Plan explains the methods of outreach and engagement that will encourage community participation. It will ensure that there is meaningful community input that will be integrated into the final project recommendations.

The O&E Plan is made up of a variety of components, based on the City's Request for Proposal (RFP):

- Branding and Messaging (Task 3.1)
- Survey Questionnaire and Mapping Tool (Task 3.1)
- Project Web Page and Related Online Tools (Task 3.2)
- Five (5) Community Advisory Committee (CAC) Meetings (Task 3.3)
- Two (2) Focus Groups and Four (4) Individual Stakeholder Interviews (Added Project Team Meeting)
- Two (2) Community Workshops (Task 3.4)
- Three (3) General Public Events (Task 3.4)
- Four (4) Mobility Audits (Task 2.2)
- Two (2) City Council Meetings (Task 1.4)
- O&E Technical Memorandum (Task 3.5)
- Timeline

## COVID COMMUNICATIONS

In response to the COVID-19 guidelines, virtual meetings will be utilized in lieu of in-person meetings, while social distancing measures remain in effect, at the discretion of SCAG's Project Manager and City Project Manager.

In order to maintain the intent of the O&E Plan, COVID 19 strategies will be implemented to ensure that meaningful outreach and engagement targets are met. These strategies include:

- Enhanced Website
- Project Email
- Online Engagement Platform
- Messaging Material for Online Use
- Online Survey Questionnaire
- WebApp Mapping Tool
- Virtual Meetings for CAC, Community Workshops and Focus Groups
- Stakeholder Telephone Interviews
- Social Distancing Events

## OTHER OUTREACH RELATED TASKS

There are other project tasks that involve public outreach, but are not part of the project's Task 3 Outreach and Engagement. Since these outreach events and meetings provide valid public feedback, they are included in the O&E Plan.

- The Data Collection phase has Mobility Audits that include public input.
- City Council meetings are another opportunity for public comment.

## BRANDING AND MESSAGING (TASK 3.1)

The Planning Team will create a project brand and messaging to communicate with the community. Project branding will be used on all communication materials, both digital and print. Messaging will be consistent on all communication channels, and may be available in bilingual (English and Spanish) languages, as needed.

### Branding

The formal name of the Plan is "City of Palm Springs Pedestrian and Safe Routes to School Plan". The Plan may be referred to as the Palm Springs PSRTSP. A project logo is used for the public to easily identify the project. It will be used on the website as well as other project materials. (Logo Exhibit A)

### Messaging Materials

Messaging materials are a tool that creates awareness and information about the project. It includes a factsheet, flyers, and templates for social media (RFP page 11 and 12). These messaging materials are disseminated to the public through the website, emails and other digital platforms. The purpose of the messaging is to encourage public participation.

**Factsheet:** A project factsheet will include project information, timeline and contact information. It will be used as the primary messaging material to explain the overall project to the CAC, media, community and other requests. (Sample Fact Sheet Exhibit D)

**Flyers:** Flyers will be made for the community workshops, events and audits. It will include basic information about the project as well as the workshop or event time, date and location. Other information may include a survey questionnaire link or a comment link.

**Social Media:** Social media templates will be created to promote project activities such as the community workshops, events and audits. The templates will include photos and texts to be used on Facebook, Twitter and Instagram.

**Email:** Email templates will be created for stakeholders to disseminate to their constituents. The emails will include information about community workshops, events and audits.

**Press Release:** A press release will be drafted for the community workshops. The consultant team will guide City Staff to disseminate it through their local media.

**Other Materials:** Other material such as presentation slides, visual enhancements or online guides may be created, when necessary.

## SURVEY QUESTIONNAIRE AND MAPPING TOOL (TASK 3.1)

The consulting team uses surveying strategies to gather public input. There is a survey questionnaire as well as a mapping tool that allows for specific comments related to the plan. Both the survey questionnaire and mapping tool will be accessible online.

### Survey Questionnaire

Survey questionnaires are a way to gain insight from the public's viewpoint about pedestrian issue in the community. Questions are quantitative as well as qualitative, for example yes or no options or open ended comments. A sample survey questionnaire will be provided to City Staff for approval.

### WebApp Mapping Tool

The Planning Team will develop a project-specific GIS WebApp available to collect location-based feedback. The tool will allow the community to upload pictures and comments directly to a GIS-based website where their observations will be geocoded as a part of the community comment record. It will be accessible through a website link or QR code on messaging material. A sample demonstration of the mapping tool will be conducted with the City Staff before it is launched to the public.

### Surveying Dissemination

There will be a surveying campaign that will use different communication channels. The surveying campaign will involve three ways to distribute the questionnaire and mapping tool:

**Social Media:** Survey links for the questionnaire and mapping tool will be posted on FB, Twitter, or Instagram.

**Email:** An email template will be created for stakeholders to send the survey links of the questionnaire and mapping tool to their constituents.

**Virtual Meetings:** Survey links for the questionnaire and mapping tool will be set up in the chat section of virtual meetings.

## PROJECT WEBSITE AND ONLINE PLATFORM (TASK 3.2)

### Website

The project website will be the primary communication tool. It will be the central location for the community to get project information and input. The website will be set up to include project material, community input, surveys, contacts, timeline, and other related information. All information will be updated by the consultant for the duration of the project. The website status will also be updated at the project team meetings or on a monthly basis, as requested by the City or SCAG (*RFP page 12*).

The project website will be hosted on a unique project URL/domain that is linked and under the umbrella domain of the City's main website. External links will include access to Typeform for surveys, ESRI for access to the mapping tool, and other online platforms for access to project information.

Website address will be put on all messaging material, including flyers, press release, social media, etc. Other opportunities to provide the project website links may also be posted during virtual meetings and email blasts.

### Project Email

A dedicated project email will be set up as a direct contact. The email will be used for general public correspondence and announcements. It is suggested that the email be named [psconnects@gmail.com](mailto:psconnects@gmail.com)

Official project name will be decided on at a later date.

### Online Engagement Platform (Optional)

As part of the website, if COVID-19 is still a concern an online engagement platform can be used in place of in-person meetings. Traditionally, the platform is used in educational setting and it has been proven to be effective for presentations. It is a user-friendly way to display information, online demonstrations and related data.

The platform may be used as a tab on the website or for project presentations, including the CAC, Community Workshops and other similar meetings, as needed.

## COMMUNITY ADVISORY COMMITTEE AND SPECIAL STAKEHOLDERS (TASK 3.3)

Stakeholder involvement is an important part of the O&E Plan, as it is important to involve key stakeholders because they have a unique perspective that needs to be considered when developing the overall plan. This plan involves two (2) primary stakeholder groups; community advisory committee and ONE-PS Leadership.

### Community Advisory Committee

A Community Advisory Committee (CAC) will be established in coordination with the City Staff and consulting team. The stakeholders for the CAC will include neighborhoods, schools representatives, business entities, agencies, and other related representatives (Stakeholder List Exhibit C)

The CAC will serve as a review committee that provides direction for the plan. Expert knowledge from the stakeholders will be considered for the Draft Plan.

There will be up to five (5) meetings with the CAC. These meetings are to be held every other month. The subject matter for the meetings may include an introduction, data collection, alternatives, draft plan and final plan. As part of the



meetings, the consultant team will prepare agendas, presentation materials, meeting notes and next step action items **(RFP page 12)**.

In addition to the standard CAC meetings, the CAC will be invited to participate in the mobility audits, public workshops and events.

### Special Stakeholders ONE-PS Leadership

The City expressed an interest to add a special outreach and engagement for ONE-PS. Thus, the consulting team agreed to develop a few strategies that will ensure their input. It will involve small group meetings and individual interview sessions. These meetings and sessions will be conducted online or by telephone.

**Focus Groups:** Small group meetings, known as focus groups, will be conducted to gather in depth information from ONE-PS members. A facilitator will guide the conversation and look for patterns or themes from the group's input. There will be a total of two (2) focus groups.

**Individual Interviews:** Individual interviews with up to four (4) leaders from One-PS will be conducted. An interviewer will facilitate questions with individual ONE-PS leadership, for up to ½ hour each.

Note: ONE-PS Leadership is not a part of the City's Scope of Work or SCAG Agreement, but was suggested at a project team meeting.

### Community Workshops Input (Task 3.4)

Community workshops will be organized in a virtual town hall style. Instead of in person meetings, the virtual workshop allows the community to participate remotely, and in most cases it has drawn a larger audience. The virtual town hall will share information, facilitate a dialogue, gather input and build a consensus for the project. Workshop comments will be used to inform the final plan.

There will be a total of two (2) workshops held during the project **(RFP page 12)**. The consultant team will prepare materials for the workshop as well as a summary report that includes meeting notes, photos, public input and public project preferences (RFP page 13).

As mentioned in the messaging materials section, the workshops will be advertised through flyers, social media, email blasts, website and press release.

**Community Workshop #1:** Project introduction, preliminary concepts, community input and timeline. The workshop will be held on Zoom or other platform approved by the City. The timeframe for the first workshop will be held in the **Winter 2020**. (Workshop Chart Exhibit C)

**Community Workshop #2:** Draft recommendations, community input and announcement of City Council adoption. The workshop will be held on Zoom or other platform approved by the City. The timeframe for the second workshop will be held in the **TBD 2021**. (Workshop Chart Exhibit C)

### Community Events Input (Task 3.4)

Community events are a way to get out in the community and hear what people have to say about the project. It is an effective way to gather opinions and anecdotal information about the project issues. The consultant team will document feedback received from the events and include it in the final plan (**RFP page 12**).

The consulting team usually sets up a project booth at an existing event or location. If there is an opportunity for community events to open, input would be gathered from the general public. A total of three (3) community events could be held in person or a combination of live and virtual events, depending on the COVID 19 guidelines.

**Event Locations.** The event locations could be at the VillageFest, City Hall, ONE-PS Picnic or other venue approved by City Staff (Event Chart Exhibit C)

**Event Activities.** Event activities would include project recommendation displays and ranking.

**Event Promotion.** Events will be advertised through flyers, social media, email blasts and the website as discussed in the Messaging Materials section,

**Socially Distanced Protocol.** The booth will be set up with 6 feet distancing and other cleaning sanitation measures.

It is important to note that changes to COVID-19 policies may affect the ability to hold in-person community events. The project team will be flexible in order to ensure that the community is provided with opportunities to provide feedback while also adhering to such policies. As the project progresses, the project team will re-evaluate the need modify community events strategies as needed.

### Mobility Audits (Task 2.2)

There will be four (4) mobility audits conducted with members of the community and Community Advisory Committee. The purpose of the audits is to assess general public mobility issues in the field (**RFP page 10**). Mobility audits provide the project team with an opportunity to assess an area or corridor in depth by experiencing the conditions surrounding each location and engaging in a discussion with members of the community. Mobility audits allow the team to gather further insight regarding the concerns, character, and use of each location by tapping into the experiences and observations of community members that regularly use these facilities. The audits may be held virtually or with small group social distancing, depending on the COVID 19 guidelines.

**Audit Locations:** Mobility Audits may be conducted for these locations: Downtown, Transit Hub, Francis Steven Park, Civic Center or other location that is approved by City Staff (Audit Chart Exhibit C)

**Audit Format:** The format for the mobility audits include a physical assessment of the area and a comment period.

**Online Activity:** Mobility Audits may be held on Zoom, along with Google Earth as a tool to canvass the area. A facilitator will guide the live conversation and collect comments by chat boxes.

**Social Distanced Protocol:** Mobility Audits that are held in the field will be limited to small groups of six (6) participants with 6 feet social distancing.



### CITY COUNCIL MEETINGS (TASK 1.4)

City Council meetings are another opportunity for public comment. The consultant team will be available for up to two (2) City Council Meetings or may prepare a presentation and materials for City Staff. **(RFP page 9).**

### O&E TECHNICAL MEMORANDUM (TASK 3.5)

A technical memorandum for the Outreach and Engagement tasks will be written by the consultant. It will summarize the overall community involvement for the plan. There will also be exhibits that can be included for future grant applications. Some of the key components of the memorandum may include **(RFP page 13).**

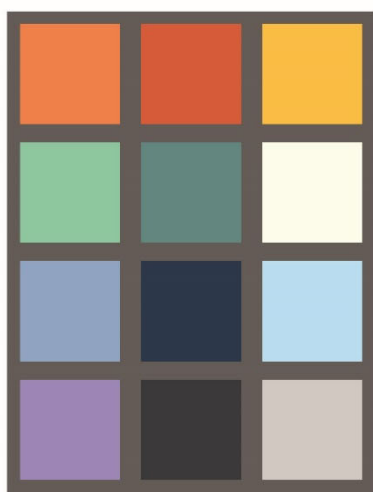
- Overall approach
- Survey results charts
- Meeting and event number, location and attendees summary sheet
- Community comment feedback list or sample quotes
- Disadvantage community involvement (English/Spanish samples)

## TIMELINE

**Will update once schedule is finalized.**

## Project Branding

Project Color Palette:



Main Project Font:

Metropolis

**Metropolis**

**METROPOLIS**

Secondary Project Font:

*Cocktail Shaker*

Exhibit A Project Branding (Continued)

Full Logo

Single Color



Colorway 1



Colorway 2



Alternate Logo (small scale)

Single Color



Colorway 1



Colorway 2



## Exhibit B Stakeholder List

Organization	Name	Email	Phone	Notes
Engineering Department	Patrick Tallarico	Patrick.Tallarico@palmspringsca.gov		City of Palm Springs Sustainability Manager
	Joel Montalvo	Joel.Montalvo@palmspringsca.gov		City of Palm Springs (Asst. Director of Engineering)
SunLine Transit	Manuel Alcalá	malcala@sunline.org	760) 343-3456 ext. 1608	Transit Infrastructure Technician
Tribal Council	Kate Anderson	kanderson@aguacaliente-nsn.gov	760-699-6925	Director of Public Relations
	Anthony Ramirez	aramirez@aguacaliente-nsn.gov	760-883-1330	Economic Development Project Manager
Sustainability Commission Subcommittee	Roy Clark	roy.clark-ABM@palmspringsca.gov		Chair
	Robert McCann			Vice Chair
Palm Springs PTA Council	Jessica Lundquist	lundquistfam@gmail.com		President
	Jennifer Arugay	jennburn@gmail.com		1st VP of Leadership
PSUSD	Dr. Sandra Lyon		760-883-2701	Superintendent of Schools
	Brenda J. Williams		760-883-2701	Executive Assistant
	Joan Boiko		760-883-2701	Coordinator of Communications and Community Outreach
PS Cares/Volunteer PS	David Carden, Jr.	info@volunteerpalmsprings.org		Founder / Chair
	Kate Rice	info@volunteerpalmsprings.org		Organization Secretary
Bicycle enthusiast group	Brett Clein	Brettdclein@gmail.com		
	Vic Yepello	Vyepello@gmail.com		
ONE-PS	Kathy Cohn	Chair@ONE-PS.org		Chair
	Don Barrett	ViceChair@ONE-PS.org		Vice-Chair
Palm Springs Front Runners - Running and Walking Group	Michael Ambrose	psfrw.president@gmail.com		President
	Eric Akin	psfrw.vicepresident@gmail.com		Vice President
Chamber of Commerce	Brady Sandahl	brady@bradysandahl.com		President / Brady Sandahl real Estate Group
	Michael Ellis	mellis@pschamber.org		Community Relations Director
Main Street Merchants	Joy Brown Merideth	joy@crystalfantasy.com		President / Crystal Fantasy
	J.C. Constant	jcbelgic@dc.rr.com		Secretary / Pomme Frite
Health Organization	Gael Whetstone		760-323-6140	Trauma Injury Prevention Coordinator - Desert Regional Medical Center
<b>Optional</b>				
General Plan Update Group	Jonathan Nettler	jnettler@placeworks.com	213-623-1443	PlaceWorks Project Manager
Other City Departments	TBD			

## Exhibit C Workshops, Events and Audits

Workshop	Purpose	Location	Date or Phase	Other
Workshop #1	Intro and Concepts	Zoom or City Hall	Winter 2020	
Workshop #2	Draft Plan	Zoom or City Hall	TBD 2021	

Event	Purpose	Location	Date or Phase	Other
Village Fest	Draft Plan Comments	Downtown	TBD 2021	
ONE-PS Picnic	Draft Plan Comments	Neighborhood	TBD 2021	
City Hall	Draft Plan Comments	Civic Center	TBD 2021	
Alternate Event	Draft Plan Comments	Other	TBD 2021	

Audit	Purpose	Location	Date or Phase	Other
Downtown	Data Collection	TBD	TBD 2021	
Transit Hub	Data Collection	TBD	TBD 2021	
Frances Stevens Park	Data Collection	TBD	TBD 2021	
Civic Center	Data Collection	TBD	TBD 2021	
Alternate Audit			TBD 2021	



## Exhibit D Sample Fact Sheet Format

# ACTIVE TRANSPORTATION PLAN PROJECT FACTSHEET

### PROJECT OVERVIEW

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### ACTIVITIES AND EVENTS THAT YOU CAN PARTICIPATE IN

#### 1 ADVISORY COMMITTEE

Agency representatives are invited to join other stakeholders in our quarterly meetings where we seek feedback on project progress, deliverables, and milestones.

#### 2 WALKING SAFETY ASSESSMENT

Independent event held at each school – come walk around the immediate school area to identify safety concerns and describe barriers for walking and biking to and from your school.

#### 3 SAFE ROUTES TO SCHOOL SEMINAR

An event held on-campus with a group of high school students, which is complete with interactive ways to provide feedback on school area safety concerns. Held in place of a Walking Safety Assessment when anticipated parent participation in the Walking Safety Assessment is low.

#### 4 ELECTRONIC SURVEY

Share your school area concerns from home or on the go – a separate parent survey and student survey will be available for you to share your input and feedback electronically.

#### 5 OPEN COMMUNITY-BASED MEETING

After draft school-improvement recommendations are prepared two separate meetings will be held to review recommendations; one meeting will be held in the northern and one in the southern area of the Peninsula.

### PROJECT TIMELINE



In partnership with:

Questions? Email us at:



# City of Palm Springs

## Office of Sustainability

**TO:** Sustainability Commission

**FROM:** Patrick Tallarico, Manager

**SUBJECT:** Airport Demonstration Garden and Turf Conversion Project

**DATE:** July 21, 2020

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In June, Desert Water Agency received notice that their grant application to install a water efficient demonstration garden at the Airport or another City facility was approved by the State. The State awarded the project a total matching grant amount of \$60,000.

To prepare for implementation of the grant, the City engaged the services of David Evans Inc, a landscape architecture firm. They have been meeting with City staff to understand the site and develop draft concept designs that will eventually be delivered to Council for approval.

At today's meeting, Staff have invited Todd Holmes from David Evans to present two options for the demonstration garden design. **Staff is seeking a consensus recommendation from the Commission about what design to move forward with and to gather any additional input the Commission may have on the design.**

To prepare for the meeting, Todd presented the designs to a (non-quorum) subset of the Commission as a practice run and to assess questions that could be clarified in tonight's presentation. The designs were adjusted slightly based on the questions received.

In addition to the demonstration garden, Staff also plans to present concepts for turf conversion projects at other locations at the airport. These draft concepts are largely consistent with other turf conversion projects that have already been undertaken at the airport. **Staff is seeking a consensus recommendation from the Commission about what design to move forward with for the other airport turf conversion projects.**

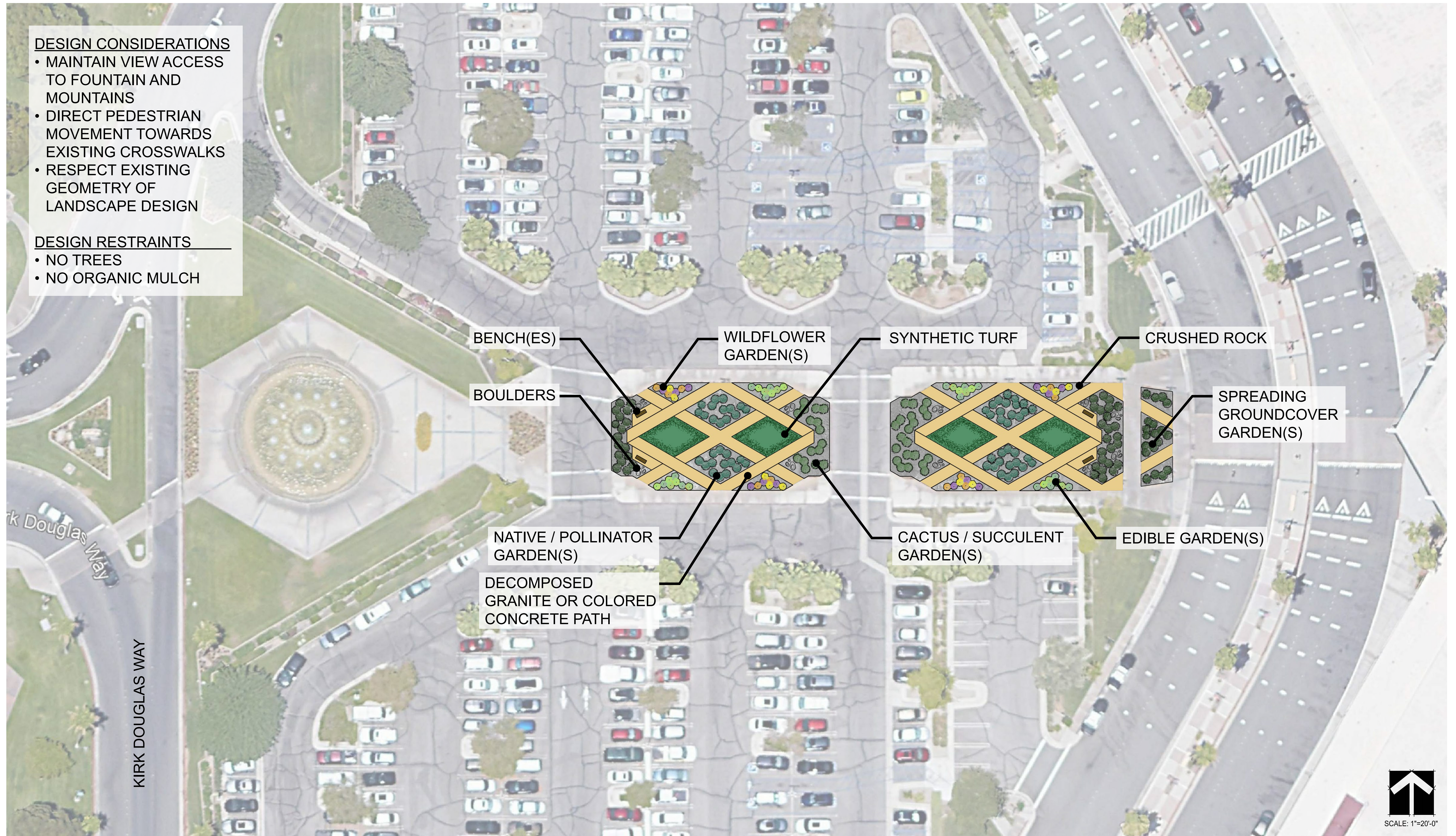
The concepts are attached.

**DESIGN CONSIDERATIONS**

- MAINTAIN VIEW ACCESS TO FOUNTAIN AND MOUNTAINS
- DIRECT PEDESTRIAN MOVEMENT TOWARDS EXISTING CROSSWALKS
- RESPECT EXISTING GEOMETRY OF LANDSCAPE DESIGN

**DESIGN RESTRAINTS**

- NO TREES
- NO ORGANIC MULCH

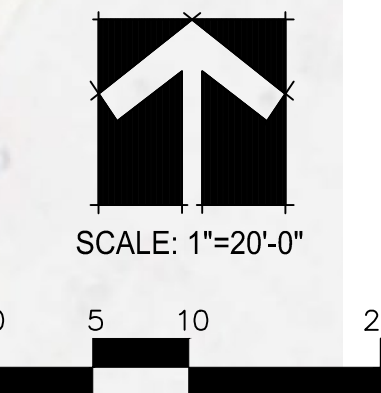


Synthetic Turf Area: **1,145 SQFT**

Pathway Area: **3,473 SQFT**

Demonstration Planting Area: **4,960 SQFT**

Quantity of Plants Demonstrated: **200 PLANTS**



# PALM SPRINGS AIRPORT TURF CONVERSION

DEMONSTRATION GARDEN - DESIGN CONCEPTS EXHIBIT

**OPTION 2**

Version 1 - April 15, 2020



**DAVID EVANS AND ASSOCIATES INC.**

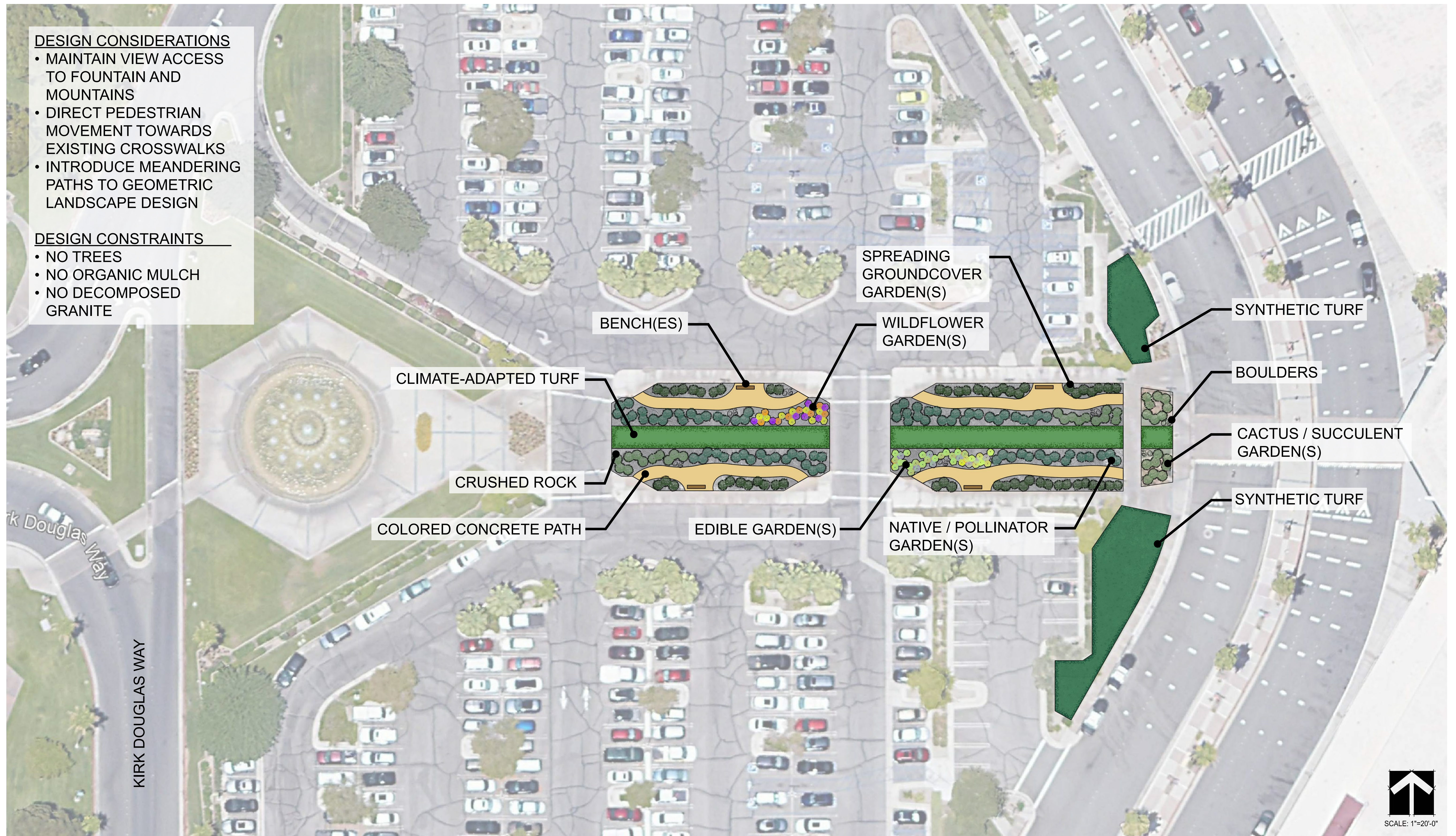
4141 E. Inland Empire Blvd., Suite 250  
Ontario California 91764  
Phone: 909.481.5750

**DESIGN CONSIDERATIONS**

- MAINTAIN VIEW ACCESS TO FOUNTAIN AND MOUNTAINS
- DIRECT PEDESTRIAN MOVEMENT TOWARDS EXISTING CROSSWALKS
- INTRODUCE MEANDERING PATHS TO GEOMETRIC LANDSCAPE DESIGN

**DESIGN CONSTRAINTS**

- NO TREES
- NO ORGANIC MULCH
- NO DECOMPOSED GRANITE

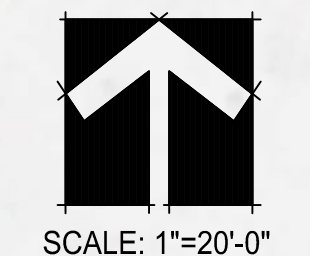


Climate-Adapted Turf Area: **2,143 SQFT**

Pathway Area: **2,078 SQFT**

Demonstration Planting Area: **5,359 SQFT**

Quantity of Plants Demonstrated: **215 PLANTS**



SCALE: 1"=20'-0"



# PALM SPRINGS AIRPORT TURF CONVERSION

DEMONSTRATION GARDEN - DESIGN CONCEPTS EXHIBIT

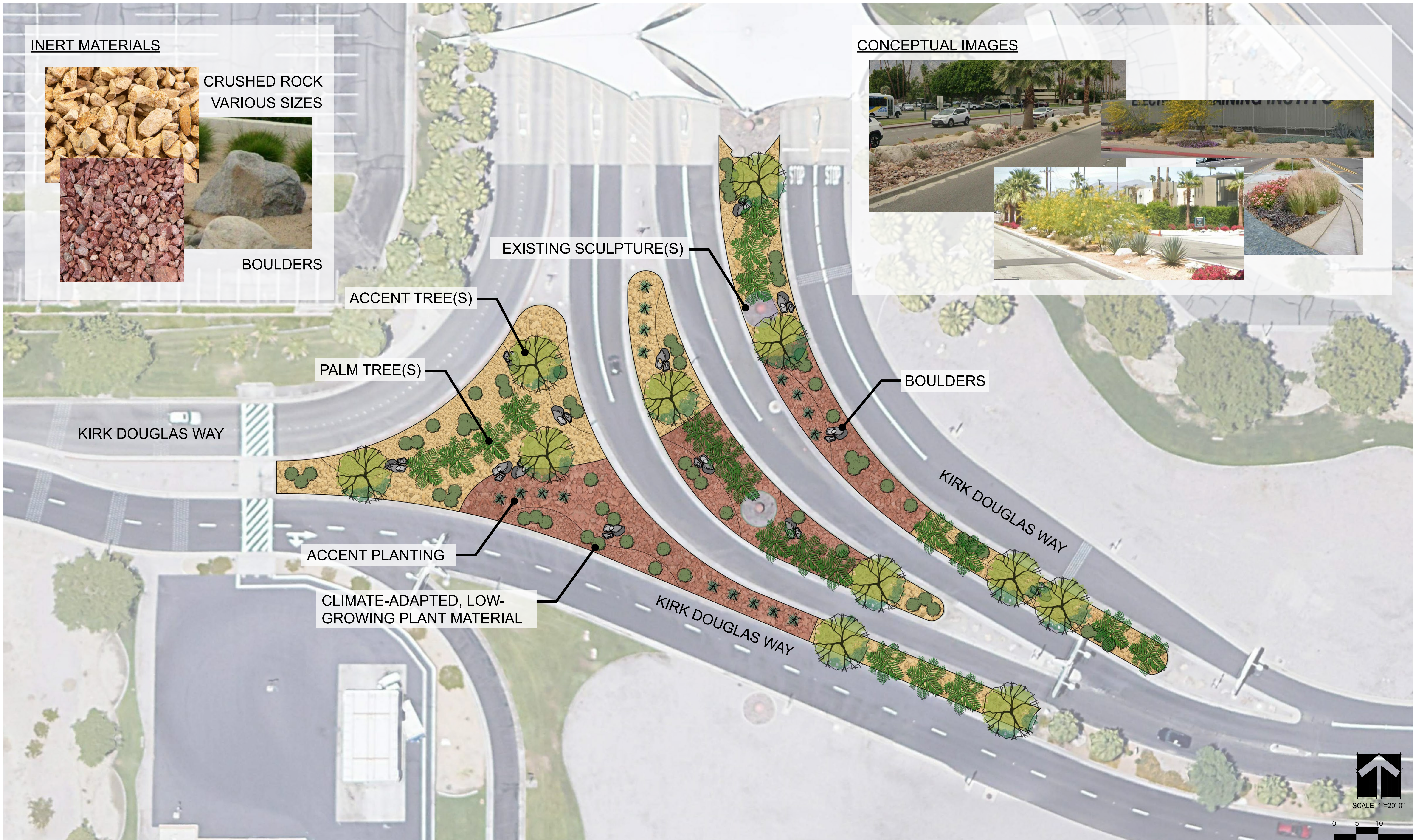
**OPTION 1**

Version 2 - July 15, 2020



**DAVID EVANS AND ASSOCIATES INC.**

4141 E. Inland Empire Blvd., Suite 250  
Ontario California 91764  
Phone: 909.481.5750



# PALM SPRINGS AIRPORT TURF CONVERSION

TURF CONVERSION - DESIGN CONCEPTS EXHIBIT

## TERMINAL ENTRY MEDIANS




















Version 2 - July 16, 2020



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 4141 E. Inland Empire Blvd., Suite 250  
 Ontario California 91764  
 Phone: 909.481.5750



**PLANT PALETTE**

- |  |   |   |   |  |
|--|---|---|---|--|
| <br><b>Washingtonia filifera</b><br>California Fan Palm | <br><b>Cercidium 'Desert Museum'</b><br>Blue Palo Verde      | <br><b>Olea europaea 'Wilsonii'</b><br>Fruitless Olive               | <br><b>Chilopsis linearis</b><br>Desert Willow                       |  |
| <b>SHRUBS</b>  |   |   |   |  |
| <br><b>Hesperaloe parviflora</b><br>Red Yucca           | <br><b>Agave spp.</b><br>Agave                               | <br><b>Leucophyllum f. 'Green Cloud'</b><br>Green Cloud Texas Ranger | <br><b>Muhlenbergia c. 'Regal Mist'</b><br>Pink Muhly                | <br><b>Salvia leucanthera</b><br>Mexican Bush Sage                            |
| <br><b>Tecoma x 'Sunrise'</b><br>Sunrise Esperanza      | <br><b>Callistemon v. 'Little John'</b><br>Dwarf Bottlebrush | <br><b>Teucrium c. 'Prostratum'</b><br>Wall Germander                | <br><b>Bougainvillea spp.</b><br>Bougainvillea                       | <br><b>Ruellia brittoniana 'Katie Blue Dwarf'</b><br>Katie Blue Dwarf Ruellia |
| <br><b>Senna artemisioides</b><br>Feathery Cassia     | <br><b>Penstemon eatonii</b><br>Firecracker Penstemon      | <br><b>Rosmarinus o. 'T.B.'</b><br>Tuscan Blue Rosemary            | <br><b>Caesalpinia pulcherrima</b><br>Mexican Red Bird of Paradise | <br><b>Nassella tenuissima</b><br>Mexican Feather Grass                     |

**PALM SPRINGS AIRPORT TURF CONVERSION**

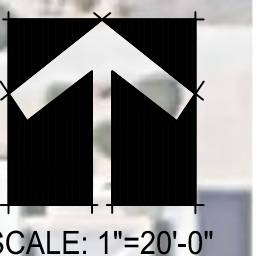
TURF CONVERSION - DESIGN CONCEPTS EXHIBIT

**NW CORNER OF RAMON ROAD AND N GENE AUTRY TRAIL**

Version 4 - July 16, 2020



**DAVID EVANS AND ASSOCIATES INC.**  
4141 E. Inland Empire Blvd., Suite 250  
Ontario California 91764  
Phone: 909.481.5750



SCALE: 1"=20'-0"

