

Action Item #: 01 Concentration Area: Energy - Renewable Energy

Department: PW Priority: 2

Project Name: Evaluate Utility Recommendations and Current Inventory

Project Description: Once information has been collected, evaluate and recommend implementation of programs to meet this goal.

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07

2007-08  
 Project carried over, project was not implemented due to priority assignment.  
 Energy Action Plan not completed.

2008-09 Update:  
 - Energy Action Plan completed.  
 - Physical Inventory completed.  
 - Recommendations provided in plan - will be implementing as funding becomes available.

Status: Completed

Department: PW Priority: 1

Project Name: Informational Research with Utility Companies

Project Description: Obtain assistance from local utility companies for their recommendations on renewable energy programs (R09)

Prior Updates  
 2006-07  
 Public Works is working with Southern California Edison and the Intergy Corporation. They have selected Monrovia to become a Model City and City Council passed a resolution in December 2007 to participate. SCE and Intergy will conduct an energy audit of all City Facilities. The audit has already begun and will result in a complete baseline of actual renewable energy use and an energy master plan of how the City can increase its use of renewable energy.

2007-08  
 Intergy Corporation Energy Audit is complete. The Energy Report is in Draft form and being reviewed by Green Team Committee members. Renewable energy sources for the City are being researched in conjunction to the Intergy 's Report. Intergy Corp has completed the audit of City Facilities. Staff has reviewed several drafts of the report. Intergy has submitted the report to SCE for their approval. SCE has committed to using renewable energy that will help the City reach its 2015 goal by XX%

2008-09 Update:  
 Energy Action Plan completed. Consulted with Intergy Corp. (Willdan) on the following projects:  
 - Renewable Energy projects (solar panels at City Facilities)

Status: Ongoing

Department: PW Priority: 1

Project Name: Use of Solar Energy at City Facilities

Project Description: Research viability of solar energy at City facilities identified in the Energy Action Plan.

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07

2007-08  
 Project had not yet began in FY 07-08

2008-09 Update:  
 Research continues. Nine companies have submitted proposals. Eight of the proposals provided no fiscal advantages to the City. A ninth proposal is still being reviewed.

Status: Ongoing

Key:  
 Admin = Administration Services CS = Community Services FD = Fire Department PW = Public Works  
 CD = Community Development HR = Human Resources PD = Police Department R09 = Revised 2009

Action Item #: 02 Concentration Area: Energy - Energy Efficiency

Department: Admin., CD and PW Priority: 1

Project Name: City Energy Conservation Workshops

Project Description: Educational program coupled with a department competition to reduce energy consumption

Prior Updates  
 2006-07  
 Community Development staff is meeting with the utility companies (Edison, Gas Co) for future schedule workshops for Commercial and residential. Workshops may begin in mid March thru September 2008.

Fire Department is researching ways to evaluate department performance and developing a friendly inter-departmental competition to conserve energy.

The Police Department is developing training memos at scheduled intervals providing information on ways to conserve energy in the workplace. Recognition and awards program for conservation efforts will be made at these scheduled intervals.

2007-08  
 PW participated in a Residential Energy Workshop for Monrovia Residents in April 2008, to educate residents on ways to conserve energy. More workshops are planned for FY 08-09. Public Works/Environmental Services to assist with topics for educational articles for the "Green Page" in the Monrovia Today, Human Resource's e-newsletters, and TBD M.O.R.E. letters.

2008-09 Update:  
 -Energy Conservation tip cards from Southern California Edison are placed at the Building and Public Works Counters for residents and businesses.  
 -Green Team sub-committee working on Green Department Award to promote new Environmentally Purchasing Policy.

Status: Ongoing

Department: PW Priority: 1

Project Name: Energy Efficient Lighting Solutions

Project Description: As light bulbs burn out replacements will be with the new energy saving compact fluorescent bulbs. Also, explore partnership with SCE for savings and credits.

Prior Updates  
 2006-07  
 Compact Florescent Lights (CFL) are being replaced wherever possible as bulbs burn out. Model City Program may result in energy rebates from SCE or other sources. One such area where CFL's are being used is in the City Council Chambers.

2007-08  
 CFLs are regularly installed whenever current bulbs burn out. Energy incentives are being exercised for project upgraded lighting such as Fire Station 1, Corporate Yard Renovation Areas, Old Town Street Lighting wattage reduction and Youth Center Gym lighting upgrades. T-5 lighting were installed in the Temporary Library in the Gymnasium Facility. The Energy Action Plan prepared by Intergy Corp will recommend light replacement with T-8 lighting rather than T-5 lighting. The T-8 lighting technology has improved and proven to be more flexible. Examples being bulbs come in a variety of wattages and dimmer switches can now be used on T8 lighting.

2008-09 Update:  
 Changed out of all T12 bulbs in the first floor of the Public Works Building, including the utilities, parks, and streets bays. Garage lights to be completed by the end of FY 08-09. LED lighting installed in Library Park. Energy efficient lighting installed inside the Library. Initiated Title 24 upgrades for lighting controls at the Police Station.

Status: Ongoing

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Department: Admin., CD, CS, FD, PD and PW Priority: 1

Project Name: Energy Saving Equipment Purchases

Project Description: All new computers, office equipment and appliances purchased would require Energy Star designation.

Prior Updates

*2006-07*  
 City-wide, any new electronic equipment purchased is Energy Star designation.

The City's purchasing policy will be amended to include energy conservation and green products. (ex. printers, copiers, and computers, appliances).

*2007-08*  
 Human Resources (HR) has purchased a refrigerator and microwave that are Energy Star designated. All appliances and electronics for the renovated Corporate Yard facility are Energy Star designation. The Police Department has implemented new purchasing guidelines recommending that whenever practical, energy savings specifications should be considered as part of the selection process and performance standards of the device. Additionally, all other departments will continue to assure that any new equipment or appliance purchases are Energy Star designated.

2008-09 Update:

- Public Works Update - Continue to work with Intergy Corp. (Willdan), as projects become available, they will be analyzed to determine if rebates are applicable for the project. If applicable, then Intergy Corp. shall file on our behalf for project rebates or incentives.
- Admin Update (IT) - All new computer and electronic equipment purchased during FY 08/09 were energy star compliant
- Police Department Update - all new computers and appliances purchased during FY 08/09 have been of the energy star designation.

Status: Ongoing

Department: Admin., CD and PW Priority: 1

Project Name: Greening City Facilities (R09)

Project Description: City will promote Green Builds and material choices (ex. City Hall and Library) Staff to explore the used of solatubes and natural lighting in all new projects or remodels.

Prior Updates

*2006-07*

Community Development has a draft ordinance that will require new construction or redevelopment of buildings 5,000 square feet or more of new gross floor area to use the LEED (Leadership in Energy and Environmental Design) Green Building Rating System. The ordinance requires that a LEED checklist and supporting documentation be used to determine minimum LEED certified level. The check list is composed of different types of materials and how its used to meet LEED requirements. The Ordinance is complete in draft form and is being reviewed by CD Staff and will submitted to the Planning Commission for their consideration in 2008. Additionally, the feasibility of an incentive based LEED certified program is being researched.

Public Works is working with Community Development's draft Green Build Ordinance to make recommendations for the use of solar tubes in upcoming City Projects and re-models.

The City has begun a regular Going Green column in Monrovia Today and will be devoting an entire page to it and related articles in each issue.

Staff continues to provide it's support and assistance to Community Development. Next

*2007-08*

Research is on-going. Staff attends workshops and seminars on solar energy and products to obtain additional information for product recommendation for new projects. Future project: Police Station Roof & HVAC Replacement.

Public Works staff continues to provide it's support and assistance to Community Development. Next Capital Improvement Project will be the new locker room, roof and HVAC at the Police Department.

2008-09 Update:

Green Building Ordinance to Council Fall 2009  
 Public Works Projects: Police Department HVAC and Roof Project (Estimated completion in Sept. 2009)

- Solatubes will be used in PD roof renovations
- Cool roof
- Energy efficient HVAC units (in progress)
- Energy Mgmt System (in progress)
- Dual pane windows

Well Field:

- Skylights and Solar powered exhaust fans

All Departments -

Library Project:

- Cool roof
- Energy efficient HVAC units
- Energy Mgmt System
- Dual pane windows
- Natural lighting utilized
- Lighting Management System

Status: Ongoing

Department: PW Priority: 1

Project Name: Lighting Upgrade City Garage and Fuel Island

Project Description: Upgrade existing T-12 lighting to T-8 lighting and exercise incentives at \$0.12/kW prior to 12/31/08 and at \$0.05/kW in 2009.

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: The fuel island and wash rack have been completed. Garage still needs to be done.

Status: Ongoing

Department: PW Priority: 1

Project Name: Monrovia Police Department (MPD) Roof and HVAC Replacement (R09)

Project Description: Replacing MPD roof with Title 24 Cool Roof and upgrading HVAC to more cost and energy efficient models

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: Police Department HVAC project in progress w/ cool roof & energy efficient units - Energy Mgmt System & dual pane windows. Solatubes will be used in PD roof renovations. Estimated July 2009 completion date.

Status: Ongoing

Department: CD Priority: 3

Project Name: Public Incentives for Energy Conservation

Project Description: Develop a public incentives program for energy conservation through for LEEDS/Green Building or similar program.

Prior Updates  
 2006-07  
 Researching feasibility of LEED certified incentive program. Considering monetary incentives for each LEEDs level (Gold, Silver, Platinum), expedited plan review at no extra cost, Economic Development Discount Rate, Energy Star Appliance, and/or use of Solar Energy.  
  
 2007-08  
 Staff continues to researching feasibility of LEED certified incentive program. Considering monetary incentives for each LEEDs level (Gold, Silver, Platinum), expedited plan review at no extra cost, Economic Development Discount Rate, Energy Star Appliance, and/or use of Solar Energy.

2008-09 Update: - Now that the Building Standards Commission has adopted the 2008 California Green Building Standards Code, city staff will be incorporating and amending the code to fit the propose Green Building Ordinance. The proposed ordinance will be pushed back to an October 2009 review by the City Council.  
 -Staff proposed a residential energy efficiency grant to be funded from CDBG-R allocation. Proposed grant to aid lower income households with energy audits, in-home energy education, installation of energy saving measures (attic insulation, low-flow showerheads, water heater blankets, caulking, weather stripping, aerators, etc.).

Status: Ongoing

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Department: PW Priority: 1

Project Name: Streetlight Energy Efficiency

Project Description: The City owns and maintains over 1300 streetlights. Through new technology it is possible to reduce energy costs by 25%. Staff will research and determine what systems will be best suited for our system

Prior Updates  
*2006-07*  
 Public Works is working with Southern California Edison and the Intergy Corporation. They have selected Monrovia to become a Model City and City Council passed a resolution in December 2007 to participate. SCE and Intergy will conduct an energy use audit of all City Facilities. The audit will result in a complete baseline of actual renewable energy use and an energy master plan of how the City can increase its use of renewable energy. The energy efficient lighting in Old Town will result in an monetary rebate according to SCE.

*2007-08*  
 Intergy Corporation Energy Audit is complete. The Energy Report is in Draft form and being reviewed by Green Team Committee members and will be submitted to SCE at the end of June 2008. Energy incentive applications for upgrades are processed and funds should be received by early Fall 2008.

Intergy Corp has completed the audit of City Facilities. Staff has reviewed several drafts of the report. Intergy has submitted the report to SCE for their approval. SCE has committed to using renewable energy that will help the City reach its 2015 goal by 10%.

2008-09 Update:  
 -Energy audit and Energy Action Plan (EAP) has been completed.  
 -Researching LED lighting for conversion of existing streetlights.  
 -LED lighting installed in Library Park.  
 -No present LED street lighting standards set by SCE.

Status: Ongoing

Department: PW Priority: 1

Project Name: T12 Bulb Replacement Project

Project Description: Staff to explore the use of T8 bulbs for new facility remodel projects (ex. City Hall and Library)

Prior Updates  
*2006-07*  
 City hall remodel has not yet begun. Management will recommend the use of T8 lighting, the most energy efficient bulb on the market. The new Library will use T8's as part of the LEED program. T8 bulbs were placed in the temporary Library Facility and they are also being designed into the new Library under construction.

T8 bulbs were placed in the renovated Fire Station 101 and the Corporate Yard Administrative Offices. These lights are more efficient than the T12 bulbs previously used.

*2007-08*  
 With continued research on lighting, the newer lower wattage T-8 bulbs have proved as energy efficient as the T-8 bulbs and are less expensive than T-8 bulbs. Suggest revision for lighting replacements to T-8s only with lower wattages where acceptable. Youth Center Gym lighting upgrade completed. Upcoming projects: City Garage and Fuel Island upgrade from T-12 to T-8s, and City Hall lighting upgrade. The Model City report will identify T8 lighting as a recommended choice over the T8 technology. T8 lighting is more flexible and offer a variety of wattages for energy savings as well their ability to be used with dimmer switches.

2008-09 Update: Changed from T12 to T8 bulbs on the first floor of the Public Works Building. Library has now been completed and utilizing a combination of LED, Halogen and T8 lighting.

Status: Ongoing

Department: PW Priority: 1

Project Name: Voltage Regulators for Street Lights

Project Description: City will study if the use of energy efficient voltage regulators for street lights are applicable SCE rebates.

Prior Updates

*2006-07*  
The Model City program will provide an energy master plan. Additionally, SCE has determined rebates are available through use of voltage regulators.

*2007-08*  
Research is on going. Voltage regulators have not been purchased or installed as of 05/2008. Future project: installation of voltage regulators on Myrtle Ave in Old Town and at the Park & Ride Lot once dual-head power pedestals have been installed. Model City Report will be presented sometime in July 2008. Staff will review the recommendations and develop an action plan for additional energy savings and possible rebates. Department participated in Community Development's Resident Workshop. More workshops are planned for the upcoming 08-09 fiscal year.

2008-09 Update: No progress

Status: Ongoing

**Action Item #: 03                      Concentration Area: Energy - Greenhouse Gas Emission**

Department: Admin, CD, FD, PD and PW Priority: 1

Project Name: LEV Purchasing Policy

Project Description: City to develop Administrative Policy to incorporate LEV, ULEV, or SULEV and alternative fuel vehicles into its fleet purchasing, replacement and retrofit program.

Prior Updates

*2006-07*  
- Public Works Staff has met with members of the Green Team to initiate a Purchasing Administrative Policy to lower greenhouse gas by purchasing hybrid or alternative fuel vehicles. The City of South Pasadena has a purchasing policy which interests the Green Team as a possible example for implementation.  
- The Police and Fire departments are also planning LEV, ULEV, or SULEV or alternative fuel vehicles for upcoming non-emergency vehicle replacements and is evaluating feasibility for alternative fuels for all future vehicle replacements.

*2007-08*  
Various City Departments are researching CNG and hybrid vehicles, and has held off on purchases currently due until further research is gathered. Staff toured MUSD's CNG Fueling Facility and test drove various alternative fuel vehicles, which are scheduled before end of fiscal year. Public Works is planning to purchase a hybrid electric vehicle in FY 08-09 for the Operations Division. PW will consider creating a "No Idle" Policy in conjunction with the California mandated No Idle law. TBD: Vehicle tracking systems - research MPD/MFD E-View system to add-on PW vehicles.

Staff is working with the San Gabriel Council of Govt for an Alternative Fuel Workshop presented by the Air Quality Management District. The event will be held on July 31 at the Monrovia Community Center. The workshop will provide fleet division manager with more insight on purchasing green vehicles. A CNG vehicle was demonstrated in May and all City Departments were invited. An Alternative Fuel Purchasing Policy is being reviewed by all City Departments with City vehicles. The policy will be presented to Council by fall this year.

2008-09 Update: - LEV Policy adopted by City Council  
- Seven vehicles on-schedule for purchase (PW)

Status: Completed

Action Item #: 04 Concentration Area: Waste - Waste Diversion

Department: Admin. Priority: 1

Project Name: Bi-monthly Utility Billing

Project Description: Reduce paper and energy waste by converting from monthly to bi-monthly billing cycle for all residents. Recognize efficiencies with respect to energy consumption and paper waste savings to be determined.

Prior Updates  
 2006-07  
 Finance will look at bi-monthly billing once new system features have been fully implemented (Start of FY08-09).

2007-08  
 Cost-benefit analysis should be ready by mid-late 2008. If all projections make bi-monthly billing possible, implementation would start in early-mid 2009. Also, Finance is about to start an EFT program that would help reduce the amount of checks--check, envelope, and postage--that are sent out per month. First phase of program to start in the first or second month of FY 08-09. Lastly, vendors and water customers will be able to look up their accounts on the City website in the next FY.

2008-09 Update: Bi-monthly billing for utilities is currently in the evaluation phase. The Finance Department is performing a cost-analysis and further research into the feasibility of this type of billing before any recommendation can take place.

Status: Ongoing

Department: Admin. and PW Priority: 1

Project Name: Increase City Facility Diversion to 50%

Project Description: Explore opportunities to increase the diversion rate of City Facilities and projects to 50% within 7 years (15% each year).

Prior Updates  
 2006-07  
 - Exploring various options to include City facility recycling. At Public Works administrative offices use blue recycling containers. Staff is currently working on recycling services for City Hall facility.  
 - Fire Station 2 now has a vermicomposting (worm composting) bin for food waste.  
 - Staff has made more information available via City Website to reduce the number of printed brochures distributed  
 - Staff is currently researching several waste disposal, recycling and composting options to increase city facilities diversion.  
 - Departments to phase out Styrofoam and other items that are not readily recycled.  
 - In CY 2006, the City Facility Diversion Rate is 0.71%

2007-08  
 - All City facilities are now recycling, separating recyclables into blue containers. Staff is researching options to expand recycling programs and overall waste reduction for city facilities.  
 - Fire Station 2, City Hall and Public Works are vermicomposting (worm composting) food waste.  
 - Staff has made more information available via City Website to reduce the number of printed brochures distributed.  
 - Departments to phase-out Styrofoam and other items that are not readily recycled.  
 - In CY 2007, the City Facility Diversion rate is 2.58%

2008-09 Update:  
 -The Police Department has encouraged and supported the use of personal coffee mugs by all employees in order to reduce the consumption of disposable cups. It is estimated that we have achieved approximately 75% compliance thus reducing our consumption of disposable cups by 75%.  
 -The Police Department has also purchased equal numbers of Recycling waste containers to equal that of regular waste containers throughout the facility. Janitorial personnel place the contents of these containers in the appropriate large waste containers.  
 - In CY 2008, the City Facilities recycling rate was 3.25%.

Status: Ongoing

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Department: PW Priority: 1

Project Name: Old Town Contract Expires 2008

Project Description: Evaluate new contract options, including increased recycling services for Old Town businesses.

Prior Updates

*2006-07*  
Project had not yet began in FY 06-07

*2007-08*  
A Solid Waste "White Paper" with recommendations on future solid waste and recycling services structure was completed and is being scheduled for Presentation to the City Council. The paper has recommendations for commercial, Old Town and residential service and contracting/permit options. Based on City Council direction, staff will secure refuse services for the Old Town Franchise area.

2008-09 Update: Contract extended to December 2009; contracting options continue to be researched.

Status: Ongoing

Department: PW Priority: 1

Project Name: Update MMC Ordinance to Increase Enforcement

Project Description: Update Ordinances to increase enforcement of solid waste violations

Prior Updates

*2006-07*  
Staff currently researching contract options for the Old Town franchised area.

*2007-08*  
A Solid Waste "White Paper" with recommendations on future solid waste and recycling services structure was completed and is being scheduled for presentation to the City Council. The paper has recommendations for commercial, Old Town and residential service and contracting/permit options. Based on City Council direction, staff will secure refuse services for the Old Town Franchise area.

2008-09 Update: No progress.

Status: Ongoing

Action Item #: 05 Concentration Area: Waste - Manufacturer Responsibility

Department: PW Priority: 2

Project Name: Library Park Equipment

Project Description: Replacement of old play equipment with new products made of recycled materials. This project is listed as No.1 on the Parks Capital Projects List.

Prior Updates  
 2006-07  
 Parks Staff will seek Community Svcs Commission recommendation for new play apparatus at Library Park. Environmental Services staff prepared and submitted a Tire Derived Grant to the CIWMB requesting \$26,375 (partial funding) for playground surfacing made of recycled tires and tire stops for the Public Works Corporate Yard. Once apparatus design is complete, staff will seek City Council approval.

2007-08

2008-09 Update: Library Park Play equipment and play surface made from recycled materials (44% recycled aluminum and approximately 3,446 tires diverted). Design completed this FY; installation will be completed in October 2009.

Status: Ongoing

Department: Admin., CD, CS, FD, PD, and PW Priority: 2

Project Name: Materials Elimination Study

Project Description: Comprehensive study to determine types of materials that may be considered for elimination (eg. plastic bags, Styrofoam, fertilizers).

Prior Updates  
 2006-07  
 No action on this item. Departments have begun phase-out of non-renewable products such as Styrofoam.

2007-08  
 Staff has conducted research on plastic bags elimination, bottled water and Styrofoam. City departments are encouraged to phase out Styrofoam; Public Works purchased water filtration pitchers and no longer purchases bottled water; and staff has designed a Bring Your Own Bag "BYOB" reusable shopping bag for public distribution this fall. Staff reviewing and analyzing County's Bag ordinance. Human Resources Department has been phasing out use of supplies that are non-renewable.

2008-09 Update: The Police Department has discontinued the purchase of disposable Styrofoam cups and replaced them with paper cups.

No progress made on this project (PW)

Status: Ongoing

Action Item #: 06 Concentration Area: Waste - Consumer Responsibility

Department: Admin., CD, CS, FD, PD and PW Priority: 2

Project Name: Environmental Purchasing Policy (R09)

Project Description: Update procurement policy to include purchasing of recyclable, compostable and re-usable items. Reuse package peanuts or return to company.

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: Environmental Purchasing Policy adopted by City Council on February 3, 2009. Database developed by Staff and beta-testing by City Clerk and Public Works to begin in June 2009.

Status: Completed

Department: Admin, CD, CS, FD, PD and PW Priority: 1

Project Name: City Facility and Sponsored Event Recycling (R09)

Project Description: Community Service staff will place Recycle containers throughout the CS facilities and at Special Events.

Prior Updates  
 2006-07  
 Determining physical locations, and some placement of containers has been enacted.  
  
 2007-08  
 City-wide recycling containers have been added to workstations, copy rooms and break rooms. Public Works arranges for recycling containers and services to city special events. The use of ClearStream recycling and trash containers at special events were implemented Summer 2008. Battery and print toner recycling was implemented in January 2009.

2008-09 Update: Recycling containers used at city- sponsored special events. (PW)

Status: Ongoing

Department: PW Priority: 2

Project Name: Green Waste Reduction Program

Project Description: Work with LACPW and LA County Smart Gardening to offer an additional composting workshop; enhanced program advertisement and marketing to include pod-casts

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: Two Backyard Composting workshops were hosted by the City of Monrovia this past year. Approximately 40 people participated. The City contracted with Vermi-Pro to provide two additional worm composting workshops with 60 people in attendance for both workshops.

Status: Ongoing

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Department: CS Priority: 1

Project Name: Water Conservation Garden

Project Description: Canyon Park to host comprehensive program to include water Conservation garden, native plants selection, Xeriscaping, fire resistant plants and composting.

Prior Updates

2006-07  
Project had not yet began in FY 06-07

2007-08  
Project had not yet began in FY 07-08

2008-09 Update: Phase one of the demonstration garden as been started. Drought tolerant plants and drip watering system was installed.

Status: Ongoing

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CS = Community Services  
HR = Human Resources

FD = Fire Department  
PD = Police Department

PW = Public Works  
R09 = Revised 2009

Action Item #: 07 Concentration Area: Urban Design - Green Building

Department: CD Priority: 1

Project Name: Green Build Educational Workshop

Project Description: Educational program to increase awareness and knowledge of Green Building Practices.

Prior Updates  
*2006-07*  
 CD Staff has meet with the utility companies (Edison & Gas Co) to develop workshops for commercial and residential Green Building. Potential workshops to begin mid-March through September 2008.

*2007-08*  
 The first workshop was completed on March 27, 2008. The topic of the workshop was Conservation Tips for Single Family homeowners. Industry participants included SCE, So California Gas Company, and our PW Department. Staff is in the process of forming a team to schedule the next workshop. This workshop will be for commercial and residential development.

2008-09 Update:  
 -Staff are developing an educational program for the homeowner - Main topic is how does LEED define a green home. Materials for programs are still being developed. These programs will start in FY 09-10 and will have at least three sessions per year.  
 -Staff is also developing an educational Green Building program for public and private schools. The main topic is Green Schools within a Generation (USGBC).  
 - Staff was planning on having a mini-Green Building Expo in November 2009 but is now considering participating in Sustainability Fair in April 2009.

Status: Ongoing

Department: CD Priority: 3

Project Name: Green Build Ordinance

Project Description: Draft ordinance to establish Green Building standards. TBD if program will be incentive based or mandated.

Prior Updates  
*2006-07*  
 Project had not yet began in FY 06-07

*2007-08*  
 Project had not yet began in FY 07-08

2008-09 Update:  
 Now that the Building Standards Commission has adopted the 2008 California Green Building Standards Code, city staff will be incorporating and amending the code to fit the proposed Green Building Ordinance. The proposed ordinance will be reviewed by City Council in October 2009.

Status: Ongoing

Department: PW Priority: 1

Project Name: Low Impact Development (LID) Standards

Project Description: Related to NPDES and SUSMP Development requirements, LID to increase infiltration and, increase ability to manage pollutant of concern and reduce stormwater run-off

Prior Updates  
 2006-07  
 "PW Staff will determine development requirements once new NPDES permit is issued. LID is currently suggested as a Best Management Practice in Public Works standard conditions for both construction and post-construction pollution mitigation. "

2007-08  
 PW Staff will determine development requirements once new NPDES permit is issued. LID is currently suggested as a Best Management Practice in Public Works standard conditions for both construction and post-construction pollution mitigation. Project will be continued in FY08-09.

2008-09 Update: -Transit Village Conditions of Approval with LID requirement - implementing EPA Grant for LID.  
 - This program to continue into the next fiscal year.

Status: Ongoing

**Action Item #: 08                      Concentration Area: Urban Design - Urban Planning**

Department: Admin., CD & PW Priority: 1

Project Name: Transit Village Master Plan Development

Project Description: Develop a multi-use planned re-development including transit station, shopping complex, green belt and new City Park.

Prior Updates  
 2006-07  
 Land Use element to be adopted in January 2008 establishing Land Use Standards for Station Square Transit Village.

2007-08  
 The Land Use Element was adopted as scheduled. The project is still pending. Developer has not submitted a project.

2008-09 Update: Transit Village Conditionally approved with LID requirements. Improvements EPA Grant for LID.

Status: Ongoing

Department: CS Priority: 1

Project Name: Wilderness Preserve Management Plan

Project Description: Review recreation of Wilderness Preserve Management Plan and Hillside Recreational area.

Prior Updates  
 2006-07  
 Environmental Consultant (LSA Associates, Inc.) is working on Hillside Management Study. Once completed, the conservation and open space element will be updated (2009). Physical inventory of Hillside Rec (100%) and Hillside Wilderness Preserve (20%) complete. Once Hillside Recreation & Hillside Wilderness Preserve Management Plan is completed, will review and implement recommendations.

2007-08  
 Environmental Consultant (LSA Associates, Inc.) is working on Hillside Management Study. Once completed, the conservation and open space element will be updated (2009). Physical inventory of Hillside Rec (100%) and Hillside Wilderness Preserve (40%) complete. Flora and fauna inventory has been completed by LSA. Once Hillside Recreation & Hillside Wilderness Preserve Management Plan is completed, staff will review and implement recommendations. Staff will present to Community Services Commission and City Council in the Fall.

2008-09 Update: Staff is developing its strategy to implement the plan to be approved by the City Council.

Status: Ongoing

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Action Item #: 09 Concentration Area: Urban Design - Community

Department: CD Priority: 1

Project Name: Additional Live/Work Units

Project Description: New development or redevelopment to encourage multi-use design efforts.

Prior Updates  
*2006-07*  
 The General Plan is being changed to facilitate mixed-use development in three major transportation corridors, including a transit village, to provide sustainable, jobs, homes and transportation alternatives in appropriate locations, discouraging urban sprawl and encouraging pedestrians and users of public transportation. One mixed-use residential/commercial complex will open in Old Town within three months and a second, similar development will begin construction in mid-2008. Work on Station Square may also begin in 2008.

*2007-08*  
 The General Plan is being changed to facilitate mixed-use development in three major transportation corridors, including a transit village, to provide sustainable, jobs, homes and transportation alternatives in appropriate locations, discouraging urban sprawl and encouraging pedestrians and users of public transportation. One mixed-use residential/commercial complex will open in Old Town within three months and a second, similar development will begin construction in mid-2008. Work on Station Square may also begin in 2008.

2008-09 Update: Ongoing project.

Status: Ongoing

Department: HR Priority: 2

Project Name: Job Search Center

Project Description: New development or redevelopment to encourage multi-use design efforts.

Prior Updates  
*2006-07*  
 Project had not yet began in FY 06-07

*2007-08*  
 Project had not yet began in FY 07-08

2008-09 Update: HR is currently reviewing vendors to purchase and implement an online application system. This system will include a web page with links to other job search agencies such as the Employment Development Department (EDD), etc. Additionally, we will look to have a public access computer either at the HR Counter or in the HR Conference Room so the public can use to complete applications and/or search for jobs.

Status: Ongoing

Department: HR Priority: 1

Project Name: YES Program

Project Description: Summer youth employment program (YES)

Prior Updates: *2006-07*  
 More than 30 youths participated successfully in the program in 2007, its first year, and a similar if not larger number are anticipated in 2008. The HR Department will continue to coordinate, publicize and strive to enhance the YES Summer youth employment program.

*2007-08*  
 There are 32 youths currently participating in the YES program this summer.

2008-09 Update: A YES Program Steering Committee was formed in Sept of 2008; the Committee includes members from the MUSD, YMCA and City Staff. For 2009, the program was scaled down due to reductions in budget for the program; 20 Interns have been recruited and will begin working in their Intern positions on 6/22/09; HR Staff is working with the Foothill Workforce Investment Board (WIB) for funding available through the Obama Stimulus program.

Status: Ongoing

**Action Item #: 10                      Concentration Area: Urban Nature - Park**

Department: CS and PW Priority: 3

Project Name: River Trail System

Project Description: Research and develop recreational trail along Santa Anita Wash.

Prior Updates: *2006-07*  
 No action has been taken at this time.

*2007-08*  
 No action has been taken at this time.

2008-09 Update: Met with Emerald Necklace Project to determine possibility of working on projects together in the future.

Status: Ongoing

**Action Item #: 11                      Concentration Area: Urban Nature - Habitat Restoration**

Department: CD and PW Priority: 3

Project Name: Underground Inventory

Project Description: Work with SCE in coordination with their Development plan for underground utilities. As utility lines are put underground, allow for larger tree canopy growth and more shade.

Prior Updates: *2006-07*  
 Construction began January 2008 for undergrounding of SCE poles on Mountain Avenue from Huntington to Lemon Avenues. After completion, a street improvement will incorporate new street tree planting.

*2007-08*  
 This project is funding specific and will continue as funds become available and the next project area is identified. The project that encompasses the area on Royal Oaks between Shamrock and Mountain and on Mountain to 200 feet South of Lemon Ave is currently 40% complete and is anticipated to be complete Spring 2009.

2008-09 Update: -Initiate project that encompasses the area on Magnolia and Central to Duarte. Currently in the design phase.  
 -Project encompasses the area on Royal Oaks between Shamrock and Mountain and on Mountain to 200 feet South of Lemon Ave is currently 75% complete and is anticipated to be complete Winter 2009.

Status: Ongoing

Action Item #: 12      Concentration Area: Urban Nature - Wildlife

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Department: CS      Priority: 3

Project Name: Implement Hillside Wilderness Management Plan

Project Description: Community Services to implement the Master Plan for the Hillside Wilderness Preserve (HWP) and Hillside Recreation area.

Prior Updates

    2006-07  
 Municipal Code Ordinance in place, 100% of Hillside Recreation Area physical inventory complete, 20% of Hillside Wilderness Management Plan.

    2007-08  
 LSA projected to complete Management Plan in the summer of 2008

2008-09 Update: Ongoing project. Staff is reviewing the first steps in implementing the plan approved in Jan 2009 by the City Council.

Status: Ongoing

Action Item #: 13 Concentration Area: Transportation - Public

Department: CD and PW Priority: 3

Project Name: Bike Plan Feasibility Study

Project Description: Consider a feasibility study of installing Type 1 Bike Routes to City Transit Centers such as the metrolink station.

Prior Updates  
 2006-07  
 The Draft circulation Element will be reviewed by the City Council in January 2008, which incorporates strategies for improving mobility for bicycles. This could be used as the framework for future studies.

2007-08  
 Ongoing

2008-09 Update: Ongoing project.

Status: Ongoing

Department: Admin. CD and PW Priority: 3

Project Name: Gold Line Extension

Project Description: Extension of Gold Line through Monrovia to Claremont

Prior Updates  
 2006-07  
 Working regionally and nationally to accomplish this goal. Latest public relations campaign involved postcards to Secretary of Transportation seeking support.

2007-08  
 Campaign continues with a vote set for the end of June

2008-09 Update: Ongoing project.

Status: Ongoing

Department: Admin., and CD Priority: 3

Project Name: Seamless Multi-Modal System

Project Description: Prepare Trolley and Foothill Transit Study. Consider bus transfer station at Station Square.

Prior Updates  
 2006-07  
 The draft report has been completed by the consultant. Staff will incorporate additional data and analysis and will present final study to the City Council in early 2008.

2007-08  
 Staff is reviewing draft report and incorporating current trends and proposed transit Village. Anticipated presentation to City Council within next several months.

2008-09 Update: Ongoing project.

Status: Ongoing

Action Item #: 14      Concentration Area: Transportation - Clean Vehicle

Department:      Admin. CD, CS, FD, PD & PW      Priority: 1

Project Name:      LEV Purchasing Policy

Project Description:      Develop within the Environmental Policy a fleet purchasing and replacement program to incorporate LEV or SLEV and alternative fuel vehicles into its fleet. Consider retrofit of large fleet and equipment.

Prior Updates      *2006-07*  
 Public Works Staff has met with members of the Green Team to initiate a Purchasing Administrative Policy to lower greenhouse gas by purchasing hybrid or alternative fuel vehicles.

                                 The Police and Fire departments are also considering the purchase of LEV, ULEV, or SULEV or alternative fuel vehicles for upcoming non-emergency vehicle replacements and is evaluating feasibility for alternative fuels for all future vehicle replacements.

*2007-08*  
 Once Fleet managers and the Green Team have a clear idea about the feasibility of the project, Finance can look into adding new Fleet requirements into the Purchasing Policy. Community Development is looking for funding to purchase one alternative fuel vehicle.

                                 A draft of the Alternative Fuel Vehicle Purchasing Policy has been drafted and being reviewed. Staff has been working with the San Gabriel Council of Governments to host an Alternative Fuel Workshop co-sponsored with the Air Quality Management District in July. It's hoped the information provided will assist staff in developing a future green fleet.

2008-09 Update:      - LEV Purchasing Policy complete.  
                                  - The Police Department has adopted the City's LEV/SLEV Vehicle Purchase Policy. During FY 08/09 one LEV vehicle was purchased.

Status:      Completed

Department:      PW      Priority: 1

Project Name:      Hybrid Electric Vehicle Purchase

Project Description:      Hybrid Electric Vehicle Purchase for Public Works Operations Section

Prior Updates      *2006-07*  
 Project had not yet began in FY 06-07

*2007-08*  
 Project had not yet began in FY 07-08

2008-09 Update:      Hybrid vehicles are not being considered for purchases this year.

Status:      Ongoing

Department: Admin., CD, CS, FD, PD and PW Priority: 1

Project Name: Purchase of Electric Vehicle

Project Description: Purchase electric vehicle, with a deck to carry supplies, to be used for trips between City Hall facilities.

Prior Updates

*2006-07*  
 Green Team Members have discussed and are research possible funding/grant options for a small electric vehicle/cart.

The Police Department has purchased a T3 Personal Mobility Vehicle to transport one police officer on patrols of the Old Town area and the shopping centers around Monrovia. The T3 is an all electric powered three wheeled vehicle that is quiet, renewable electric powered and compact enough to fit into small places.

*2007-08*  
 Staff has not identified any grant funding to make a purchase. Staff continues to research for opportunities.

2008-09 Update: Public Works looking at GEMs for current fleet replacement. Test cars are being provided in June 2009.

Status: Ongoing

Action Item #: 15 Concentration Area: Transportation - Reduce Congestion

Department: PD Priority: 1

Project Name: Court Rideshare Project

Project Description: Reduce number of single occupancy trips by City vehicles to Court or meetings by multiple off-duty police officers required to be present in court by coordinating carpools for each court day.

Prior Updates  
 2006-07  
 In an effort to reduce the number of commute trips by single occupant vehicles, police personnel are encouraged whenever practical to use a Department vehicle for officers to carpool to required court appearances.

2007-08  
 Police department employees continue to carpool for court appearances whenever possible. An estimated 20% of the police department's workforce carpool to work at this time.

2008-09 Update: This project remains in effect and continues to reduce the number of single occupancy trips to court by the same 20% as previously reported.

Status: Ongoing

Department: HR Priority: 2

Project Name: Develop online training programs for employees

Project Description: Staff to explore implementation of web based training and development opportunities for staff in-house as opposed to having employees commute to outside facilities.

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07

2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: The HR Department implemented an on-line training program accessible to all employees; Supervisors and Managers, and Safety/Wellness Committee members were issued usernames and passwords for access. The web based training program offers training modules for Safety, Wellness, and HR related topics.

Status: Ongoing

Department: HR Priority: 1

Project Name: Expand Alternative Work Schedule/Telecommuting Policy

Project Description: City staff to explore expanding alternative work schedules and telecommuting.

Prior Updates  
 2006-07  
 No action taken at this time.

2007-08  
 Completed. Current Admin Policy No. 1.16 allows for flexibility in work schedules and telecommuting based on need, feasibility, and Supervisor approval. The police department's entire workforce continues to operate on either a 4/10 or 3/12 schedule.

The Police Department explored the feasibility of telecommuting, however it was not practical and would seriously limit our ability to supervise work quality and overall productivity.

2008-09 Update: The Police Department explored the feasibility of telecommuting and determined that this was not practical and would seriously limit our ability to supervise work quality and overall productivity. This project is not viable for the Police Department.

Status: Ongoing

Key:  
 Admin = Administration Services    CS = Community Services    FD = Fire Department    PW = Public Works  
 CD = Community Development    HR = Human Resources    PD = Police Department    R09 = Revised 2009

Action Item #: 16 Concentration Area: Environmental Health - Toxic Reduction

Department: Admin., CD, CS, FD, PD and PW Priority: 2

Project Name: City Battery Recycling Program

Project Description: Establish a formal battery recycling program to create battery recycling policy and resources to collect and dispose of all city generated batteries (auto, commercial, and household)

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: Policy developed by Green Team; all City Departments are responsible to recycle batteries.

Status: Completed

Department: Admin. and PW Priority: 2

Project Name: Reevaluate Purchasing Process to Eliminate Toxics/Non-Renewable Products

Project Description: Staff to determine rating scale for hazardous, toxic and non-renewable materials and then formulate plan to substitute with non or less toxic alternatives.

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: No progress.

Status: Ongoing

Department: CS and PW Priority: 2

Project Name: Toxics Education Program

Project Description: Establish an educational program to enhance awareness of toxic products, promote the proper disposal, and suggested alternatives.

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: The Environmental Purchasing Policy (EPP) was established in February 2009 and will serve as a vehicle to implement this program. Less toxic and non-hazardous waste are two of the characteristics as this information is conveyed to employees it will serve to enhance awareness of toxic products, promote proper disposal and safer alternatives.

Status: Ongoing

Action Item #: 17 Concentration Area: Environmental Health - Promote Wellness

Department: HR Priority: 1

Project Name: Expand Gym Memberships

Project Description: Contract with World GYM to provide corporate membership.

Prior Updates  
 2006-07  
 Human Resources will work with Santa Anita Family YMCA, 24-Hour Fitness and other providers to provide corporate memberships to all city employees.

2007-08  
 The City has partnered with the Santa Anita YMCA to offer free membership to all City employees and discounts for employee's family members. The membership includes facility use and wellness program services.

2008-09 Update: Free membership is offered to all employees through the YMCA; additionally, the City offers reimbursement of 50% of the monthly membership fee for 24 Hour Fitness. Staff will look to offer incentives with other Monrovia Gyms as the budget permits.

Status: Ongoing

Department: HR Priority: 1

Project Name: Expand Wellness Program

Project Description: Explore opportunities to offer a greater variety of wellness activities to staff and the community.

Prior Updates  
 2006-07  
 HR will explore opportunities to partner with outside organizations to offer a greater variety of wellness activities and services/programs to staff and the community.

2007-08  
 Ongoing project.

2008-09 Update: HR continues to work with current insurance vendors and outside organizations to offer a variety of wellness activities. An event calendar has been posted on the City's Intranet. The calendar is continually updated and includes all safety/wellness and employee events scheduled for 2009. Lunch and Learn sessions are scheduled for each month. Staff will continue to work with outside agencies to provide employees with a variety of wellness activities, including weight management programs through Kaiser, Aetna, and Weight Watchers; Fitness club membership through the YMCA and health clubs in Monrovia, and other health related incentives such as free flu shots, cholesterol, and glucose screenings.

Status: Ongoing



Department: CD and PW Priority: 1

Project Name: Low Impact Development (LID) Program

Project Description: Future requirement of the LA County Stormwater Permit to make sure all future development utilizes various methods to decrease the impacts of water runoff through vegetation and other mechanism to keep water on-site.

Prior Updates

*2006-07*  
 Staff will determine development requirements once new NPDES permit is issued. LID is currently suggested as a Best Management Practice in Public Works standard conditions for both construction and post-construction pollution mitigation. The use of pervious concrete is recommended, where practical, to new development and redevelopment projects.

*2007-08*  
 LID is listed as the preferred method to address pollutants of concern and to fulfill NPDES post-development best management practices (BMP's). Engineering and Environmental Services staff have attended a LID training/information meeting. Engineering and Environmental Services staff are monitoring the LA County LID model ordinance development and developer's handbook for reference in developing future City requirements and educational materials.

2008-09 Update: Ongoing Project. EPA grant funding submitted for LID implementation towards Station Square phase 1-3. Funding approval is pending. Application is being reviewed by EPA.

Status: Ongoing

Department: PW Priority: 3

Project Name: Provide rebates to encourage water conservation

Project Description: Provide water rebates to our residents to encourage water conservation. Funding/reimbursement may be available through grants or through Upper San Gabriel Valley Municipal Water District funds. We are still researching available resources at this time.

Prior Updates

*2006-07*  
 Presently Upper San Gabriel Valley Metropolitan Water District (USGVMWD) offers rebates. USGVMWD is working with city staff to help increase awareness of their rebate options.

*2007-08*  
 Staff has been in contact with MWD and their consultant. Parks Staff has been advised that due to their use of water saving Cal Sense Controllers in open space areas that Monrovia is too advance in its open space development for the MWD grants.

2008-09 Update:

- All USGVWMD programs are available to Monrovia residents (ex: low-flow toilet rebate, washing machines, irrigation system replacements, irrigation controllers, etc. ).
- Provide more information to residents on USGVWMD and City website and rebates.
- No City rebates are currently scheduled. The Upper San Gabriel Valley Municipal Water District continues to offer low flow toilets for residents, but discussions with the agency regarding funding/reimbursements for rebates have been unsuccessful at this time.

Status: Ongoing

Department: CS and PW Priority: 3  
 Project Name: Restroom Sensors  
 Project Description: Community Services will investigate the use of restroom sensors for sinks, toilets, and paper towel dispensers.  
 Prior Updates  
     2006-07  
     No action at this time.  
     2007-08  
     Completed: Due to Community Center serving as an emergency site, it has been determined that restroom sensors for sinks, toilets, and paper towel dispenser should not be installed.  
 2008-09 Update: Completed in FY 07-08. Additional information - waterless urinals in men's restroom. Paper towel dispensers remain the same.  
 Status: Ongoing

Action Item #: 19 Concentration Area: Water - Water Sources

Department: PW Priority: 1  
 Project Name: Nitrates Monitoring/Treatment  
 Project Description: The City will monitor, track and develop a treatment process for nitrates.  
 Prior Updates  
     2006-07  
     Currently, nitrate levels are being monitored and tracked. No action is necessary at this time.  
     2007-08  
     Currently, nitrate levels are being monitored and tracked. No action is necessary at this time.  
 2008-09 Update: Currently, nitrate levels are being monitored and tracked. No action is necessary at this time.  
 Status: Ongoing

Department: PW Priority: 3  
 Project Name: Secondary Contaminates List Monitoring Program  
 Project Description: The City will monitor and track newly listed contaminants. A reserve fund for future contaminate treatment will be explored.  
 Prior Updates  
     2006-07  
     Currently, monitoring is being conducted. No action is necessary at this time.  
     2007-08  
     Currently monitoring is being conducted. No action is recommended at this time.  
 2008-09 Update: Currently monitoring is being conducted. No action is recommended at this time.  
 Status: Ongoing

Action Item #: 20 Concentration Area: Water - Wastewater

Department: PW Priority: 2

Project Name: Sewer Master Plan

Project Description: Conduct a City-wide survey and analysis of sewer system to Develop System Master Plan

Prior Updates  
 2006-07  
 Project had not yet began in FY 06-07  
 2007-08  
 Project had not yet began in FY 07-08

2008-09 Update: This project has been completed and adopted by City Council.

Status: Completed

Department: PW Priority: 1

Project Name: Fat, Oil and Grease (FOG) Program

Project Description: The city will implement a fat, oil and grease program which includes an educational component.

Prior Updates  
 2006-07  
 Staff has begun researching options for FOG program expansion. Plans for this program are detailed in the City's Sewer System Management Plan (SSMP) Development Plan and Schedule, approved by City Council in October 2007. Staff is currently working on specific program elements for the City's SSMP.  
 2007-08  
 Staff continues to research options for FOG program expansion. Plans for this program are detailed in the City's Sewer System Management Plan (SSMP) Development Plan and Schedule, approved by City Council in October 2007. Staff is currently working on specific program elements for the City's SSMP.

2008-09 Update:  
 - Program guidelines are outlined in the Sewer Master Plan.  
 - Contractor inspections of existing restaurants have occurred.

Status: Ongoing

Department: FD and PW Priority: 1

Project Name: Increase NPDES Enforcement & Public Education Outreach

Project Description: The City of Monrovia Fire Department will increase the number NPDES inspections conducted annually by incorporating Stormwater inspections as part of current inspections. Increase public education and outreach efforts of Stormwater campaign

Prior Updates  
 2006-07  
 Environmental Services Section and Fire Department have continued discussions for the Fire Department's Hazardous materials position duties under NPDES inspections. The position is currently scheduled to be filled at the beginning of FY 08-09.  
 2007-08  
 Illicit Discharges violations are now enforced under the City's Administrative Fine Ordinance. Discussions continue with Fire Department for Code Enforcement assistance.  
 A position is presently frozen to enact Fire Department's Hazardous materials position duties under NPDES inspections. The position is currently scheduled to be filled at the beginning of FY 08-09.

2008-09 Update: No progress.

Status: Ongoing

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