



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**CITY OF BRISBANE CITY COUNCIL  
THURSDAY, OCTOBER 26, 2017  
BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE**

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

The Mayor called the meeting to order at 7:38 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, Administrative Services Director Schillinger,  
City Clerk Padilla, City Engineer Breault, Deputy Public Works  
Director Kinser and Police Chief Macias

**CLOSED SESSION-TO BE HELD IN THE LARGE CONFERENCE ROOM**

- A. Conference regarding pending litigation; SFPP, LLC vs. City of Brisbane, pursuant to Government Code Section 54956.9**
- B. Conference with Real Property Negotiator, Clay Holstine, regarding requested land transfer- Portion of Former SPRR Easement (SBE 872-41-23R) pursuant to Government Code Section 54956.8**

City Manager Holstine reported back that Council provided direction to staff regarding Closed Session Items A & B.

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

Mayor Liu requested to pull Consent Calendar Item A for the City Attorney to review. CM Conway 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 members of the public wished to speak.

## **CONSENT CALENDAR**

- A. Approve City Council Minutes of September 7, 2017**
- B. Approve City Council Minutes of September 18, 2017**
- C. Approve City Council Minutes of October 10, 2017**
- D. Adopt Resolution 2017-49 to Deny of Appeal and Approve of the Use Permit UP-2-17, Design Permit DP-1-17 and Grading Permit EX-4-17 for a Mixed Use Development at 36-50 San Bruno Avenue**
- E. Adopt Resolution Nos. 2017-53, 2017-54, 2017-55, 2017-56 & 2017-57 to Make Appointments in the Planning Commission, Parks & Recreation Commission and the Complete Streets Safety Committee**
- F. Adopt Resolution No. 2017-52 to Provide Grant Execution Authority required by the State of California for the Surrendered and Abandoned Vessel Exchange (SAVE) Program**

CM Conway made a motion, seconded by CM Davis to approve Consent Calendar Items B-F and to pull Item A to be considered at the next City Council Meeting. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

## **I. SWEARING IN NEW COMMISSIONERS AND COMMITTEE MEMBERS**

- A. Administer Oath of Office to Newly Appointed Commissioners and Committee Members**
  - Sharon Boggs, Parks & Recreation Commission term through January 2020**
  - David Needham, Parks & Recreation Commission term through January 2020**
  - Pamala Sayasane, Planning Commission term through January 2020**
  - Arthur Sun, Complete Streets Safety Committee term through January 2020**
  - Patrick Tainter, Complete Streets Safety Committee term through January 2020**

City Clerk Padilla administered the Oath of Office to newly appointed Commissioners and Committee members for terms through January 2020. The new appointees were: Sharon Boggs and David Needham for the Parks and Recreation Commission, Pamala Sayasane for the Planning Commission, and Arthur Sun and Patrick Tainter for the Complete Streets and Safety Committee.

## **NEW BUSINESS**

- A. Receive Report on Capital Improvement Plan (CIP)**

City Manager Holstine provided an overview of the City's Capital Improvement Plan. He explained that the Capital Improvement Projects make up the Capital Improvement Plan and the Capital Improvement Projects are multi-year expenditures to build new infrastructure, maintain/replace existing infrastructure and involve significant cost which could adversely impact annual operating budgets. He also stated that the Capital Improvement Plan is usually reviewed by the City Council every two years.

After some Council questions, Deputy City Engineer Kinser provided an update on the current Capital Improvement Projects that are funded such as the Brisbane Acres Vegetation Management, Eucalyptus Removal in Brisbane Acres, Firth Park Restoration, Dog Park Resodding, Trash Capture Device, Ice House Hill Slope Repair, Marina Dredging and Cold in Place Recycling on Bayshore Blvd.

City Engineer Breault highlighted new proposed Capital Improvement Projects within the Public Works Department such as the Cityhall Photovoltaic Design-Build, the Lift Station Condition Assessment and Hydraulic Evaluation, the Sewer Pipeline Replacements, the Intersection Improvements at Bayshore and San Bruno Avenue, and the Annis Road PRV Station and Fire Main Replacement Project.

Administrative Services Director Schillinger presented the top two Capital Improvement Project priorities identified by the Parks and Recreation Department which are the all-weather volleyball court at Lipman Middle School and the modular addition with bathroom at the Brisbane Elementary School.

CM O'Connell questioned how much funding is available to fund these projects from the General Fund next year. Administrative Services Director Schillinger said he will need to do further research but estimates there will be about \$250,000-\$500,000 to allocate to Capital Improvement projects.

After more Council questions, City Manager Holstine suggested for the Council to identify projects to move forward. He also added that staff will provide a five year fiscal model report which will include the Capital Improvement Project priorities and then Council can determine the projects' impact on the City's fiscal health.

City Council members then identified the following Capital Improvement Project priorities and made the following recommendations:

CM Conway:

- Prioritize Project #4 Railing for Stairway between Mono & Sierra Point
- Prioritize Project #5 South Hill Drive Sidewalk Extension
- Prioritize Project #87 Dog Park Lighting
- Prioritize Project #92 Quarry Road Lighting

CM Davis:

- Agrees with Councilmember Conway's project picks #4, 5, 87, 92
- Prioritize Project #91 Modular Addition- Brisbane Elementary School
- Prioritize Project #6 Stairway between Alvarado & Tulare
- Add Project: Basketball courts changed to non-adjustable height, regulation-sized basketball hoops.

CM O'Connell:

- Agrees with CM Conway's project list of #4, 5, 87, 92
- Prioritize Project #91 Modular Addition- Brisbane Elementary School
- Prioritize Project # 85 All Weather Volleyball Court at Lipman Middle School
- Prioritize Project #81 Fishing Pier Improvements
- Project #79 Prelim Design & Cost Estimating of R&R of dock flotation billets, dock utilities & dock boxes

CM Lentz:

- Agrees with CM Conway, Davis, & O'Connell project list
- Prioritize Project #3 Expansion of the Community Garden
- Prioritize Project #7 Crocker Trail Commuter Connectivity Upgrades
- Prioritize Project #8 Crocker Trail Lighting (plus additional cost to lay the conduit)
- Prioritize Project #48 Alley Improvements- Alvarado to San Benito
- Prioritize Project #49 Intersection Improvements to Bayshore/San Bruno
- Prioritize Project #96 Restroom & Storage Building Installation at Lipman Middle School
- Add the Raccoon Statue replacement

Mayor Liu:

- Prioritize Project #91 Modular Addition- Brisbane Elementary School
- Prioritize Project # 85 All Weather Volleyball Court at Lipman Middle School
- Prioritize Project #5 South Hill Drive Sidewalk Extension
- Add murals on commercial building (from the view from Mission Blue)
- Add compensation of community volunteer group G3's muralist working on Julie's Deli wall

CM O'Connell made a motion, seconded by CM Davis, to extend the meeting until 10:45 p.m. The motion was carried unanimously by all present.

Mayor Liu expressed that with these priorities, staff should have enough direction to bring back a report to City Council at a later time.

## **STAFF REPORTS**

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

City Manager Holstine reported that there will be a Flag Raising Ceremony at the Community Park on November 9<sup>th</sup> at 8:00 a.m. in honor of Veteran's Day.

## **MAYOR/COUNCIL MATTERS**

### **A. Discuss Creation of Ad Hoc City Council Subcommittee concerning Crocker Park Noise Issues**

CM O'Connell stated that she believed issues are important but the ad hoc subcommittee should not be created until the new City Council is in place.

CM Conway suggested that the existing Economic Development Subcommittee should be able to address these issues in Crocker Park.

CM Davis suggested that the existing Health and Safety Subcommittee could also take on some of the work.

After some Council questions and discussion, Police Chief Macias provided a status update on how Code Enforcement has worked with the businesses and residents to address the noise issues at Crocker Park.

Elaine Straw expressed that the noise issues, refrigeration issues, and truck issues have not been properly addressed. She added that her neighbors at the Ridge are excited about the opportunity to address their issues at this new Ad hoc Subcommittee.

After further discussion, CM Conway made a motion, seconded by CM Lentz, to create an Ad hoc Subcommittee to address Crocker Park Noise Issues with CM Lentz and Mayor Liu as members of the Ad hoc Subcommittee. The motion was carried unanimously by all present.

CM Conway, made a motion, seconded by CM Lentz to extend the meeting to 11:00 p.m. The motion was carried unanimously by all present.

### **B. County-wide Assignments/Subcommittees Reports**

Mayor Liu expressed her concern that City Council should not schedule future City Council meetings on Thursday evenings when there are Peninsula Clean Energy Board Meetings.

CM Lentz asked City Manager Holstine to further inquire if a non-staff person can be an alternate member of the Peninsula Clean Energy Board.

Mayor Liu also reported that a Chinese delegation from Chengdu Shuangliu District visited City Hall and toured the local electric motorcycle company Alta-Motors.

CM Lentz and CM O'Connell also reported that they attended a Sierra Point Design Guidelines Adhoc Subcommittee Meeting.

### **C. City Council Meeting Schedule**

City Council Meetings have been scheduled for October 30, 2017, November 2, 2017 and November 16, 2017 and December 14, 2017.

### **D. Written Communications**

Non-Baylands related written correspondences were received by the City Council during October 16, 2017- October 26, 2017 from the following members of the public:

- Bill Dettmer (10/16/17)
- Denise Gregory (10/16/17)
- Barbara Ebel (10/17/17)

### **ORAL COMMUNICATIONS 2**

No member of the public wished to speak.

### **ADJOURNMENT**

CM Lentz made a motion, seconded by CM Davis, to adjourn the meeting. The motion was carried unanimously by all present. The meeting was adjourned at 10:57 p.m.



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Ingrid Padilla, City Clerk