



BRISBANE CITY COUNCIL

ACTION MINUTES

CITY OF BRISBANE CITY COUNCIL MEETING

THURSDAY, SEPTEMBER 5, 2019

BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE

6:50 P.M. CLOSED SESSION (To Be Held in the Large Conference Room)

- A. Approval of the Closed Session Agenda
- B. Public Comment. Members of the public may address the Councilmembers on any item on the closed session agenda
- C. Adjournment into Closed Session
- D. Conference with Real Property Negotiator City Manager Clay Holstine, pursuant to Government Code, section 54956.8, regarding terms and conditions of the potential purchase of a portion of the Dolby Property on 175 S. Hill Drive #3, Brisbane, APN 005-290-070.
- E. Conference With Legal Counsel—Initiation Of Litigation
Potential initiation of litigation pursuant to Government Code, section 54956.9 (d) (4)
Number of Cases: One

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

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

Councilmembers absent: None

Staff Present: City Clerk Padilla, City Manager Holstine, , Legal Counsel Roush, Director of Administrative Services Schillinger, Senior Planner Johnson, Community Development Director Swiecki, City Engineer Breault, and Police Chief Macias

REPORT OUT OF CLOSED SESSION

Legal Counsel Roush reported that negotiator was directed to forward a sales agreement at the City Council Meeting of October 3, 2019 regarding Closed Session Item D and no action was taken regarding Closed Session Item E.

ADOPTION OF AGENDA

CM O'Connell made a motion, seconded by CM Conway, to adopt the agenda as it stands. The motion passed unanimously by all present.

ORAL COMMUNICATIONS NO. 1

David Schooley stated that San Bruno Mt. Watch is about to be 50 years old and invited everyone to their upcoming events in 2020. He also wanted to confirm that the Council received the letter regarding the quarry.

PRESENTATION

A. Adult Education College Career Educational Leadership (ACCEL San Mateo County)

Dr. Ka'Ryn Holder-Jackson, ACCEL Executive Director, presented on the mission and vision of the San Mateo Adult Education College Career Educational Leadership Program.

The Councilmembers thanked Dr. Holder-Jackson for her time and important work.

CONSENT CALENDAR

A. Adopt City Council Minutes of July 18, 2019

B. Accept Investment Report as of June 2019

C. Accept Investment Report as of July 2019

D. Set a Public Hearing to Consider Vacating Public Rights of Way in the Sierra Point Area

E. Reject all bids received July 11, 2019 for the Fire Station 81 Standby Generator Upgrade, Job No. 9I01.

CM O'Connell made a motion, seconded by CM Cunningham, to approve Consent Calendar Items A-E. The motion was passed unanimously by all present.

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

Noes: None

Absent: None

OLD BUSINESS

A. Consider Introduction of Ordinance No. 638 Amending Chapter 12.12 of the Municipal Code Establishing Private Tree Regulations

(This item is being continued from the City Council Meeting of May 2, 2019)

Community Development Director Swiecki reported that the Planning Issues Subcommittee (Members Mayor Davis and Councilmember O'Connell) met and reviewed the draft Ordinance 638 further. He reported that some of the changes since the discussion at the City Council Meeting of May 2, 2019 included the following: a minor edit to the enjoyment of property finding, and edits to the finding for tree removal regarding fire hazards.

Community Development Director Swiecki further added that estimated costs for tree replacements are estimated to average approximately \$500 per tree, assuming 15 gallon size, the minimum replacement size required by the Ordinance. And both the Council and the subcommittee stressed the importance of Outreach and Education to community members.

After some Council questions, CM Conway made a motion, seconded by CM O'Connell, to introduce Ordinance No. 638 Amending Chapter 12.12 of the Municipal Code Establishing Private Tree Regulations. The motion was passed unanimously by all present.

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

Noes: None

Absent: None

B. Consider Approval of Resolution No. 2019-56 to Update the Master Pay Schedule

Administrative Services Director Schillinger presented for adoption the master pay schedule to reflect the approved pay increases that went into effect on July 18, 2019. Some of the updates to the schedule included the following:

- City Manager: The pay schedule will reflect his current pay rate of \$119.39 per hour.
- Confidential Management Employees: The pay schedule will reflect a 2% pay increase for covered positions in the bargaining group.

- Executive Management: The pay schedule will reflect a market adjustment of 3.5% for the City Clerk position and a 2% pay increase for all covered positions in the bargaining group.

CM Conway made a motion, seconded by CM Cunningham, to approve of Resolution No. 2019-56 to update the Master Pay Schedule. The motion was passed unanimously by all present.

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

Noes: None

Absent: None

NEW BUSINESS

A. Proposed Zoning Text Amendment-Floor Area Ratio Exemption for Garages on Small Lots

Community Development Director Swiecki reported that Zoning Ordinance (BMC Section 17.06.040) establishes a maximum floor area ratio of .72 in the R-1 residential zone. It further provides that when the lot size is 3,700 square feet or less, a covered parking space not exceeding 200 square feet is excluded from the floor area calculation.

He added that this issue of increasing the garage area that can be excluded from the floor area calculation on small lots is being considered as a means of increasing the supply of available off street parking in residential areas. He reported that the Planning Issues Subcommittee reviewed this item at a meeting on July 17, 2019. Both members were agreeable to referring the matter to the Planning Commission for additional study.

After some Council discussion, CM Conway made a motion, seconded by CM Cunningham, to authorize the Planning Commission to initiate a zoning text amendment increasing the floor area ratio exemption for garages on small lots. The motion was passed unanimously by all present.

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

Noes: None

Absent: None

STAFF REPORTS

A. City Manager's Report on upcoming activities

Administrative Services Director Schillinger reported on the upcoming activities throughout the City.

1. Proposal to assign two Councilmembers to an Ad-hoc Subcommittee to review City Beautification efforts and Financial Resources to achieve desired results

Administrative Services Director Schillinger reported that the City Manager has received request to address beautification issues and safety issues relative to the appearance of the City. The purpose of the Ad hoc Subcommittee will be to better define goals, levels of service and priorities for city beautification and to them work with staff on what that will mean in terms of staffing, contractors, etc.

After some Council discussion, Council directed staff to assign Councilmember Cunningham and one representative from the Open Space Ecology Committee and the Parks and Recreation Commission to an Ad-hoc Subcommittee to review City Beautification efforts and Financial Resources to achieve desired results.

MAYOR/COUNCIL MATTERS

A. Countywide Assignments/Subcommittee Reports

Councilmembers reported on their activities from July 19, 2019 to September 5, 2019:

C/CAG Bicycle Pedestrian Advisory Committee, Cannabis Subcommittee, Airport Roundtable, Airport Land Use Committee, Liaison to the Parks and Recreation Commission, Public Art Selection Committee, Meeting with Congresswoman Jackie Speier, Universal Paragon's Baylands Workshop, and the Education Subcommittee.

Mayor Davis welcomed Councilmember Conway back from his medical leave of absence.

David Schooley shared that someone from staff should specifically be working on trails

B. City Council Meeting Schedule

The Council cancelled the City Council Meetings of September 19, 2019 and the City Council Meeting of January 2, 2020.

C. Written Communications

Written correspondence was received by the council from the following members of the public:

- Dana Dillworth (7/18/19) Election Sign Ordinance
- Winefield & Associates (7/22/19) Recommendation to Contact CalEPA
- Clara Johnson (7/30/19) Thanks
- Michele Salmon (8/13/19) STRs and ADUs

ORAL COMMUNICATIONS NO. 2

No member of the public wished to speak.

ADJOURNMENT

CM Conway made a motion, seconded by CM O'Connell to adjourn the meeting. Mayor Davis adjourned the meeting at 8:42 P.M.

PUBLIC MEETING VIDEOS

The replay schedule for public meetings can be found on the Live Streaming page <http://brisbaneca.org/live-streaming>. Past meetings will be replayed on Comcast Channel 27 and at <http://brisbaneca.org/live-streaming> and can be found on the All Meetings page (<http://brisbaneca.org/city-government/meetings>) once the video has been archived



Ingrid Padilla
City Clerk