

**OPEN SPACE & ECOLOGY COMMITTEE  
AGENDA**

January 16, 2019 6:30 PM  
Community Meeting Room  
Brisbane City Hall  
50 Park Place, Brisbane, CA 94005

**Called to order at 6:36 PM.**

**Committee members present:** Ebel, Rogers, Fieldman, Ankenbruck, Salmon, Dykes  
**Staff members present:** Deputy Director of Public Works Kinser  
Sustainability Management Analyst Etherton  
Engineering Technician Sage  
Deputy City Manager Schillinger

**1. Roll call**

**2. Adoption of the agenda**  
Adopted.

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

Ebel and Salmon noted a comment on Facebook from Graham Douglas regarding the use of glyphosate. Kinser confirmed that the city has an Integrated Pest Management policy adopted in 2003 that generally prohibits staff or contractors working at city sites from using glyphosate.

**4. Discussion of 280 South Hill Funds – Stuart Schillinger**

The sale of the 280 South Hill property brought in \$298,000; \$50k budgeted by Council for the Bike & Ped Master Plan and some interest earned leaves about \$253,000 left in the account. The Council directed a subcommittee of OSEC and Parks and Recreation Commission to make a recommendation for its use. They recommend two items: the Firth Canyon trail (estimated at <= \$50k) as well as a Master Plan for the Crocker Trail including related areas such as Quarry Road and the tunnel area as well as concepts such as public art / murals on the backs of industrial park buildings (estimated at \$50-100k). Plan benefits include backing for further grant applications and connecting all the different areas of the community (Baylands, Ridge, Industrial Park, Central Brisbane). The committee suggested renaming the trail to Guadalupe Valley Trail; Schillinger suggested this be part of the Master Plan process. Committee members wished to have input on the RFP; Schillinger suggested the subcommittee would work together to develop the RFP which could go to the full committees before the council for approval. The committee unanimously approved the recommendation.

## 5. Approval of the December minutes

Approved.

## 6. 2019 Work Plan

Etherton introduced the draft 2019 Work Plan; after brief discussion, the committee affirmed the plan. Committee members inquired whether the Open Space Plan could be incorporated into the City's General Plan; staff will inquire.

## 7. Subcommittee reports

- a. **Open Space** – Kinser noted the City Attorney anticipates bringing the Declaration of Restrictions as Open Space for Brisbane Acres in the spring. Kinser will schedule a meeting.
- b. **Climate Action Plan** – Did not meet over the holidays, Etherton will reach out to schedule a meeting. The group has been investigating conversion of the decorative streetlights in the Northeast Ridge and on Visitacion; the contractor is going to test another option and Kinser will get the specs.
- c. **Events** – Meeting scheduled for next week with Parks & Rec. The first event is a Planting Day with San Bruno Mountain Watch on February 9.
- d. **Education & Outreach** – Members inquired and Etherton noted the Adopt a Spot Stations should be rolling out within the next few weeks.
- e. **Invasive Species Ordinance** – The subcommittee (plus Fieldman and Kinser) met to work on the Oughta Be a Law application. Salmon and Ebel submitted comments by email which staff supported incorporating. The committee discussed further changes which staff will include before submitting on Friday.
- f. **Festival Tree Replacement** – Salmon will reach out to Creekside Tree Farm owner to determine the exact species the subcommittee recommended and whether he would sell one to the city.
- g. **Lipman Science Fair Judging** – Etherton provided stickers to the subcommittee for eco-conscious materials used. Ebel noted that certificates for the top three environmental projects were also awarded. Staff did not find any files for these; Ebel will check her files and confer with Etherton.
- h. **PCA Grant Application** – The application is posted with a letter of interest due February 25. Kinser will draft the letter and circulate to the subcommittee which can then decide if a meeting is needed.
- i. **280 South Hill Funds** – covered previously
- j. **Signboard Replacement** – The committee discussed the materials shared and unanimously approved the recommendation.
- k. **Tree Ordinance** – Planning staff is working to schedule another meeting.
- l. **Liaison to Benchmarking and Transparency Ordinance Project** – Dykes agreed to this role and a kickoff meeting is being planned for January 30. The consulting contract is on the Council's Consent Agenda on Jan 17.

## **8. Calendar items**

Noted the applications for the open committee seat are available from the City Clerk and due Feb 15; the city will be promoting this soon.

## **9. Chair and committee member matters**

Ebel noted that an unknown local youth was posting signs in the park about protecting animals, stormwater, etc. and asked about a youth member on OSEC. Schillinger suggested a liaison with the Youth Advisory Committee. Alternatively, they could participate with the Outreach and Education Subcommittee.

Fieldman inquired about the status of two recommendations to council: one for a contribution to the Green Climate Fund, and to request to address landscaping and hardscape coverage of lots. Etherton noted that she plans to work on the former in the next month or so and wanted to investigate the potential to work with Seattle or others to make a larger impact. Kinser will revisit notes regarding council's direction on the latter.

## **10. Staff updates**

Kinser:

- LED lighting retrofit at City Hall is underway.
- Looking into whether solar on new BES modular will be feasible.
- City staff is working on a file retention policy and planning to investigate electronic filing of most documents after the policy is adopted and implemented.
- Staff members are also testing Adobe Acrobat Pro for file sharing and e-signing with Council agenda packets being transitioned first.
- Annual vegetation management in city-owned Brisbane Acres is underway; two more months of work (on and off) remain, plus fennel work in early spring.

Etherton:

- The County Office of Sustainability and Peninsula Clean Energy are convening a working group on reach codes for building electrification and EV charging which will develop model ordinances following a state cost-effectiveness study; she and Planning Staff Ken Johnson participated in a kick-off webinar.
- Peninsula Clean Energy has funded County RICAPS consultants DNV GL to develop quantification methodology of GHG emissions reductions of approximately eight new electrification CAP measures.

## **11. Next meeting date: February 20, 2019 6:30 PM**

## **12. Adjourned at 8:07 PM.**

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