



BRISBANE CITY COUNCIL

ACTION MINUTES

**CITY OF BRISBANE CITY COUNCIL
REGULAR MEETING AGENDA**

THURSDAY, MARCH 15, 2018

BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE

6:30 P.M. PRESENTATION *(To Be Held in the City Hall Parking Lot)*

A. Receive a Presentation on the New Wildland Fire Engine

At the City Hall parking lot, staff from the Fire Department gave a presentation on the City of Brisbane's new Type 6 Wildland Fire vehicle. The new Wildland Fire Engine is capable and equipped to reach wildland fires on the hillside and the trails above Brisbane.

The Mayor and Councilmembers thanked the staff from the Fire Department for their time and presentation.

7:00 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. Liability Claim: Claimant Pacific, Gas & Electric, Agency Claimed Against: City of Brisbane, pursuant to Government Code, section 54956.95

REPORT OUT OF CLOSED SESSION

Deputy City Attorney Stricker reported direction was given to accept the recommendation as a result of the Closed Session regarding Item D—Liability Claim with Claimant Pacific, Gas & Electric.

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

Mayor Conway called the meeting to order at 7:30 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 Clerk Padilla, City Manager Holstine, Administrative Services Director Schillinger, Deputy City Attorney Stricker, Community Development Director Swiecki, City Engineer Breault, and Police Chief Macias

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

CM O’Connell made a motion, seconded by CM Lentz, to adopt the agenda. The motion was carried unanimously by all present.

ORAL COMMUNICATIONS NO. 1

No member of the public wished to speak at this time.

CONSENT CALENDAR

- A. Adopt City Council Minutes of February 1, 2018**
- B. Adopt City Council Minutes of February 15, 2018**
- C. Adopt City Council Minutes of February 25, 2018**
- D. Adopt City Council Minutes of March 1, 2018**
- E. Adopt City Council Minutes of March 6, 2018**
- F. Approve Award of Contract to Midstate Barrier, Inc. for the Rock Slope Improvement Plan (Ice House Hill), Phase 2 and Authorize the Mayor to Sign the Agreement on the City’s behalf**
- G. Reject all Bids Received for the Annis Road PRV Station and Fire Main Replacement Project (Project No. 9F08)**

A member of the audience and CM O’Connell made a request to pull Item H from the Consent Calendar.

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

H. Approval of the Amended Bylaws for the San Mateo County Library Joint Powers Authority and Second Amended Joint Powers Agreement Between the County of San Mateo and the Cities of Atherton, Belmont, Brisbane, East Palo Alto, Foster City, Half Moon Bay, Millbrae, Pacifica, Portola Valley, San Carlos, and Woodside relating to Library Services

Anja Miller stated that she found the agreement will serve the City well as long as there is good representation from the City.

After some Council questions of City Manager Holstine regarding Donor funds, CM O'Connell made a motion, seconded by CM Lentz to approve Consent Calendar Item H. The motion was passed unanimously by all present.

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

Noes: None

Absent: None

Mayor Conway requested to pull and amend previously adopted Consent Calendar Item I.

Deputy City Attorney Stricker advised the Council to rescind their prior vote in order to discuss and amend Consent Calendar I.

CM O'Connell made a motion, seconded by CM Davis, to rescind the motion approving Consent Calendar Items A-G and I. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

CM Lentz made a motion, seconded by CM O'Connell, to approve Consent Calendar Items A, B, C, D, E, F and G. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

I. Approve Resolutions for City Council Commission and Committee Appointments

City Clerk Padilla asked the Council to amend the Resolutions and insert the names of the Council's City Commission and Committee appointees from the Special Meeting of March 13, 2018:

Planning Commissioners Appointed:

- Douglas Gooding for a Term Through January 2020

- Napallo Gomez-Somer for a Term Through January 2022
- Sandip Patel for a Term Through January 2022

Complete Streets Safety Committee Members Appointed to Terms Through January 2022:

- James Christie
- Linda Dettmer
- Ernie Ibarra
- Anja Miller

Open Space and Ecology Committee Members Appointed to Terms through January 2022:

- Meg Ankenbruck
- Michele Salmon
- Claire Treyz

CM O'Connell made a motion, seconded by CM Cunningham to approve Resolution Numbers 2018-09 through 2018-15 and 2018-17 through 2018-19 as amended. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

SWEARING IN

A. Administer Oath of Office to Newly Appointed Commissioners and Committee Members

City Clerk Padilla, administered the Oath of Office to the following newly appointed City Commissioners and Committee members:

Planning Commission: Douglas Gooding, Napallo Gomez-Somer, and Sandip Patel

Complete Streets Safety Committee Members: James Christie, Linda Dettmer, Ernie Ibarra, and Anja Miller

Open Space and Ecology Committee: Michele Salmon

PUBLIC HEARING

A. Introduce Ordinance No. 625 (Zoning Text Amendment RZ-1-18) to amend Zoning Text to eliminate the prohibition of cannabis businesses within 600 feet of a school or daycare for properties located within zoning districts where such uses are permitted

Community Development Director Swiecki stated that the purpose of this Ordinance is to eliminate the 600 foot buffer requirement for cannabis businesses from schools and daycares. He added, due

to its exclusive impact on businesses in Crocker Park, where cannabis businesses are otherwise allowed with approval of a Conditional Use Permit, and limited potential impacts in any order commercial districts, elimination of the 600-foot buffer is recommended.

Mayor Conway opened up the public hearing after no questions from Council.

Michelle Dizitser advocated for the introduction of Ordinance No. 625 and for the Council to extend delivery hours for cannabis related businesses.

After no other members of the public wishing to speak, Mayor Conway closed the public hearing.

After some discussion, CM O'Connell made a motion, seconded by CM Cunningham, to introduce Ordinance No. 625.

CM Madison and CM Cunningham directed staff to return to Council with more information about the delivery hours for Cannabis related businesses. And CM O'Connell directed staff to also bring back more information regarding special business taxes for Cannabis related businesses.

NEW BUSINESS

A. Consider Approval of Releasing the New Brisbane Library Project for bids and Approval of a Task Order with JMW Consulting Engineers for Construction Management Services

City Engineer Breault introduced Karen Richards, Senior Associate of Siegel and Strain Architects. Karen Richards presented the project plans for the New Brisbane Library Project.

After some Council discussion and questions, Michele Salmon asked how many volumes of books will be housed at the new Brisbane library.

City Engineer Breault corrected the staff report and stated that the latest construction estimate is \$6.5 million—which is still within the project budget.

After further Council discussion, CM Lentz made a motion, seconded by CM Cunningham, to approve releasing the project for bids from qualified contractors, approve the project, direct staff to file the Notice of Determination for Mitigated Negative Declaration and to publish the Notice Inviting Bids, and approve a task order with JMW Consulting Engineers in the amount of \$487,822 for construction management services. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

B. Consider Approval of Agreement between the City of Brisbane and the County of San Mateo for a \$1.7 million loan at an interest rate of 1.2% for 15 years for the Construction of the New Brisbane Library Project

Administrative Services Director Schillinger reported that the estimated cost of the library is \$9.1 million. The financing plan has been revived to show the current County loan of \$1.7 million and anticipated donations of \$100,000. He added that about \$3.6 million of the cost of the new library project would need to come from business licenses dedicated to capital projects.

After some City Council questions of staff and discussion, CM O'Connell made the motion, seconded by CM Davis, to approve the Agreement between the City of Brisbane and the County of San Mateo for a \$1.7 million loan at an interest rate of 1.2% for 15 years for the Construction of the New Brisbane Library Project. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

C. Mid-year Budget Update

1. Consider Adoption of Resolution No. 2018-08 amending the annual budget for Fiscal Year 2017-18 and making appropriations for the amounts budgeted

Administrative Services Director Schillinger reported that the overall revenues are expected to be \$511,000 higher than originally projected and overall expenditures are expected to be about \$708,000 above budget. He added that the reprojected ending fund balance is \$9,798,000.

After some questions of Administrative Services Director Schillinger, CM Lentz made the motion, seconded by CM Cunningham, to adopt Resolution No. 2018-08 amending the annual budget for Fiscal Year 2017-18 and making appropriations for the amounts budgeted. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

2. Capital Improvement Plan Review

Administrative Services Director Schillinger reported that staff needs direction regarding the high priority capital projects City Council identified at their February 25th goal setting meeting. The total cost of the projects prioritized for the General Fund is \$1,716,000. He added that in the current year the City would be able to meet its reserve requirements if the listed projects were funded.

After Councilmember questions and discussion, members of the public who wished to speak were asked by Mayor Conway to proceed with their public comment.

Michele Salmon asked the Council to fix the Brisbane fishing pier

Greg Anderson asked the Council to address the safety issue regarding the hairpin turn on Humboldt and Glen Park

After further Council discussion, CM Manager suggested that the Council can fund the list of Capital Improvement Projects and bring back more information for the other projects during the discussion of the 2018/19 Budget.

Council directed staff to bring back more information on the following Capital Improvement Projects for the 2018/19 Budget Discussion:

Name	Cost
Alley Improvements- Alvarado to San Benito	\$200,000
524 Sierra Point to 805 Humboldt Pedestrian Access	\$150,000
Fishing Pier Improvements	\$97,500

CM O'Connell made a motion, seconded by CM Davis, to approve the following Capital Improvement Projects:

Name	Cost
Railing for Stairway between Mono and Sierra Point	\$50,000
South Hill Drive Sidewalk Extension	\$45,000
Dog Park Lighting	\$10,000
Quarry Road Lighting	\$40,000
Modular Addition- Brisbane Elementary School	\$150,000
Stairway between Tulare and Santa Clara	\$300,000
Crocker Trail Commuter Connectivity Upgrades	\$115,000

The motion was carried unanimously by all present.

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

Noes: None

Absent: None

STAFF REPORTS

A. City Manager's Report on upcoming activities

City Manager Holstine announced upcoming local and county-wide events. He added that the next City Council Special Meeting to discuss the Brisbane Baylands is on March 22, 2018 and the next Regular City Council Meeting is on April 5, 2018.

MAYOR/COUNCIL MATTERS

A. Countywide Assignments/Subcommittee Reports

CM Cunningham provided a report on her recent County Library JPA meeting.

CM Lentz provided a report on his recent City/County Association of Governments meeting.

B. City Council Meeting Schedule

After some City Council discussion with City Manager Holstine, the Council canceled the City Council Meetings of August 2, 2018 and August 16, 2018.

C. Written Communication

Non-Baylands related written correspondences from Kevin Fryer (3/8/18) and Quita Highsmith (3/15/18) were received by the City Council.

ORAL COMMUNICATIONS 2

Michele Salmon announced that, according to the Brisbane Library staff, the new Brisbane Public Library will house a volume of 30,000 books—double the amount of the current library which houses a volume of 15,000 books.

ADJOURNMENT

Mayor Conway adjourned the meeting at 10:03 p.m.

Ingrid Padilla
City Clerk