

**OPEN SPACE & ECOLOGY COMMITTEE  
MINUTES**

November 15, 2017 6:30 PM  
Community Meeting Room  
Brisbane City Hall  
50 Park Place, Brisbane, CA 94005

**Call to order:**

Fieldman called the meeting to order at 6:41 PM.

**Committee members present:** Fieldman, Salmon, Ebel, Ankenbruck

**Committee members absent:** Abney, Hayuk, Vladimirova

**Staff members present:** Deputy Director of Public Works Kinser  
Engineering Technician Sage  
Sustainability Management Analyst Etherton

**1. Adoption of the agenda**

- Agenda Adopted

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

- No comments

**3. Approval of the minutes**

- Minutes approved

**4. Introduction of new staff – Sustainability Management Analyst Adrienne Etherton**

- New Sustainability Management Analyst Adrienne Etherton introduced herself
  
- **Committee member self-introductions**
  - Committee members Ankenbruck, Salmon, Fieldman and Ebel introduced themselves

**5. Review letter to Council regarding requested changes to tree removal permit ordinance**

- Discussion regarding protected status, tree size, and when permits and/or replacement trees are required. Committee members requested staff get clarification from the planning department regarding whether permits were required for trees below 30" circumference that were not a protected species. The committee voted to move ahead with sending the letter now; further clarification and changes could be sought through the requested ordinance amendment process. Members also suggested public awareness campaign regarding the ordinance and the importance of the tree canopy.

**6. Discuss goals for 2018**

- Fieldman noted invasive species, particularly ivy, are taking over near the Bog Trail including areas volunteers had previously addressed. Staff will confer with County staff on the issue.

- Ebel suggested promoting the energy savings coupons connected to the DIY toolkit; they were in the recent City Star and cover low-flow showerheads, aerators and other items at Brisbane Hardware. Fieldman noted that better education and outreach was needed on a variety of items; the committee suggested covering it at the January meeting.
- Ebel suggested adding an item under the Road Emissions/Transportation section to investigate carbon / VMT-reduction grant opportunities for the bus to Terra Nova & Oceana High Schools, which is going away again and currently transports ~50 kids to school. Committee suggested forming a subcommittee to look at the issue and make a recommendation to Council.
- Kinser noted we will review the Work Plan with new council liaisons when assigned.

#### **7. Subcommittee reports/ Calendar items/ Chair and committee member matters**

- Salmon reported that San Bruno Mountain Watch's Fall Plant Sale at Mission Blue Nursery is Saturday Nov 18, rain or shine.
- CAP Subcommittee meets, Nov 16th 3-5pm.
- Discussion regarding "lot coverage" on single family home renovations. Kinser noted that the Planning Commission and Planning Department address setbacks and lot coverage and the Council would need to provide direction to planning. Kinser mentioned previous OSEC letter to Council requesting lot coverage by impervious surfaces beyond the structure and its driveway be limited. Committee interest was for further limitations. Staff suggested discussing with new council liaisons at upcoming meeting.
- Kinser will share the annual report on OSEC accomplishments via email.

#### **8. Staff updates**

- Kinser shared that the three Monterey Pines at BES noted by OSEC as dead had been removed. Salmon noted additional dead Monterey pine trees in a grove at Lipman School needed to be addressed. Fieldman noted a broadleaf tree near 150 North Hill and Guadalupe Canyon Parkway also needed to be addressed. Staff will look into these.
- Kinser noted she is still working on the EV charging station at Brisbane Village. We're running up against a deadline to spend the grant funds and have had challenges with PG&E but believe it will still be completed this year.
- Discussed questions received regarding EV Charging at multi-family housing locations. Recommended to be discussed by the CAP Subcommittee.
- Etherton noted the SunShares deadline was extended to the end of November; she has written an article for the Luminary and is making some other social media posts as well.
- Etherton is also looking into: the eligibility of a pump station upgrade for an Energy Efficiency grant offered by San Mateo County Energy Watch; EV charging at multi-family housing; and an electric van for Parks & Rec.
- Kinser reported that solar design-build bids were received by a number of firms, with different recommendations for system size. Goes to council on December 14<sup>th</sup>. Ebel noted many solar providers use the solar potential for San Francisco and Brisbane's is higher so solar systems here are often oversized; Karen will pass that along.
- Kinser noted that the City Attorney brought the Brisbane Acres protection issue to the Council Meeting on October 26<sup>th</sup> (it was in fact November 2<sup>nd</sup> meeting). Council referred it back to OSEC; City Attorney will return to OSEC, likely in January, for further discussion.

- Discussed a habitat restoration day to plant natives in late January or early February. Unclear if Mission Blue Nursery would have sufficient plants available; staff will confer with Ariel. Weather could also be a concern; the event will be rain or shine and attendees should come prepared. Committee suggested focusing on Firth Canyon, the area which had recently been cleared, on February 3rd. Committee member suggested a glove giveaway instead of t-shirts for volunteers; extras could be donated to SBMW. Staff will confirm availability of materials and plants, confirm with the committee and begin promoting if all is in order.

**9. Set next meeting date**

- December meeting cancelled. January 24<sup>th</sup> set as next meeting date.

**10. The meeting adjourned at 8:22 PM.**

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