



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**CITY COUNCIL MEETING AGENDA  
THURSDAY, MARCH 21, 2024**

*HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005*

**7:30 P.M. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Mayor O’Connell called the meeting to order at 7:31 P.M. and led the Pledge of Allegiance.

**ROLL CALL**

**A. Consider any request of a City Councilmember to attend the meeting remotely under the “Emergency Circumstances” of AB 2449**

No Councilmembers made a request under the Emergency Circumstances of AB 2449.

Councilmembers present: Councilmembers Cunningham, Davis, Lentz, Mackin, and Mayor O’Connell

Councilmembers absent: None

Staff Present: Interim City Manager Holstine, City Clerk Padilla, City Attorney McMorrow, Assistant to the City Manager Cheung, Community Development Director Swiecki, Senior Planner Johnson, Recreation Coordinator Franco, Economic Development Director Bull, Finance Director Yuen, Police Commander Garcia and Administrative Management Analyst Ibarra

**REPORT OUT OF CLOSED SESSION**

City Manager Holstine reported that Councilmembers provided direction on Personnel Matters Item D.

**ADOPTION OF AGENDA**

Councilmember Davis made a motion, seconded by Councilmember Cunningham, to adopt the agenda as it stands. The motion passed unanimously by all present.

Ayes: Councilmembers Cunningham, Davis, Lentz, Mackin, and Mayor O’Connell

Noes: None

Absent: None

Abstain: None

**ORAL COMMUNICATIONS NO. 1**

Michele Salmon made a comment on the following items: CC&Rs on Landmark/the Northeast Ridge development, Callippe Hill, and the need for public hearings for Surplus Property.

Chris F. commented that the City should expand use of shuttles because we need to improve our public transportation system.

**CONSENT CALENDAR**

- B. Approve Minutes of City Council Meeting of February 15, 2024**
- C. Approve Minutes of City Council Closed Session Meeting of February 27, 2024**
- D. Approve Minutes of City Council Closed Session Meeting of March 7, 2024**
- E. Approve BEST/PTO's Spring Thing Event as a Cosponsored Event**
- F. Authorize Submission of 2023 Annual Housing Element Progress Report**

**(To comply with reporting requirements of State law, it is being recommended to direct staff to submit the 2023 Housing Element Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research.)**

Councilmember Davis made a motion, seconded by Councilmember Cunningham, to adopt the agenda as it stands. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

**NEW BUSINESS**

- G. Receive Report back from Council Subcommittee Evaluating Various Election Issues**

Interim City Manager Holstine reported that the City Council appointed a subcommittee of Davis and Lentz to review three election issues:

- Term Limits for Councilmembers
- District Elections for City Council races
- Directly elected Mayor

He added that the Subcommittee met and reviewed these items and discussed next steps. He also added that the City Council has had a policy that if an issue is taking more than two hours of staff and/consultant resources an estimate of potential staff time and consultant cost be brought back to the Council as Whole for discussion. It was estimated that staff will need about 10 hours of research time to provide more information on these election issues. It was also estimated that a demographer's first phase of services will cost about \$6,500.

After Council questions, Nancy Lacsamana, Michele Salmon and Roland Lebrun made comments on the

election issues. After council discussion, Councilmembers directed staff to move forward with the additional staff time for research to gather more information and to wait on hiring any consultants.

#### **H. Presentation of a Report detailing the Economic Position of the City of Brisbane during the period of 2013-2023**

Economic Development Director Bull presented the Council with a report updating the City of Brisbane's 2013 Economic Development Action Plan and examining the impact of measures taken after 2008 and the economic changes within Brisbane and the Bay Area region on the business sector over the past ten years. The report provides a snapshot of Brisbane in 2023 and the current economic conditions (including the impact of the COVID-19 pandemic from 2019-2023).

After council questions, no public comment and council discussion on minor edits to the report, the Council thanked Economic Development Director Bull for his report.

#### **STAFF REPORTS**

##### **I. City Manager's Report on Upcoming Activities**

Interim City Manager Holstine reported on upcoming activities and the latest city news.

#### **MAYOR/COUNCIL MATTERS**

##### **J. Countywide Assignments and Subcommittee Reports**

Councilmembers reported on their Countywide and Subcommittee meetings.

##### **K. Written Communications**

Councilmember received the following written correspondence:

- Power (3/8/24) Thank you and Follow Up on Leadership Council
- Salmon (3/21/24) CCRs for Landmark at Northeast Ridge
- Salmon (3/21/24) CCRs for NER 09-17-2007

#### **ORAL COMMUNICATIONS NO. 2**

Paul Bousca commented that he was glad that Open Space and Ecology Committee went forward with the tree assessment by an arborist.

Diana Sosa commented on how councilmembers should speak about spending public funds and to consider the protective class of age for district elections.

#### **ADJOURNMENT**

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



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Ingrid Padilla  
City Clerk