MINUTES

ENERGY AND RESOURCE MANAGEMENT COMMITTEE

November 19, 2003

CALL TO ORDER: Chairman McNelly called the meeting to order at 7:35 a.m.

MEMBERS PRESENT: Adamson, Devlin, Hardwick, McCormack, McNelly, Mitchell, Murphy, Twineham

MEMBERS ABSENT: Roberts

PUBLIC PRESENT: None

STAFF PRESENT: Assistant Planner Sowers, and Clerical Support Thompson

APPROVAL OF MINUTES: Minutes of the October 15, 2003 meeting were **APPROVED** as written.

DISCUSSION ITEMS:

1. Request for Attorney General's Opinion

Chairman McNelly addressed the committee regarding the letter that each member received from the Deputy City Attorney, Kim Barlow. He suggested that the committee be included on further correspondence regarding this matter and questioned the basis for the inquiry to the Attorney General. Chairman McNelly asked Staff to inquire about obtaining all written correspondence regarding this issue and reaffirmed the interest of the committee to review any sewer-related proposals created by the CIRC. Chairman McNelly made a general request that a committee chair be notified when an item that pertains to a City committee is to go before Council when the item was not placed on the agenda by the committee.

2. Environmental Programs Brochure

Committee member Mitchell reported that she talked to a representative at the Penny Saver and found that the City has four zip codes covering 45,500 households. A single 8 ½ by 11-page layout printed on both sides with two colors would cost $1,856.40 for one distribution. They are currently having a special on a single 8 ½ by 11-page layout printed on both sides with four colors, which would cost $1,751.75 for one distribution. A single 11 by 17-page layout printed on one side with two colors would cost $2,835.10. A brochure similar to the Riverside County publication (favored by the committee), a single 11 by 17-page layout, folded in half, and printed on all four sides with two colors would cost $3,063.06.

Committee member Twineham presented the committee with a few names such as "Fullerton Resource Guide" and "City of Fullerton Green Pages." Assistant Planner Sowers advised the committee that she met with Sylvia Palmer, the City's Public Information Officer, to discuss printing and distribution alternatives. PIO Palmer had some concerns about people throwing the inserts away with the Penny Saver and felt that direct mailing may be a preferred alternative. Assistant Planner Sowers will check with Engineering and Community Services, the two City departments that prepare direct mailings to residents, to obtain additional information. A cost

comparison will be provided to the committee when available. Funding should be available thought the Used Oil Block Grant. Assistant Planner Sowers stated that there are requirements for the use of the used oil funds on a public education campaign for environmental programs that include, but are not limited to, the used oil program. One requirement is the use of recycled paper. Authorization must be received from the Grant Manager at CIWMB prior to the expenditure of the funds.

Committee member Hardwick reminded the committee that the Penny Saver's price includes the design, layout, printing, and distribution. Chairman McNelly suggested adding this item to the goals for next year. Committee member McCormack suggested that the committee set a target date to complete this project and stated that Earth Day would be an optimal time. Committee member Mitchell stated that the representative from the Penny Saver is willing to come in and meet with the committee to discuss any concerns they may have. Committee member McCormack asked if they would be willing to print extra copies that may be available to distribute at other events. Committee member Mitchell stated that additional copies would be available at a reduced cost. Committee members Mitchell and Twineham prepared suggested content (see Attachment 1 below).

3. 2004 Goals & Objectives

The committee decided to table this item to the December 17th meeting.

PUBLIC COMMENTS
None.

COMMITTEE MEMBER COMMENTS

Committee member Mitchell reported on her tour three-day tour of the MWD facilities. She stated that the tour was a great opportunity. The scope of the tour covered the entire story of MWD and the Colorado River. They toured a filtration plant, pumping station, the dam, and Diamond Valley Lake – beginning in Yorba Linda and ending in Lake Havasu at Parker Dam.

Chairman McNelly assured the committee that more notice would be provided for the next tour and thanked Committee member Mitchell for her report.

AGENDA FORECAST

Items to be reviewed at a future meeting will include the following:

- 2004 Goals and Objectives (Decemeber)
- Water Quality Updates (Schedule for 2004)

ADJOURNMENT

The meeting was adjourned at 8:35 a.m. The next regularly scheduled meeting will be on December 17, 2003 at 7:30 a.m.

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Andrea B. Thompson
Clerical Support

Attachment 1

Suggestions for "Green Pages" Content

Alt fuel information and fueling stations
Animal control
Beverage Container Recycling – private and school facilities
City contact info - related employees and commissions
City trees
Composting
E-waste centers
Green Waste Collection Program
Household Hazardous Waste
Information for businesses
Information on trash collection
Junk Mail
Laguna Lake
Links to related websites
Medical waste disposal
Noted environmental days
Only Rain in the Drain – Storm sewer & storm water
Pet owner informaiton
Police/Fire Information
Pool, Spa, Fountains
Rebate programs
Recycling Centers
Reduce, Reuse, Recycle
School programs
Stop, Drop, Shop (Hazardous Waste Exchange)
Trash collection
Units of Measurement (Conversion Chart)
Used Motor Oil Recycling
Vector control
Volunteer opportunities and recognitions
Water storage tanks
Ways to save water and energy