



BRISBANE CITY COUNCIL

ACTION MINUTES

**JOINT CITY COUNCIL AND GUADALUPE VALLEY MUNICIPAL
IMPROVEMENT DISTRICT MEETING AGENDA
THURSDAY, SEPTEMBER 4, 2025**

HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005

6:30 P.M. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Mayor Lentz called the meeting to order at 6:33 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 requests were made under Roll Call Item A.

Councilmembers Present: Councilmembers Davis, Kern, Mackin, O’Connell and Mayor Lentz

Councilmembers Absent: None

Staff Present: City Manager Dennis, Assistant City Manager Fernandez, City Clerk Padilla, City Attorney McMorro, Community Development Director Swiecki, Deputy Public Works Director Flanagan, Assistant Engineer Santoyo, Management Analyst Brown, Associate Planner Robbins, Recreation Coordinator Franco, Police Commander Garcia, and Admin Management Analyst Ibarra

ADOPTION OF AGENDA

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

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

Noes: None

Absent: None

Abstain: None

AWARDS AND PRESENTATIONS

B. National Preparedness Month

Mayor Lentz proclaimed September 2025 as “NATIONAL PREPAREDNESS MONTH” and encouraged all Brisbane residents to increase their knowledge and awareness of proper safety measures to follow before, during, and after a disaster. Safety Inspector Jeff Higgins from North County Fire received the proclamation and thanked the council for their recognition and support.

ORAL COMMUNICATIONS NO. 1

Michele Salmon thanked the City for clearing the underbrush behind the pool on Humboldt.

Chris Florkowski shared that September is Transit Month and highlighted the importance of Brisbane Shuttles.

CONSENT CALENDAR

- C.** Approve Minutes of City Council Joint Meeting of July 17, 2025
- D.** Approve Minutes of City Council Closed Session Meeting of July 17, 2025
- E.** Accept Investment Report as of June 2025
- F.** Accept Investment Report as of July 2025
- G.** Approve the Brisbane Dance Workshop Holiday Craft Fair Application for Event Co-sponsorship
- H.** Approve the Lions Club Fun Run & Pumpkin Patch Application for Event Co-sponsorship
- I.** Approve the Lions Club Senior Holiday Luncheon & Worldwide Candle Lighting Applications for Event Co-sponsorships
- J.** Approve the Chamber of Commerce “The Showbroads” Application for Event Co-sponsorship
- K.** Approve the Agreement Between the City of Brisbane and the San Mateo Pre-Hospital Emergency Medical Services Group for Personnel Services and Office Space

Mayor Lentz announced that Councilmember Davis will be recused for Chamber of Commerce Item—Item J.

Councilmember O’Connell made a motion, seconded by Councilmember Davis, to approve Consent Calendar Item C through I and K. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

Councilmember Davis stepped out of the room. Councilmember O’Connell made a motion, seconded by Councilmember Kern, to approve Consent Calendar Item J. The motion was carried unanimously by all present.

Ayes: Councilmembers Kern, Mackin, O’Connell and Mayor Lentz

Noes: None

Absent: None

Abstain: None

Recused: Councilmember Davis

Councilmember O’Connell reminded staff that Council needed an update on Co-sponsorships for the year.

PUBLIC HEARING

- L.** Consider Introduction of an Ordinance Amending Brisbane Municipal Code Chapters 15.10, 17.02, 17.12, 17.16, 17.32, 17.34, And 17.43 to Amend Regulations Pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Units

(This item is for a Zoning Text Amendment 2025-RZ-02; Citywide; Zoning Text Amendments to update the City’s existing Accessory Dwelling Unit regulations to comply with current State law; and finding that this project is statutorily exempt from environment review under CEQA Guidelines Section 15282(h) because it involves adoption of an ordinance regarding second units in single-family and multifamily residential zones; City of Brisbane, applicant.)

Community Development Director Swiecki reported that this draft Ordinance is being introduced to comply with state regulations pertaining to accessory dwelling units and junior accessory dwelling units. State law establishes a minimum height limit of 18 feet for detached ADUs within a half mile radius of “major transit stops” as defined by the state, which is 2–feet taller than the otherwise state–established height minimum of 16 feet. However, the Planning Commission recommended the adoption of a singular maximum height limitation of 18 feet for detached ADUs citywide. It was the Commission’s belief that a uniform standard would be more equitable than utilizing the State’s language which would allow some detached ADUs to be two feet taller than other ADUs, even within the same zoning district or on the same street.

After council questions, Mayor Lentz opened the public hearing.

Michele Salmon commented she is not in support of a singular maximum height limitation of 18 feet for detached ADUs citywide because this will mean two-story ADUs.

Councilmember O’Connell made a motion, seconded by Councilmember Davis, to close the public hearing. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

After Council discussion, Councilmember O'Connell made a motion, seconded by Councilmember Mackin, to introduce an Ordinance Amending Brisbane Municipal Code Chapters 15.10, 17.02, 17.12, 17.16, 17.32, 17.34, And 17.43 to Amend Regulations Pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Unit. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

Prior to the Ordinance's adoption, Councilmembers requested more information from staff about the definition of a major transit stop and to confirm the data provided in the submitted map.

NEW BUSINESS

M. Review and Consider Approval of the Complete Streets Safety Committee's Recommendation to Implement Full Street Closures in the Downtown Area on the Evening of Halloween, October 31, 2025

(The fiscal impact of this item will depend on Council's direction.)

Police Commander Garcia reported that this pilot program was recommended by the Complete Streets Safety Committee (CSSC). The CSSC recommends that the City Council approve a full hard closure of Mariposa, Monterey, and Mendocino Streets, which would also close San Bruno Avenue between San Francisco Avenue and Mendocino Streets as well as San Francisco Avenue from San Bruno Avenue to Mariposa Street, from 5PM to 9 PM on Halloween. The CSSC further recommends that no community surveys or voting be required before implementation and that immediate and robust public messaging be initiated to notify residents and visitors well in advance

After council questions, the following members of the public made comments in support of the full street closures: Sarah Mills, Chris Flowkowski, Michele Salmon, Emily Wirowek, Jessica Aloft, Shalena, Paul Bouscal, and an Anonymous speaker.

Council had a discussion and directed staff to do full road closures from San Bruno Avenue and the "web" streets from Mariposa to Klamath between Alvarado and Visitacion Avenue from 6-8 P.M. on Halloween, October 31, 2025, with an emphasis on safety, volunteer outreach, signage, communications plan and more parking options.

N. Consider Adoption of City of Brisbane and GVMID Resolutions Approving Tier 2 Drought Response Implementation Plan Pursuant to Section 3.11C of the Amended and Restated Water Supply Agreement and Approving an Amendment to the Amended and Restated Water Supply Agreement between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County

(The cost increase of the Amendment to all Regional Water System customers would result in an increase of no more than \$0.04 per hundred cubic feet of water. There is no anticipated cost impact as a result of

adopting the Tier 2 Drought Response Implementation Plan.)

Deputy Public Works Director Flanagan introduced Danielle McPherson from Bay Area Water Supply and Conservation Agency (BAWSCA). Ms. McPherson reported that there are two identical actions are being proposed for the City and Guadalupe Valley Municipal Improvement District (GVMID); first, the adoption of a new Tier 2 Drought Response Implementation Plan (DRIP), and the revision of requirements in the WSA that impose Minimum Purchase Quantities (MPQ) on certain members of BAWSCA.

After Council questions, Paul Bouscal asked whether the flushing program is included in the allocation of water usage.

After Council discussion, Councilmember/GVMID Boardmember O'Connell made a motion, seconded by Councilmember Davis, to approve the following actions and the motion was carried unanimously by all present:

WSA Amendment Action:

1. Approve the revisions included in the attached Exhibit A, to be incorporated into a revised Water Supply Agreement titled the "2025 Amended and Restated Water Supply Agreement Between the City and County of San Francisco Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County" dated as of 2025 (2025 Amended and Restated Water Supply Agreement).
2. The Chair of the Board is authorized and directed to execute the 2025 Amended and Restated Water Supply Agreement, when final execution copies are prepared and distributed by BAWSCA.

Tier 2 Plan Action:

1. Approve the Tier 2 Drought Response Implementation Plan, as attached as Exhibit A (Tier 2 Plan).
2. This approval is conditioned upon all of the other twenty-five Wholesale Customers approving the Tier 2 Plan, such approvals being evidenced through adoption of similar resolutions or, in the case of private-sector organizations, by other equivalently binding written commitments signed by an executive officer acting with in the scope of delegated authority, and all such approvals occurring on or before December 31, 2025.

Ayes: Councilmembers/GVMID Boardmembers Davis, Kern, Mackin, O'Connell and Mayor/Chair Lentz

Noes: None

Absent: None

Abstain: None

O. Receive Report on City of Brisbane Volunteer Initiatives and Provide Direction to Staff

Assistant City Manager Fernandez reported that Staff recommends that the City Council discuss the types of volunteer activities it wishes to include in a comprehensive volunteer program that includes both outward and internal facing tools such as volunteer intake forms, a volunteer repository, volunteer waivers to ensure a robust volunteer base in Brisbane.

After council questions, Michele Salmon commented that volunteers need waivers to help maintain trees in private properties. And she also reminded Council that San Bruno Mountain Watch hosts businesses for volunteer opportunities all across San Bruno Mountain.

Councilmembers suggested volunteer opportunities such as plogging Crocker Park Trail, sports fields maintenance, red curb painting, sidewalk/street adoption program, and incorporating business volunteer programs and older adults into this initiative.

STAFF REPORTS

P. City Manager's Report- City Updates and Upcoming Activities

City Manager Dennis reported on upcoming city events.

MAYOR/COUNCIL MATTERS

Q. Countywide Assignments and Subcommittee Reports

- i. Report Out on Subcommittee Meetings**
- ii. Upcoming Subcommittee Meetings**

Councilmembers reported on their countywide assignments and subcommittee activities. Councilmember Kern made a request to agendaize installing cameras at the community park and trail improvements on Humboldt and Lehning Way at a future City Council Meeting. Councilmember Mackin also wanted the Council to discuss the follow up to the Parkside Specific Plan.

R. Written Communications

Council received the following written correspondence between July 17, 2025 through September 4, 2025:

Gould (07-19-2025) Quarry
Shanahan (07-15-2025) Quarry
Kerekes (07-22-2025) Dangerous Tree on San Francisco St.
Rogers (07-21-2025) Quarry Sub Committee Meeting on Wednesday
Cherbowsky (07-23-2025) Effects of Quarry Development Proposal
Hoen (07-27-2025) Data Center Ordinances for Quarry Redevelopment Project
Mills (08-03-2025) Baylands Specific Plan Project Draft EIR
Zadik (08-09-2025) Quarry
Shifrin (08-09-2025) Quarry
Levine (08-13-2025) Public Comment on Baylands DEIR
Seekins (08-21-2025) Crocker Trail
Latham (08-20-2025) Crocker Trail
Straw (08-15-2025) No E-bikes on Crocker Trail
Goethals (08-17-2025) Meet Linda Patterson
Smith (08-18-2025) Baylands Development Project
Mohammed (07-15-2025) Indian Justice Coalition Resolution Supporting Muwekma Ohlone Tribe
Reyes (08-26-2025) Proclamation Prostate Cancer Awareness Month Sept 2025
Weiner (08-24-2025) Interested in Information Regarding Cooling Centers in Brisbane
Johnston (8-29-2025) Quarry
Grimes (9-2-2025) Greenbelt Alliance Comment on Brisbane Baylands Draft EIR
Johnson (9-2-2025) EIR Comments Revised Specific Plan Baylands
Hopper (9-1-2025) In Support of Complete Streets Safety Committees Rec to Implement Full Street

Closures in Downtown During Halloween

Mills (9-1-2025) Support of Complete Streets Safety Committees Rec To Implement Full Street Closures in Downtown During Halloween

Frisk (09-04-2025) Support of Complete Streets Safety Committees Rec to Implement Full Street Closures in Downtown During Halloween

Harding (09-04-2025) Complete Streets Safety Committee Halloween Street Closure Rec

Repke (09-04-2025) Letter in Support of Proposed Halloween Street Closure

Paves (09-03-2025) Support of Complete Streets Safety Committees Rec to Implement Full Street Closures in Downtwon During Halloween

Viray (9-03-2025) Street Closure

Crossley (09-04-2025) Halloween Street Closure Support

Kallapur (09-04-2025) Halloween Street Closure

Wirowek (09-04-2025) Brisbane Resident Trick or Treater Support for the CSSC Proposed Street Closures

ORAL COMMUNICATIONS NO. 2

No members of the public wished to speak.

ADJOURNMENT

Mayor Lentz adjourned the meeting at 9:46 P.M.

Ingrid Padilla
City Clerk