



BRISBANE CITY COUNCIL

ACTION MINUTES

CITY COUNCIL MEETING AGENDA THURSDAY, FEBRUARY 6, 2025

HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005

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

Mayor Lentz called the meeting to order at 7:42 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 Davis, Kern, Mackin, O’Connell and Mayor Lentz

Councilmembers absent: None

Staff Present: City Manager Dennis, City Clerk Padilla, City Attorney McMorrow, Finance Director Yuen, Assistant to the City Manager Cheung, Parks and Recreation Director Leek, Parks and Recreation Supervisor Monroy, Parks and Recreation Coordinator Franco and Administrative Management Analyst Ibarra

REPORT OUT OF CLOSED SESSION

City Attorney McMorrow reported that Councilmembers took action on Liability Claims D and E. He added that Councilmembers did not take any action and provided directions to staff on the Real Property Negotiation Items F and Performance Evaluation Item G.

ADOPTION OF AGENDA

Councilmember O’Connell made a motion, seconded by Councilmember Davis, to approve the City Council Meeting agenda as it stands. The motion passed unanimously by all present.

Ayes: Councilmembers Davis, Kern, Mackin, O’Connell and Mayor Lentz

Noes: None

Absent: None

Abstain: None

AWARDS AND PRESENTATIONS

B. Commending Coaches and Players of the Brisbane 8th Grade Boys Basketball Team for Winning the North County Recreational League Championship

Coach John Tulio, Coach Aaron Ballonado and players James Trout, Ryan Chan, Wilson Leong, Heinrich Dorsch III, Thomas Bouchard, James Tulio, Paxton McDowell, CJ Ruiz, Enzo Coriano, Gavin Vanna, Giovanni Panaligan, and Sean Luong were recognized with a Mayoral Commendation for winning the North County Recreational League Championship. Ricardo Monroy and Jeff Franco from the Parks and Recreation Department were also thanked for supporting the team and helping develop Brisbane's newest champions.

C. Lunar New Year Proclamation

Mayor Lentz proclaimed January 29, 2025 as Lunar New Year and encouraged citizens to join in Lunar New Year celebrations during this 15-day period between the first new moon of the lunar calendar and the first full moon in mid-February.

Long-term Brisbane Resident, Anna Lam, accepted the proclamation on behalf of Brisbane business Lucky House. She noted how meaningful Lunar New Year is to her family and thanked the Council for the recognition.

D. Proclaiming February 2025 as Black History Month

Mayor Lentz proclaimed February 2025 as Black History Month and urged all community members to participate in local celebrations and events. Anna Dennis accepted the proclamation as Chair of the Inclusion, Diversity, Equity and Accountability (IDEA) Committee. She thanked the council for their support and informed them of IDEA Committee's Toiletry Drive Service Project in honor of Martin Luther King Junior's legacy of service.

ORAL COMMUNICATIONS NO. 1

Teresa Jimenez asked for community engagement to fix and renovate the old library space, starting with the roof.

Leesa Greenlee asked for a plan for the old library space and community center, possibly a coop artist/makers space.

Michele Salmon commented that a lot of work and time was spent on the renovation of the old library's yard. She liked the idea of a coop and artist space.

Chris Florkowski commented that the item description on the agenda is incomplete for items M and N.

CONSENT CALENDAR

E. Approve Minutes of City Council Closed Session Meeting of January 16, 2025

F. Approve Minutes of City Council Meeting of January 16, 2025

G. Approve Minutes of City Council Special Meeting of January 16, 2025

H. Approve Mothers of Brisbane Egg Hunt as a Co-sponsored Event

I. Approve San Bruno Mountain Watch Solstice Gathering as a Co-sponsored Event

J. Adopt Resolutions Appointing Planning Commissioners and Public Art Advisory Committee Members

Councilmember O'Connell made a motion, seconded by Councilmember Mackin, to approve Consent Items E-J. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

AWARDS AND PRESENTATIONS CONTINUED

K. Swear In Newly Appointed Planning Commissioners and Public Art Advisory Committee Members

City Clerk Padilla sworn in the following newly appointed Planning Commissioners and Public Art Advisory Committee Members:

- Planning Commission: Pamala Sayasane, Roel Funke and Douglas Gooding - 3 terms ending January 2029
- Public Art Advisory Committee: Camille Salmon and Diane Glazman- 2 terms ending January 2027

City Clerk Padilla also noted that Danielle Kellstedt will be sworn in at a later time as an appointed member of the Public Art Advisory Committee for a term ending January 2027.

OLD BUSINESS

L. Ordinance Revising the Start Time of City Council Meetings to 6:30 P.M

(It is being recommended to amend Section Chapter 2.44.010 of the Brisbane Municipal Code changing the City Council's regular meeting time from 7:30 p.m. to six thirty (6:30 P.M.) by (1) adopting the attached Ordinance on an urgency basis and (2) introducing on first reading a parallel, but non-urgency Ordinance.)

City Manager Dennis reported that staff was directed to draft an ordinance to change the City Council's regular meeting time from 7:30 p.m. to six thirty (6:30 P.M.) to increase public engagement. The council has to decide whether to adopt an urgency ordinance that will take effect immediately and allow Council meetings to begin at 6:30 p.m. beginning February 20th or a non-urgency ordinance that will amend the Code but will require a second reading on February 20 and would not go into effect for 30 days, meaning that meetings could not begin at 6:30 until Council's first meeting in April.

After Council questions, no public comment, and Council discussion, Councilmembers Davis and Councilmember O'Connell noted their preference for the non-urgency ordinance and their desire to provide more time for members of the community to be informed about the meeting time change. Councilmember O'Connell made a motion, seconded by Councilmember Davis, to introduce the non-urgency Ordinance to amend Section Chapter 2.44.010 of the Brisbane Municipal Code changing the City Council's regular meeting time from 7:30 p.m. to six thirty (6:30 P.M.). The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

M. Receive an Update Regarding the Creation of Potential Council Election Districts

(It is recommended that the City Council receive an update regarding the creation of potential Council election districts and provide direction to staff on the timeline and outreach.)

City Manager Dennis introduced Justin Levitt and Douglas Johnson of NDC Research to provide an update on the creation of potential City Council Election Districts as well as the proposed timeline and outreach plan. Dr. Levitt summarized that the following timeline is being proposed:

1. Two hearings to educate community and gather community input within 30 days
2. Two hearings to review and revise draft maps within 45 days
3. Additional community workshops as needed
4. Council selects final map
5. First by-district elections held in 2026

After Council questions, public comment was given by the following members of the community:

Julie Sims commented that election districts is problematic for a town our size.

Michele Salmon commented that she is against district elections because it will do harm and is divisive.

Chris Florkowski did not recall Council taking action and had serious doubts about the researcher's findings.

After Council discussion, staff were directed to schedule a closed session to discuss the item as an anticipated litigation. Staff were also directed to coordinate the timeline as appropriate to the Council's meeting schedule.

NEW BUSINESS

N. Discuss Fiscal Year 2026 Congressional Appropriation Requests

City Manager Dennis reported that in March of every year, Congressman Kevin Mullin's office opens a portal for use by municipalities and other eligible partners to submit their project for inclusion in the congressional appropriations process. Requests submitted are publicly viewable once requested. The types of projects that may be supported include the following:

- Community Centers
- Sewer and drainage projects
- Street and highway safety improvements
- Trail support

After council questions and no public comment, Council directed staff to provide a proposal at a future meeting for the renovation of the Community Center and old library space. Council was also interested in requests for traffic calming project in Bayshore near the mobile park, sewer and potable water issues in Sierra Point, stability of land in San Bruno Avenue.

STAFF REPORTS

O. City Manager's Report- City Updates and Upcoming Activities

City Manager Dennis reported on the latest City news and upcoming events and community meetings.

MAYOR/COUNCIL MATTERS

P. Appoint Councilmembers to the CalTrain Local Policy Maker Group

After Council discussion, Councilmember Kern volunteered to be the city representative and Mayor Lentz as the alternate representative to the CalTrain Local Policy Maker Group.

Q. Countywide Assignments and Subcommittee Reports

Councilmembers provided reports on their County and Subcommittee activities and meetings.

R. Written Communications

Written communication was received by the Councilmembers from the following members of the public:

Daehler (01-16-2025) Guadalupe Quarry
Hebert (01-16-2025) San Bruno Mountain Warehouse
Mercer (01-15-2025) Reject Quarry EIR
Zarrin (01-20-2025) Mountain Project
Lacroix (01-23-2025) Guadalupe Quarry Draft EIR
Carlino (02-04-2025) Fire Mitigation
Carlino (02-05-2025) Thank You to Fire Chief

ORAL COMMUNICATIONS NO. 2

Paul Bouscal spoke about dangerous trees in the City and felt the comments from the former City Manager and current City Attorney were not okay.

Michele Salmon spoke about dangerous trees in the Marina and the importance of completing the Declaration of Restrictions for city owned open space properties.

Chris Florkowski offered to connect with Councilmember Kern to discuss the expansion of Caltrain and other transit.

ADJOURNMENT

Mayor Lentz adjourned the meeting at 10:22 P.M.



Ingrid Padilla
City Clerk