



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**CITY COUNCIL MEETING**

**THURSDAY, NOVEMBER 17, 2022**

*VIRTUAL MEETING*

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Mackin called the meeting to order at 7:37 P.M. and led the Pledge of Allegiance.

**ROLL CALL**

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

Councilmembers absent: None

Staff Present: City Manager Holstine, City Clerk Padilla, City Attorney McMorrow, Assistant City Manager Schillinger, Assistant Fire Marshal Wittner, Administrative Senior Analyst Ibarra, Community Development Director Swiecki, Finance Director Yuen, Sustainability Manager Etherton, Associate Planner Robbins, Communications Manager Cheung, Legal Counsel Roush, Deputy Public Works Director Kinser, and Police Commander Garcia

**ADOPTION OF AGENDA**

Councilmember O'Connell made a motion, seconded by Councilmember Lentz to adopt the agenda as it stands. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

**AWARDS AND PRESENTATIONS**

**A. United Against Hate Week Proclamation**

Mayor Mackin proclaimed November 13-19, 2022 as “United Against Hate Week in Brisbane”, reminding our citizens that an act of hate against one of us affects all of us, and that every action to dispel hatred no matter how small, is a significant step toward building an inclusive and equitable community for all. Communications Manager Cheung thanked the Council for the Proclamation and accepted the proclamation on behalf of the Inclusion, Diversity, Equity and Accountability Committee.

**B. San Mateo County Libraries Annual Report**

Mohini Dela Peña, Brisbane Library Interim Branch Manager, presented the San Mateo County Libraries’ Annual Report and provided an update on the activities in the Brisbane Library.

**C. California Insurance Department Update**

Lisa Strange, the Northern California Outreach Manager from the California Department of Insurance provided an update on the latest news about insurance and wild fires.

**ORAL COMMUNICATIONS NO. 1**

Michele Salmon congratulated Councilmembers Davis and O’Connell on the election results. She also stated that the mayor position should be selected by the majority of the City Council.

**CONSENT CALENDAR**

**D. Accept Investment Report as of September 2022**

**E. Approve Adoption of a Resolution Declaring the Continued Need to Conduct City Council, Commission and Committee Meetings Remotely Due to Health and Safety Concerns for the Public**

Councilmember O’Connell made a motion, seconded by Councilmember Cunningham to approve Consent Calendar Items D and E. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

**OLD BUSINESS**

**F. Consider Approval of Contract Renewal with Granicus (Host Compliance)-Short Term Rental Monitoring and Permitting**

(The cost of renewing the service agreement through December 2022 would be \$10,682.24 for all recommended services, excluding the 24/7 Hotline)

Community Development Director is recommending to renew the contract with Granicus for another 12 months for short term rental monitoring and permitting. After council questions, no public comment and council discussion, Councilmember Cunningham made a motion, seconded by Councilmember Lentz to approve the

Contract Renewal with Granicus (Host Compliance)-Short Term Rental Monitoring and Permitting. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## NEW BUSINESS

### **G. Consider Adopting an Urgency Ordinance adopting the 2022 California Building Standards Code with local amendments and finding that this Ordinance is categorically exempt from environmental review under CEQA Guidelines Section 15308, Actions by Regulatory Agencies for Protection of the Environment**

Associate Planner Robbins reported that the purpose of this Urgency Ordinance is to adopt the most recent version of the California Building Standards Codes (Code of Regulations, Title 24 or CBC) and the International Property Maintenance Code, including amendments to the CBC and existing reach codes, e.g., fire protection, on-site energy generation, etc., with the new provisions to be in full force and effect January 1, 2023.

After some council questions, no public comment and council discussion, Councilmember Davis made a motion, seconded by Councilmember Lentz to adopt an Urgency Ordinance adopting the 2022 California Building Standards Code with local amendments and finding that this Ordinance is categorically exempt from environmental review under CEQA Guidelines Section 15308, Actions by Regulatory Agencies for Protection of the Environment. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

### **H. Consider Sending a Letter Recommending a Federal Climate Emergency Declaration**

Sustainability Manager Etherton reported that the proposed letter was drafted by Open Space and Ecology Committee's Climate Action Plan Subcommittee, aligns with the City's adopted Climate Emergency Declaration, and provides example actions the Biden Administration could take.

After some council questions, no public comment and council discussion, Councilmember Davis made a motion, seconded by Councilmember Cunningham to send a Letter Recommending a Federal Climate Emergency Declaration. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## **STAFF REPORTS**

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

City Manager Holstine reported on the latest news and upcoming events in Brisbane.

## **MAYOR/COUNCIL MATTERS**

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

City Councilmembers report back on their countywide assignments and subcommittee meetings.

### **K. City Council Meeting Schedule**

The next City Council Meeting is scheduled as a special meeting on December 8, 2022 and possibly a continuation on December 9, 2022. Councilmember Davis will be unable to attend the meetings on December 8<sup>th</sup> and 9<sup>th</sup>.

### **L. Written Communications**

Written correspondence was received by Council from Susan Candell on November 17, 2022 (Info on How the 6<sup>th</sup> Cycle RHNA is setting all of our cities up to fail).

## **ORAL COMMUNICATIONS NO. 2**

No member of the public wished to speak.

## **ADJOURNMENT**

Mayor Mackin adjourned the meeting at 8:53 P.M.

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Ingrid Padilla, City Clerk