



BRISBANE CITY COUNCIL

ACTION MINUTES

**CITY OF BRISBANE CITY COUNCIL
THURSDAY, NOVEMBER 2, 2017
BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE**

6:30 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 Council on any item on the closed session agenda.
- C. Adjournment into Closed Session
- D. Conference with Real Property Negotiator City Manager Clay Holstine regarding the price and terms of the payment for the potential sale of APN#s 007556010, 007560120, 007560130 and 007560140 pursuant to Government Code Section 54956.8
- E. Liability Claims: Claimant Triple A (Tababa), pursuant to Government Code, section 54956.95

CLOSED SESSION REPORT BACK

City Attorney Roush reported that the Council unanimously approved payment of Liability Claim from Claimant Triple A. And in regard to Closed Session Item D, the Council took no action.

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

The Mayor called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.

ROLL CALL

Councilmembers present: Conway, Davis, Lentz, O’Connell and Mayor Liu
Councilmembers absent: None
Staff present: City Manager Holstine, City Attorney Roush, Administrative Services Director Schillinger, Community Development Director Swiecki, City Clerk Padilla, and Police Chief Macias.

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

Mayor Liu said that staff has requested to pull Public Hearing Item B because not all of the Northwest Bayshore real property owners required to receive a Notice of Public Hearing received a notice. This public hearing item will be brought back to the Council for discussion at the City Council Meeting of November 16, 2017.

CM Conway made a motion, seconded by CM Davis, to approve the agenda as amended. The motion was carried unanimously by all present.

ORAL COMMUNICATIONS NO. 1

Dana Dillworth voice her disappointment that the Closed Session Item on the real property negotiation was not properly noticed under the Housing Authority.

PRESENTATION

A. Brisbane Village Helping Hands Presentation by Nancy Colman

Nancy Colman, executive director of the non-profit Brisbane Village Helping Hands presented on the accomplishments and current status of the organization. She also thanked the City Council for their support.

CONSENT CALENDAR

C. Approve Co-Sponsorship of Mothers of Brisbane's Annual Clothing Sale

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

A. Approve City Council Minutes of September 7, 2017.

CM Conway made a request to review the video and correct line on page 2.

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

B. Approve City Council Minutes of October 12, 2017

CM O'Connell directed City Clerk Padilla to edit the lines regarding the approval of the agenda. CM Conway, seconded by CM O'Connell to approve Consent Calendar Item B as amended. The motion was carried unanimously by all present.

PUBLIC HEARING

- A. Consider introduction of Ordinance No. 622 (Zoning Text Amendment RZ-2-17) - Zoning text amendments to implement Housing Element Program H.B.1.g, clarify existing definitions related to office uses, and streamline rooftop solar energy system installations.**

Community Development Director reported that the purpose of this ordinance is to update various sections within Title 17, Zoning, of the Brisbane Municipal Code to implement Housing Element Program H.B.1.g regarding single-room occupancy units, clarify existing office use definitions, and streamline rooftop solar energy system installations by exempting flush-mounted rooftop solar energy systems from building height limitations.

After some Council clarifications and questions, Mayor Liu opened the public hearing. Dana Dillworth recommended to include language for tiny houses or alternative living structures.

CM Conway made a motion, seconded by CM Lentz to close the public hearing. The motion was carried unanimously by all present.

CM Madison directed staff to bring the Tiny Houses and alternative living structures issue for discussion at the Planning Commission and at the Affordable Housing Subcommittee.

CM Lentz made a motion, seconded by CM Davis to introduce Ordinance No. 622. The motion was carried unanimously by all present.

Ayes: Councilmember Conway, Davis, Lentz, O'Connell and Mayor Liu

Noes: None

Absent: None

- B. Consider adoption of Resolution No. 2017-51 regarding the General Plan Amendment GPA-1-17 and Zoning Text and Map Amendment RZ-1-17 to eliminate inconsistencies between the M-1 zoning and the Northwest Bayshore Subarea land use designation and related amendments pertaining to Northwest Bayshore; City of Brisbane, applicant; Various owners; APNs: Various; M-1 Manufacturing and PD-SCRO Planned Development Subregional Commercial/Retail/Office zoning districts.**

This item was moved to the City Council Meeting of November 16th.

NEW BUSINESS

- A. Consider Adoption of Resolution No. 2017-47 to Increase Fees for the Afterschool Program from \$120 a month (\$1,068 per year) to \$160 a month for residents (\$1,440 per year).**

Administrative Services Director Schillinger reported that the purpose of this Resolution is to increase fees for the Afterschool Program from \$120 a month to \$160 a month for residents. The increase in fees is needed to offset the increase cost of the Afterschool Program due to increase in

wages approved by the City Council for Recreation Leaders and Senior Recreation Leaders and if the City hires an additional Recreation Leader to lead more enrichment activities. He added that increasing the fee would mean the City would still subsidize the program approximately \$13,000 a year.

After Council discussion and clarification of staff, CM Conway shared he wants the Afterschool Program running in its full and best capacity before raising the fees.

Parks and Recreation Commissioner Kevin Fryer added that the ability to hire people is out of our control and the program is also limited by the size of the facility.

CM Davis requested a regular update on enrichment programs being offered in the after school programs.

CM Conway voiced that he preferred a fee increase to \$140 instead of \$160.

After further Council discussion, CM Lentz made a motion, seconded by Mayor Liu, to raise adopt Resolution No 2017-47. The motion passed by a vote of 4 to 1.

Ayes: Councilmember Davis, Lentz, O'Connell and Mayor Liu

Noes: Councilmember Conway

Absent: None

B. Consider Potential Implementation of a Utility Rate increase to Create a Drought Reserve

Administrative Services Director Schillinger shared that the Council is being requested to direct staff on whether to begin the process of setting up a Drought Reserve within the Utility Fund and increase rate to fund the Drought Reserve. The fiscal impact of this action will stabilize the rates for the water service by the creation of a Drought Reserve. He added that 70% of the City's cost for water service is fixed.

After some Council questions of staff, Dana Dillworth voiced that she wants the larger businesses to shoulder the cost of the water service not the residents.

CM Lentz made a motion, seconded by CM Conway to begin the process of setting up a Drought Reserve within the Utility Fund and increase rate to fund Drought reserve. The motion was carried unanimously by all present.

Ayes: Councilmember Conway, Davis, Lentz, O'Connell and Mayor Liu

Noes: None

Absent: None

C. Information Report Concerning Restricting the Uses of Properties Within Brisbane Acres that the City Owns

City Attorney Roush shared that the purpose of this item is to ask Council to consider information and determine whether any additional steps need to be taken at this time in order to restrict the uses of property within Brisbane Acres that the City owns. He added that some of the options for Council to consider are the following:

- A. Conservation easement
- B. Conveyance of the property in fee to a public entity land trust
- C. Deed of restriction

After Council discussion and clarification, CM Conway wants a map to identify the prime parcels for open space. CM Conway directed staff to construct a map illustrating Land City Purchased and Land from Grants. Additionally, he requested for the Open Space and Ecology Committee to review the map once it's available.

After further discussion, Council directed staff to proceed with the Deed of Restriction option.

STAFF REPORTS

A. City Manager's Report on upcoming activities

City Manager Holstine provided an update on the flag raising ceremony and the winter yard waste clean up.

MAYOR/COUNCIL MATTERS

A. County-wide Assignments/Subcommittees Reports

CM Davis reported that members of the G3 group would rather use the City's donation to purchase supplies for the mural since the muralist and all volunteers would be donating their time. She also requested to add this discussion item to the next City Council meeting agenda.

Administrative Services Schillinger said that there should be some funds available for G3 from the Star City Festival funds.

CM O'Connell requested a report back on the Star City Festival.

Administrative Services Schillinger said that Star City Festival Ad hoc Subcommittee will be provided an update as well as the full Council at a later meeting.

CM Lentz reported on the Economic Development Subcommittee's activities.

B. City Council Meeting Schedule

The next Council Meeting is scheduled on November 16, 2017.

C. Written Communications

Non-Baylands written correspondence was received from Tony Verreos on November 2, 2017.

ORAL COMMUNICATIONS 2

No member of the public wished to speak.

ADJOURNMENT

CM Conway made a motion, seconded by CM Davis 0to adjourn the meeting. The motion was carried unanimously by all present. The meeting was adjourned at 9:30 p.m.

Ingrid Padilla, City Clerk

DRAFT