

**OPEN SPACE & ECOLOGY COMMITTEE
MINUTES**

July 17, 2019 6:30 PM
Community Meeting Room
Brisbane City Hall
50 Park Place, Brisbane, CA 94005

Called to order at 6:39 PM.

Committee members present:	Ebel, Salmon, Rogers, Lam, Dykes
Committee members absent:	Fieldman, Ankenbruck
Staff members present:	Deputy Director of Public Works Kinser Sustainability Management Analyst Etherton Engineering Technician Sage Assistant Engineer Yuen Sustainability Intern Grezdo

1. Roll call

2. Adoption of the agenda

Adopted, with the addition of Introductions.

3. Oral Communications (public comment)*

Salmon noted the San Bruno Mountain Watch Pancake Breakfast and Plant Sale on Sunday September 8.

4. Introductions

Committee members and staff introduced themselves.

5. Approval of the May and June minutes

Approved.

6. Transportation Survey Results – Justin Yuen, Assistant Engineer II

Yuen reported on the results of the citywide transportation survey which was a collaboration of this committee and the Complete Streets Safety Committee. Salmon asked about sending the survey to the business community; staff reported that Commute.org was enlisted to send the survey to their business contacts. One of the survey outcomes will be to add a “Transportation Tidbits” section to the STAR to

regularly remind people of alternatives such as the Commute.org shuttle and share information on other tools and resources.

7. Summer Education & Outreach Activities – Tessa Grezdo, Sustainability Intern

Grezdo reported on her summer projects focused on Education and Outreach, including: an update of the OSEC and Sustainability sections of the city's website; articles for the STAR newsletter, weekly eblast and social media posts; and refreshing the OSEC Library Display. Committee members are encouraged to review the new webpages and send suggestions for new content to add or dated content to remove by the end of July.

8. Subcommittee reports

- a. Open Space/Acres** – Kinser noted that the Council approved the recording of Declaration of Restrictions on city-owned Acres properties. She will reach out to the committee again about scheduling a meeting regarding updating the Plan.
- b. Climate Action Plan** – Dykes reported on the recent meeting during which the committee discussed the CAP Staff Training and the Building Efficiency Program. The group is scheduled to meet again on August 20.
- c. Events** – Salmon noted the Coastal Cleanup Day on September 21; Sage has registered the event with San Mateo County, and the site is listed as Harney Way. Salmon asked Sage about Caltrans cleaning up the side we are not able to access; Sage will submit a service request. She also noted Day in the Park; Ebel will join the subcommittee and staff will work to schedule a planning meeting.
- d. Education & Outreach** – covered by Tessa's presentation. Also noted that staff is meeting with the library next week; we will request space in the new library.
- e. Festival Tree Replacement** – Sage talked to a tree mover who recommended a new tree over moving a mature tree; it would cost less and the moved tree may be less likely to survive. Salmon reminded the group of the previous discussion regarding the species from Creekside Tree Farm. The next step is to schedule the meeting with Park & Rec regarding the location of the tree.
- f. PCA Grant Application** – still no news on the Letter of Interest submitted.
- g. Liaison for Tree Ordinance** – Kinser reported that the ordinance went to Council, and an ad hoc tree ordinance subcommittee was formed.
- h. Liaison for Benchmarking Ordinance** – Dykes reported that the next step is a Study Session with the Economic Development Subcommittee, tentatively scheduled for August 29th. Etherton added that an auditing webinar is July 18, and the tentative schedule for adoption is to bring the ordinance to this committee in September, Planning Commission in October and Council in November.

9. Calendar items

Disposable Foodware – upon inquiry, Etherton reported on the County's disposable foodware ordinance effort and staff's plans to perform local outreach to food

businesses and try to follow the County with an identical ordinance, similar to the Plastic Bag and Styrofoam Bans. Salmon suggested incorporating this theme into Day in the Park: a side by side display of current foodware and compostable and reusable examples, reusable straws to give away (Etherton to request extras from the County), and volunteers and/or display boards at each waste station to ensure proper sorting.

10. Chair and committee member matters

Add Subcommittee Reorganization, Tree Ordinance, and Review Work Plan to the next meeting agenda.

11. Staff updates

Sage:

- Shared a few photos from the June 29 Habitat Restoration Event
- The Weed Management Area noted that the CDFA annual appropriation is now guaranteed and has increased 50%. San Mateo County received \$56k for oxalis removal, including on San Bruno Mountain. They did not receive the grant for pampas/jubata grass this round but were planning to apply again.
- Reported on Picnic in the Weeds held on May 21st; it included a presentation at Brisbane City Hall on the city's prior efforts, a hike on San Bruno Mountain and picnic lunch at Mission Blue Nursery. WMA committee members seemed impressed by the city's efforts.
- Ebel asked about a WMA display board that had previously been mentioned and asked if it could be used for Day in the Park; Sage will inquire regarding its availability and the completion of an updated brochure.

Etherton:

- One remaining CAP Staff Training on July 24; majority of city staff will have completed. One session was recorded and the video will be shared.
- Reach Codes moving forward -- goal to bring to Council in Sept.
- EV Station reopened on Friday July 12; original station model had been recalled
- Submitted annual report to CDP (Carbon Disclosure Project) on July 10
- Applied for Platinum Beacon Award in final two categories, Agency Electricity Savings & Community GHG Reductions -- if approved we would be awarded with a full Beacon Award in October

Kinser:

- Tunnel Ave rehabilitation project recently completed; includes "sharrows" (bike share the road arrows)

- Going to repave Alana Way the upcoming weekend
- Wildland Fire Evacuation Plan was discussed with Fire staff at the recent CSSC meeting, and staff is planning to do some education on what people should do; everyone should sign up for SMC Alert as it will be a primary information source
- Pavement Maintenance Certification and Training for PW Staff funded by SB1
- 70% design drawings for the Guadalupe Channel Repair Project and Safe Routes to School Green Infrastructure were both recently received
- San Bruno Ave and Bayshore intersection modifications recommended by CSSC – Council decision to disallow left turns at all times; Salmon expressed concerns
- Yuen secured a Highway Safety Improvement Grant to fund rumble strips and bike lane signs and pavement markings on Guadalupe Canyon Parkway
- Rogers asked about the budget and 280 South Hill Funds; Kinser confirmed that the funds for the Crocker Park Master Plan were approved as well as improvements to the Firth Trail and noted that the e-Link signboard is coming back to Council on July 18.

12. Next meeting: August 21, 2019 6:30 PM

13. Adjourned at 8:31 PM

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