



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**JOINT CITY OF BRISBANE CITY COUNCIL AND  
GUADALUPE VALLEY MUNICIPAL IMPROVEMENT DISTRICT  
SPECIAL MEETING AGENDA**

**THURSDAY, SEPTEMBER 17, 2020**

***VIRTUAL MEETING***

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor O'Connell called the meeting to order at 8:06 p.m. and led the Pledge of Allegiance.

**ROLL CALL**

Councilmembers present: Councilmembers Cunningham, Davis, Lentz, and Mayor O'Connell

Councilmembers absent: Councilmember Conway

Staff Present: City Manager Holstine, City Clerk Padilla, Interim City Attorney McMorrow, Director of Administrative Services Schillinger, Community Development Director Swiecki, City Engineer Breault, Recreation Manager Leek, Associate Planner Robbins, Police Commander Garcia, and Deputy City Clerk Ibarra.

**REPORT OUT OF CLOSED SESSION**

Interim City Attorney McMorrow reported that liability claim Item D was denied by the City Council.

**ADOPTION OF AGENDA**

Mayor O'Connell announced that the City is experiencing technical difficulties with its Channel 27 broadcast and is currently working on fixing these issues.

CM Lentz made a motion, seconded by CM Cunningham, to adopt the agenda as it stands. The motion passes unanimously by all present.

Ayes: Councilmembers Cunningham, Davis, Lentz and Mayor O'Connell

Noes: None

Absent: Councilmember Conway

Abstain: None

## **PRESENTATIONS AND AWARDS**

### **A. Proclamation Recognizing Constitution Week from September 17-23, 2020**

Mayor O'Connell read the proclamation recognizing Constitution Week from September 17-23, 2020.

## **ORAL COMMUNICATIONS NO. 1**

No member of the public wished to speak.

Ania Miller reported that she emailed a letter to the Clerk earlier in the week to be read for Oral Communications.

City Clerk Padilla was directed to read the correspondence during Oral Communication No. 2.

## **CONSENT CALENDAR**

### **B. Approve Minutes of City Council Closed Session Meeting of September 3, 2020**

### **C. Approve Minutes of City Council Meeting of September 3, 2020**

### **D. Adopt Resolution No. 2020-58 Approving Application(s) for Per Capita Grant Funds from State Proposition 68**

### **F. Adopt Resolution No. 2020-57 approving the Memorandum of Understanding between the City and the Brisbane Police Officers Association for the term of July 1, 2019 to June 30, 2022**

CM Cunningham made a motion, seconded by CM Davis to adopt approved Consent Calendar Items B, C, D, and F. The motion is passed unanimously by all present.

Ayes: Councilmembers Cunningham, Davis, Lentz and Mayor O'Connell

Noes: None

Absent: Councilmember Conway

Abstain: None

### **E. Adopt Resolution No. 2020-55 Declaring Property Owned by the City of Brisbane as Surplus Land Adopt**

(Resolution No. 2020-55 is regarding declaring a certain property owned by the City, a landlocked, vacant site of approximately 28,000 square feet located in Crocker Park, encumbered by a drainage canal, as surplus land)

City Manager Holstine reported that the resolution is approving the findings that the property is surplus land. Because the City does not need this property for its use, in order for the City to sell the property, it must declare the property surplus land as none of the exemptions apply to this property. If the City does not receive any interest within a time period, then discussion for disposition of the property will continue.

Michele Salmon, Thomas Lambert, and Dana Dillworth's correspondence opposing Consent Calendar Item E was read into the record by Deputy City Clerk Ibarra.

Michelle Salmon commented that the item should have been discussed with the Open Space and Ecology Committee. The property should not be sold and should be given to the County instead.

Mary Rogers commented she wants Item E removed by Council to protect open space.

After council questions with staff, Mayor O'Connell requested for a short recess to determine the status of the technological issues with the broadcasting of the meeting.

After the short recess, Mayor O'Connell reported that the City is continuing to experience technological issues and that public participation may be impacted. City Manager Holstine added that the technological issues with the broadcasting of Channel 27 was likely due to a power outage earlier in the week.

After some clarifying questions with Interim City Attorney McMorow, CM Davis made a motion, seconded by CM Cunningham to adjourn the meeting and continue the items to the next regularly scheduled meeting of October 1st. The motion is passed unanimously by all present.

Ayes: Councilmembers Cunningham, Davis, Lentz and Mayor O'Connell

Noes: None

Absent: Councilmember Conway

## **ADJOURNMENT**

Mayor O'Connell adjourned the meeting at 9:03 pm.

## **PUBLIC HEARING**

- G. Consider Introduction of Ordinance No. 653 amending Title 17 of the Brisbane Municipal Code to Regulate Accessory Dwelling Units and Junior Accessory Dwelling Units and Amending Title 15 of the Brisbane Municipal Code to Regulate Alterations and Additions to Existing Structures**
- H. Consider Introduction of Ordinance No. 657 Brisbane amending sections 17.06.040, 17.08.040, and 17.10.040 of the Brisbane municipal code concerning the floor area ratio exemption for garages on small lots.**
- I. Consider Adoption of Resolution No. 2020-56 Imposing Assessments on Certain Specially Benefitted Property Owners in Sierra Point for Developing, Implementing and Maintaining a Utility Structure Monitoring Program**

**J. Consider Introduction of Ordinance 579- Proposed Amendment of Titles 15 and 17 of the Brisbane Municipal Code Pertaining to the Regulation of Grading**

*(This item will be continued at a future City Council Meeting and will not be heard on September 17, 2020).*

Due to technological issues, the public hearing items G, H, and I were not opened at the City Council Meeting of September 17, 2020 and was continued to the City Council meeting of October 1, 2020.

As indicated in the agenda, Public Hearing Item J was not heard at the City Council Meeting of September 17, 2020 and will be continued at a future City Council Meeting.

**OLD BUSINESS**

**K. Dog Park Resurfacing**

*(Council will consider approving funding in the amount of \$60,000 for resurfacing of the dog park as recommended by the Parks & Recreation Commission)*

Due to technological issues, the meeting was adjourned, and Old Business Item K was continued to the City Council meeting of October 1, 2020.

**NEW BUSINESS**

**L. Temporary shelter improvement for Lunch Truck at Park n Ride Site**

Due to technological issues, the meeting was adjourned, and New Business Item L was continued to the City Council meeting of October 1, 2020.

**STAFF REPORTS**

**M. City Manager's Report on upcoming activities**

Due to technological issues, the meeting was adjourned, and Staff Reports Item M was continued to the City Council meeting of October 1, 2020.

**MAYOR/COUNCIL MATTERS**

**N. Countywide Assignments and/Subcommittee Reports**

Due to technological issues, the meeting was adjourned, and Mayor/Council Matters Item N was continued to the City Council meeting of October 1, 2020.

## **O. City Council Meeting Schedule**

Due to technological issues, the meeting was adjourned, and New Business Item O was continued to the City Council meeting of October 1, 2020.

## **P. Written Communications**

The following written communications were received by the Council between September 3-September 17 by 5pm:

- Beverly Sambolin (received by the Clerk's Office on 8/31/20) Monterey pine tree on said property 161 Santa Clara St. Brisbane, CA 94005 owned by Al Ortega
- Miss Kibbe (9/9/20) Halloween
- Jean Nordstrom (9/10/20) Notification of Pool Closure 9.10.20
- Rachel Ennis (9/10/20) Thoughts on Halloween in Brisbane
- California Department of Water Resources (received 9/14/20) Delta Water Conveyance Facilities
- Ricardo Lara, California Insurance Commissioner (9/15/20) Letter from Commissioner Ricardo Lara
- Michele Salmon (9/16/20) Opposition to Resolution No. 2020-55
- Thomas Lambert (9/16/20) Opposition to Resolution No. 2020-55
- Dana Dillworth (9/17/20) Resolution 2020-55
- Dana Dillworth (9/17/20) Proposed Patio Shelter
- Sue Cochran (9/17/20) Dog Park

## **ORAL COMMUNICATIONS NO. 2**

Due to technological issues, the meeting was adjourned, and the correspondence received would be read at the next regularly scheduled meeting of October 1, 2020.



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Ingrid Padilla, City Clerk