



# CITY of BRISBANE

## Open Space and Ecology Committee Meeting Agenda

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Wednesday, January 24, 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 December 13, 2023

**NEW BUSINESS**

- C. Annual work plan
- D. Committee letter to the City Council regarding City Manager recruitment
- E. Consider request to host San Bruno Mountain Celebration event in May

**STAFF UPDATES**

**SUBCOMMITTEE REPORTS**

**CALENDAR ITEMS**

**CHAIR AND COMMITTEE MEMBER MATTERS**

**NEXT MEETING:** February 28, 2024

**ADJOURNMENT**

**File Attachments for Item:**

B. Minutes of December 13, 2023



# CITY of BRISBANE

## Open Space and Ecology Committee Meeting Minutes

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Wednesday, December 13, 2023 at 6:30 P.M. • Hybrid Meeting 50 Park Place, Brisbane, CA

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### CALL TO ORDER – 6:30 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 (remote), Calmes, Ebel, Fieldman, Nunan, Rogers, Salmon

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

#### ADOPTION OF THE AGENDA

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

#### ANNOUNCEMENTS

#### ORAL COMMUNICATIONS

#### APPROVAL OF THE MINUTES

- B. Minutes of October 25, 2023 – Salmon moved to adopt the agenda and Calmes seconded; the motion was adopted unanimously.

#### NEW BUSINESS

- C. Annual waste diversion presentation – Teresa Montgomery, SSF Scavenger Co
- Montgomery started off by addressing a question that had come up prior to the meeting start about what to do with old holiday lights; she recommended reuse if possible or e-waste recycling if not. Fieldman noted SCRAP in San Francisco which accepts items for reuse by artists and Montgomery added RAFT on the peninsula which creates kits for teachers from reused materials
  - CalRecycle Targets: 16.69 per resident or 7.9 per employee; we were below that for 2022 at 12.1 lbs/person/day by population and 7.0 by employee
  - 2022 Procurement target – would have hit 70% of eventual SB1383 legislation target and more than double the 2022 requirement
  - Montgomery shared samples of outreach materials and the “oh no!” tag which is left on bins which are not properly sorted, are overflowing or otherwise problematic; the first time the bin is usually picked up anyway but repeat offenders may have the waste left to be corrected before Scavenger returns to collect

- Rogers asked how many notices have been left during “lid-flipping” inspections; Montgomery didn’t have numbers on-hand but could get them from the CalRecycle Electronic Annual Report
- Montgomery went over some of the problematic cases, including recyclables being mixed on both sides of the split cart and noting there is a video demonstrating this which she can share on social media again
- Fieldman asked about recycling markets; Montgomery noted that glass and metal are good, cardboard and paper are generally OK, but plastic is typically not valued except #1 clear plastic bottles which are subsidized
- Upon inquiry, she noted that ~30-40% of truck fleet fuel needs are met by the Renewable Natural Gas produced through the anaerobic digester
- Fieldman asked whether she could compost black walnuts, which she has loads of from her tree, and the shells have tannins that are toxic; Montgomery will investigate
- Montgomery noted the Disposable Foodware Ordinance
- Committee members asked about e-waste drop-off or pick-up; on-call cleanup for single family homes can pick up e-waste, Montgomery and Etherton will discuss further options
- Salmon suggested an event for pick-up of all kinds of challenging materials: e-waste, fabric, tires, etc.

## STAFF UPDATES

Etherton:

- CalRecycle SB1383 formula grants for implementation of the law; first cycle funded participation in countywide compost procurement with the Resource Conservation District and a messaging effort to improve compost quality/sorting. Recently applied for the second round, which is a little larger, to increase to quarterly compost giveaways (currently annual), direct-mail educational pieces, and towards a Climate Corps Fellow that will split their time between SB1383 enforcement as well as Building Efficiency Program, with funding for the latter out of the City’s general fund.
- The Dark Sky Ordinance was passed unanimously by the City Council at the first reading on November 16 with minor changes/clarifications requested. Second reading expected 1/18.
- PG&E scheduled to upgrade electrical at Bayshore Park & Ride for EV chargers on Jan 4. Also working with PG&E to schedule a shutdown for the repair of the City Hall solar disconnect switch and to make progress on the pool water heater electrification project in preparation for Peninsula Clean Energy funding/financing program application early 2024.

Kinser:

- Letter went out to 200 Valley drive about the dead Monterey Pine.

## SUBCOMMITTEE REPORTS

- Events (Rogers, Salmon, Nunan) – no update
- Education and Outreach (Fieldman, Rogers) – Etherton noted being in touch with the new library manager about needing to update the display, new topic areas are needed so she will reach out to schedule a meeting for January

- \*Building Decarbonization (Becker, Ebel, Fieldman) – meeting on Monday
- \*Open Space Plan Update (Calmes, Rogers, Salmon) – Kinser will follow up to schedule a meeting
- \*Crocker Trail Frog Habitat (Rogers, Nunan, Calmes) – Kinser has not yet gotten a meeting set with the property owner; seems like volunteer work is proceeding.
- \*Invasive Species Ordinance (Becker, Fieldman, Nunan) – Kinser reported they need to meet again; spoke to PW Director about nuisance abatement who was supportive, and the city attorney thought an existing fire abatement provision could apply; the subcommittee should work through how to fit that together
- \*Dark Skies Ordinance (Becker, Ebel, Salmon) – Etherton noted that updates to the draft ordinance based on the council’s feedback was sent to the subcommittee, but she doesn’t feel a meeting is needed at this time. Fieldman asked about outreach, especially to businesses. Haven’t talked in detail about what will be done but we do recognize that robust outreach is necessary and can discuss that with the subcommittee after passage or move it to the Education and Outreach subcommittee if that’s more appropriate.
- \*Tree Issues (Calmes, Ebel, Salmon) – met and discussed Canopy software, might have a training at a future OSEC meeting; Salmon noted concerns about the trees at the Marina
- Baylands Specific Plan subcommittees – no updates

#### **CALENDAR ITEMS –**

- Etherton noted that we will discuss the 2024 work plan in January and tentatively the Invasive Species Ordinance in February. Looking ahead to the summer, she proposes a break in June since she expects to be at a statewide conference on our usual meeting day and there are holidays the week before and after (Juneteenth and Independence Day).
- Rogers will reach out about the Lipman Science Fair.

#### **CHAIR AND COMMITTEE MEMBER MATTERS - none**

**NEXT MEETING:** January 24, 2024

**ADJOURNMENT – 7:46 PM**

**File Attachments for Item:**

C. Annual work plan

# 2024 OSEC Work Plan

The Open Space and Ecology Committee provides policy and programmatic recommendations on environmental issues.

## Priority projects:

- Consider reach codes or other strategies to reduce emissions from buildings
- Advance draft invasive species ordinance
- Support the health and growth of the urban tree canopy through a Tree Inventory / Urban Forestry Plan, education and outreach, and/or formation of an urban tree group

## Routine/ongoing efforts:

- Review and approve annual vegetation management plan for Brisbane Acres
- Annually receive status on and/or review Open Space Plan implementation
- Review and recommend plans to meet Climate Emergency Declaration goals
- Provide input on three to four habitat restoration days per year
- Assist city with implementation of Dark Skies Ordinance
- 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

## Long-term policy issues (to be addressed if/when they arise):

- Provide input on Quarry Development
- Coordinate 2030 Climate Action Plan update with Baylands Specific Plan
- Provide input on design of Baylands open space upon Council approval of land use
- General Plan - Review of future proposed updates to Open Space Element



**File Attachments for Item:**

D. Committee letter to the City Council      regarding City Manager recruitment

## DRAFT

January 7, 2024

Dear Members of the City Council:

As a new year begins, the Open Space and Ecology Committee would like to express our appreciation to the Council for its respectful hearing of our policy suggestions and willingness to consider innovative policies on dark skies, invasive species and many others. The Council's forward thinking and aggressive policies to reduce carbon emissions have been implemented with dispatch by our outgoing city manager, Clay Holstine and our excellent city staff, and have won our city statewide recognition.

We are writing to ask the Council, as it reviews applications and interviews candidates for Brisbane's new city manager, to ensure that the incoming manager will prioritize sustainability issues to the maximum extent possible in crafting the city's budget and hiring and managing staff. Large development projects loom, and how they are permitted and built will have a great deal to do with how Brisbane weathers climate-induced changes in the years ahead. We hope the Council will rigorously question candidates about how they will work with Council, staff and the community to ensure that new development will be consistent with rigorous emissions and water-use targets and that the safety of Baylands residents and employees will be protected from hazards at legacy sites.

Brisbane's city manager plays an important role as a Trustee of the Habitat Conservation Plan for San Bruno Mountain. We would particularly like the Council to discuss this role with City Manager candidates, as the mountain and its rare and endangered species face continued threats from species invasions, climate change and pollution. While the incoming city manager will have a lot on their plate, we hope the Council will impress upon that person the significance of this role in helping to oversee the best use of the funds set aside to protect the mountain's unique and rare ecosystem.