

## **OPEN SPACE AND ECOLOGY COMMITTEE**

Draft Minutes

Wednesday, November 12, 2014 6:30pm

Community Meeting Room

Brisbane City Hall

50 Park Place, Brisbane, CA 94005

### **Call to order:**

- Chair Ebel called the meeting to order at 6:39 PM.

### **Committee members present:**

Ebel, Fieldman, Hayuk and Salmon.

### **Committee members absent:**

Abney

### **Staff members present:**

- Senior Civil Engineer Kinser
- Management Analyst Muñoz

### **1. Adoption of the agenda.**

- Agenda adopted as amended: Energy Plan, Minutes, and Committee matters: CAG update.

### **2. Energy Plan- DNV-GL consultant.**

- Betty Seto and Ben Butterworth are presenting today from DNV-GL consultant group. They have helped various other cities in San Mateo County develop their Energy Action plans.
- Energy Action Plans have been expanded to include Water use and Solid wastes, thus some plans have been coined Environmental Action Plans.
- OSEC would like the audience at home to see the presentation.
- C/CAG (City/ County Associated Governments) is the council government, they have an initiative called RICAPS (Regional Integrated Climate Action Planning Suite). Based on legislation at the state level.
- AB32 achieve GHG (greenhouse gas) levels of 1990 by 2020.
- C/CAG launched technical support for developing Energy Action/ Climate Action plans.

- DNV-GL provides a template and working groups to help develop plans.
- Key components: GHG emissions baseline, GHG reduction target (consistent with AB32), policies, implementation, monitoring and adoption of the plan by City Council.
- GHG emissions of Brisbane are largely from Highway 101.
- Brisbane's plan will focus on reducing residential, solid waste and commercial emissions.
- Hayuk asked if transportation will be in the plan. Seto said everything but transportation.
- Kinser clarified that transportation and land use will be addressed in the general plan, which is in the purview of the Planning Commission.
- Brisbane's GHG emissions between 2005 and 2010 has decreased by 6%.
- Due to the recession, traffic and public transportation reduced, therefore GHG emissions reduced.
- Salmon asked if traffic signals are taken into consideration. Seto said this is considered often in Climate Action Plans.
- Kinser said traffic light wait time is optimized for traffic control.
- Hayuk asked how data is collected for the GHG emissions report. Seto said highway/transportation information is gathered from the State, data is used to make a model and is calibrated with actual data. Commercial/Industrial/Residential data are from PG&E. Solid waste data is from the landfill. Water data is from the water district, which measures upstream treatment and treatment of wastewater.
- Ebel asked what is included in the "Other" portion of the pie chart. Seto: stationary sources that report GHG emissions to the BAAQMD (Bay Area Air Quality Management District), train stations, dry cleaners, gas stations, generators and pump stations.

Review of measures:

- Fieldman asked if the County can establish a revolving fund. Seto will discuss the topic at a County meeting. BayREN (Bay Area Regional Energy Network) is also offering rebates for home upgrades.
- RICAPS works with cities on the list of measures, DNV-GL will work on calculations for the measures to determine best focus.

- Salmon inquired about bulk purchasing of solar panels. Solar is covered by measure EC3. Brisbane is signed up for the Sun Shares program that Foster City is organizing for bulk purchase of solar panels.
- Seto recommends for OSEC to look at measures for DNV-GL to analyze.
- Kinser asked if OSEC would like discuss measures on a subcommittee or entire OSEC member level. Ebel would like to discuss later.
- Salmon said the lighting of the field at the Mission Center is wasteful when there is no one there. Also, the private lighting in Crocker Industrial Park is wasteful.
- Fieldman said Brisbane has completed many of these tasks and proposes some community outreach and education to be done.
- EC1: Commercial Green Building Ordinance. Title 24 codes are more stringent, most cities cannot achieve Cal Green Tier 1. Seto said OSEC can recommend that suggestion to council to aim for Tier 1 reach codes. Fieldman said in the Green Building Ordinance subcommittee, she has been told that Brisbane cannot go beyond surrounding cities. Hayuk asked what the purpose of the plan will be. Seto said mainly to comply with AB 32 but also to reach additional goals.
- EC2: Residential Green Building Ordinance. Brisbane's residential green building ordinance may be suspended currently.
- EC3: Incentivize Solar Energy Installation. Solar permits are increasing in Brisbane. There is room to do more. The bulk purchasing with Foster City may roll out in spring 2015.
- EC4: Participate in Energy Upgrade Program. There are ongoing programs. Fieldman feels outreach on PACE financing should be done.
- EC5: Promote PG&E Commercial and Industrial Energy Efficiency. Both EC4 and EC5 can be places for energy audits. Seto recommends advertising on the city website, work-shops and having the mayor back the program publicly. Fieldman feels it would be useful to have all rebate information in one place. Seto said an official list of requests/ suggestions can be drafted for the county.
- EC6: Implement Program for Free Shade Trees. There are no existing programs that will serve the city of Brisbane. Ebel said this may have to be city funded.
- EC7: Funding for Energy Efficiency and Renewable Energy (residential). Fieldman said a revolving fund may be best established at the county level. Fieldman feels it is important to be energy efficient before providing solar panels.

- EC8: Funding for Energy Efficiency and Renewable Energy (commercial). Revolving fund for businesses. Kinser suggested a qualifying factor could be an energy audit, prior to receiving funds or financing. Muñoz added CA First can also be a source of financing for energy and water savings upgrades for your home.
- EM1: Energy Efficiency Street Lighting. This has already been partially implemented.
- EM2: Environmentally Preferred Purchasing Policy- Energy. There is no current policy in place. Energy efficiency is considered when purchasing equipment. Fieldman asked about fleet vehicles. Kinser said BAAQMD had a program to replace fleet vehicles with hybrid/electric ones, although they had mileage requirements that Brisbane may not be able to meet. Salmon asked about electric vehicles for police cars. Kinser will ask. Ebel suggested recycled paper and materials. Seto mentioned there is a solid waste reduction measure as well.
- EM3: Municipal Green Building Policy. Currently there are no plans for new municipal buildings. Any buildings in the future will have to meet the new code standards.
- EM4 and EM5: Renewable Energy Installation on Municipal Property and Energy Efficiency in Municipal Buildings. Ebel asked if city hall has solar panels. Kinser answered that it currently does not. Staff has been considering a number of ways on how to purchase solar panels. It is unclear that power purchase agreements will afford the best cost of power for the city. Staff is working toward the goal of obtaining solar panels for city hall. Salmon asked if city hall is energy efficient. Kinser answered, the new HVAC system heats and cools water efficiently, lights are motion activated in offices, 75% of the energy was being used previously, and an Energy Star was received.
- EM6: Funding for Energy Efficiency and Renewable Energy. Fieldman feels this should be done on the County level.
- EM7: Enroll in Offset Program.
- WC1: Set Higher Diversion Rate Goal. Ebel asked about the franchise agreement with South San Francisco Scavenger. Kinser said it was passed in the November 6, City Council meeting. Kinser will report when the anaerobic digester is working, the digester aids in composting and creation of methane gas for fleet fuel.
- WC2, WC3 and WC4: Setting Higher Diversion Rate Goal, Create Sustainable Vendor Policy for Public Events, Yard Waste Ordinance. Seto explained that the WC measures all are geared toward diversion and reduction of solid waste.

Enforcement could be through fines. Ebel asked where the funding for enforcement would come from. Kinser answered the city will likely fund.

- WM1 and WM2: Environmental Preferred Purchasing Policy – Waste Reduction, Establish a Zero Waste Policy. Seto said these are examples of the city leading by example.
- EW1: Water Conservation Incentives. The city has water saving incentives through BAWSCA (Bay Area Water Supply and Conservation Agency). Funding will be geared towards landscape auditing.
- EW2: Water Conservation Ordinance. Seto mentioned some cities have altered their outdoor ordinance to decrease the square footage requirement, for smaller landscaped areas to be water efficient.
- A1 and A2: Participate in County Green Business Programs, Green Lease Program. Businesses will receive a placard for meet requirements of a green business checklist. Green leases encourage landlords to implement energy savings. Seto mentioned the incentive would be a premium cost on rent.
- Fieldman asked about how the committee will have the freedom to adjust these measures. Seto said all measures are customizable, these are examples of measures in which calculations have been established for.

Next steps:

- Typical Environmental action plan will contain the following chapters: 1. Introduction 2. GHG Inventory and Forecast 3. Energy, Solid waste and Water strategies 4. Implementation 5. Monitoring and Improvement 6. Conclusion.
- 2005 and 2010 GHG inventories will be included. Salmon asked if there is current data on GHG emissions. Seto said C/CAG has funds for this and data will be updated.
- December and January to develop list of measures. February finalize list of measures. April review estimate GHG reduction potential. June review draft Energy Action Plan.
- Salmon would like to review Climate Action Plans of other cities that have gone above and beyond. Seto suggests- Berkeley, San Francisco, Ft. Collins (Colorado) and Palo Alto.

**3. Approval of the minutes.**

- Change Mary Goodart to Mary Gutekanst.
- Clarify that the staff meeting about Monterey pines is September 12.

- September 10 minutes approved.
- October 8 minutes approved.

#### **4. Chair and Committee member matters.**

- Salmon: BBCAG (Brisbane Baylands Community Action Group) will not meet in November or December. January 20<sup>th</sup> there will be guest speakers, so mark your calendars.
- Ebel mentioned whales being beached as a result of consuming plastic.
- U.S and China meet and made progress on joint Greenhouse Gas emission goals.
- Ebel will go to a meeting on November 18 about the Lipman Science Fair.
- Ebel asked about Title 24 training. This is under staff updates.
- Ebel asked about Ray Miller's previous energy action notes. Muñoz and Kinser discussed this and decided to ask about that after this meeting. Fieldman said the notes may be useful because Mitch Bull discussed outreach to absentee business owners. Kinser suggested having Bull at a future meeting.
- Ebel asked about consulting the attorney about requiring energy audits. Kinser said this can be asked when or if this is something that will be proposed in the Energy Plan.
- Ebel said Brisbane Library will be willing to have a shelf dedicated to OSEC for environmental films and books. Kinser said films from the California Adaptation Forum she attended will be aired on channel 27 throughout November and December. Ebel would like for this task to fall under the Education and Outreach subcommittee.
- Ebel would like to continue publishing invasive species articles in the Star or City News, starting with Licorice plant.

#### **5. Review recommendation of the Green Building Ordinance Subcommittee.**

- Hayuk gave the update. Review of memo written by Ken Johnson. In consulting with Building official, Doug Rider and the Green Building ordinance subcommittee. It is recommended that the current Green Building Ordinance is revoked. Title 24 requirements are stringent and make the current Green Building Ordinance obsolete.
- Salmon asked about how revoking the current ordinance will effect development agreements that have already been made. Hayuk believes that the time that the agreement is signed falls under the ordinance at that time, thus not being

subject to code changes. Salmon would not like for permits to be extended past a given grace period to develop because of changing codes.

- Staff will look into this and report to OSEC. OSEC will write a letter to council for policy recommendation if needed.

#### **6. Vegetation Management Process (process review).**

- Fred Smith will present to OSEC about the Open Space Plan and draft Vegetation Management Plan at a future meeting.
- Smith would like to present to OSEC in January. He is not available Wednesday nights, so the meeting date will either be changed or there will be an additional meeting.
- Fieldman will not be available the first 3 weeks on January and may have to miss the meeting.

#### **7. Annual report of accomplishments draft.**

- Salmon would like to add efforts from San Bruno Mountain Watch.
- Salmon would like for the invasive species brochure to be added to the list.
- Fieldman would like for Fossil Fuels Divestment to be added.
- Invasive species flyer should be added.
- Plastic bag ban.
- Kinser mentioned this report may be placed on council's January agenda.

#### **8. Subcommittee reports.**

- a. Residential and commercial site treatments: paved vs permeable vs landscaping: Ebel and Fieldman
  - Will meet Monday, November 17<sup>th</sup> to draft a letter.
- b. Day in the Park (planning for next year): Ebel and Hayuk
  - Ebel and Hayuk have not been able to meet.
- c. Education and Outreach- Sustainability education: Ebel and Salmon
  - Ebel and Salmon have not been able to meet. Ebel will call Salmon to set up a meeting date.
- d. Ad hoc subcommittee Levinson Marsh PCA inclusion letter of support: Fieldman and Salmon

- Fieldman and Salmon met and drafted a letter.
  - Muñoz will format the letter.
  - Fieldman would like to mention Levinson Marsh is a PDA designated area. Which, does not preclude it from having PCA status.
  - Kinser suggested: Thank council for passing resolution for inclusion in the PCA and would like to further the commitment. Salmon said yes, also this is about the mapping of the PCA area.
  - Mountain Watch is developing the map which will show the PCA designated areas.
  - Kinser has been contacted by Del Schembari from San Bruno Mountain Watch. Schembari may present to OSEC in January about PCA status.
  - Kinser asked about the portion of the letter that mentioned a trail from Geneva Ave. Salmon said access to the mountain is within walking distance of Geneva Ave. and Bayshore Blvd. Kinser mentioned Sam Trans stops at Main St. and Industrial Way.
  - Salmon hopes to have a trail or green path from Carter St. to McLaren Park, connecting to San Bruno Mountain.
  - A second edit will be circulated.
- e. Ad hoc subcommittee Brisbane acres lot coverage: Abney and Salmon
- Salmon will work on drafting a letter and meet with Abney.

## **9. OSEC additional task list.**

- Review of 2015 Work Plan will be moved to next meeting.

## **10. Staff updates.**

### Title 24 Training

- Title 24 trainings: contractors have been contacted. Relevant trainings will be selected, such as residential.
- Outreach beyond Brisbane may increase attendance. Advertising in the Luminary.
- Fieldman suggest utilizing the chamber of commerce for outreach.
- Salmon suggests contacting contractors that have pulled a permit within the last 2 years. Kinser said those are the business licenses.



### Monterey Pine Removal

- A letter from public works was sent out to the remaining businesses that have diseased Monterey pine on their property. The letter contained contact information of arborists that submitted quotes and a tree removal permit.
- A few of the arborists have been contacted for quotes by business owners.
- Salmon and Fieldman said additional trees need to be removed from Lipman School and along Quarry Rd. Staff will give an update about these trees next meeting.

### Polystyrene ban

- Adopted November 6, 2014 after more outreach was done to local businesses.

### RICAPS meetings

- OSEC wanted to know if general public can attend. General public can attend, at this time only staff are attending these meetings. Currently the meetings are not functioning as a working group for the Energy Plan.

### Public education on grading and sustainability

- Staff has drafted articles to be printed in the Star.
- OSEC would like to review the articles.
- Preference for the sustainability articles to be printed first.

### OSEC documents on the city website

- Ebel would like for documents to be dated.

### Beacon awards

- Highlights what Brisbane has done to reduce GHG emissions. Goes hand in hand with the Energy Plan.
- RICAPS Energy Watch is asking agencies to apply. There are spotlight awards, gold, silver and bronze.
- DNV-GL and ILG will assist with collecting needed data.

## **11. Adjournment.**

- Meeting adjourned at 9: 20 PM