

**OPEN SPACE & ECOLOGY COMMITTEE  
MINUTES**

March 20, 2019 6:30 PM  
Community Meeting Room  
Brisbane City Hall  
50 Park Place, Brisbane, CA 94005

**Called to order at 6:33 PM.**

**Committee members present:** Ebel, Rogers, Ankenbruck, Salmon, Fieldman  
**Committee members absent:** Dykes  
**Staff members present:** Deputy Director of Public Works Kinser  
Sustainability Management Analyst Etherton  
Engineering Technician Sage  
Senior Planner Johnson (through item 4)

**1. Roll call**

**2. Adoption of the agenda**

Adopted.

**3. Oral Communications (public comment)\***

None.

**4. Tree Ordinance – Senior Planner Ken Johnson**

Johnson noted that this draft revision has been presented to the Planning Commission and is scheduled to go to Council at their second April meeting; it is an informational item not requiring OSEC action. Johnson detailed the revised ordinance sections and various conditions of tree removal.

Committee members inquired about how residents would know about the ordinance and whether they have a protected tree; Johnson explained that he intends to provide education through the Star newsletter as well as have handouts at the building counter and information on the city website. Members expressed concerns about the “protected tree” definition—that the circumference of 30” or more for the listed species was too large to capture some slow growing trees and that larger non-protected species were not covered. The committee also suggested posting notices on the tree.

Salmon moved, Ebel seconded and the committee unanimously agreed that OSEC recommend:

- that the species-protected mature tree definition be reduced to 20” circumference;

- that any tree with a circumference of 30" or larger, regardless of species, require a permit;
- that staff follow-up be performed at 90 days and 1 year after permit;
- that the permit be posted and visible on site for each tree, so that the tree remover has confirmation that the permit has been received.

Kinser will draft the OSEC recommendation memo and deliver it to Planning staff.

## 5. Approval of the February minutes

Approved.

## 6. Subcommittee reports

- Open Space** – Kinser will schedule a meeting.
- Climate Action Plan** – Etherton requested to reschedule the committee's upcoming meeting.
- Events** – Sage noted that there will be an article in the Star about the Earth Day Habitat Restoration event April 27.
- Education & Outreach** – Rogers planned to update the library display and the committee will work to schedule a meeting.
- Invasive Species Ordinance** – Etherton shared an update on the Oughta Be a Law application; Senator Hill's staff will research submissions later in the year to move forward feasible suggestions in 2020 and should any related bills come forward in this legislative session they may work to integrate bill suggestion.
- Festival Tree Replacement** – Ackenbruck and Salmon met with Walter from the tree farm who has offered a free Sierra Sequoia or species of Cedar (different from the current tree) to the city, though the city would have to pay to move it. Walter encouraged moving it quickly, as the recent rains have made conditions ideal. Kinser noted that the next step would be to reconvene with the Park & Rec Commissioners to determine a spot.
- PCA Grant Application** – Staff reported that the letter of intent was submitted.
- 280 South Hill Funds** – The Crocker Trail Master Plan proposal will be considered by Council with the Capital Improvement Plan (CIP) in June. Rogers noted two locations, one across from Amazon and one currently used as a dog training, which should be considered during the plan development.
- Signboard Replacement** – Park and Rec staff are going to bring this to Council with the CIP.

## 7. Calendar items

Members asked about whether we will have a compost giveaway; Etherton shared that we hope to and she will coordinate with SSF Scavenger. Kinser will check on the Earth Day flags on Visitacion. Rogers volunteered for Bike to Work Day.

## 8. Chair and committee member matters

- Fieldman asked Sage about removal of gorse in the saddle area; they will follow up by email.
- Ankenbruck inquired about the vacancy; Kinser noted that Council is scheduling interviews.
- Salmon asked about Picnic in the Weeds; Sage will coordinate the date and details.

## **9. Staff updates**

Kinser met with the city's Green Infrastructure consultant for Safe Pedestrian Routes to Schools and Ariel of Mountain Watch regarding planting selection.

Etherton:

- The 2019 Reach Codes effort has geared up with several recent workshops. The state's draft cost-effectiveness study is now available, and the County working group is trying to gauge what cities want to move forward. She also noted that pre-wiring for heat pump water heaters is required in the new baseline code.
- Coordinating with the County Office of Sustainability to plan an e-waste drop-off event at the Marina on Saturday June 8 from 10-1.
- Procurement Policy Update and Sustainable Purchasing Guide were approved by Council at their March 7 meeting; additional rollout actions to follow.
- HR advised hosting the CAP Staff Training in June to align with Park & Rec staff in-service week and allow time for coordinating schedules as reaching all city employees will require multiple trainings.
- The benchmarking ordinance is moving forward with our first outreach event on April 9; there are 11 attendees registered so far. She described further promotional plans and encouraged OSEC members interested to sign up.
- The city recently received our CDP City Score from the 2018 reporting: we received an A- which puts us in the Leadership category. Etherton had a call with CDP staff, who described opportunities to improve our score; she will send slides from that call when they are available.

Salmon asked about attending the Bay Area Open Space Conference; Sage noted that no information was available on their website. Ebel inquired about the Climate Action Planning Conference; staff is looking out for it.

**10. Next meeting date: April 17, 2019 6:30 PM**

**11. Adjourned at 8:19 PM.**

\*Public comment on the agenda items is welcome at the discretion of the Chair