



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**CITY COUNCIL MEETING AGENDA  
THURSDAY, MAY 16, 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 7:30 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, Finance Director Yuen, Deputy of Public Works Kinser, Deputy of Public Works Flanagan, Assistant to the City Manager Cheung, Public Works Staffand Crew, Police Commander Garcia and Administrative Management Analyst Ibarra

**REPORT OUT OF CLOSED SESSION**

City Attorney McMorrow reported that Councilmembers rejected the Liability Claims D and E. Councilmembers were also provided an update on the Personnel Matters Item F and Anticipated Litigation Item G and no action was taken by the City Council.

**ADOPTION OF AGENDA**

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

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

Noes: None

Abstain: None

Absent: None

## AWARDS AND PRESENTATIONS

### **B. Proclaiming May 2024 as Asian American Pacific Islander Heritage Month**

Mayor O'Connell proclaimed May 2024 as Asian American, Native Hawaiian and Pacific Islander Heritage Month in the City of Brisbane. And called upon all community members to learn more about the history of Asian Americans, Native Hawaiians, and Pacific Islanders, and to observe this month supporting local programs and activities.

Kristi Yawata, founder of the Brisbane Lunch Truck, received the proclamation. Ms. Yawata has been deeply involved in the Brisbane community for more than 20 years. She is a founding board member of the Silverspot Nursery School and former classroom aide at Brisbane Elementary School. She thanked the Council for the recognition.

### **C. Proclaiming May 2024 as Mental Health Awareness Month**

Mayor O'Connell proclaimed May 2024 as Mental Health Month in the City of Brisbane to enhance public awareness of mental health, to help end the stigma and direct members of the community to resources and support for mental health and substance use conditions.

Yoko Ng, San Mateo County Behavioral Health Commissioner, thanked their Council for their support and advocacy for Mental Health Month.

### **D. Proclaiming May 19-25, 2024 as Public Works Week**

Mayor O'Connell designated the week of May 19–25, 2024, as National Public Works Week. She urged the public to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

Deputy Directors of Public Works Kinser and Flanagan received the proclamation along with the Public Works Department staff and crew and thanked the Council for their recognition and support.

## **ORAL COMMUNICATIONS NO. 1**

Nancy Lacsamana thanked the Public Works Department for their service and good work.

Roland Lebrun provided an update on the California High Speed Rail Authority.

## **CONSENT CALENDAR**

**E. Approve Minutes of City Council Meeting of April 18, 2024**

**F. Approve Minutes of City Council Closed Session Meeting of May 2, 2024**

**G. Approve the Friends of the Brisbane Library's City-Wide Yard Sale as a Co-Sponsored Event**

**I. Approve a Resolution Adopting a Project, the Overlay of Monterey Street between Visitacion Avenue and San Bruno Avenue, for fiscal year 2024-2025 funded by Senate Bill 1: the Road Repair and Accountability Act of 2017**

(The Fiscal Impact of this Item: The project recommended for this year is to utilize 2024-25 RMRA funds to complete a mill-and-overlay of Monterey Street between Visitacion Avenue and San Bruno Avenue, as identified in the City's pavement management system. City will receive an estimated \$124,200 to fund the cost of this work.)

Councilmember Davis made a motion, seconded by Councilmember Lentz, to approve Consent Calendar Items E-G and I. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

**H. Approve the Mothers of Brisbane's CPR/First Aid Training as a Cosponsored Event**

Councilmember Cunningham pulled Consent Calendar Item H for a brief discussion. She requested staff to widely publicize this important community event.

After no public comment, Councilmember Mackin made a motion, seconded by Councilmember Cunningham, to approve Consent Calendar Items E-G and I. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

**OLD BUSINESS**

**J. Elections Issues Update**

Interim City Manager Holstine reported that Councilmembers are being asked to consider the recommendations from the Charter City and Election Issues Subcommittee and provide directions to staff regarding the election issues of a directly elected mayor, council term limits, and term limits.

After a brief presentation from Douglas Johnson from National Demographics Corporation and council questions, Roland Lebrun and Nancy Lacsamana commended on the election issues .

After council discussion, the interim City Manager was directed to have signing authority up to \$11,500 to work with the National Demographics Corporation for a demographic study.

**STAFF REPORTS**

**K. City Manager's Report on Upcoming Activities**

- i. San Mateo County Alert and Overview of City Communication Platforms

Assistant to the City Manager Cheung provided an overview of the City Communication platforms and how to sign up for the SMC Alert, San Mateo County's primary alert and warning system.

## **MAYOR/COUNCIL MATTERS**

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

Councilmembers reported on their countywide assignments and subcommittee meetings.

### **M. Written Communications**

Council received the following written communications between 5/2/24-5/16/24:

- Kerekes (05-08-2024) Abandoned unregistered cars
- Dilworth (05-09-2024) Rezone 2024
- Lawrence (05-07-2024) County violations of the Federal and State info access acts
- Strecker (05-12-2024) Complete streets resignation

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

Roland Lebrun commented on SMC Alerts and the demographic study.

Chris Florkowski commented on the need for safer roads for cyclists.

### **ADJOURNMENT**

Mayor O'Connell adjourned the meeting at 9:22 P.M.

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Ingrid Padilla  
City Clerk