



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

---

**JOINT CITY OF BRISBANE CITY COUNCIL & HOUSING AUTHORITY**

**MEETING AGENDA**

**THURSDAY, MARCH 19, 2020**

*BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE*

**7:00 P.M. CLOSED SESSION**

- A. Approval of the Closed Session Agenda
- B. Public Comment. Members of the public may address the Councilmembers on any item on the closed session agenda
- C. Adjournment into Closed Session
- D. Conference with legal counsel--Anticipated litigation. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 (Two potential cases)

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

Mayor O’Connell called the meeting to order at 7:35 p.m. and led the Pledge of Allegiance.

**ROLL CALL**

Councilmembers present: Councilmembers Cunningham, Davis (participating via video conference), Lentz, and Mayor O’Connell

Councilmembers absent: Conway

Staff Present: City Manager Holstine, City Clerk Padilla, Director of Administrative Services Schillinger, City Engineer Breault

Staff Participating via Teleconference : Community Development Director Swiecki, Interim City Attorney McMorrow, Legal Counsel Roush, Police Chief Macias, and Communications Manager Cheung

Mayor O’Connell announced that this meeting is compliant with the Governors Executive Order N-25-20 issued on March 4, 2020 allowing for deviation of teleconference rules required by the Brown Act. The purpose

of this is to provide the safest environment for staff, Councilmembers and the public while allowing for public participation. The public may participate by coming to 50 Park Place, Community Meeting Room, or use remote public comment options.

She added, Councilmember Madison Davis will videoconference from her resident and staff members attending the City Council meeting in the Community Meeting Room are practicing social distancing.

### **REPORT OUT OF CLOSED SESSION**

Legal Counsel Roush reported Housing Authority gave direction to the Executive Director regarding 1 San Bruno Ave. He also reported that staff was given direction by Council regarding Closed Session Item D.

### **ADOPTION OF AGENDA**

Mayor O'Connell requested to remove Consent Calendar Item G due to the event being cancelled and to pull Item I for a brief discussion.

CM Cunningham made a motion, seconded by CM Lentz to amend the agenda by removing Consent Calendar Item G and to pull Consent Calendar Item I for a brief discussion. The motion is carried unanimously by all present.

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

Noes: None

Absent: Councilmember Conway

Abstain: None

### **ORAL COMMUNICATIONS NO. 1**

No member of the public wished to speak.

### **CONSENT CALENDAR**

**E. Accept Investment Report as of January 2020**

**F. Approve Construction Contract for Safe Routes to Schools/Green Infrastructure Project (No. 9105)**

*(It is being recommended to award the construction contract for the Safe Routes to Schools/Green Infrastructure Project in Central Brisbane to Kingdom Pipelines, Inc. in the amount of \$ 625,576, and authorize the Mayor to sign the Agreement on behalf of the City.)*

**G. Approve the San Bruno Mountain Watch conference as a co-sponsored event.**

*(This item was removed from the agenda due to the event being cancelled.)*

- H. Adopt HA Resolution No. 2020-01 declaring that one property owned by the Housing Authority, a vacant 4.2 acre site in the Brisbane Acres, as surplus land and another property, a condominium located at 1 San Bruno Avenue, as exempt surplus land**
- J. Adopt Resolution No. 2020-20 to confirm and ratify the City Manager's/Director of Emergency Services' Proclamation of the Existence of a Local Emergency**

CM Cunningham made a motion, seconded by CM Lentz to approve Consent Calendar Items E, F, H, and J. The motion is carried unanimously by all present.

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

Noes: None

Absent: Councilmember Conway

Abstain: None

- I. Adopt Urgency Ordinance No. 651 to allow for immediate implementation of previously adopted 2019 California Building Code and 2019 Residential Code appendices.**  
*(If adopted, Urgency Ordinance No. 651 will affirm Ordinance No. 643 and make certain findings in connection with the adoption of the 2019 California Residential Code and 2019 California Building Code Appendices into Brisbane Municipal Code Section 15.04.040)*

After some questions of City Manager Holstine and Community Development Director Swiecki, CM Cunningham made a motion, seconded by CM Lentz to approve Consent Calendar Items I. The motion is carried unanimously by all present.

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

Noes: None

Absent: Councilmember Conway

Abstain: None

## **STAFF REPORTS**

- K. City Manager's Report on upcoming activities**

City Manager Holstine presented on the latest information on Covid-19 and the County Health Department's order to shelter in place and upcoming City activities. Interim City Attorney McMorro provided a report on State activities.

After questions of staff, CM Lentz and CM Davis volunteered to be representatives of the Covid-19 Ad Hoc Subcommittee.

## **MAYOR/COUNCIL MATTERS**

## **L. Countywide Assignments/Subcommittee Reports**

Councilmembers reported on their activities in the following assignments:

- County Electeds and County Managers regular daily conference calls about the Covid-19 response
- Peninsula Traffic Congestion Relief Alliance

## **M. City Council Meeting Schedule**

The City Manager will communicate with the Mayor about the City Council meeting schedule.

## **N. Written Communications**

Councilmembers received the following written communication:

- Sherry Goodwin (3/7/20) Please Distribute to City Council
- Lara Williams (3/1/20) WWF Earth Hour 2020- Brisbane CA
- C. John Skeer (3/12/20 and 3/13/20) Short Term Rentals
- Kathy Wall (3/18/20) Non Essential Business Currently Open
- Marcie Aronow (3/18/20) Please help our town
- Alexander Melendrez, Housing Leadership Council of San Mateo County (3/19/20) HLC- Support Eviction & Foreclosure Moratorium in Brisbane
- Angela Bhojwani, DNATA (3/19/20) Warn Notice: DNATA US Inflight Catering Brisbane

## **ORAL COMMUNICATIONS NO. 2**

No members of the public wished to speak.

## **ADJOURNMENT**

CM Lentz made a motion, seconded by CM Cunningham to adjourn the meeting. Mayor O'Connell adjourned the meeting at 8:50 p.m.