



BRISBANE CITY COUNCIL

DRAFT

ACTION MINUTES

THURSDAY, APRIL 7, 2016

BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE

7:00 P.M. CLOSED SESSION

- A. Liability Claims, Claimant: Andrew Torvik, pursuant to Government Code Section 54956.95**

7:30 P.M. CALL TO ORDER – FLAG SALUTE

ROLL CALL

Councilmembers present: Conway, Davis, Liu, O’Connell, and Mayor Lentz
Councilmembers absent: None
Staff present: City Manager Holstine, Deputy City Manager Schillinger, City Clerk Spediacci, City Attorney Roush, Community Development Director Swiecki, Planning Special Assistant Tune, Police Chief Macias

ADOPTION OF AGENDA (Deletions, Additions, Changes and Adoption)

CM O’Connell made a motion, seconded by CM Conway, to adopt the agenda as proposed. The motion carried unanimously by all present.

City Attorney Roush reported that Councilmembers gave direction to deny the claim presented under Closed Session.

PROCLAMATION

- A. Declaring May, 2016 as National Bicycle Month and the second week of May as Bike to Work Week**

Mayor Lentz read and presented the proclamation.

- B. Declaring April 5th, 2016 as National Service Recognition Day**

Mayor Lentz read and presented the proclamation.

PRESENTATION

- A. Receive the report on Wildfire Prevention and Readiness Activities for 2016**

Deputy Fire Chief Johnson reported on the 2016 Wildfire Prevention Program. He said that the activities include weed abatement compliance, a Wildlife Prevention event on Saturday, May 21st, and the Cal Fire annual fire break fuel reduction program.

Mayor Lentz asked that notification about the May 21st event be sent to all residents.

ORAL COMMUNICATIONS NO. 1

There were no members of the public wishing to speak.

CONSENT CALENDAR

CM O'Connell asked to remove Consent Calendar Item C.

- A. Approve City Council Minutes of February 18, 2016**
- B. Adopt City Council Minutes of March 8, 2016**
- D. Approve the annual co-sponsorship of Silverspot Cooperative Nursery Preschool's Luau Fundraiser Event**
- E. Adopt Ordinance No. 607, waiving second reading, amending Titles 15 and 17 of the Brisbane Municipal Code (BMC) to replace the Water Conservation in Landscaping Ordinance, BMC Chapter 15.70, in its entirety, to be at least as effective in conserving water as the State's Model Water Efficient Landscape Ordinance and to modify the Landscaping Development Standards in various sections of Title 17 to be consistent with the State's requirements for when irrigated landscapes are subject to the Water Conservation in Landscaping Ordinance**

CM Conway made a motion, seconded by CM O'Connell, to approve Consent Calendar Items A, B, D, & E as presented. The motion carried unanimously by all present.

C. Receive Monthly Investment Report as of January 31, 2016

CM O'Connell asked about the negative balance in the Baylands EIR Account. Finance Director Schillinger responded that the UPC has been billed for the amounts to cover the costs to date for the EIR.

After expressing her concerns about the negative balance, CM O'Connell made a motion, seconded by CM Conway, to receive the Monthly Investment Report as presented. The motion carried unanimously by all present.

CONTINUED PUBLIC HEARING

- A. Consider introduction of Ordinance No. 606, waiving first reading, amending Chapter 17.02, Definitions; Chapter 17.32, General Use Regulations; and Chapter 17.52, Appeals of Title 17 of the Municipal Code (Continued from March 17, 2016)**

Community Development Director Swiecki said that the purpose of the proposed ordinance was to update the Brisbane Municipal Code Title 17 (Zoning Code) to implement Housing Element Program H.B.1.f, modify the existing regulations to achieve internal consistency within the Municipal Code, and to amend the appeals process for Planning Commission decisions.

Mr. Swiecki noted that the City Council discussed the proposed zoning text amendments at their previous meeting of March 17, 2016 and asked that staff address the various revisions that Councilmembers had asked for at that meeting.

After Councilmember questions and clarifications it was the consensus of the Council to add language to Section 7.52.020 requiring the City Clerk to notify the Planning Commission, in addition to the Planning Department, when an appeal from one of the Commission's decision had been filed and indicating in Section 17.52.030 that the report that the Planning Department would prepare for the City Council would be "in conjunction with the Planning Commission".

Mayor Lentz opened the public hearing. There being no members of the public wishing to speak, CM Conway made a motion, seconded by CM O'Connell, to close the public hearing.

After further discussion, CM Conway made a motion, seconded by CM Davis, to introduce Ordinance No. 606 as amended. The motion carried unanimously by all present.

PUBLIC HEARING

A. Consider introduction of Ordinance No. 576 to amend the Brisbane Municipal Code Title 17 Regarding Garage/Carport Minimum Setbacks and Height Limits in the R Residential Districts, Off-Street Parking Regulations, and Alteration/Expansion of Nonconforming Structures

Community Development Director Swiecki said that the purpose of the proposed ordinance was to adopt new and revised residential parking requirements, to update the parking requirements for various other uses, and to revise the development standards for garages and carports in the residential zoning districts.

Special Planning Assistant Tune presented the details of the proposed changes to the parking requirements, including parking requirements for single family dwellings, other residential uses, and parking design standards.

Mr. Tune then explained the parking exemptions, exceptions and modifications in Section 17.34.050A.

Councilmembers asked questions regarding the requirement for automatic garage door openers, the language regarding the height of structures, and parking requirements in the proposed Parkside Plan.

Mayor Lentz opened the public hearing.

Jerry Kuhel said he supported expanding the 400 sq. ft. but questioned the setback on houses with steep slopes between two streets. He asked several project-specific questions and Councilmembers asked that he meet with Mr. Tune to have those questions answered in more detail.

Wendy Towle also asked about how this proposed ordinance would affect her specific situation and after some clarification from Mr. Tune, she was advised, also, to meet with him individually to go over specific detailed requirements.

There being no other members of the public wishing to speak, CM Conway made a motion, seconded by CM O'Connell, to close the public hearing.

After further questions and clarification from Councilmembers, they continued the matter until the next City Council meeting on May 5th, so that staff could provide additional materials to illustrate the differences between the Subcommittee's and the Planning Commission's differing recommendations regarding exceptions to the height limits for garages/carports in the residential zoning districts.

NEW BUSINESS

A. Consider adoption of Resolution No. 2016-08 amending the Annual Budget for Fiscal Year 2016-16 and making appropriations for the amounts budgeted

Administrative Services Director Schillinger began by noting that there was a typo in the second paragraph of the proposed resolution which should refer to the fiscal year "15/16" budget.

Mr. Schillinger then reviewed the status of the General Fund Revenues, the Utility Fund Revenues, the General Fund Expenditures, the Utility Fund Expenditures, and the use of the unanticipated 2015/16 Beginning Fund Balance.

He reported that in summary the projections anticipate revenues to be approximately \$34,600 lower than anticipated and expenditures to be about \$61,000 under what was projected.

After Councilmember questions and clarifications on the various changes, CM Conway made a motion, seconded by CM O'Connell, to adopt Resolution No. 2016-08 as presented. The motion carried unanimously by all present.

B. Consider approval of an Agreement for Professional Services with Siegel & Strain in the amount of \$636,680 (excluding reimbursables) for the Architectural-Engineering (A-E) design of a New Brisbane Library

Public Works Director Breault said the purpose of this proposed agreement was to enter into a contract with architectural and engineering firm, Siegel & Strain (S&S), to design a new library for Brisbane. Mr. Breault said that a new Brisbane Library had been the focus of many meeting and work activities undertaken over the last year and noted the listing of meetings and milestones in the staff report.

Mr. Breault explained that the recommended agreement is with the firm that was deemed to be the most qualified proposer by the Library Stakeholder Group. He also said that the San Mateo County Library staff has had previous experience working with S&S during the design of the Portola Valley library.

He highlighted some of the proposed design features including sustainability, a roof water harvest plan, and the 1% for public art requirement.

City Manager Holstine then reviewed the funding profile for the project and answered questions from Councilmembers.

Larry Strain and Karin Payson from the Siegel and Strain Design Team introduced themselves and said that they had spent a lot of time in the community prior to submitting their proposal and looked forward to finding out more about what the community wants in a library.

After Councilmembers discussion about the quality control of construction, the importance of good site orientation and good light orientation, solar roofing, and working with the community on fundraising, CM Liu made a motion, seconded by CM Conway, to approve the agreement with Siegel and Strain as proposed. The motion carried unanimously by all present.

C. Consider approval of a supplemental appropriation of \$75,000 for pre-design activities related to the proposed new Brisbane library

Public Works Director Breault said that pre-design activities related to the proposed new Brisbane library would require a supplemental appropriation to the existing budget in the amount of \$75,000. He said the activities required were the demolition of the existing structure on the site, geotechnical investigation, and survey work.

He said the amount was proposed to be transferred from the Facilities Construction Fund.

Councilmembers asked initial questions of Mr. Breault regarding in-kind donations, removal of trees, and when the work would begin.

Barbara Ebel recommended that deconstruction practices be considered.

Mr. Breault noted that salvaging opportunities would be considered throughout the deconstruction.

After further questions and comments, CM Davis made a motion, seconded by CM Conway, to approve the supplemental appropriation as proposed. The motion carried unanimously by all present.

STAFF REPORTS

A. City Manager's Report on upcoming activities

City Manager Holstine indicated that he had nothing to report.

MAYOR/COUNCIL MATTERS

A. Countywide Assignments/Subcommittee Reports

Councilmembers reported on the various meetings they had attended, including the C/CAG Water Board Meeting, a trade and investment conference in China with the San Mateo County China Trade Association, the Progress Seminar in Monterey, the Grace Cathedral Climate Music Project, and the SFO Roundtable Meeting.

B. Written Communications

There were no written communications reported.

C. Discuss attendance at the Spring Association of Bay Area Governments (ABAG) General Assembly

Mayor Lentz discussed the proposed Metropolitan Transportation Commission merger plans and said he would be present at the ABAG meeting.

ORAL COMMUNICATIONS 2

There were no members of the public wishing to speak.

ADJOURNMENT

The meeting was adjourned at 9:51 p.m.

Sheri Marie Spediacci, City Clerk