



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**JOINT CITY OF BRISBANE CITY COUNCIL/  
BRISBANE HOUSING AUTHORITY**

**SPECIAL MEETING AGENDA**

**THURSDAY, NOVEMBER 8, 2018**

*BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE*

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Mayor Conway called the meeting to order at 8:01 P.M. and led the Pledge of Allegiance.

**ROLL CALL**

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

Councilmembers absent: None

Staff present: City Manager Holstine, Administrative Services Director Schillinger, City Clerk Padilla, City Attorney Roush, City Engineer Breault, Community Development Director Swiecki, Associate Planner Ayres, Senior Management Analyst Cheung, and Police Chief Macias

**ADOPTION OF AGENDA**

CM Davis made a recommendation to adjourn the meeting in memory of the Thousand Oaks, CA shooting victims. CM Davis made a motion, seconded by CM O’Connell to adopt the agenda as amended. The motion was carried unanimously by all present.

**ORAL COMMUNICATIONS NO. 1**

No member of the public wished to speak.

## **PRESENTATION**

### **A. Volunteer of the Year**

Mayor Conway awarded a Mayoral Proclamation to Nancy Colman as the 2018 Brisbane Volunteer of the Year. Nancy Colman expressed her gratitude to the Council and the greater community for the recognition and support.

### **B. Mayoral Commendation Award for the Arts presented to: Camille Salmon for Brisbane Dance Workshop, Kevin Fryer for Live at Mission Blue and Beth Grossman for Brisbane Artists Evening of Sharing**

Mayor Conway awarded Brisbane Artists Camille Olivier Salmon, Kevin Fryer, and Beth Grossman a Mayoral Commendation Award for the Arts. Awardees shared their gratitude for the award and the City's support of the Arts.

## **CONSENT CALENDAR**

### **A. Adopt City Council Minutes of October 18, 2018**

CM O'Connell made a motion, seconded by CM Davis to approve Consent Calendar Item A. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## **PUBLIC HEARING**

### **A. Consider introduction of Draft Ordinance No. 632 (Zoning Amendment RZ-6-18), Amend Chapter 17.33 of Title 17, Zoning, of the Brisbane Municipal Code to modify the permitted operating hours for cannabis businesses.**

*(The purpose of this ordinance is to modify the cannabis business performance standards to extend the permitted operating hours for retail deliveries, and to allow discretion in limiting the operating hours for other permitted cannabis businesses. There are no fiscal impacts should Ordinance No. 632 be introduced and later adopted.)*

Community Development Director Swiecki that the proposed zoning amendments outlined in Draft Ordinance No. 632 would revise BMC Section 17.33.020.B to allow retail deliveries to operate up to 10 P.M. (compared to the current cut off time of 7 P.M.). All other cannabis business operations would be subject to any operating hour limitations established in the underlying zoning district, unless otherwise modified by the Planning Commission in its approval of a Use Permit if warranted based on specific characteristics or site locations.

After some clarifying question from Councilmember, Mayor Conway opened the public hearing.

Rand Martin, Vice President of Governmental Affairs from Caliva, supported extending the permitted operating hours.

After some Council discussion with Mr. Martin, CM O'Connell made a motion, seconded by CM Cunningham to close the public. The motion was carried unanimously by all present.

CM O'Connell stated that she would like to discuss at a future meeting how the City can economically benefit from Cannabis business operations. O'Connell made a motion, seconded by CM Lentz, to introduce Ordinance No. 632 as it stands. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## **II. NEW BUSINESS**

### **A. Consider adoption of Resolution HA 2018-04 adopting amendments to the Brisbane First Time Homebuyer Loan Program**

*(The purpose of the Resolution is to update the Brisbane First Time Homebuyer Program to ensure successful purchase and resale transactions of properties subject to the Program's provisions based on current administration practices, mortgage lending standards, and applicable State affordable housing laws. There are no fiscal impacts should Resolution HA 2018-04 be adopted. )*

Associate Planner Ayres reported that Resolution HA 2018-04 will modify the Brisbane First Time Homebuyer Programs to broaden the pool of eligible purchasers should there be another affordable housing project in the city. The modifications include the following:

- Update terminology throughout to reflect the dissolution of the Redevelopment Agency and assumption of loan administration by the Housing Authority
- Adjust the maximum purchase price of properties to reflect the median sales price of homes in Brisbane in the past 12 months
- Clarify the appropriate party size (number of bedrooms) based on number of people in the household.
- Adjust the calculation of maximum affordable housing costs for households earning 70-120% of Ami from 30% of their gross income to 43% (inclusive of all other consumer debt)

Associate Planner Ayres also shared that after the adoption of the Program amendments, staff will move forward to relist the property at 1 San Bruno Ave., Unit D. for eligible purchasers under the revised Program eligibility criteria.

After some Council questions, CM O'Connell made a motion, seconded by CM Lentz, to approve Resolution HA 2018-04. The motion was carried unanimously by all present.

Ayes: HA boardmembers Cunningham, Davis, Lentz, O'Connell and Chair Conway  
Noes: None  
Absent: None  
Abstain: None

## **STAFF REPORTS**

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

City Manager Holstine announced several activities in the City for the month of November including a brief election results update.

## **MAYOR/COUNCIL MATTERS**

### **A. Countywide Assignments/Subcommittee Reports**

Councilmembers reported their activities in the following Countywide and Subcommittee Activities:

- The Brisbane Baylands Community Advisory Group
- Peninsula Clean Energy JPA
- Public Art Advisory Committee
- Airport Land Use & Airport Noise Ground based Noise Subcommittee
- City/County Association of Governments

### **B. City Council Meeting Schedule**

The next City Council Meeting is scheduled for December 6, 2018.

### **C. Written Communications**

City Council received written communications from the following members of the public:

- Michael Lampton (10/21/18)
- Tony Verreos (10/24 & 10/25/18)

## **ORAL COMMUNICATIONS NO. 2**

No member of the public wished to speak.

## **ADJOURNMENT**

Mayor Conway adjourned the meeting at 9:02 P.M. in memory of the Thousand Oaks, CA shooting victims.

## **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

### **TO ADDRESS THE COUNCIL**

When an item you're concerned with appears on the agenda, you may address the Council at that time. Otherwise, you may address the Council under Oral Communications. Please fill in a "Notice of Request to Address Brisbane City Council" and give to the City Clerk so that your name can be accurately included in the minutes. When recognized, please come up to the microphone, and begin by stating your name and address. Conciseness is appreciated. Any attendee who wishes accommodation for a disability should contact Ingrid Padilla, City Clerk at (415) 508-2113.

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Ingrid Padilla  
City Clerk