



## BRISBANE CITY COUNCIL

### ACTION MINUTES

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#### CITY COUNCIL MEETING AGENDA THURSDAY, MAY 2, 2024

*HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005*

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

Mayor O’Connell called the meeting to order at 7:32 P.M. and led the Pledge of Allegiance.

#### **ROLL CALL**

##### **A. Consider any request of a City Councilmember to attend the meeting remotely under the “Emergency Circumstances” of AB 2449**

No Councilmembers made a request under the Emergency Circumstances of AB 2449.

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

Councilmembers absent: None

Staff Present: Interim City Manager Holstine, City Clerk Padilla, City Attorney McMorrow, Finance Director Yuen, City Engineer Breault, Community Development Director Swiecki, Human Resources Director Partin, Parks and Recreation Director Leek, Parks and Recreation Supervisor Houghton, Recreation Coordinator Nahass-Lopez, Economic Development Director Bull, Assistant to the City Manager Cheung, Fire Inspector Preston, Police Commander Garcia, and Administrative Management Analyst Ibarra

#### **REPORT OF OUT CLOSED SESSION**

City Attorney McMorrow reported that Councilmembers rejected the claim. Councilmembers were also provided an update on the Personnel Matters Item E and Anticipated Litigation Item F and no action was taken.

#### **ADOPTION OF AGENDA**

Mayor O’Connell requested to move Youth Advisory Committee Presentation Ahead of the Proclamations and Awards Items B and C. Councilmember Cunningham made a motion, seconded by Councilmember Davis, to adopt the agenda as amended. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## **AWARDS AND PRESENTATIONS**

### **D. Youth Advisory Committee Presentation**

The Youth Advisory Committee members were introduced by Parks and Recreation Supervisor Houghton. The Brisbane's Youth Advisory Committee (YAC) is comprised of 7th-12th graders. Committee members have the important duty of advising the Parks & Recreation Commission and Recreation staff on the programs and issues that concern the youth and teens in the Brisbane community. YAC members presented their activities and events such as the bi-annual YAC Attack event through the California Parks & Recreation society. YAC Attack is a one-day educational leadership conference for YAC members from all over Northern California. The City Council thanked the YAC members for their leadership and service.

### **B. Proclaiming May 2024 as Wildfire Awareness Month**

Mayor O'Connell proclaimed May 2024 as Wildfire Preparedness Month and encouraged all Brisbane residents to increase their knowledge and awareness of proper safety measures to protect themselves from the devastating effects of wildfires.

### **C. Proclaiming May 19-25, 2024 as Emergency Medical Services (EMS) Week**

Mayor O'Connell proclaimed the Week of May 19 - 25, 2024, as Emergency Medical Services Week.

Clyde Preston, Safety Inspector and Fire Investigator from North County Fire, accepted the proclamations for both Wildfire Preparedness Month and Emergency Medical Services Week. He thanked the Council for the recognition and support of North County Fire's initiatives.

### **E. Jackie Speier Foundation Presentation**

Sheryl Young, San Mateo County Program Director of Philanthropic Ventures Foundation presented on behalf of the Jackie Speier Foundation about the Baby Bonus Program, a guaranteed basic income project. The target population for this project is women with low-income who just gave birth in San Mateo County. The Baby Bonus Project provides a cash gift, coordinated services and links to benefits enrollment.

After some questions, City Council thanked Sheryl Young for her presentation.

## **ORAL COMMUNICATIONS NO. 1**

No member of the public wished to speak.

## **CONSENT CALENDAR**

### **F. Approve Minutes of City Council Meeting of March 21, 2024**

- G. Approve Minutes of City Council Meeting of April 4, 2024**
- H. Approve Minutes of City Council Closed Session Meeting of April 4, 2024**
- I. Accept Investment Report as of March 2024**
- J. Receive the recommendation from the Public Art Advisory Committee and authorize the repairs to the existing art sculptures in Firth Park, in the amount of \$5,128**
- K. Receive Recology Brisbane's 2024 Rate Increase**
- L. Receive South San Francisco Scavenger's 2024 Rate Increase**
- M. Approve Lyrical Opposition's Lyrical Festival and Fundraiser as a cosponsored event**
- N. Adopt an Ordinance, waiving second reading, revising Chapter 10.26 to the Brisbane Municipal Code Concerning "Residential Parking Permit Program"**
- O. Reject Smelly Mel's Plumbing's Bid as Nonresponsive and Award the Construction Contract for the Alvarado Stairway Water Main Rehabilitation Project, Job No. 921L to Golden Bay Construction, Inc., in the amount of \$225,270.00, and Authorize the Mayor to Sign the Agreement for the City**

Councilmember Lentz made a motion, seconded by Councilmember Davis, to approve Consent Calendar Items F-O. The motion was passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

## **NEW BUSINESS**

- P. Adopt a Resolution to Appoint Jeremy Dennis as City Manager and Authorize the Mayor to Execute the Employment Agreement**

Mayor O'Connell reported that under this item, the Council will consider adopting a Resolution appointing Jeremy Dennis as City Manager, effective June 24, 2024, and authorizing the Mayor to sign an Employment Agreement between the City and Mr. Dennis.

The Mayor added that the Resolution provides for the following: In accordance with Government Code Section 54953(c)(3), the City Manager's salary and benefits will be:

- An annual salary of \$315,000
- The benefits provided to the City Manager, including vacation and sick leave and medical benefits, shall be the same as those provided to the City's Executive Management Group. Mr. Dennis will begin employment with 128 hours of personal leave (combined vacation and sick leave).

- Mr. Dennis will also receive 80 hours of administrative leave annually, but such leave must be taken within 12 months or it is lost.
- The term of the Agreement is from June 24, 2024 through June 25, 2027.

After no Council questions, public comment or discussion, Councilmember Mackin made a motion, seconded by Councilmember Cunningham, to adopt a Resolution to appoint Jeremy Dennis as City Manager and Authorize the Mayor to Execute the Employment Agreement. The motion was passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

#### **Q. Planning Program-70 Old County Road/Parkside/Crocker Park**

**(It is being recommended that the City Council provide direction for future planning efforts in this area and authorize staff to prepare a scope of work reflecting the City Council's direction.)**

Community Development Director Swiecki reported in 2022 the City of Brisbane purchased the approximately 1.27acre former Bank of America site at 70 Old County Road. The City Council expressed its intent and desire to engage the community in a thorough and thoughtful manner to determine the preferred land use of this key site at the entrance to Brisbane. In further discussions with the Economic Development subcommittee it was suggested that consideration be given to further expanding the planning program scope to include Crocker Park, with an emphasis on evaluating the potential for future housing sites within Crocker Park. To move planning efforts forward, the scope of work needs to be defined to enable staff to prepare a request for proposals for the appropriate consultant services which will be required.

After Council questions, CMF made public comment about the Council needing a common vision and Economic Development Director Mitch Bull made public comment about how affordable housing is linked to Economic Development.

During Council discussion, staff members were directed to move forward with hiring a consulting firm to engage the community to determine the land use of the Bank of America site with the Village Plaza as phased in or separate. Any discussion about reviewing the Parkside Plan and housing will be referred to the Affordable Housing Subcommittee.

#### **STAFF REPORTS**

##### **R. City Manager's Report on Upcoming Activities**

Interim City Manager Holstine reported on the latest news and upcoming events in the City.

## **MAYOR/COUNCIL MATTERS**

### **S. Recruitment Update**

City Clerk Padilla was directed by Council to extend the recruitment for committee vacancies another month since another vacancy opened up in the Complete Streets Safety Committee.

### **T. Countywide Assignments and Subcommittee Reports**

City Councilmembers reported on their countywide assignments and subcommittee meetings.

### **U. Written Communications**

Councilmembers received the following written communication between April 17, 2024 and May 2, 2024:

- Pabalan (04-17-2024) Equity in City leadership
- Salmon (04-27-2024) SB9 Ruling
- Dillworth (04-29-2024) 70 County Rd Crocker Sierra Pt. zoning
- Young (04-17-2024) Proposal Baby bonus program

## **ORAL COMMUNICATIONS NO. 2**

CMF asked a question about the case studies discussed at the Elections Issues Subcommittee.

## **ADJOURNMENT**

Mayor O'Connell adjourned the meeting at 10:04 P.M.



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Ingrid Padilla  
City Clerk