



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**CITY COUNCIL SPECIAL MEETING AGENDA  
THURSDAY, OCTOBER 3, 2024**

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

**6:00 P.M. WORKSHOP**

Mayor O'Connell called the meeting to order at 6:06 p.m. Councilmember Davis joined via Teleconference at 251 Mendocino St. Brisbane, California. Councilmember Cunningham joined via Teleconference at 1826 Birdie Lane, Henderson, Nevada.

**A. Approval of the Special Meeting Agenda**

Councilmembers Mackin made a motion, seconded by Councilmember Lentz to approve the special meeting 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

**B. Discuss Draft Code of Conduct**

City Manager Dennis reported that the Best Practices Ad Hoc Subcommittee focused on a high-level "code of conduct" document based on the Town of Colma's document. It is being recommended for Council to direct staff or the Subcommittee to finalize a Code of Conduct based on Council's discussions at the workshop. Councilmembers Davis and Lentz, as the Best Practices Ad Hoc Subcommittee members, provided a recap on why the Town of Colma's Code of Conduct was a good foundation on how councilmembers and staff should treat each other personally and professionally.

After Council questions, no public comment and Council discussion, Councilmembers directed staff to draft a document that will compile the proposals from the Best Practices Subcommittee, Councilmembers' additional input, and the California Fair Political Practices Commission (FPPC) mandates. The Council agreed to discuss this matter again at a future City Council Special Meeting in a workshop format.

**ADJOURNMENT**

The meeting was adjourned by Mayor O'Connell at 7:30 p.m.

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Ingrid Padilla  
City Clerk