



CITY of BRISBANE

Open Space and Ecology Committee Meeting Agenda

Wednesday, January 26, 2022 at 6:30 P.M. • Virtual Meeting

This meeting is compliant with the Ralph M. Brown act as amended by California Assembly Bill No. 361 effective September 16, 2021 providing for a public health emergency exception to the standard teleconference rules required by the Brown Act. The purpose of this is to provide a safe environment for the public, staff and committee members, while allowing for public participation. The public may address the committee using exclusively remote public comment options. The Committee may take action on any item listed in the agenda.

PUBLIC MEETING VIDEOS

Members of the public may view the Open Space and Ecology Committee meeting by logging into the Zoom Meeting listed below. Open Space and Ecology Committee meetings can also be viewed live and/or on-demand via the City's YouTube Channel, www.youtube.com/brisbaneca, or on Comcast Channel 27. Archived videos can be replayed on the City's website, <http://brisbaneca.org/meetings>.

TO ADDRESS THE COMMITTEE

The Open Space and Ecology Committee (OSEC) Meeting will be an exclusively virtual meeting. The OSEC agenda materials may be viewed online at 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:

Meeting participants are encouraged to submit public comments in writing in advance of the meeting. Aside from commenting while in the Zoom meeting, the following email and text line will be also monitored during the meeting and public comments received will be read into the record during Oral Communications or during an Item.

Email: aetherton@brisbaneca.org

Text: 415.203.8897

Join Zoom Meeting: www.brisbaneca.org/zoom-osec

Meeting ID: 976 4295 0160

Passcode: 544511

Call In Number: 669.900.9128

SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact Adrienne Etherton at 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.

MEETING SETUP AND INTRODUCTION

CALL TO ORDER

ROLL CALL

ADOPTION OF THE AGENDA

ORAL COMMUNICATIONS

APPROVAL OF THE MINUTES

- A. Minutes of December 1, 2021

DISCUSSION WITH COUNCIL LIAISONS

- B. 2021 Report of Accomplishments (informational)
- C. 2022 Work Plan

BREAK

NEW BUSINESS

- D. Trex plastic recycling

STAFF UPDATES

SUBCOMMITTEE REPORTS

CALENDAR ITEMS

CHAIR AND COMMITTEE MEMBER MATTERS

NEXT MEETING: February 23, 2022

ADJOURNMENT

A.

File Attachments for Item:

A. Minutes of December 1, 2021



CITY of BRISBANE

Open Space and Ecology Committee Meeting Minutes

Wednesday, December 1, 2021 at 6:30 P.M. • Virtual Meeting

MEETING SETUP AND INTRODUCTION

CALL TO ORDER – 6:36 PM

ROLL CALL

Committee members present: Calmes, Ebel, Nunan, Salmon

Staff members present: Deputy Director of Public Works, Kinser; Sustainability Manager, Etherton; Engineering Technician, Sage

ADOPTION OF THE AGENDA

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

ORAL COMMUNICATIONS – none.

APPROVAL OF THE MINUTES

Nunan moved to approve the October minutes and Calmes seconded; the motion was adopted with Salmon abstaining.

NEW BUSINESS

- A. Annual Diversion Report from SSF Scavenger – Teresa Montgomery
 - Brisbane produced ~ 8 pounds/person/day of garbage in 2020, a figure which includes all waste generated within the city divided by the population, and ~50% less than the state target. Over 28,000 tons of waste generated with 76% diverted from landfill.
 - Cardboard, glass, aluminum and metal are easily recycled. Plastics are more difficult: #1 plastic bottles and clamshells, #2 and #5 plastics, and now “MRP” mixed rigid plastics currently have good markets; plastics #3, 4, 6 & 7 are generally not recycled.
 - Montgomery covered the goals and requirements of SB1383, a new state law that aims to reduce the amount of organic waste going to landfill to reduce emissions. Etherton noted additional elements of SB1383 that the City is responsible for.
 - Montgomery expects that both SB1383 and the Disposable Foodware Ordinance which goes into effect in March 2022 will help with litter.
- B. Feedback for P&R Commission/OSEC Joint Subcommittee meeting on Festival Tree
 - Kinser provided an update on the festival tree and was requesting input in advance of the joint subcommittee meeting in a couple weeks. The committee discussed suggestions on what tree or trees should be planted to replace the deodar cedar.

STAFF UPDATES

- A. Kinser:
 - Donation for a property in the Acres on Harold went through at the last Council meeting.

B. Etherton:

- Reminded committee members with expiring terms to reapply by Jan 14 if interested
- Contract for EV Charging installations going to City Council on Dec 9.
- Working with Energy Watch consultants Willdan on a pilot program installing heat pump water heaters at the Fire Station at no cost to the City, and (separately) investigating a heat pump water heater system for the pool.
- Met with the new RICAPS consulting team, Rincon Consultants, to discuss our Climate Emergency Declaration goals and reporting needs, and desire to work on forecasting and measure selection with the CAP Subcommittee starting in January.
- Noted her limited availability in December.

C. Sage:

- The City's winter planting day will be held with San Bruno Mountain Watch in Owl Canyon on January 15. Etherton added that this is Martin Luther King Jr weekend, which is celebrated as a "day of service" and the event will be marketed as such.
- The County is hosting habitat days on December 11 and January 22.
- The garbage by the water tank reported at the previous meeting has been taken care of.

SUBCOMMITTEE REPORTS

- Education and Outreach (Fieldman, Nunan, **Rogers**) – Etherton will send a doodle poll for a meeting to create a proposal for the new library display.
- *Open Space Plan Update (Rogers, **Salmon**) – Kinser noted there was not space on the December Council meeting agenda so staff is looking at January.
- *Crocker Trail Frog Habitat (Rogers, Salmon, Calmes) – Salmon suggested meeting on the site in the coming weeks.
- *Dark Skies Ordinance (Dykes, **Ebel**, Salmon) – awaiting review by other staff.
- *Tree Issues (Calmes, **Ebel**, Salmon) – Kinser will schedule a meeting.
- *Lipman Science Fair Judging (Ebel, **Rogers**) – reminder to reach out to the school to find out when the Science Fair will be.

CALENDAR ITEMS

Etherton outlined events, agenda and outreach topics, administrative and other major tasks anticipated for 2022.

CHAIR AND COMMITTEE MEMBER MATTERS

- Ebel asked about draft minutes being posted with the agenda; staff will investigate.
- Kinser noted that Ebel had asked about planting a larger tree at Alvarado requiring moving electrical lines; PG&E is unlikely to move the lines without significant expense.
- Salmon expressed concern about the trees at the Bank of America property not being watered.

NEXT MEETING: January 26, 2022

ADJOURNMENT – 8:28 PM

File Attachments for Item:

B. 2021 Report of Accomplishments (informational)

2021 OPEN SPACE AND ECOLOGY COMMITTEE REPORT OF ACCOMPLISHMENTS

In 1998, the City Council established the Open Space and Ecology Committee (OSEC) as an advisory body to recommend policies and programs related to preservation of open space, resource conservation, and sustainability. The Committee has worked with staff on a wide array of ecological issues generally following an annual work plan. Below is a summary of the work staff and the Committee has undertaken during calendar year 2021.

Policy Recommendations

- A. The Climate Action Plan (CAP) subcommittee worked with sustainability staff to recommend a Climate Emergency Declaration establishing new emissions-reduction targets which the City Council passed in July.
- B. Staff and OSEC tracked and supported County efforts to develop a Disposable Foodware Ordinance which was brought forth for City adoption in April.
- C. The Open Space Plan Update ad hoc subcommittee worked with staff on a proposed change to the 2001 Open Space Plan, which OSEC subsequently considered and slightly modified. The recommendation is expected to be brought to Council in early 2022.
- D. The Dark Skies Ordinance ad hoc subcommittee worked with staff to draft a proposed Outdoor Lighting Standards ordinance based on the International Dark-Sky Association's Model Lighting Ordinance and those in other leading Dark Sky Cities. The draft is being reviewed by other city staff and OSEC hopes to recommend it to Council in 2022.

Climate Action Plan – The Climate Action Plan subcommittee worked with provided policy support to staff to continue implementing the adopted Climate Action Plan (CAP).

- A. Building Efficiency Program – Following the passage of an ordinance in 2019 and implementation work in 2020 funded by a grant from the BAAQMD, staff hired a Climate Corps Fellow in early 2021 to assist with the first year of mandatory compliance. Robust outreach, including four webinars and a couple hundred each letters, emails and phone calls resulted in a 79%, beating our goal of 75% for year one. Many operational, technical, communication and outreach challenges were encountered and overcome, though further improvements and resources will continue to be needed.
- B. Staff managed the DC Fast Charger in the Brisbane Village Shopping Center that OSEC supported and usage continued strong. In 2021, the station dispensed over 47,000 kWh, bringing the total since installation to nearly 154,000 kWh or an estimated 77,000 kg GHG emissions avoided.
- C. We reclaimed the station's Low Carbon Fuel Standard (LCFS) credits from ChargePoint through participation in a Peninsula Clean Energy program, which will return 40% of LCFS revenues to the City without cumbersome administrative burden.
- D. In late 2020, staff applied for CALeVIP grant funds for 30 Level 2 charging stations across three city sites as well as one DC Fast Charger for City Hall. In 2021, staff recommended and Council approved CIP funds to provide the required match for the expected grants. An RFP process for design and construction was completed in the fall and City Council approved the award in December, with grant fund awards and station installations expected in 2022.

Habitat Restoration Days

- A. Summer Habitat Day with San Bruno Mountain Watch – Habitat events resumed after a year-plus hiatus due to COVID. OSEC, Public Works and Recreation Department staff supported and promoted a volunteer day hosted by San Bruno Mountain Watch on June 12th in Owl Canyon with volunteers primarily pulling invasive plants.
- B. Coastal Cleanup Day – After the covid-hiatus and a couple years at alternative sites, the annual statewide event returned to the Brisbane Lagoon on September 18. Roughly two dozen volunteers cleared an estimated 6.5 tons of waste, much of it very small.

Additional Habitat Efforts

- A. Vegetation Management Plan for city-owned property in the Brisbane Acres – On Point Land Management continued vegetation management work in the Acres and led a hike through the Acres at OSEC's June meeting to discuss their work.
- B. Weed Management Area – Sage and Salmon participate in the San Mateo County Weed Management Area (WMA).
- C. Festival Tree Replacement – A subcommittee worked with staff and Park and Recreation (P&R) Commissioners to recommend replacement trees after a recommended large sequoiadendron planting failed and the original deodar cedar Festival Tree became uprooted after heavy rains and winds.
- D. Brisbane Acres Letters and Property Donation – The Open Space Plan subcommittee reviewed the letter to property owners in the Priority Preservation Area of the Brisbane Acres, and the most recent mailing led to a property donation and communication from an interested seller.

Events, Education and Outreach

- A. Climate Jeopardy – OSEC promoted and held a gameshow to celebrate Earth Day. Community and OSEC members tested their climate and environmental knowledge with questions prepared by staff and the CAP subcommittee.
- B. Recycled Arts and Crafts Contest – After a successful inaugural event in 2020, OSEC along with sustainability and Parks and Rec staff held the second annual contest. Roughly 20 submissions (including some from overseas!) were received, with top honors receiving prizes from SSF Scavenger and recognized in City newsletters.
- C. Day in the Park – OSEC staffed an educational booth at the Day in the Park festival on October 2 featuring a design-your-own-mask art activity and environmental handouts.
- D. United Against Climate Change Fair – OSEC staffed an educational booth at the Youth Climate Ambassador created event, including displays on City climate actions to date, Climate Emergency goals, and a way for or attendees to share emission reduction ideas.
- E. Foodware Aware Ambassadors – City staff partnered with County staff to recruit and train community volunteers, including a couple OSEC members, to encourage local food businesses to begin voluntary early implementation of cost-saving and waste-reducing “accessories on request” measures.
- F. STAR Articles – Committee members and staff developed content for the City's monthly publication, including event promotions and articles on dark skies, invasive species, ocean pollution, tree maintenance and permits, and others.

- G. Lipman Science Fair Judging – In February/March, Rogers reviewed entries into the virtual science fair and presented two awards to students with environmental projects.
- H. New Library Display – The Education & Outreach subcommittee and staff connected with library staff and are developing a proposal for quarterly displays at the new facility.
- I. Earth Day Banners – The City displayed 32 Earth Day banners created in 2017 along Visitacion Avenue in April in celebration of Earth Day and Month.

Staff Projects

The following projects performed by staff in 2021 were reported to OSEC and received their full support for their consideration and mitigation of environmental impacts.

- A. SB1383 – The PW Director and sustainability staff worked with the County and SSF Scavenger on the local implementation of new state Organics Recycling and Procurement requirements, including putting forth two ordinances which Council adopted in September/October and coordinating a Memorandum of Understanding with the County for participation in the countywide Edible Food Recovery program.
- B. Compost Giveaway – Staff worked with SSF Scavenger to continue the annual spring compost giveaway at no cost to residents or the city. The 20-ton supply was placed by the Community Garden on April 19 and was quickly depleted.
- C. Fire Station Water Heater Upgrade – Staff fast-tracked participation in a pilot program with San Mateo County Energy Watch contractors to replace two gas-fired water heaters at Station 81 with electric Heat Pump Water Heaters at no cost to the city. With the replacements running on 100% clean electricity thanks to Peninsula Clean Energy (PCE), they represent significant emissions savings.
- D. PCE Energy Resiliency for Critical Facilities & Bulk Procurement Pilot – Staff participated in a PCE evaluation of public emergency facilities throughout the County to identify sites well-suited for solar and energy storage as part of resilience efforts. Mission Blue Center was identified as a strong candidate and with staff's recommendation the City Council passed a resolution in October to participate in a bulk procurement program for solar photovoltaic (PV) and possible battery storage for the site.
- E. City Fleet EVs – In July two Chevy Bolts were added to the Public Works fleet as part of an Enterprise Fleet Management pilot program. In December an electric Ranger which will perform water meter activities, offsetting the use of larger gas vehicles, was added.
- F. County 4Rs Grant - Applied for and was awarded a \$5k mini grant from the County 4Rs (Reduce Reuse Recycle Rot) program to install a water bottle filling station for the Police Department and supply them with reusable water bottles; the program will be implemented in 2022
- G. EV Permit Streamlining – Planning staff brought forward an ordinance to comply with state laws regarding streamlined permitting for Electric Vehicle infrastructure.
- H. E-Ink Signboards – Recommended in 2019 by a subcommittee of OSEC and P&R Commissioners, costly non-recyclable paper-based signboards were replaced with e-Ink signboards in 2021.
- I. Sandbag Return Program – Staff continued the annual sandbag return program in spring to reduce trash and stormwater pollution from sandbags breaking down in place.

C.

File Attachments for Item:

C. 2022 Work Plan

2022 Sustainability Work Plan

Open Space and Ecology Committee – provide policy recommendations on environmental issues

1. Policy issues
 - Bring recommendation to council to update 2001 Open Space Plan; annually receive status on and/or review Open Space Plan implementation
 - Advance draft Dark Skies/Outdoor Lighting ordinance recommendation
 - Review and approve annual vegetation management plan for Brisbane Acres
 - Study and draft invasive species ordinance for areas within and adjacent to Brisbane Acres
 - Coordinate 2030 Climate Action Plan update with Baylands Specific Plan
 - General Plan - Review of future proposed updates to Open Space Element
2. Habitat Restoration
 - Provide input on three to four habitat restoration days per year
 - Evaluate Firth Canyon needs for volunteer maintenance for upkeep
3. Education and Outreach
 - Day in the Park community festival
 - Bike to Work Day
 - Lipman Science Fair
 - Library display
 - Publications through City e-blast, Star, website, social media sites and MCTV
4. Support the health and growth of the urban tree canopy. Methods could include a Tree Inventory / Urban Forestry Plan and/or recommendation for Tree Technical Advisory Committee
5. Provide input on design of Baylands open space upon Council approval of land use

Staff – implementation of policies and programs

6. Implement Climate Action Plan (CAP) and outline plans to meet new Climate Emergency Declaration goals

Energy

- Implement Brisbane Building Efficiency Program
- Pursue energy efficiency, fuel switching, renewables, and energy storage opportunities at city facilities
- Promote energy-saving and emissions-reducing programs, policies and actions

Solid Waste

- Support County implementation of Disposable Food Ware Ordinance
- Implement SB1383 in collaboration with SSF Scavenger and the County
- Promote opportunities to reuse, recycle and compost in the community and at city facilities
- Reduce municipal waste with implementation of Sustainable Purchasing Guide

Water

- Continue participation in BAWSCA water savings programs and community education

Road Emissions/Transportation

- Educate staff and community regarding existing transit options
- Pursue purchase of low emission/electric/hybrid vehicles where applicable
- Promote, facilitate and where possible install Electric Vehicle Charging Infrastructure

7. Develop Vegetation Management Plan for city-owned Brisbane Acres
8. Support city endeavors related to or impacting environmental and climate goals, including review of the Baylands Specific Plan and EIR, and represent the city in regional collaborations on sustainability issues

DRAFT Tree Committee Proposal 1/20/22

Summary:

The OSEC Tree Issues subcommittee met to discuss a draft proposal for a potential Tree Technical Advisory Committee. This recommendation was made due to an increase in concern regarding the removal of trees, maintenance of trees, and the need for more oversight when replacing trees.

This is a **draft** of the purpose and general functions of such committee.

Purpose:

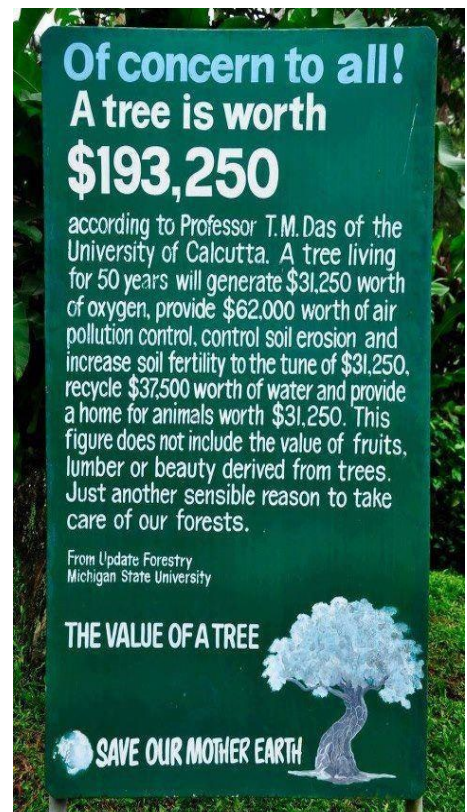
The Brisbane Tree Technical Advisory Committee (TTAC) main purpose is to advise City Council/Public Works/Planning Department and citizens on the planting, selection, care, maintenance, replacement and/or removal of all trees within city limits.

Trees are excellent filters for urban pollutants and fine particulates. Trees absorb pollutant gases and filter fine particulates such as dust, dirt or smoke out of the air by trapping them on leaves and bark. Trees are extremely important to the environment and public health benefits. Trees provide habitat for wildlife, reduce storm-water runoff, and sequester carbon from the atmosphere, which helps to mitigate climate change, reduce summer cooling loads, counter act the heat island effect and add to property values as well as a sense of well being.

Many trees have been removed on several streets and properties within Brisbane and have not been replaced resulting in a dramatic loss of our urban canopy. Brisbane cannot sustain the current level of tree loss long term. One of the goals of the TTAC is to understand why trees are not being replaced and through an Urban Forestry plan, identify areas where our urban forest can be restored without increasing fire risk.

The TTAC shall:

- Review and make recommendations regarding urban forestry policies, ordinances, and guidelines and expand their documents where needed and see that they are fairly applied throughout the city.
- Shepard a forestry master plan and tree inventory and leverage results to ensure set goals are met.
- Curate a “Best Management Practices” – i.e. Crown management, root protection, avoiding bark beetles and tree diseases, tool sanitation, drought protection, watering and feeding, spacing, setbacks from structures and best times to plant for success.
- Network with other agencies and community residents.



- Act as a general information resource and promote volunteerism.
- Provide community education on the benefit of trees and their crucial ecological functions.
- Ensure recommendations from North County Fire Authority are incorporated into all guidance documents.
- Review tree removal permits, plus city tree planned removals - identify other solutions where possible (review may be by email and does not require a meeting).
- Review arborists for credentials, references, and potential conflict of interest.
- Provide resources to those considering tree removal - i.e., alternatives.
- Monitor the establishment of newly planted trees to whatever extent possible (oversight).
- Review, identify, and/or adjust timing of general tree maintenance schedules to ensure the general health of our urban forest.
- Provide recommendation of type of tree species that are conducive to the environment and locale (currently a function of OSEC).
- Establish “Tree Help” resources for residents.

The Committee will be comprised of seven (7) members from the following:

1 Member from Open Space & Ecology Committee

1 Member from Parks & Recreation Commission or Staff

1 Member from Public Works Staff

1 Member from Planning Department Staff

1 Independent Member – Certified Arborist or Tree Scientist

2 Independent Members – Brisbane Residents

The Tree Technical Advisory Committee will meet on an as needed basis.