



# CITY of BRISBANE

## Open Space and Ecology Committee Meeting Agenda

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Wednesday, May 22, 2024 at 6:30 P.M. • Hybrid Meeting 50 Park Place, Brisbane, CA

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The public may observe/participate in Committee meetings using remote public comment options or attending in person. Committee members shall attend in person unless remote participation is permitted by law. The Committee may take action on any item listed in the agenda.

### TO ADDRESS THE COMMITTEE

#### IN PERSON

Location: 50 Park Place, Brisbane, CA 94005, Community Meeting Room

Masking is not required but according to the California Department of Public Health guidelines, people at higher risk for severe illness should consider masking. To help maintain public health and safety, we respectfully request that people not attend in-person if they are experiencing symptoms associated with COVID-19 or are otherwise ill and likely contagious (e.g., respiratory illnesses).

#### REMOTE PARTICIPATION

Members of the public may observe/participate in the Committee Meeting by logging into the Zoom Webinar listed below. Committee Meetings can also be viewed live and/or on-demand via the City's YouTube Channel, [www.youtube.com/brisbaneca](http://www.youtube.com/brisbaneca), or on Comcast Channel 27. Archived videos can be replayed on the City's website, <http://brisbaneca.org/meetings>. Please be advised that if there are technological difficulties, the meeting will nevertheless continue. The agenda materials may be viewed online at [www.brisbaneca.org](http://www.brisbaneca.org) at least 24 hours prior to a Special Meeting, and at least 72 hours prior to a Regular Meeting.

#### Remote Public Comments:

Remote meeting participants may address the Committee. We also encourage you to submit public comments in writing in advance of the meeting. Aside from commenting while in the Zoom Webinar, the following email will be also monitored during the meeting and public comments received will be noted for the record during Oral Communications or during an agenda item.

Email: [aetherton@brisbaneca.org](mailto:aetherton@brisbaneca.org)

Join Zoom Meeting: [www.brisbaneca.org/osec-zoom](http://www.brisbaneca.org/osec-zoom)

Meeting ID: 976 4295 0160

Call In Number: 669.900.9128

Note: Callers dial \*9 to "raise hand" and dial \*6 to mute/unmute.

#### SPECIAL ASSISTANCE

*If you need special assistance to participate in this meeting, please contact Adrienne Etherton at [aetherton@brisbaneca.org](mailto:aetherton@brisbaneca.org) or (415) 508-2118. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*

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**CALL TO ORDER**

**ROLL CALL**

- A. Consider any request of a committee member to attend the meeting remotely under the “Emergency Circumstances” of AB 2449

**ADOPTION OF THE AGENDA**

**ANNOUNCEMENTS**

**ORAL COMMUNICATIONS**

**APPROVAL OF THE MINUTES**

- B. Minutes of April 24, 2024

**NEW BUSINESS**

- C. Vegetation Management Plan

**STAFF UPDATES**

**SUBCOMMITTEE REPORTS AND REORGANIZATION**

**CALENDAR ITEMS**

**CHAIR AND COMMITTEE MEMBER MATTERS**

**NEXT MEETING:** July 24, 2024

**ADJOURN**

**File Attachments for Item:**

B. Minutes of April 24, 2024



# CITY of BRISBANE

## Open Space and Ecology Committee Meeting Minutes

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Wednesday, April 24, 2024 at 6:00 P.M. • Hybrid Meeting 50 Park Place, Brisbane, CA

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### CALL TO ORDER – 6:03 PM

#### ROLL CALL

- A. Consider any request of a committee member to attend the meeting remotely under the “Emergency Circumstances” of AB 2449

Committee members present: Becker, Calmes, Ebel, Fieldman, Rogers, Salmon

Staff members present: Sustainability Manager, Etherton; Deputy Director of Public Works, Kinser; Sustainability Fellow, Chase

#### ADOPTION OF THE AGENDA

Salmon moved to adopt the agenda and Calmes seconded; the motion was adopted unanimously.

**ANNOUNCEMENTS** – Salmon noted large pile of wood chips available for free at the Yacht Club; compost giveaway

**ORAL COMMUNICATIONS** - none

#### APPROVAL OF THE MINUTES

- B. Minutes of March 27, 2024 – Ebel moved to approve the minutes and Salmon seconded; the motion was adopted unanimously.

#### NEW BUSINESS

- C. Invasive Species Regulation – Kinser reported that the City Attorney determined we could write a regulation based on the existing invasive species ordinance in the fire code, which essentially means a clarification of the existing ordinance. That is completed and signed by the City Manager. The subcommittee should work on outreach.
- a. Becker shared a door hanger from another community on an invasive species and suggested it as an outreach example for both invasive species and dark skies. We would need volunteers to hang them on doors.
- D. Priority Conservation Area grant application – Becker provided an update on the subcommittee’s meetings, including consideration of properties to try to acquire and a seed bank. The group had determined that the purchase of a property currently listed for sale in the Brisbane Acres would be the best fit for the grant opportunity. Etherton shared a map of the Brisbane Acres and noted that this property would close a gap, connecting properties the city already owns. She also noted that the application would meet more grant criteria if it also

requested funding for habitat, drainage and/or public access improvements and would incorporate those into the draft Letter of Interest.

## **STAFF UPDATES**

Etherton:

- Confirmed that the invasive species letters were sent via certified mail to 30 nurseries on April 17. She thanked Chase for assistance with the mailing and recommended members call or visit the nurseries for follow up in the next week or two.
- Reported that the first part of the tree inventory was complete and the second arborist is coming to complete it May 7-16. Given the current tree count, they expect to cover all areas of the city including at least a portion of the Acres.
- Noted that she is working with Peninsula Clean Energy and their consultants Optony on city fleet electrification planning, and also completed the Advanced Clean Fleet reporting which is now required by the CA Air Resources Board for medium and heavy duty vehicles.
- Shared that the California Invasive Plant Council's annual symposium will be held virtually on October 23-25. The call for abstracts is due June 15, and may be a good opportunity to raise awareness of our new Invasive Species Regulation and perhaps prompt other jurisdictions to follow suit.

## **SUBCOMMITTEE REPORTS AND REORGANIZATION**

- Events (Rogers, Salmon, Nunan) – Salmon reported that almost 50 attendees participated in Saturday's Earth Day event and it was a really awesome day. Etherton concurred and also noted that staff is looking at the middle two weekends of July for the summer event; members noted the third Saturday is typically the citywide yard sale.
- Education and Outreach (Fieldman, Rogers) – Rogers reported on progress with the litter reduction/tree grabber program. Etherton updated that the Park and Rec Director suggested a joint meeting with the subcommittee and P&R Commission and Youth Advisory Committee; we will work to schedule that. Etherton also noted that PW Director Breault suggested trialing the "I litter because..." signs at 3-5 litter hotspots; the subcommittee should suggest locations and also recommended asking PW staff that deals with litter cleanup for recommendations.
- \*Building Decarbonization (Becker, Ebel, Fieldman) – Etherton reported on the reach code discussion and direction to begin drafting a new ordinance based on the model code provided by Peninsula Clean Energy; she will follow up to schedule a meeting
- \*Open Space Plan Update (Calmes, Rogers, Salmon) – Etherton shared where the plan amendment was posted on the website
- \*Crocker Trail Frog Habitat (Rogers, Nunan, Calmes) – Salmon will replace Calmes on the subcommittee on an interim basis; they will try to meet to discuss the plan to present to the adjacent property owners. Rogers asked to invite Paul Bouscal to the meeting.
- \*Invasive Species Ordinance (Becker, Fieldman, Nunan) – covered previously
- \*Dark Skies Ordinance (Becker, Ebel, Salmon) – should meet again on outreach, noted tonight's hike which Chase reported had 14 registrants

- \*Tree Issues (Calmes, Ebel, Salmon) – Ebel suggested revisiting our tree removal ordinance; Kinser noted needing buy-in from Planning staff to reopen. The subcommittee will meet to outline the areas of concern; Fieldman will join the subcommittee temporarily.
- Baylands Specific Plan subcommittees – no meetings or news on EIR timing; Salmon

**CALENDAR ITEMS** – Etherton highlighted the compost giveaway and BBEP Beyond Info Session, both on April 25. She also noted that Parks and Rec will be hosting an Energizer Station on Lagoon Way for Bike to Work Day on May 16 and is looking for volunteers, contact Ricardo Monroy or Etherton if interested.

**CHAIR AND COMMITTEE MEMBER MATTERS** – Becker thanked Calmes for her years of service to OSEC and her expertise and wished her the best going forward, with other members concurring.

**NEXT MEETING:** May 22, 2024

**ADJOURNED TO DARK SKIES NIGHT HIKE AT 7:07 PM**

**File Attachments for Item:**

C. Vegetation Management Plan

## Brisbane Acres Vegetation Management



Submitted to:  
City of Brisbane  
Public Works Department  
Karen Kinser P.E.  
kkinser@brisbaneca.org

Submitted by:  
RECON Environmental, Inc.  
875 75<sup>th</sup> Ave  
Oakland, CA 94621  
(925) 330-4347

Tim Buonaccorsi – Restoration  
Director

May 15, 2024



## RECON Overview

<b>Corporate Office:</b>	RECON Environmental, Inc. (dba RECON) 3111 Camino del Rio North, Suite 600 San Diego, CA 92108 (619) 308-9333
<b>Local Office and Point of Contact:</b>	Tim Buonaccorsi, Northern California Habitat Restoration Director 875 75 <sup>th</sup> Ave, Oakland, CA 94621 (925) 330-4347; tbuonaccorsi@reconenvironmental.com
<b>Company Type:</b>	RECON is an employee-owned corporate entity, founded in 1972 and incorporated under the laws of the state of California in 1977.
<b>Business Size:</b>	U.S. SBA Small Business and California Department of General Services SBE
<b>Services:</b>	<p>RECON specializes in the following habitat restoration and maintenance tasks:</p> <ul style="list-style-type: none"> <li>• Invasive Plant Control/ Vegetation Management</li> <li>• Adaptive Management</li> <li>• Herbicide Application</li> <li>• Brush Clearance/Fuel Modification</li> <li>• Plan Preparation and Implementation</li> <li>• Site Selection</li> <li>• Ongoing Site Maintenance</li> <li>• Fence Installation and Repair</li> <li>• SWPPP Compliance</li> <li>• Seed Collection</li> <li>• Plant Propagation</li> <li>• Plant Salvage and Translocation</li> <li>• Pest Control</li> <li>• Erosion Control</li> <li>• Irrigation Installation and Repair</li> <li>• Plant and Wildlife Surveys</li> <li>• Biological Monitoring</li> <li>• Vegetation Monitoring</li> <li>• Mitigation Compliance</li> </ul>
<b>Credentials:</b>	<p>California C-27 Landscaping Contractor License, #986458          California Qualified Applicator Licenses, multiple          California Pest Control Business License, #45241          Contra Costa County Pest Control Business License          Certified Ecological Restoration Professional, #0269          International Society of Arboriculture Certified Arborist, #WE-8496A          Pesticide Handler Safety Training          USFWS 10(A)1(a) Permit, TE-797665          CDFW Scientific Collecting Permit/Endangered Species Plant Voucher          40-hour OSHA Training Course in Construction Safety and Health          CPR and First Aid Training</p>

## 1. Statement of Qualifications

RECON's in-house restoration division provides the full range of habitat creation, restoration, and enhancement services—from site planning to seed collection and plant propagation to implementation and maintenance, monitoring, and reporting. We have specialized experience working with local, state, and federal agencies to successfully comply with mitigation requirements and have successfully developed and implemented numerous large-scale revegetation and mitigation plans for a variety of natural preserves and conservation lands throughout California. We have specific knowledge of northern California vegetation types including grassland, chaparral, marsh, oak woodland, and riparian habitats through our work on numerous large and small habitat restoration projects in the Bay Area over the past five years. Our highly trained and knowledgeable field crew readily identify native and non-native plant species and have extensive experience working across a variety of work conditions and in difficult terrain and can seamlessly adjust methods to accommodate specific site conditions.

RECON has the qualified staff and commitment from key personnel to ensure this project is successful and has selected northern California habitat restoration director, Tim Buonaccorsi, as the project manager for this project. Mr. Buonaccorsi is an ideal candidate for this assignment because he is knowledgeable in all aspects of habitat restoration, is responsive to client needs, and can manage both small and large and complex projects. As a project manager, Mr. Buonaccorsi will approach each specific task with a strategic set of principles that focuses on the coordination of staff, scheduling to meet milestones, proactively developing plans, and maintaining a constant line of communication with the City of Brisbane project manager. This set of principles allows Mr. Buonaccorsi to assess the progress of the overall project towards ensuring that goals are being achieved, that schedules are being met, and that the project is within budget. Mr. Buonaccorsi will maintain an open and direct line of communication with the client and provide any required routine progress reports to ensure all stakeholders are aware of the project's progress.

In support of Mr. Buonaccorsi on this project is a team of professionals that are devoted towards making all aspects of this project successful. Daniel Cain will lead the team and play an integral role in supporting all aspects of this project. Mr. Cain will use his prior experience working on the Brisbane Acres projects to ensure all planning, implementation, maintenance, and monitoring are approached with techniques that have proven successful in the past.

### Safety

The safety of our employees is of paramount importance. RECON's policy is to meet or exceed applicable environmental, health, and safety laws and regulations and to facilitate open discussion to address standards and practices where laws and regulations do not exist. This policy is given to each employee during trainings, signed by the employee, and part of the

Employee Handbook. To further promote safety, RECON has weekly safety tailgate meetings with the field staff to update and add additional safety measure for projects as issues are observed. RECON field directors and crew chiefs regularly monitor and correct potential safety situations in the field and welcome feedback from all crew members to ensure a safe and successful project.

## Quality Assurance

Quality of work is a core value at RECON. Quality assurance requires careful execution of each stage of the restoration process, which is why project managers and field crew members are trained to prioritize quality rather than speed. Quality relies upon proper application of principles learned from years of experience, from methods of plant installation to watering frequency and proper site preparation and maintenance practices. All aspects of RECON's habitat restoration process are established to increase long-term survivability and create a self-sustaining native vegetation community.

The quality of our habitat restoration work begins with knowledgeable field crews who can readily identify native and non-native plant species, who have experienced working across a variety of work conditions and in difficult terrain, and who can adjust methods to accommodate specific site conditions. After 25 years of habitat restoration, RECON has a broad experience base and a large skill set to build upon. Systematic processes already in place at RECON provide the team with consistency and reliability that are a necessary component of successful habitat restoration. The Habitat Restoration Team consists of project managers and the field crew personnel who work together on habitat restoration projects, often from beginning of implementation to the completion of project maintenance.

## 2. Approach

### 2.1 Implementation

#### Site Activity Permit

Prior to implementation all requirements to obtain the Site Activity Permit will be identified. A qualified RECON biologist will perform the required surveys and work with the project manager to ensure the permit application is accurate and submitted in a timely manner to the San Mateo County Parks Department. It is understood that a qualified RECON biologist will be working on-site during all activities to ensure sensitive species are identified and their locations marked to avoid disturbance.

#### Invasive Species Treatment

Non-native invasive species (NNIS) treatment will be performed using foliar or cut stump herbicide applications on target species. NNIS treatment events will occur during treatment windows optimized for the target species. The RECON project manager will communicate with

the City of Brisbane project manager to identify priority treatment sites and species .For every restoration and maintenance project we have managed, effective invasive species management has been a critical component of our continued success.

RECON’s field crew members are trained in the control and removal of non-native plant species in sensitive habitats through various methods ranging from bare hands and hand tools to line trimmers, mowers, and herbicide application. Our field technicians have successfully performed the removal of invasive non-native species on thousands of acres and dozens of mitigation sites throughout California. They are trained to distinguish invasive from native species in all phases of growth, including a wide variety of sensitive plant species. This practice allows for early detection and prompt and effective treatment while preserving the native species. All herbicide applications are conducted under the direction of our in-house and State of California Qualified Licensed Applicators. RECON stays abreast of current invasive species management techniques in order to identify the method(s) that will be most effective for a particular species under the existing site conditions and always utilizes the practices of integrated pest management. This approach balances cost, overall effectiveness, and environmental risk in selecting the best treatment(s) to use for the target weed species.



Reporting

A RECON biologist will create a report summarizing all activities performed on-site. The report will be presented to the Brisbane Citizen Advisory Committee. The report will include a summary of work completed on-site, sensitive species observed, and any other notable information as requested by the client. The report will include images and a map to better understand the work performed.

4. Cost Proposal

Table 1 describes the estimated total cost for the Brisbane Acres Vegetation Management Project.

Table 1: Cost Proposal

Task #	Site Name	Schedule	Staff Category	Labor Rate	Labor Hours	Cost
1	East Harold Road Site	Spring - Fall 2024	Field Director	\$113.00	8.00	\$904.00
	Herbicide treatment and mapping of target invasive species. Site monitoring for new species of concern and populations.		Field Crew Chief	\$79.00	24.00	\$1,896.00
			Field Specialist Technician	\$70.00	64.00	\$4,480.00
			Expenses (Herbicide)	\$150.00		\$150.00
	Total					\$7,430.00
2	Brisbane Central - Humboldt Water Tank Sites	Spring - Fall 2024	Field Director	\$113.00	8.00	\$904.00
	Herbicide treatment and mapping of target invasive species. Site monitoring for new species of concern and populations. work areas include City-owned parcels between Harold Road and Margaret/Upper Paul Ave sites (Brisbane Central).		Field Crew Chief	\$79.00	24.00	\$1,896.00
			Field Specialist Technician	\$70.00	64.00	\$4,480.00
			Expenses (Herbicide)	\$250.00		\$250.00
	Total					\$7,530.00
3	West - Margaret/upper Paul Avenue Sites	Spring - Fall 2024	Field Director	\$113.00	8.00	\$904.00
	Herbicide treatment including foliar and cut-stump treatment and mapping of target invasive species. Site monitoring for new species of concern and populations.		Field Crew Chief	\$79.00	24.00	\$1,896.00
			Field Specialist Technician	\$70.00	64.00	\$4,480.00
			Expenses (Herbicide)	\$250.00		\$250.00
	Total					\$7,530.00
4	Reporting/Permits	Summer - Fall 2024	Restoration Director	\$180.00	4.00	\$720.00
	Perform required surveys and submit permit application to obtain the Site Activity Permit. Preparation and		Field Director	\$113.00	2.00	\$226.00

presentation of project summary report for the Open Space Committee.		Field Crew Chief	\$79.00	10.00	\$790.00	
		Total				\$1,736.00
		Total Cost				\$24,226.00