



BRISBANE CITY COUNCIL

ACTION MINUTES

CITY OF BRISBANE JOINT CITY COUNCIL & HOUSING AUTHORITY

MEETING AGENDA

THURSDAY, DECEMBER 10, 2020

VIRTUAL MEETING

CALL TO ORDER – PLEDGE OF ALLEGIANCE

Mayor O’Connell called the meeting to order at 7:38 p.m. and led the Pledge of Allegiance.

ROLL CALL

Councilmembers present: Councilmembers Conway, Cunningham, Davis, Lentz, newly elected Councilmember Mackin and Mayor O’Connell

Councilmembers absent: None

Staff Present: City Manager Holstine, City Clerk Padilla, Interim City Attorney McMorrow, Director of Administrative Services Schillinger, City Engineer Breault, Community Development Director Swiecki, Economic Development Director Bull, Communications Manager Cheung, Police Commander Garcia, Police Chief Macias and Deputy City Clerk Ibarra

REPORT OUT OF CLOSED

Interim City Attorney McMorrow reported that direction was given to deny the claim discussed at Closed Session.

ADOPTION OF AGENDA

Mayor O’Connell requested to close the meeting in memory of Laura Salmon Smolka.

CM Conway made a motion, seconded by CM Davis to approve the agenda as amended. The motion passes unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

ORAL COMMUNICATIONS NO. 1

City of Millbrae Councilmember Wayne Lee wished Councilmember Conway his best upon his retirement and thanked Mayor O'Connell for her service as Mayor. Mayor O'Connell and Councilmembers thanked Mr. Lee for his service and advocacy work in San Mateo County.

CONSENT CALENDAR

- A. Approve Minutes of City Council Meeting of November 5, 2020**
- B. Approve Minutes of City Council Workshop of November 19, 2020**
- C. Approve Minutes of Joint City Council & Housing Authority Meeting of November 19, 2020**
- D. Accept Investment Report as of October 2020**
- E. Approve Ordinance No 658. to rescind Ordinance No. 656, an urgency ordinance that regulated short term rentals of residential properties in Brisbane**

CM Cunningham made a motion, seconded by CM Lentz to approve Consent Calendar items A-E. The motion passes unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

NEW BUSINESS

- F. Recognize W. Clarke Conway for His Service to the City of Brisbane**

Mayor O'Connell read the proclamation honoring W. Clarke Conway for his 23 years of service to the City of Brisbane and shared a few words of gratitude for Councilmember Conway's leadership.

The Mayor, Councilmembers, San Mateo County Board of Supervisor Canepa, and Mr. Elmer Martinez from Assemblymember Mullin's Office shared a few words of appreciation for Councilmember Conway's many years of public service.

City Clerk Padilla stated that Senator Becker sent his regrets for being unable to attend the Council Meeting but sends his best wishes to Councilmember Conway.

Ms. Michelle Kong from Congresswoman Speier's Office read the proclamation their office had submitted for Councilmember Conway which was read into the Congressional Record.

City Manager Holstine, Daley Conway Jr., Michele Salmon, Economic Director Bull, Ross Dykes, City of Millbrae Councilmember Gina Papan, Councilmember Elect Mackin, Maria Saguisag-Sid, Fe Conway, Leanne Borghesi, Interim City Attorney McMorrow, and Vanessa Garcia also thanked Councilmember Conway for his countless contributions to the City of Brisbane and the County of San Mateo.

Councilmember Conway recognized his family, friends, colleagues, past and present Councilmembers, and past and present staff for their support. He shared that Brisbane is a thriving community because of the stability its leaders and staff.

After Councilmember Conway's statement, the Council requested for a brief break.

G. Consider adoption of Resolution No. 2020-66 adopting the County of San Mateo's Certification of Votes and declaring results to fill 3 four-year term Council Seats at the General Municipal Election held on November 3, 2020

City Clerk Padilla reported that on June 18, 2020, the City Council adopted Resolution No. 2020-48 calling a General Municipal Election to be held on Tuesday, November 3, 2020 and adopting procedures pertaining to the conduct and administration of such election including requesting the San Mateo County Clerk-Recorder to provide specified election services. Resolution No. 2020-48 calls for an election to fill three City Councilmember seats for a term of four years.

Resolution No. 2020-66 declares the results of the election that was held on November 3, 2020. Karen Cunningham, Cliff Lentz and Coleen Mackin were elected to serve on the City Council through December 2024. The certification of votes from the County of San Mateo has been received. The official results will be an exhibit to the resolution.

Additionally, City Clerk Padilla reported there were a total of 2,684 voters in the City of Brisbane who casted their vote in this election. This is about an 88% voter turnout.

CM Davis made a motion, seconded by CM Cunningham to approve Resolution No. 2020-66 adopting the County of San Mateo's Certification of Votes and declaring results to fill 3 four-year term Council Seats at the General Municipal Election held on November 3, 2020. The motion passes unanimously by all present.

Ayes: Councilmembers Conway, Cunningham, Davis, Lentz and Mayor O'Connell
Noes: None
Absent: None
Abstain: None

H. Administration of Oath of Office of Newly Elected Councilmembers

Former Mayor and Councilmember W. Clarke Conway administered the Oath of Office to newly elected Councilmembers Cunningham, Lentz, and Mackin.

I. Election of New Mayor and Mayor Pro Tem

CM Davis made a motion, seconded by CM Cunningham to elect Cliff Lentz as the new Mayor Pro Tem. The motion passes unanimously by all present.

Ayes: Councilmembers Conway, Cunningham, Davis, Lentz and Mayor O'Connell
Noes: None
Absent: None
Abstain: None

CM Davis made a motion, seconded by CM Lentz to elect Karen Cunningham as the new Mayor. The motion passes unanimously by all present.

Ayes: Councilmembers Conway, Cunningham, Davis, Lentz and Mayor O'Connell
Noes: None
Absent: None
Abstain: None

J. Administration of Oath of Office of Newly Elected Mayor and Mayor Pro Tem

City Clerk Padilla will administered the Oath of Office to Mayor Pro Tem Lentz and Mayor Cunningham.

Newly elected Councilmember Mackin shared a few words to thank her supporters. She is optimistic about the work in the coming year.

Mayor Pro Tem Lentz thanked his supporters and those who had opened their doors and wanted to talk about the issues.

Mayor Cunningham stated that she is ready to continue to work hard together and pull through all the challenges we face due to the COVID-19 pandemic.

K. Recognize Outgoing Mayor Terry O’Connell for Her Service

Mayor Cunningham read a proclamation honoring outgoing Mayor Terry O’Connell for her service to the City of Brisbane.

Outgoing Mayor O’Connell thanked the community for their support and allowing her to lead despite the many adversities during the year.

Councilmembers and Michele Salmon shared a few words thanking Mayor O’Connell for her leadership, service and dedication to the City of Brisbane especially during such a difficult time with the COVID-19 global pandemic.

OLD BUSINESS

L. Use of Housing Authority Funds to assist Low-Moderate Renters/Homeowners with Payments Due to COVID-19 Related Issues

(This item was not discussed at the City Council Meeting of 11/19/20 and was continued by Council.)

Administrative Services Director Schillinger reported that the purpose of this proposed program is to assist residents of Brisbane who have been negatively impacted by COVID-19, which caused them to miss rental payments. Looking at other programs at other cities, the Affordable Housing Subcommittee recommended to use Samaritan House to administer the assistance program.

After some councilmember questions about eligibility, Interim City Attorney McMorro suggested that Councilmembers administer the program and evaluate the program in the next round.

Dana Dillworth and Clara Johnson commented that many homeowners are also struggling and need support. Michele Salmon commented that seniors and moderate and low-income families should be considered in this first round of applications.

Interim City Attorney confirmed that there will be language around high-level staff and After some Councilmember questions, CM Lentz made a motion, seconded by CM O’Connell to allocate \$100,000 from the Low-Moderate Housing Fund to set-up a program of rental assistance for lower-income households for rental assistance and \$12,000 from the General Fund for the cost of administering the program through Samaritan House . The motion passes unanimously by all present.

Ayes: Councilmembers/Authority Members Davis, Lentz, Mackin, O’Connell and Mayor/Chair Cunningham

Noes: None
Absent: None
Abstain: None

8. STAFF REPORTS

M. City Manager's Report on upcoming activities

City Manager Holstine reported on the upcoming activities in the next few weeks.

9. MAYOR/COUNCIL MATTERS

N. Countywide Assignments and Subcommittee Reports

Councilmembers reported on their activities in the following assignments:
Sierra Point Design Guidelines Ad Hoc Subcommittee
Airport Noise
City Selection Committee.

O. City Council Meeting Schedule

The next City Council Meeting will be scheduled for January 7, 2020.

P. Written Communications

The following written communication were received by the City Council between November 20, 2020 through December 10, 2020:

Barbara Ebel (11/20/20) Tree Issues
Wayne Martin (11/24/20) An Analysis of the Washington Post Police Shooting Data
CA Dept. of Insurance (12/2/20) Hello from CDI: City and Law Enforcement Partnerships
Wayne Lee (12/3/20) ABAG/MTC staff webinar Plan Bay Area 2050 and RHNA Methodology
Tony Verreos (12/8/20) California Offering Grants & Tax Relief \$500M
Coleen Mackin (12/9/20) Resignation from Planning Commission
Dana Dillworth (12/10/20) Rental Assistance from the City's Housing Fund

10. ORAL COMMUNICATIONS NO. 2

Michele Salmon asked residents to speak up and reach out if they are having trouble and experiencing hardship.

Leanne Borghesi thanked outgoing Mayor Terry O'Connell for her service.

11. ADJOURNMENT

Mayor Cunningham adjourned the meeting at 11:11 P.M. in memory of Laura Salmon Smolka.

DRAFT