



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**JOINT CITY COUNCIL MEETING AGENDA  
THURSDAY, SEPTEMBER 21, 2023**

*HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005*

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

Mayor Davis called the meeting to order at 7:32 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 to attend the meeting remotely.

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

Councilmembers absent: None

Staff Present: City Manager Holstine, City Clerk Padilla, City Attorney McMorrow, Finance Director Yuen, City Engineer Breault, Parks and Recreation Director Leek, Assistant to the City Manager Cheung, Police Commander Garcia and Management Analyst Ibarra

**REPORT OUT OF CLOSED SESSION**

City Attorney McMorrow reported that direction was given to staff pertaining to the Personnel Matter

**ADOPTION OF AGENDA**

Staff pulled Consent Calendar Item G to correct clerical errors in the minutes. Councilmember O’Connell made a motion, seconded by Councilmember Cunningham, to adopt the agenda as amended. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## **AWARDS AND PRESENTATIONS**

### **B. National Preparedness Month**

Mayor Davis proclaimed September 2023 as “NATIONAL PREPAREDNESS MONTH” and encourage all Brisbane residents to increase their knowledge and awareness of proper safety measures to follow before, during, and after a disaster.

Joel Abelson, Battalion Chief of North County Fire Authority, thanked the Mayor and Council for the proclamation and support of National Preparedness Month.

### **C. National Hispanic and Latinx Heritage Month**

Mayor Davis and the Brisbane City Council proclaimed s the month of September 15, 2023 to October 15, 2023 as National Hispanic and Latinx Heritage Month. San Mateo County Libraries’ Library Manager Cary Mossing accepted the proclamation and announced the upcoming library events being held to celebrate Hispanic & Latinx Heritage Month.

### **D. San Mateo County Libraries' Annual Report**

San Mateo County Libraries’ Library Manager Cary Mossing reported on the San Mateo County Libraries’ Annual Report.

### **E. Class of 2023 City of Brisbane Intern Presentation**

Assistant to the City Manager Cheung introduced the Class of 2023 City of Brisbane Interns and each of the interns presented their summer project. The interns who presented were: Grace Baldwin, Oscar Li and Daniel Moorhatch.

## **ORAL COMMUNICATIONS NO. 1**

Michele Salmon warned the council that the community park playground was unsafe. The sharp edge stars were falling off the concrete wall and the padding by the swings were torn off. She also added that the holiday lights on the light posts should not be on all year. It is not sustainable.

Roland Lebrun commented that he was bounced off the Closed Session Meeting earlier in the evening. He appreciated the opportunity to listen to the city manager recruitment.

City Clerk Padilla noted for the record that Dana Dillworth wrote that a point of order was raised and that the council was to resolve the issue before proceeding with business at the City Council Meeting of September 7<sup>th</sup>, 2023.

## **CONSENT CALENDAR**

**F. Approve Minutes of City Council Special Meeting of June 29, 2023**

~~**G. Approve Minutes of Joint City Council, Brisbane GVMID Financing Authority, and Guadalupe Valley Municipal Improvement District Special Meeting of June 29, 2023**~~

**H. Approve Minutes of City Council Special Meeting of July 6, 2023**

**I. Approve Minutes of City Council Meeting of September 7, 2023**

**J. Approve Minutes of City Council Closed Session Meeting of September 7, 2023**

**K. Accept Investment Reports as of July 2023**

- L. Approve Response to the 2022-2023 Grand Jury Report: “Bike Safety in San Mateo County: Making Cycling Safer in the County”**
- M. Adopt an Ordinance, Waiving Second Reading, Repealing Chapter 8.44 of the Brisbane Municipal Code Enacting a New Chapter 8.44 to the Brisbane Municipal Code to Clarify Existing Definitions and to Enact Additional Requirements for Tobacco Retailer Permits, and Finding that No Further Environmental Review is Required Concerning this Ordinance**
- N. Adopt Resolution Establishing the Business License Tax on Recycling Establishments for Fiscal Year 2023/24**
- O. Adopt a Resolution Authorizing Submission of Applications for all CalRecycle Grants and Payment Programs for which City of Brisbane is Eligible**

Councilmember O’Connell made a motion, seconded by Councilmember Cunningham, to approve Consent Calendar Items E, F, and H-M and O. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

Mayor Davis recused herself from voting on Consent Calendar Item N. Councilmember Mackin made a motion, seconded by Councilmember Cunningham, to approve Consent Calendar Item N. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

Recused: Mayor Davis

## **OLD BUSINESS**

### **P. Revisit Sierra Point Open Space and Parks Process**

Parks and Recreation Director Leek is seeking direction from Council regarding guidance on next steps in the Sierra Point Open Space and Parks Process.

After Council questions, public comments were made by the following members of the public:

Nancy Lacsamana commented on making the Bay Trail a place to visit, picnic, bike, walk, with a clear outlook on sea level rise.

Ron Davis (read by Michele Salmon) wrote that a community building like the Mission Blue Center is more suitable for the community than a park.

Michele Salmon commented that the City needs to take a pause. The land is continuing to subside. We need to direct resources not on a park but on the boat area as well as the land area of the Marina.

Mea Christie could make the site more appealing and connected to town. Addressing the sea level rise would be the bare minimum.

Linda Dettmer (read by Michele Salmon) commented that a large and beautiful park will do nothing to address our most pressing issues. I appeal to the sensibility of the entire council to do the right thing and forego the impracticality of a

large park project.

Michele Salmon invited the larger community to be engaged and attend upcoming events in the Marina.

After Council discussion, Council directed staff to use funds to finance a Sea Level Rise Study in the Sierra Point site and find a consultant to do the work.

## **NEW BUSINESS**

### **Q. Consider Introduction of an Ordinance, Waiving First Reading, Concerning the Timing of the Construction of Off-Site Improvements**

**(This Ordinance is exempt from review under the California Environmental Quality Act (CEQA) because it is not a project. CEQA Guidelines section, 15378 (b)(2))**

City Engineer Breault reported that the Municipal Code currently does not have provisions that would require off-site work to be completed before onsite work begins. Staff has drafted the ordinance the purpose of which is to eliminate or substantially reduce neighborhood concerns,

After brief Council questions and no public comment, Councilmember Cunningham made a motion, seconded by Councilmember Cunningham, to introduce an Ordinance, Waiving First Reading, Concerning the Timing of the Construction of Off-Site Improvements. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## **STAFF REPORTS**

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

City Manager Holstine reported on the latest City news and events.

## **MAYOR/COUNCIL MATTERS**

### **S. Review City Council Meeting Schedule and Proposed Meeting on December 14, 2023**

City Clerk Padilla will confirm with Councilmember Cunningham about her availability to meet on December 14, 2023.

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

Council reported on their subcommittee activities and countywide assignments.

### **U. Written Communications**

Written Correspondence was received from Steve Kerekes on September 10, 2023 regarding Signage to protect dogs.

**ORAL COMMUNICATIONS NO. 2**

Diana Sosa commented that the City needs to revisit the plans at Sierra Point. It is expected in the near future that highway 101 will be underwater.

**ADJOURNMENT**

Mayor Davis adjourned at 10:04 P.M.

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Ingrid Padilla  
City Clerk

DRAFT