



BRISBANE CITY COUNCIL

ACTION MINUTES

**DRAFT**

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DECEMBER 3, 2012

*BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE*

**CLOSED SESSION**

- A. Conference with real property negotiator regarding 162 Golden Eagle Lane, pursuant to Government Code Section 54956.8

**CALL TO ORDER – FLAG SALUTE**

Mayor Lentz called the meeting to order at 7:34 p.m. and led the flag salute.

**ROLL CALL**

Councilmember's present:	Conway, Miller, O'Connell, Richardson, and Mayor Lentz
Councilmember's absent:	None
Staff present:	City Manager Holstine, Administrative Services Director Schillinger, Deputy City Clerk Ricks, City Attorney Toppel, Public Works Director Breault, Community Development Director Swiecki, Administrative Management Analyst Cheung, Financial Services Manager Cooper

**ADOPTION OF AGENDA (Deletions, Additions, Changes and Adoption)**

Councilmembers added a discussion of San Mateo County City Selection Committee Appointment under Mayor Council Matters. With that addition, CM Conway made a motion, seconded by CM Richardson, to adopt the agenda as amended. The motion was carried unanimously by all present.

**ORAL COMMUNICATIONS NO. 1**

Michele Salmon spoke regarding her concerns regarding Consent Calendar Items B & C. She also expressed her concerns with the dumping on Tunnel Road and the perimeter of the property around the Universal Paragon property. She stated that it is an attractive nuisance that is becoming unsafe. She asked that the City address this problem with the property owner. She also asked that the height of the piles of dirt on the UPC property be looked into as well.

Councilmembers asked staff to look into and address the matters brought up by Ms. Salmon. Community Development Director advised that there was a permit application before the Planning Commission dealing with the height of the dirt piles and that an inspector would go out to make sure that they are in compliance with their current permit.

## CONSENT CALENDAR

Councilmembers asked to remove items B & C from the Consent Calendar.

### **A. Approve Monthly Investment Report as of August 31, 2012**

### **D. Adopt Ordinance No 578, waiving second reading, adding Section 10.40.130 to Chapter 10.40 of the Municipal Code to prohibit vehicular traffic on Lassen Street**

CM Richardson made a motion, seconded by CM O'Connell to approve Consent Calendar items A & D as proposed. The motion carried unanimously by all present.

### **B. Adopt Ordinance No. 574, waiving second reading, amending Chapter 16.12, Tentative and Final Parcel Maps and Subdivision Maps where required, of the Municipal Code**

Community Development Director Swiecki advised that this is the second reading of the ordinance and explained that the intent of ordinance was to bring City's procedures in compliance with State law. He said that an additional paragraph was added to describe the intent of the ordinance.

Dolores Gomez expressed her confusion over how this ordinance would affect property owners.

Michele Salmon stated her concerns about the existing houses that are already built on substandard lots and the possibility of this ordinance encouraging mega houses or multi-unit houses. She asked that the City clearly identify the lots that this ordinance would apply to.

CM O'Connell read an e-mail received from Dana Dillworth requiring property owner notification and time frames related to the City's notice of intention.

Staff and Councilmembers responded to the concerns raised.

After Councilmember questions and clarifications, CM Conway made a motion, seconded by CM Richardson, to adopt the ordinance as proposed. The motion was carried unanimously by all present.

### **C. Adopt Ordinance No. 575, waiving second reading, amending Chapter 16.32, Lot Line Adjustments; Chapter 17.08, R-2 Residential District; Chapter 17.10, R-3 Residential District; and Chapter 17.32, General Use Regulations; of the Municipal Code**

Mayor Lentz stated that he had a conflict of interest in this matter so he stepped down from the Council dais.

Community Development Director reviewed the intent of the ordinance and the changes that it was proposing. He also indicated that a paragraph had been added since the first reading stating the intent of the ordinance.

Michele Salmon expressed that there are a lot of issues being affected by this ordinance that would allow building without community oversight. She felt that too much power was being given to the Planning Director. She expressed her desire to have issues such as these come before the Planning Commission.

Staff and Councilmembers responded to Ms. Salmons concerns.

After Councilmember discussion and clarification, CM Richardson made a motion, seconded by CM Conway, to adopt the ordinance as proposed. The motion carried 4-0-1, Mayor Lentz being absent during the vote.

Mayor Lentz returned to the dais.

## **STAFF REPORTS**

### **A. City Manager's Report on upcoming activities**

City Manager Holstine reported on the upcoming dates for the Community Park Playground dedication and the Winter Clean Up day.

## **MAYOR/COUNCIL MATTERS**

### **A. Subcommittee Report**

Councilmembers gave updates on the South San Francisco Scavenger's Annual Luncheon, the History Book Council Subcommittee Meeting, and the City Attorney Recruitment Subcommittee Meetings.

### **B. Formation of Ad Hoc Subcommittee regarding Planning items**

Councilmembers Richardson and O'Connell were chosen to serve on this committee.

### **C. Election of New Mayor and Mayor Pro Tem**

CM Conway made a motion, seconded by CM Richardson to elect Ray Miller as the next Mayor. The motion was carried unanimously by all present.

CM Conway made a motion, seconded by CM Miller, to elect Sepi Richardson as the next Mayor Pro Tem. The motion carried unanimously by all present.

Mayor Lentz explained that the new Mayor and Mayor Pro Tem would be sworn in and begin

serving at the City Council Meeting of December 17, 2012.

**D. San Mateo County City Selection Committee Applicants**

Councilmembers discussed the seats that were up for appointment, specifically the MTC seat. Since Mayor Lentz was applying for that seat, CM Miller made a motion, seconded by CM Richardson, to support his appointment to the MTC, then to follow with Jerry Deal as a second choice, and Alicia Aguirre as a third choice. The motion also included supporting Alicia Aguirre for the Transportation Authority should she be nominated to that position. The motion carried unanimously by all present.

**ORAL COMMUNICATIONS**

There were no members of the public wishing to speak.

**ADJOURNMENT**

The meeting was adjourned at 9:34 p.m.

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Wendy Ricks  
Deputy City Clerk