



CITY of BRISBANE

City Council Meeting Agenda

Thursday, March 20, 2025 at 7:30 PM • Hybrid Meeting 50 Park Place, Brisbane, CA

The public may observe/participate in City Council meetings using remote public comment options or attending in person. City Council members shall attend in person unless remote participation is permitted by law. The City Council may take action on any item listed in the agenda.

TO ADDRESS THE COUNCIL

IN PERSON

Location: Community Meeting Room 50 Park Place, Brisbane, CA 94005

Masking is not required but according to the California Department of Public Health guidelines, people at higher risk for severe illness should consider masking. To help maintain public health and safety, we respectfully request that people not attend in-person if they are experiencing symptoms associated with COVID-19 or are otherwise ill and likely contagious (e.g., respiratory illnesses).

To address the City Council on any item – whether on the posted agenda or not – please fill out a Request to Speak Form located in the Community Meeting Room Lobby and submit it to the City Clerk. Speakers are not required to submit their name or address.

REMOTE PARTICIPATION

Members of the public may participate in the City Council meeting by logging into the Zoom Webinar listed below. City Council meetings may also be viewed live and/or on-demand via the City's YouTube Channel, youtube.com/brisbaneca, or on Comcast Ch. 27. Archived videos may be replayed on the City's website, brisbaneca.org/meetings. Please be advised that if there are technological difficulties, the meeting will nevertheless continue if remote participation is available.

The agenda materials may be viewed online at brisbaneca.org at least 72 hours prior to a Regular Meeting, and at least 24 hours prior to a Special Meeting.

Remote Public Comments:

Remote meeting participants may address the City Council via Zoom Webinar. Aside from commenting personally while in the Zoom Webinar, you can also use the call in number. The public comments received will be noted for the record during Oral Communications 1 and 2 or during an agenda item. We encourage you to email comments on or not on agenda items in advance of the meeting to ipadilla@brisbaneca.org. That email address, however, will not be monitored during the meeting and emails received during the meeting will not be responded to or brought to the attention of the City Council during the meeting.

Join Zoom Webinar: zoom.us (please use the latest version: zoom.us/download)
brisbaneca.org/cc-zoom

Webinar ID: 991 9362 8666

Call In Number: 1 (669) 900-9128

Note: Callers dial *9 to "raise hand" and dial *6 to mute/unmute.

SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact the City Clerk at (415) 508-2113. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

WRITINGS THAT ARE RECEIVED AFTER THE AGENDA HAS BEEN POSTED

Any writings that are received after the agenda has been posted but before 4pm of the day of the meeting will be available for public inspection at the front lobby in City Hall and on the internet (brisbaneca.org/meetings). Any writings that are received after 4pm of the day of the meeting will be distributed to the Council and made available for public inspection at the front lobby and on the internet the day after the meeting (brisbaneca.org/meetings).

7:30 P.M. CALL TO ORDER – 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

ADOPTION OF AGENDA

ORAL COMMUNICATIONS NO. 1

CONSENT CALENDAR

- B. Approve Minutes of City Council Meeting of March 6, 2025
- C. Approve Minutes of City Council Closed Session Meeting of March 6, 2025
- D. Approve Minutes of City Council Meeting of February 20, 2025
- E. Approve Investment Report as of January 2025
- F. Approve Final Designs from Angelina Duckett and McGrath Arts for Public Art on the Stairway of Alvarado to San Benito

(Funding to support this project has already been approved and allocated by the City Council using funds that are available within the Public Art Fund. There is no additional fiscal impact resulting from the approval of this item.)

- G. Approve and Receive the Donation for Police K-9 Ringo's Bulletproof Vest

(Staff is recommending approving and receiving the donation from the Unity and Goldengate Chapters, Order of the Eastern Star, in the amount of \$3,800 for the purchase of the Police Canine, Ringo's bulletproof vest.)

H. Crocker Park Shuttle Stop Improvements

(It is being recommended to award the construction contract for the Commuter Shuttle Stop Improvements to Raposo Engineering, Inc. in the amount of \$190,718, and authorize the Mayor to sign the Agreement for the City.)

I. 2024 Housing Element Progress Report

(It is being recommended to direct staff to submit the 2024 Housing Element Annual Progress Report to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.)

NEW BUSINESS

J. Adoption of Public Art Master Plan

(Staff is recommending adopting the public art master plan which will provide long-term direction to the Public Art Advisory Committee and the City Council on the planning and processes necessary to further develop, administer and maintain a dynamic public art program in the City of Brisbane. There is no financial impact associated with adopting the public art master plan.)

K. Volunteer of the Year Selection Process

(Staff is recommending reviewing and to consider the existing process for Volunteer of the Year selection and provide direction to staff if changes are desired.)

STAFF REPORTS

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

MAYOR/COUNCIL MATTERS

M. Countywide Assignments and Subcommittee Reports

- i. Report Out on Subcommittee Meetings
- ii. Upcoming Subcommittee Meetings

N. Written Communications

ORAL COMMUNICATIONS NO. 2

ADJOURNMENT

File Attachments for Item:

B. Approve Minutes of City Council Meeting of March 6, 2025



BRISBANE CITY COUNCIL ACTION MINUTES

CITY COUNCIL MEETING AGENDA THURSDAY, MARCH 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 7:32 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 Davis, Kern, Mackin, O’Connell and Mayor Lentz

Councilmembers absent: None

Staff Present: City Manager Dennis, City Clerk Padilla, City Attorney McMorro, City Engineer Breault, Community Development Director Swiecki, Finance Director Yuen, Police Chief Macias, Police Commander Garcia, Assistant to the City Manager Cheung, Economic Development Director Bull and Administrative Management Analyst Ibarra

ADOPTION OF AGENDA

Due to public interest, staff is requesting to move up Item M after Old Business K. Councilmember O’Connell made a motion, seconded by Councilmember Kern to adopt the agenda as amended. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

REPORT OUT OF CLOSED SESSION

City Attorney McMorro reported that Councilmembers took action on Liability Claim Item D and denied the claim.

AWARDS AND PRESENTATIONS

B. Women's History Month Proclamation

The National Women's History Alliance has designated 2025's theme for Women's History Month as "Moving Forward Together! Women Educating & Inspiring Generations", celebrating the remarkable contributions of women who have shaped the course of history through their dedication to education, mentorship, and leadership.

Mayor Lentz proclaimed the month of March 2025 as Women's History Month and encouraged all members of the community to reflect on and celebrate the extraordinary accomplishments of women in education, leadership, and beyond, as they continue to inspire the world and build bridges to a more inclusive tomorrow.

Brisbane School District Superintendent Nancy Bui accepted the proclamation, thanked other women leaders and allies in the City, and invited Councilmembers and the public to the District's annual fundraiser Spring Thing.

ORAL COMMUNICATIONS NO. 1

No member of the public wished to speak.

CONSENT CALENDAR

- C. Approve Minutes of City Council Meeting of February 20, 2025**
- D. Approve Minutes of City Council Closed Session Meeting of February 20, 2025**
- E. Approve Minutes of City Council Special Meeting of February 12, 2025**
- F. Approve Minutes of City Council Special Meeting of February 11, 2025**
- G. Approve Investment Report as of December 2024**
- H. Adopt Resolution Outlining City Councilmembers' Membership in County Assignments and Subcommittees**
- I. Approve Co-sponsorship of Brisbane Dance Workshop Spring Performance**
- J. Approve Co-Sponsorship of the Brisbane Chamber of Commerce's and the Brisbane Lions Club's A Night in Little Reno Event**

Councilmember Mackin has requested to pull Consent Calendar Item C and has edits for the City Clerk. The City Clerk will bring back the item at the March 20, 2025 City Council meeting.

Councilmember Davis made a motion, seconded by Councilmember O'Connell to approve Consent Calendar Items D-H. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

Councilmember Davis left the room and recused herself from voting on Consent Calendar Item J.

Councilmember O'Connell made a motion, seconded by Councilmember Kern to approve Consent Calendar Item J. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

Recused: Councilmember Davis

OLD BUSINESS

K. Discuss Fiscal Year 2026 Congressional Appropriation Requests

(Staff is recommending to provide direction to staff on projects suggested for support by Congressman Mullin's office for the Community Project Funding requests to the FY26 annual federal budget process. The following three potential projects' design level estimates range between \$2.5 million and \$5.5 million and the Community Project Funding projects typically require a 20% match from the applicant. The source of that match will depend on the selected project.)

City Manager Dennis reported that the Council directed staff at the February 20, 2025 City Council Meeting to provide additional information on the following projects: Bayshore Boulevard Safety Improvements, Community Center Remodel and the Sierra Point Storm Drain Adaptation to Sea Level Rise.

After Council questions, Chris Florkowsky commented she was concerned and wanted more clarity about the description of the proposed Bayshore Boulevard Safety Improvements Project is too vague.

After Council discussion, staff was directed to submit the two projects, Community Center Remodel and Sierra Point Storm Drain Adaptation (not specific to Sea Level Rise) for potential congressional Community Project Funding.

NEW BUSINESS

M. Discussion on Vehicular Traffic Flow and Parking on Visitacion Avenue during peak traffic times

(Staff is recommending that the City Council hold a discussion on the above topic. There are no action items for Council adoption/approval in this item.)

City Manager Dennis reported that the City Council hold a discussion about the "users" of Visitacion Avenue and their concerns about traffic flow and parking during peak use times.

Police Chief Macias made remarks on the City's current approach to parking enforcement, and the challenges associated with such support as it relates to the size and functionality of the police department.

After Council questions, Sara Mills commented that after the horrific accident on Visitacion, the city needs

more measures for street safety on Visitacion Avenue such as stop signs on all four-way intersections, see me signs, and lowering the speed limits. She added that traffic needs to be slowed down and increase walkability.

Paul Mangiamele commented that he's a concerned parent and dog parent. He added that there has been an increase in dangerous driving around town. Police presence and cameras are essential to manage these concerns.

Michael Barnes commented that Police presence and citations will change behavior of drivers who double park.

Chris Florkowski commented that the City should consider passive measures such as flexible bollards down the middle of the road to prevent double parking in some sections.

Jessica Aloft commented that in order to slow cars on Visitacion Avenue we need raised crosswalks at every major stop and we need traffic stop enforcement.

Daniel Lam commented that the innocent should not be punished with these traffic citations and regulations. He also added that there are a lot more cars on Visitacion Avenue due to the popularity of the new library. He asked the City to allow more parking to help the situation.

After Council discussion, staff was directed to continue the police presence and enforcement on Visitacion Avenue, and to ask Complete Streets and Safety Committee to look further into the matter of vehicular traffic flow and parking on Visitacion Avenue during peak traffic times with a timeline of 3-4 months to engage businesses and residents on Visitacion Avenue. Staff was also directed to purchase see me signs to increase pedestrian safety on major stops.

L. Informational Update Regarding Development Impact Fees

(Staff is recommending to review the information provided regarding the four Development Impact Fee reports currently being drafted and provide direction to staff on the process for which the related reports should be brought forward for consideration)

City Manager Dennis provided an update to Council regarding the Development Impact Fees to support city facilities, affordable housing, traffic improvements, and parks and recreation amenities. Staff is requesting feedback on whether the Council supports bringing completed impact fee reports forward as completed or would instead prefer to wait until all the reports have been completed.

After Council questions and no public comment, staff was directed to bring back all the Development Impact Fee Reports together and completed from a Nexus Study standpoint. All four reports are anticipated to be completed mid-spring for Council review and consideration for adoption.

Councilmembers took a brief break after Old Business L.

N. Receive the Fiscal Year 2024/2025 Budget Review Report

(The City expects its budgeted use of fund balance for FY25 will be reduced to \$1,380,248. Any savings net of pension transfer allowed by budget policy will be rolled over to be considered for the FY26 budget and be used to pay for the level of services requested by the Council.)

Finance Director Yuen reported that in terms of City revenues, staff is anticipating approximately \$658,000 in additional revenues for the 2025 fiscal year, for a total of \$29,298,000. In terms of City expenses, staff is projecting a savings of \$661,000 due to delayed hiring to late Fiscal Year 2025 or into Fiscal Year 2026 and to other identified budget savings when the budget was adopted.

After Council questions and no public comment, Councilmembers thanked Finance Director for her report asked her to share her slide deck.

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

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

Noes: None

Abstain: None

Absent: None

STAFF REPORTS

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

City Manager Dennis briefly reported on city updates and upcoming activities.

MAYOR/COUNCIL MATTERS

P. Countywide Assignments and Subcommittee Reports

i. Report Out on Subcommittee Meetings

ii. Upcoming Subcommittee Meetings

Due to the late hour, no reports were given by Councilmembers. City Manager reported that staff will schedule a presentation about the new California law prohibiting stopping, standing and parking 20 feet within a crosswalk.

Q. Written Communications

Written Communications was received from the following members of the public:

Mangiamele (02-18-2025) Urgent Request for Enhanced Traffic Safety and Police Enforcement

Orlinskaya (02-22-2025) San Bruno Mountain Quarry

Lazaro (02-22-2025) Botanical Gardens for the Quarry

Klama (02-28-2025) Warehouse

Khalil (02-25-2025) Resignation

Crossley (03-06-2025) Safe Streets

Lee (03-06-2025) Traffic and Safety on Visitation During Peak Times

ORAL COMMUNICATIONS NO. 2

No members of the public wished to speak.

ADJOURNMENT

Mayor Lentz adjourned the meeting at 10:43 P.M.

Ingrid Padilla
City Clerk

DRAFT

File Attachments for Item:

C. Approve Minutes of City Council Closed Session Meeting of March 6, 2025



BRISBANE CITY COUNCIL**ACTION MINUTES**

**CITY COUNCIL CLOSED SESSION MEETING AGENDA
THURSDAY, MARCH 6, 2025**

*HYBRID MEETING, 50 PARK PLACE LARGE CONFERENCE ROOM,
BRISBANE, CA 94005*

7:20 P.M. CLOSED SESSION**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: Roda, pursuant to Government Code, section 54956.95**

Mayor Lentz called the meeting to order at 7:20 P.M.

Councilmember Davis made a motion, seconded by Councilmember O'Connell, to approve the Closed Session 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

There was no public comment. Mayor Lentz adjourned the meeting into Closed Session.

REPORT OUT OF CLOSED SESSION

City Attorney McMorro reported that Councilmembers took action on Liability Claim Item D and denied the claim.

ADJOURNMENT

The meeting was adjourned at 7:21 P.M.

Ingrid Padilla, City Clerk

File Attachments for Item:

D. Approve Minutes of City Council Meeting of February 20, 2025



BRISBANE CITY COUNCIL ACTION MINUTES

CITY COUNCIL MEETING AGENDA THURSDAY, FEBRUARY 20, 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 7:34 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 McMorro, Sustainability Manager Etherton, Fire Inspector Preston, and Administrative Management Analyst Ibarra

ADOPTION OF AGENDA

Councilmember Davis made a motion, seconded by Councilmember O’Connell to adopt the agenda as it stands. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

REPORT OUT OF CLOSED SESSION

City Attorney McMorro reported that Councilmembers did not take any action and provided directions to staff on Anticipated Litigation Item D.

ORAL COMMUNICATIONS NO. 1

No member of the public wished to speak.

CONSENT CALENDAR

B. Approve Minutes of City Council Closed Session Meeting of February 6, 2025

C. Approve Minutes of City Council Meeting of February 6, 2025

D. Adopt Ordinance, Waiving Second Reading, Amending Section 2.44.010 of the Brisbane Municipal Code Establishing the Time of the Regular Meetings of the City Council as Six Thirty (6:30) P.M.

F. Pool Electrification Contract Construction Amendment

(It is being recommended to authorize the City Manager to sign the design-build contract amendment in the amount of \$1,649,584. This project is categorically exempt from further environmental review under the California Environmental Quality Act. §15301, CEQA Guidelines (Class 1- Existing Facilities).)

Councilmember O'Connell made a motion, seconded by Councilmember Mackin, to approve Consent Calendar Items B, C, D, and F. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

E. Adopt Resolutions Appointing Commissioners and Committee Members

Staff had an amendment to the Consent Calendar Item E's staff report. Anna Dennis' appointment by City Council to the IDEA Committee for a term ending in January 2026 will be added to the list of adopted resolutions.

Councilmember O'Connell made a motion, seconded by Councilmember Davis, to approve Consent Calendar Item E as amended. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

G. Receive the 2024 Mandated Fire and Life Safety Inspection Report

(It is requested that the City Council acknowledge that North County Fire Authority has completed the required annual mandated fire and life safety inspections within the City of Brisbane for 2024.)

After some council questions and discussion, staff was directed to coordinate with the North County Fire Authority on inspections of short-term rentals.

Councilmember Mackin made a motion, seconded by Councilmember O'Connell, to approve Consent Calendar Item G and receive the 2024 Mandated Fire and Life Safety Inspection Report. Staff members were directed to return to a Council Meeting with an ordinance amendment for Short Term Rental permit renewal procedures so that a safety inspection shall be conducted both by the building department and by North County Fire Authority prior to approval of each short-term rental permit renewal to ensure the dwelling unit complies with the safety requirements. The motion was carried unanimously by all present.

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

Noes: None

Abstain: None

Absent: None

AWARDS AND PRESENTATIONS

H. Swear In Newly Appointed Commissioners and Committee Members

City Clerk Padilla administered the oath of office for the following newly appointed commissioners and committee members:

- Cristian Cabrera - Complete Streets Safety Committee, 1 term ending January 2026
- Raymond Liu - Complete Streets Safety Committee, 1 term ending January 2029
- Juli Armstrong – Open Space & Ecology Committee, 1 term ending January 2029
- Anna Dennis - Inclusion, Diversity, Equity, and Accountability (IDEA) Committee, 1 term ending January 2026
- Masha Kohn - Inclusion, Diversity, Equity, and Accountability (IDEA) Committee, 1 term ending January 2027
- Maria Marc - Inclusion, Diversity, Equity, and Accountability (IDEA) Committee, 1 term ending January 2027
- Parks and Recreation Commission
- Byron Anderson- Parks and Recreation Commission, 1 term ending January 2029
- Leesa Greenlee - Parks and Recreation Commission, 1 term ending January 2029

The following appointed members will be sworn in at a later date by City Clerk Padilla:

- Julie Sims – Parks and Recreation Commission, 1 term ending January 2029
- Barbara Ebel – Open Space and Ecology Committee, 1 term ending January 2026
- Rohendra Atapattu- Open Space and Ecology Committee, 1 term ending January 2029

NEW BUSINESS

I. Use of Development Mitigation Funds/Development Impact Fees to Support Sierra Point Open Space Opportunities – Parcel R

(Staff recommend that the City Council provide direction for the use of the remaining development mitigation funds/development impact fees designated for park planning, including improvements, at Sierra Point)

City Manager Dennis reported that the City has received a total of \$2,027,901 toward park planning for Parcel R and adjoining areas. As of December 2024, the City has \$1,906,916 total remaining in these funds. The \$1.5 million received from Healthpeak is subject to the Mitigation Fee Act provisions as it was negotiated outside a development agreement. As such, these funds must be spent within five fiscal years from the time the fee was received (August 2020), although an extension of time to spend the funds may be permitted in order to prevent the \$1.5 million being returned to the developer, those funds must be spent or allocated by June 30, 2026, or findings made to extend the time to spend the funds.

After Council questions of staff, Michele Salmon advocated to take care of serious business, such as, a potable water supply to the Marina and fixing facilities, before Council considers recreation. Kim Follien commented that she is

concerned and feels betrayed since the community worked hard and provided feedback to use funds for a park.

After Council discussion, Council provided direction to staff to call a future meeting of the Sierra Point Park & Open Subcommittee of the City Council to discuss improvements to the City's current recreational infrastructure/public amenity at Sierra Point (at and adjacent to "Parcel R"), using funds set aside in two separate agreements with developers for projects at Sierra Point. The Subcommittee will return to the Council at a future meeting with recommendations.

STAFF REPORTS

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

City Manager Dennis reported on the latest City new and upcoming City activities.

MAYOR/COUNCIL MATTERS

K. Countywide Assignments and Subcommittee Reports

i. Report Out on Subcommittee Meetings

Councilmembers reported out on their county assignments and subcommittee meetings.

ii. Upcoming Subcommittee Meetings

City Manager reported out on the following upcoming subcommittee meetings and the topics being considered:

- Age Friendly
- Communications, Outreach & Engagement Subcommittee
- Economic Development
- Facilities
- School 2X2
- Sea Level Rise
- Quarry

L. Written Communications

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

Pera (02-15-2025) Proposed Warehouse Project

McCarroll (02-17-2025) No on Quarry

Barnes (02-19-2025) 2-20-2025 Council Mtg Agenda Item I

Riedell (02-14-2025) Correcting Public Record of Letter Dated 3-18-2024

ORAL COMMUNICATIONS NO. 2

Elaine Straw suggested having a subcommittee to address issues concerning the Ridge such as repairing of Mission Blue beams

Michele Salmon commented that accessing Sierra Point due sea level rise is an important matter to consider when it comes to Sierra Point and Parcel R. She reminded Council that a roof leak destroyed the Teen Center building. She also asked to remove the painted marks in front of Midtown Market and the broken benches within the Brisbane Village Shopping Center.

ADJOURNMENT

Mayor Lentz adjourned the meeting at 9:13 P.M. City Dennis reported that the April 3rd, 2025 City Council Meeting will be held at the new meeting time of 6:30 P.M.

Ingrid Padilla
City Clerk

File Attachments for Item:

E. Approve Investment Report as of January 2025

**CITY OF BRISBANE
CASH BALANCES & INVESTMENTS
SOURCE OF FUNDING
January 31, 2025**

NAME OF DEPOSITORY	INVESTMENT TYPE	DATE OF INVESTMENT	FACE VALUE OF INVESTMENT	CARRY VALUE OF INVESTMENT	MARKET VALUE OF INVESTMENT	COUPON INTEREST RATE %	MATURITY DATE	RATING/ COLLATERAL
WELLS FARGO	Checking A/C		\$ 3,886,357	\$ 3,886,357	\$ 3,886,357	0.000		110% collateral
STATE FUND (LAIF)	Deposit on call	continuous	\$ 2,617,684	\$ 2,617,684	\$ 2,617,684	4.370	on call	no rating
Other Investments								
	FHLB	3/24/2022	\$ 1,000,000	\$ 1,000,000	\$ 996,910	2.000	03/24/2025	
	FHLB	4/22/2022	\$ 1,000,000	\$ 1,000,000	\$ 996,640	2.750	04/22/2025	
	FHLB	7/28/2022	\$ 1,000,000	\$ 1,000,000	\$ 998,120	4.050	07/28/2025	
	FHLB	12/31/2021	\$ 1,000,000	\$ 1,000,000	\$ 980,970	1.300	09/30/2025	
	FHLB	10/27/2022	\$ 1,000,000	\$ 1,000,000	\$ 1,003,790	4.750	10/27/2025	
	FFCB	9/12/2022	\$ 1,000,000	\$ 1,000,000	\$ 998,930	4.125	12/12/2025	
	FFCB	12/1/2023	\$ 1,000,000	\$ 1,000,000	\$ 1,002,260	5.060	12/01/2026	
	FHLB	3/25/2022	\$ 1,000,000	\$ 1,000,000	\$ 964,400	2.600	03/25/2027	
	FHLB	5/26/2022	\$ 1,000,000	\$ 1,000,000	\$ 998,500	4.000	05/26/2027	
	FHLB	5/26/2022	\$ 1,000,000	\$ 1,000,000	\$ 985,570	3.750	05/26/2027	
	FHLB	11/19/2024	\$ 1,000,000	\$ 1,000,000	\$ 999,490	4.650	11/19/2027	
	FHLB	12/20/2024	\$ 1,000,000	\$ 1,000,000	\$ 998,010	4.800	12/20/2027	
	FFCB	8/6/2024	\$ 1,000,000	\$ 1,000,000	\$ 1,000,110	5.340	11/06/2028	
	FHLM	6/25/2024	\$ 1,000,000	\$ 1,000,000	\$ 1,001,340	5.500	06/25/2029	
	FHLB	7/29/2024	\$ 1,000,000	\$ 1,000,000	\$ 999,010	5.150	07/25/2029	
	FHLB	10/30/2024	\$ 1,000,000	\$ 1,000,000	\$ 998,460	5.020	10/30/2029	
	FHLM	11/19/2024	\$ 1,000,000	\$ 1,000,000	\$ 1,001,430	5.000	11/19/2029	
BNY Mellon	Treasury Obligations	continuous	\$ 8,075,221	\$ 8,075,221	\$ 8,075,221	4.290	on call	110% collateral
Sub-total			\$ 25,075,221	\$ 25,075,221	\$ 24,999,161			
U.S. Bank	2014 BGPGA Bond (330)	Improvements	Fed Treas Obl	\$ -	10031			
		Reserve Fund	Fed Treas Obl	\$ 1	10032			
		Revenue Fund	Fed Treas Obl	\$ -	10034			
		Expense Fund	Fed Treas Obl	\$ -	10035			
		Principal	Fed Treas Obl	\$ 1	10036			
		Interest Fund	Fed Treas Obl	\$ 0	10037			
U.S. Bank	2015 Utility Capital (545)	Improvements	Fed Treas Obl	\$ -	10031			
		Reserve	Fed Treas Obl	\$ 568	10032			
		Expense Fund	Fed Treas Obl	\$ -	10035			
BNY Mellon	2023 BGVMDFA Bond (328)	Improvements	Fed Treas Obl	\$ 33	10031			
		Reserve / Project	Fed Treas Obl	\$ 1,810,809	10032			
		Expense Fund	Fed Treas Obl	\$ 5	10035			
		Principal	Fed Treas Obl	\$ -	10036			
		Interest Fund	Fed Treas Obl	\$ -	10037			
PARS	OPEB Trust	Trust Cash	Investments	\$ 4,387,608	13050			
PARS	Retirement Trust	Trust Cash	Investments	\$ 1,706,226	13050			
Sub-total	Cash with Fiscal Agents			\$ 7,905,251				
Total other investments			\$ 32,980,472	\$ 32,980,472	\$ 24,999,161			
TOTAL INVESTMENTS & CASH BALANCES			\$ 39,484,512	\$ 39,484,512	\$ 31,503,201			

Outstanding Loans to Department Heads / Former Employees

	Date of loan	Amount	Amount Remaining	Interest Rate
Stuart Schillinger	4/1/2002	318,750	\$ 318,750	Variable, LAIF + 1%

FFCB - Federal Farm Credit Bank
FHLB - Federal Home Loan Bank
FHLM - Federal Home Loan Mortgage Corporation
FNMA -Federal National Mortgage Association

Two year Treasury	4.17%	
Weighted Interest	3.67%	
Weighted maturity	1.44	Years

TREASURER'S CERTIFICATE

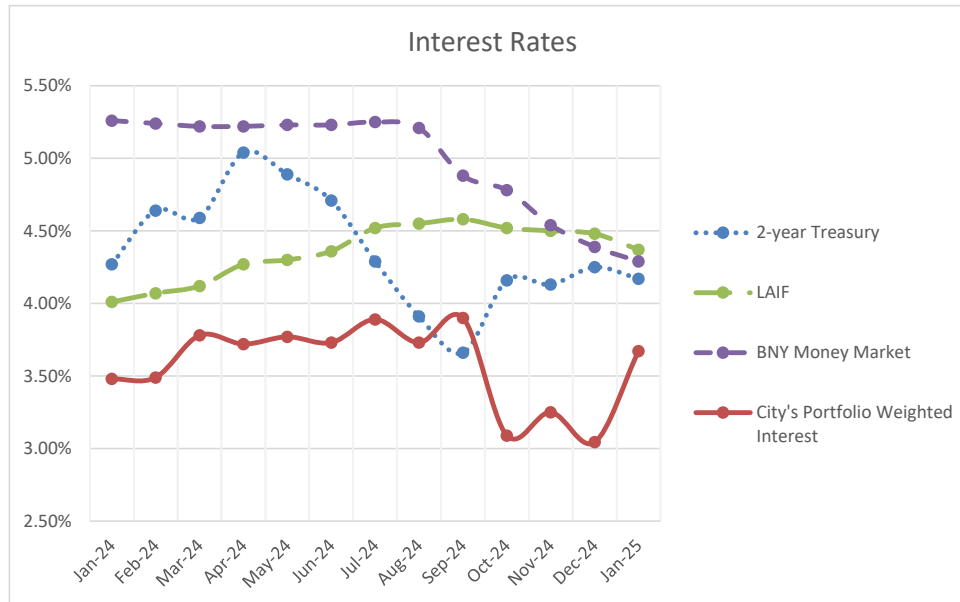
These are all the securities in which the city funds, including all trust funds and oversight agencies funds, are invested and that (excluding approved deferred compensation plans) all these investments are in securities as permitted by adopted city policy.

It is also certified that enough liquid resources (including maturities and anticipated revenues) are available to meet the next six months' cash flow.

Carolina Yuen
CITY TREASURER

CITY OF BRISBANE
CASH BALANCES & INVESTMENTS
Comparative Review
January 31, 2025

NAME OF DEPOSITORY	INVESTMENT TYPE	FACE VALUE OF INVESTMENT	MARKET VALUE OF INVESTMENT	Previous Month			Previous Year		
				FACE VALUE OF INVESTMENT	Change in Face Value		FACE VALUE OF INVESTMENT	Change in Face Value	
WELLS FARGO	Checking A/C	\$ 3,886,357	\$ 3,886,357	\$ 8,455,703	\$ (4,569,346)	(54.0%)	\$ 3,684,729	\$ 201,628	5.5%
STATE FUND (LAIF)	Deposit on call	\$ 2,617,684	\$ 2,617,684	\$ 610,592	\$ 2,007,092	328.7%	\$ 1,566,808	\$ 1,050,876	67.1%
Other Investments									
Sub-total	BNY Mellon	\$ 25,075,221	\$ 24,999,161	\$ 22,020,267	\$ 3,054,954	13.9%	\$ 25,028,743	\$ 46,478	0.2%
Sub-total	Cash with Fiscal Agents	\$ 7,905,251		\$ 7,793,170	\$ 112,081	1.4%	\$ 11,112,840	\$ (3,207,589)	(28.9%)
Total other investments		\$ 32,980,472		\$ 29,813,437	\$ 3,167,035		\$ 36,141,584	\$ (3,161,112)	
TOTAL INVESTMENTS & CASH BALANCES		\$ 39,484,512	\$ 31,503,201	\$ 38,879,731	\$ 604,781	1.6%	\$ 41,393,120	\$ (1,908,608)	(4.6%)



January 2025 Review

The December 2024 Wells Fargo balance included a property tax payment of \$2.7M and a developer payment of \$3.4M received at the end of the year. In early January, the City moved \$5M from Wells Fargo - - \$3M to BNY Mellon money market and \$2M to LAIF -- to reduce the balance in the non-interest-earning bank account and take advantage of higher short-term interest rates. This resulted in a more favorable portfolio weighted interest from the prior month.

The City's Cash with Fiscal Agents balance in January 2024 included \$5.6M from the 2023 bond proceeds held in trust with BNY Mellon. Since the majority was paid down in the fall of 2024 to reimburse ourselves for improvements to the Annex, there was a significant reduction year-over-year, resulting in a January 2025 balance of \$1.8M.

File Attachments for Item:

F. Approve Final Designs from Angelina Duckett and McGrath Arts for Public Art on the Stairway of Alvarado to San Benito

(Funding to support this project has already been approved and allocated by the City Council using funds that are available within the Public Art Fund. There is no additional fiscal impact resulting from the approval of this item.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 20, 2025

From: Noreen Leek, Parks & Recreation Director

Subject: Alvarado to San Benito Stairway Public Art Final Designs

Community Goal/Result

Community Building

Purpose

To increase citizens' appreciation of art, improve quality of life, and to enhance Brisbane's identity as a unique community within the greater Bay Area.

Recommendation

Consider approval of the final designs from Angelina Duckett and McGrath Arts for public art on the stairway of Alvarado to San Benito.

Background

In September 2024, the City Council approved the Public Art Committee's recommendation to publish an RFP soliciting proposals for a public art project at the stairway between Alvarado and San Benito. A total of nineteen (19) responsive proposals were received from a variety of artists. The Public Art Advisory Committee reviewed proposals and considered the issues of long-term conservation and maintenance of the art to ensure that the designs were durable, safe, and high-quality. They also considered the mission statement and selection criteria that were drafted as part of the master planning process. They voted unanimously to recommend two artists for the project: Angelina Duckett and McGrath Arts. Angelina Duckett would be responsible for creating a mosaic on the risers of the stairway. McGrath Arts would be responsible for designing lighting, handrails, and stairway landing panels that are artistic in nature. The City Council awarded both artist contracts on November 21, 2024.

Discussion

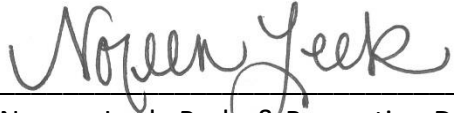
The Public Art Committee met with the artists over the past few months and, alongside the artists, explicitly invited public input at their meeting on January 21, 2025. They reviewed conceptual designs, considered materials, and discussed compliance with City building codes and the City's dark-sky ordinance. After providing input on the artwork, the Public Art Advisory Committee voted unanimously to recommend the designs (Attachments 1 and 2) to the City Council. If the Council does not approve the proposed designs, it can refer the item back to the Public Art Advisory Committee for reconsideration.

Fiscal Impact

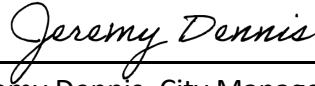
Funding to support this project has already been approved and allocated by the City Council using funds that are available within the Public Art Fund (Fund 275). There is no additional fiscal impact resulting from this staff report.

Attachments

1. McGrath Arts Final Design Proposal
2. Angelina Duckett Final Design Proposal



Noreen Leek, Parks & Recreation Director

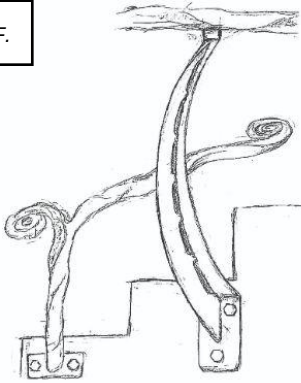


Jeremy Dennis, City Manager

ALVARADO ST. TO SAN BENITO RD. STAIRCASE

Final Design, Budget and Related
Documents Phase

Brisbane, CA



- **Type I Railings** 36" height are 1.25" Hammer twist tube
- Curved posts constructed from .25" plate, welded t post style.
- Posts are spaced 48" apart
- Children's grab bars constructed from 1" hammer twist with rolled ends, placed intermittently
- All posts are fascia mounted with stainless steel hardware with epoxy/anchor bolts

- **All metal work** will be smoothed to dull sharp protrusions/hazards
- Hot dip galvanizing
- Color will be durable enamel
- Coated with clear epoxy

- **Type II Railings** 42" tall have three zones and themes: Bay Laurel, Coast Live Oak, and Lupine
- Constructed of a combination of cut and textured 10 ga sheet metal with some forged elements attached
- Will have the names of the plants/butterflies cut out

- **Prefab steps Type II rail**
- Made from cut out sheet metal and some forged elements
- continued hammer twist hand rail on East Side.
- Will need specs prior to designing how we would mount it to the stairs

- **Luminary Sign Post** 9' tall made from 4" steel tubing and textured metal
- Mounted to $\frac{3}{8}$ steel plate with gussets with artist signature and date
- South entrance is Morning Glory on the right, sign says "San Benito Rd." and arrow
- North entrance is Buckeye on the right says "Alvarado St." and arrow
- 24" footing with wet set anchor bolts - we will provide mounting template/ bracket
- DC transformer compartment
- 2700 K LED lights (facing down)
- Sign will be made from textured metal with mounted letters

- **Floral Pathway Lights** are 40" tall
- Proximity detector is a possibility
- Unique plants: CA Poppy, CA Fuschia, CA Wild Rose, Blue Nightshade, Douglas Iris, and Yarrow
- Mounted to 18-20" granite boulders
- 2700 LED downcast, or if facing up, there will be a butterfly on it to block the light.

San Benito Rd

This is the
piece that is
made from
metal

NOT TO SCALE
USE FOR
VISUALIZATION
ONLY

Alvarado Street

TYPES I AND II HANDRAILS

➤ Hammer Twist pipe handrail

➤ Typical Posts for type I handrails
➤ Fascia mounted

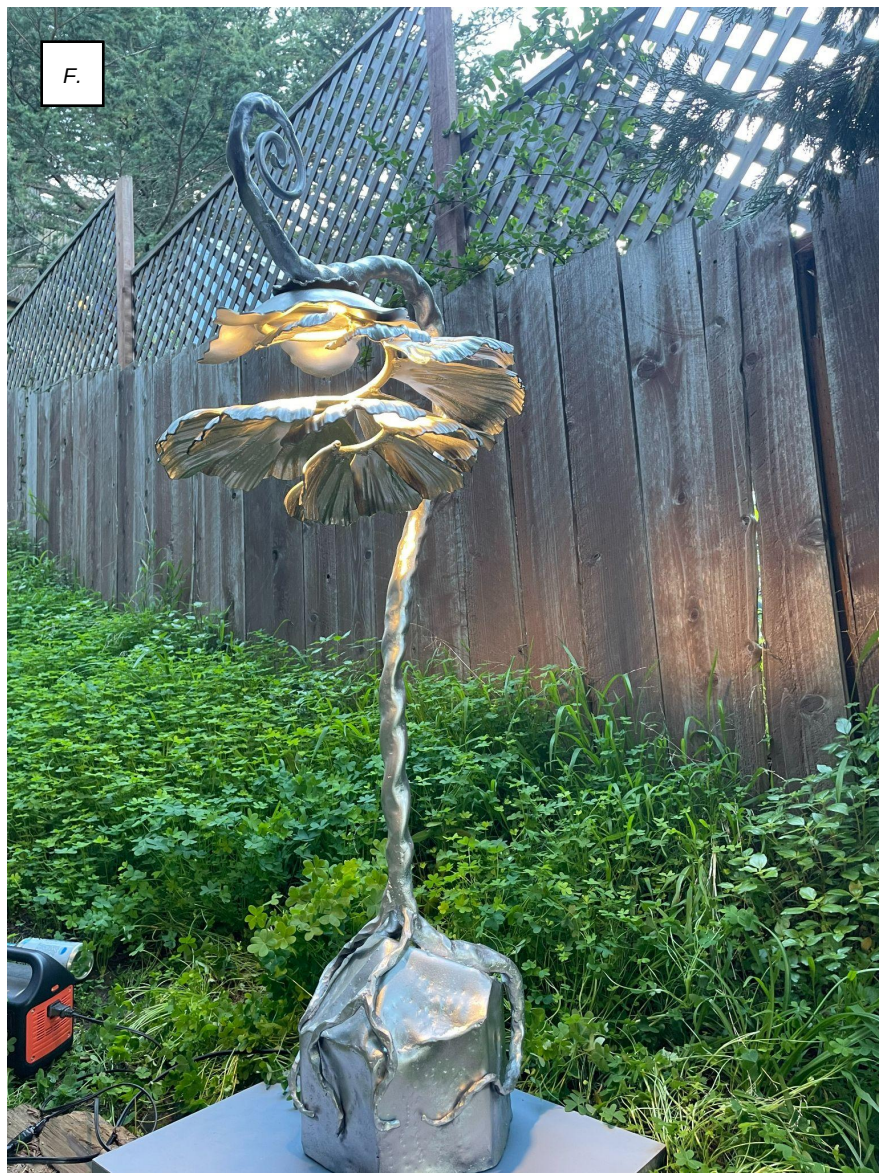
➤ Textured sheet metal tree trunks on Type II

➤ Leafy infill
➤ Can discuss using other things such as scrolls, curves, and/or words
➤ We will need to discuss collaboration with Angelina





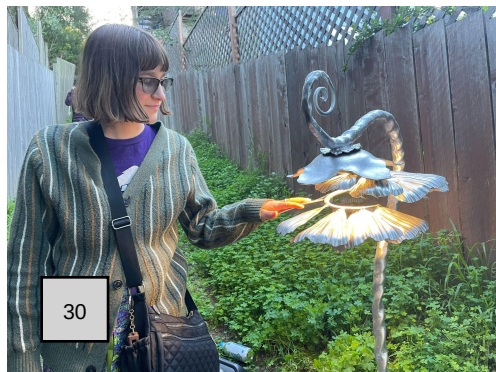
Sample of textured metal trunks for the guard rails. They will be different types of trees on the 5 type II railings. We will be featuring oak, bay, buckeye, as well as flowers such as Lupine and CA Poppy. We will also include the Elfin and Mission Blue Butterfly. These panels will be designed once we see what kind of motifs are included in the mosaic panels.



FLORAL LIGHTED SCULPTURES

Template not to scale

We will provide these cut out in metal with our anchor bolts so that they can be wet set in the concrete.

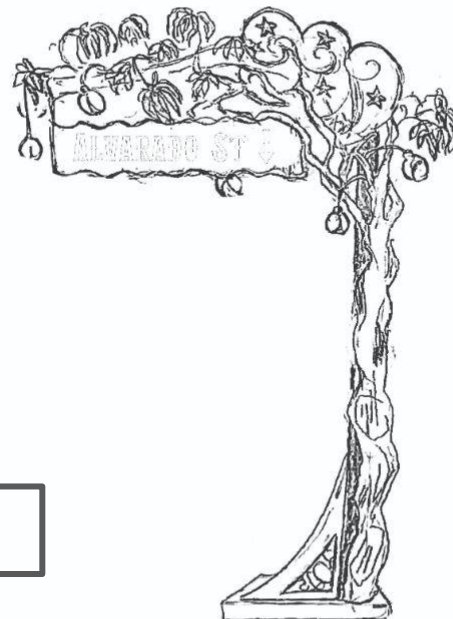
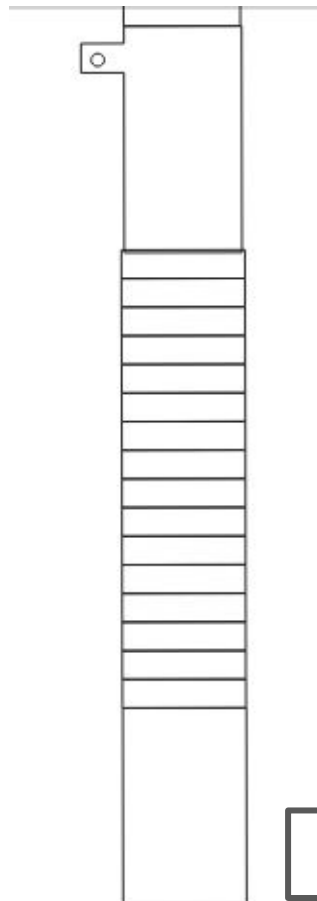


**MINI LUMINARY SIGNPOST
NORTH**



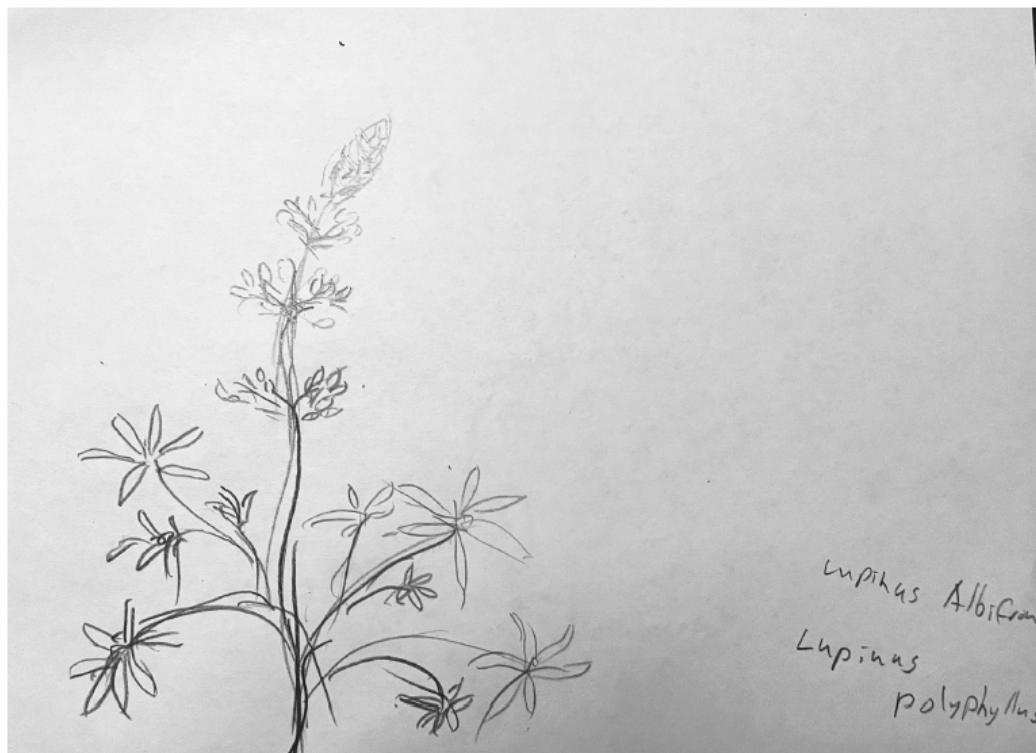
Alvarado St.

**LUMINARY SIGNPOST
SOUTH**

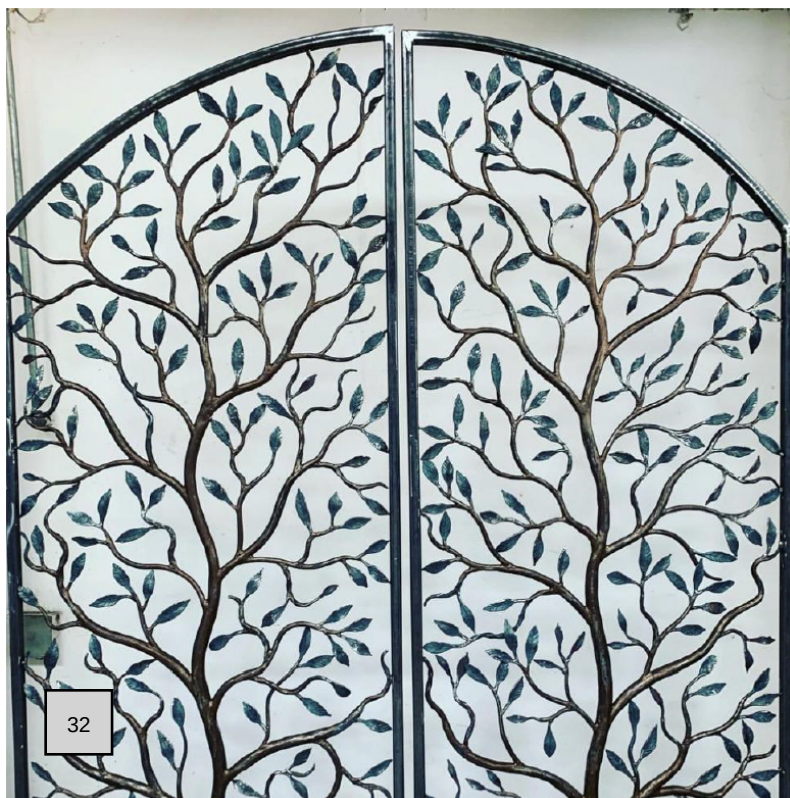


San Benito Rd.

F.



Lupinus Albifrons
Lupinus
polyphyllus



32



umbellularia
By land California

ANGELINA DUCKETT MOSAICS

ARTIST: Angelina Duckett Mosaics
655 32nd Avenue
San Francisco, Ca 94121

1) PROJECT DESCRIPTION

Located in the City of Brisbane a new stairway will be constructed (Alvarado to San Benito) along a 12' wide property. The mosaic artwork will cover the concrete risers of the stairway which is expected to be 96 risers of 7" each in height with a variety of widths (12"/18"/24").

2) MATERIALS

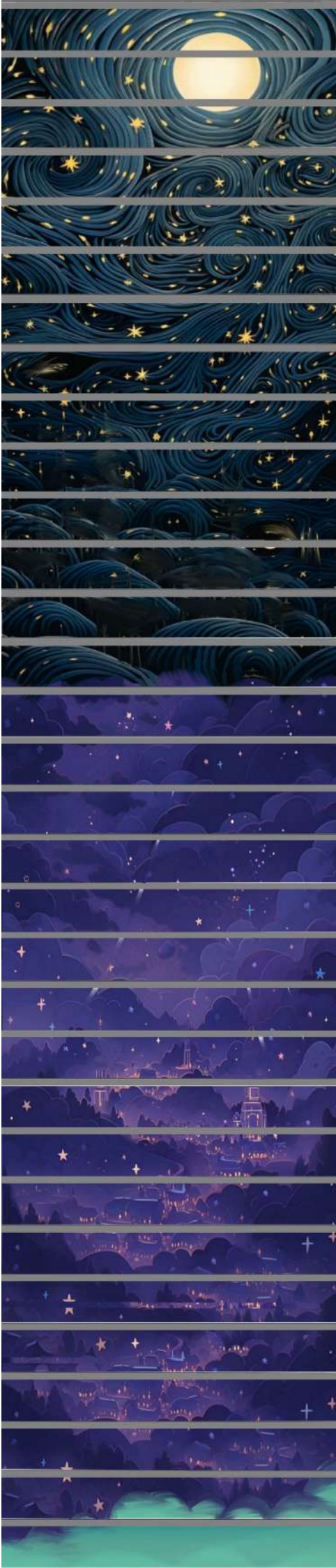
Materials include:

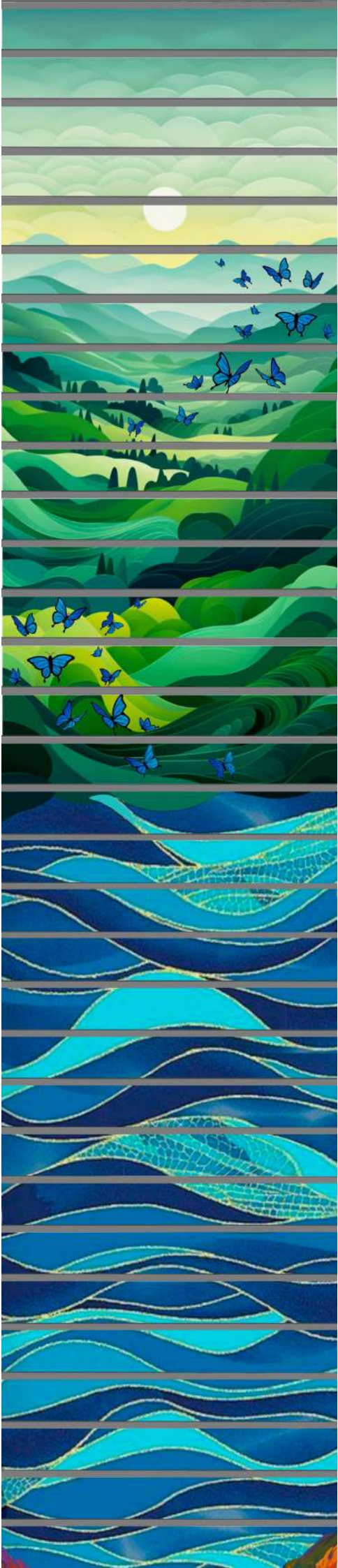
Tile, adhesive, fiberglass mesh, tile tape, safety equipment supplies, thin set, grout.

All material used in the mural will be appropriate for exterior use. Professional grade cement based, polymer modified adhesive will be used to set the mosaic and all joints will be grouted with sanded, polymer modified grout intended for exterior applications.

A selection of vibrant colors is presented below, with a broader range to be integrated into the design elements, and subject to availability.









File Attachments for Item:

G. Approve and Receive the Donation for Police K-9 Ringo's Bulletproof Vest

(Staff is recommending approving and receiving the donation from the Unity and Goldengate Chapters, Order of the Eastern Star, in the amount of \$3,800 for the purchase of the Police Canine, Ringo's bulletproof vest.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 20, 2025

From: Lisa Macias, Chief of Police

Subject: **Approve and Receive the Donation for Police
K-9 Ringo's Bulletproof Vest**

Recommendation:

City Council approve and receive the donation from the Unity and Goldengate Chapters, Order of the Eastern Star, in the amount of \$3,800 for the purchase of the Police Canine, Ringo's bulletproof vest.

Background:

On October 07, 2021, the City Council approved a donation policy, to formalize a donation process for the City of Brisbane. This formal donation policy was formulated to ensure that all donors and non-donors will be treated equitably, that all donations are made for the purpose that are a priority to the City and staff has thought through all implications of donations made. In late 2024, we received a phone call from a resident, expressing interest in having the Order of the Eastern Star Organization donate towards the purchase of K-9 Ringo's bulletproof vest. The Donation Policy and application packet were provided to the Order of the Eastern Star. We received the completed application and check for \$3,800.

Discussion:

Since the donation amount is restricted solely for the purchase of the K-9 Ringo's Bulletproof vest, it must be approved and received by the City Council.

Fiscal Impact:

There is no fiscal impact associated with this action. If the City Council approves accepting this donation, it will cover the entire amount of K-9 Ringo's bulletproof vest which is estimated to cost \$3,653.00.

Attachments:

- A. Donation Policy
- B. Completed Donation Application
- C. K-9 Bulletproof Vest Quote

Lisa Macias, Chief of Police

Jeremy Dennis, City Manager

City of Brisbane Donation Policy

I. Purpose

Members and supporters of the Brisbane community from time to time wish to support the community by making donations to the City of Brisbane. The City Council appreciates this generosity and has adopted this policy regarding donations to the City of Brisbane, including City departments and City sponsored programs, activities, and events.

II. Definitions

1. Donation: a contribution made directly to the City without expectation of goods, services, or significant benefit or recognition in return. Donations may be in the form of money, money alternatives, or in-kind contributions of products, services, investment securities, real property (land or other type of fixed asset), or any combination thereof. A donation may be unrestricted, where the donor has placed no limitation on its use, or restricted, where the donor has restricted its use to a specified purpose. Donations that, if accepted, would obligate the City to enter into a service, procurement, or other agreement shall not be considered a donation. Grants to the City from a local, state, or federal agency are not subject to this policy.
2. Donor: Any organization or individual who provides the City with a donation.
3. Donation Agreement: An agreement between the City and the donor that details any restrictions on a donation as well as the respective obligations of the donor and the City.
4. Fundraising: Any activity conducted with the intent of generating donations to the City. Fundraising activities may include, but are not limited to, promoting endowment programs, program adoption or pledge drives, and contacting individuals, companies, foundations, or other entities with a request for a donation to the City.

III. General Provisions

1. The City welcomes unrestricted donations as well as restricted donations that enhance City services, reduce costs that the City would incur in the absence of the donation, or that otherwise provide a benefit to the City. The City may decline any donation without comment or cause.
2. Donors shall not expect, nor shall the City grant, any extra consideration to the donor in relation to City procurement, regulatory matters, or any other business, services, or operations of the City. To avoid the possible appearance of extra considerations, City

Council appointed Commissioners and Committee Members as well as city staff shall not solicit donations to the City except as stated in 3 below.

3. City Council must approve all fund raising activities by City Council Members, Commission and Committee members, employees, or volunteers of the City prior to the solicitation of donations for any City project, program, activity, or event ("supported activity"). A recommended form for a fundraising plan is attached as Exhibit A to be revised as appropriate for the fundraising goal and type of supported activity in question.
4. Donations must be directly related to providing goods or services to the public or for another valid public purpose. Donations may not be used for personal financial gain of any City elected or appointed official or employee.
5. The net benefit of a donation should be considered when determining whether to accept a donation. Net benefit includes all lifecycle costs of ownership, including maintenance, repair, clean-up, administrative, and any potential liability or expenses that may be associated with the donation.
 - a. Donations may not be used to implement new on-going programs or services unless a permanent source of revenue is identified to support the program or service.
 - b. Potential costs and liabilities should be considered if a donation of personal property or of a service does not include the same indemnification, insurance, bonding, or warranties that the City would normally receive through procurement of personal property or services.
 - c. Real property may be accepted by the City as a donation provided that it will not expose the City to an unreasonable risk of litigation or liability, for reasons including, but not limited to, the physical condition of the property or existence of claims, liens, and encumbrances against the property.
6. Council members and other City officials are responsible for reporting fundraising activities and donations as required by applicable laws and regulations. See, for example, Section 7 under Article IV, Procedures, below.

IV. Procedures

1. Unrestricted donations of \$5,000 or less may be accepted by the City Manager. Unrestricted donations of more than \$5,000 and restricted donations of more than \$500 must be brought to the City Council for acceptance. The City Manager may accept or decline any donation in the City Manager's sole discretion and may choose to request City Council consideration of any donation.

2. The City Manager shall keep the City Council informed of any request to donate to the City. Two Council Members may request to place on a City Council agenda any proposed donation whether the City Manager recommends accepting the donation or not.
3. The City Council shall consider proposed donations beyond the authority of the City Manager set forth above, and proposed donations referred to it by the City Manager. The City Council may accept or decline any donation in its sole discretion.
4. All donations will receive appropriate recognition as determined by the City Manager or City Council at the time the donation is accepted, taking into consideration the nature and level of the donation. Upon request of the donor or if specified in a City initiated request for donors, limited forms of promotional activity (such as logo or name placement on signs, flyers, and other materials related to a program or activity supported by the donation) are permitted. The appearance of traditional commercial advertising should be avoided and the size of donor recognition should be in keeping with the size of non-recognition information used in the materials. The agreed upon form of recognition should be identified in the donor receipt or a donation agreement.
5. Other than in-kind donations, when donations with a value in excess of \$100 are accepted or upon the request of the donor, the City will issue the donor a receipt indicating the amount of the donation or describing the goods or services donated within 30 days of accepting the donation. (In accordance with the Internal Revenue Code the City does not provide an estimated value of in-kind donations; donors may refer to IRS Publication 561 for more information on valuing donated property.) The donation receipt shall also include the date of the donation, the name of the donor, the purpose of the donation (if a restricted donation), a brief description of any public recognition that will be made by the City, and note that the donor received no goods or services in exchange.
The original receipt shall be submitted to the donor and the City shall retain a copy.
A sample donation receipt is attached as Exhibit B.
6. Before acceptance of a restricted donation valued at more than \$500 or an unrestricted donation valued at more than \$5,000, the respective obligations of the donor and the City shall be set forth in a donation agreement. A sample donation agreement is attached as Exhibit C; provided, however, the City Manager or City Council may require donation agreements for donations valued at any amount.
7. The City shall maintain records for the receipt of all donations and shall comply with all reporting requirements and regulations including, but not limited to, FPPC Regulation 18944.2 Gifts to an Agency. For donations that were made at the behest of a City Council member, a member of an appointed Commission or Committee, of City staff, that person shall determine whether a Fair Political Practices Commission

Form 803 (Behested Payments Report) is required pursuant to the Political Reform Act and implementing Regulations.

EXHIBIT A – FUNDRAISING PLAN FORM

City of Brisbane Fund Raising Plan

Fundraising Plan Title and Purpose: *Please provide a title and description for your fundraising project.*

Fundraising Participants: *Please list the names for all groups and individuals that will be conducting fundraising.*

Donation Type/Amount: *Please describe the types and amount of donations that will be sought.*

Anticipated Donors: *Please describe who will be approached for donations.*

Donor Recognition Plan: *Please describe how donors will be recognized.*

Fundraising Timeline:

Council Review of Fundraising Plan:

Fundraising Start:

Fundraising Completion:

Council Review of Donations:

Donor Recognition Complete:

Restrictions/Reporting: *Please identify any restrictions or reporting requirements associated with this fundraising plan.*

EXHIBIT B – SAMPLE DONATION RECEIPT**City Of Brisbane Donation Receipt**

This is to confirm that on _____ [insert date] the City of Brisbane received from
_____ [insert donor name and address]:

- ☐ a monetary contribution of \$ _____ (cash/check/electronic)
☐ a non-monetary contribution consisting of [describe goods, services, property,
securities, etc.]:

For the purpose of:

No goods or services were provided by the City of Brisbane in return for the contribution.

The City sincerely appreciates your donation.

Finance Director
City of Brisbane

EXHIBIT C – SAMPLE DONATION AGREEMENT

City of Brisbane Standard Donation Agreement

The undersigned Donor wishes to make a donation to the City of Brisbane as described in more detail below.

Donor is (check and complete all that apply):

- ☐ donating \$ _____ in a lump sum
- ☐ donating \$ _____ in _____ (monthly, quarterly, etc.) payments of \$ _____ in _____ installments.
- ☐ donating the following (describe products, services, investment securities, real property, etc.):
- ☐ If this box is checked, the City's acceptance of the donation described above is subject to the conditions specified on Attachment 1.

☐ If this box is checked, this donation is restricted to the following uses:

City will publicly recognize donor by (describe recognition):

☐ If this box is checked, this donation is being made at the behest of Council Member/Commissioner/City Staff Member _____.

In connection with administering this agreement, Donor and City shall work through the following primary representatives:

	City of Brisbane	Donor
Primary Representative:		
Address:		
Telephone:		
Fax:		
Cell Phone:		
E-mail:		

In addition to the foregoing, Donor and City agree that:

1. The City will provide Donor with a donation receipt indicating the amount of the donation or estimated value of goods or services donated within 30 days of accepting the donation.
2. Donor's contribution to the City will be recognized publicly as described above.
3. Except as provided above, the City may use the donation in any manner at its sole discretion and Donor has no right to control City's use of the donation.
4. Donor has not and will not receive any goods or services in exchange for the donation and the City will not grant any extra consideration to the donor in relation to City procurement, regulatory matters, or any other business, services, or operations of the City.
5. Donor confirms that unless indicated otherwise above this donation is not made at the behest of a City Council Member, of any member of an appointed Commission or Committee, or of any City staff.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

Donor

City of Brisbane

City Manager

Name

Title

Date:

Date:

ATTEST:

City Clerk

Date:

EXHIBIT C - SAMPLE DONATION AGREEMENT

City of Brisbane
Standard Donation Agreement

The undersigned Donor wishes to make a donation to the City of Brisbane as described in more detail below.

Donor is (check and complete all that apply):

- ☒ donating \$ 3,800.00 in a lump sum For K-9 Tactical vest
☐ donating \$ _____ in _____ (monthly, quarterly, etc.) payments of \$ _____ in _____ installments.
☐ donating the following (describe products, services, investment securities, real property, etc.):
☐ If this box is checked, the City's acceptance of the donation described above is subject to the conditions specified on Attachment 1.

- ☒ If this box is checked, this donation is restricted to the following uses: K-9 - Dog Vest

City will publicly recognize donor by (describe recognition):

- ☐ If this box is checked, this donation is being made at the behest of Council Member/Commissioner/City Staff Member _____

In connection with administering this agreement, Donor and City shall work through the following primary representatives:

	City of Brisbane	Donor <u>California</u>
Primary Representative:		<u>order of Eastern Star</u>
Address:		<u>Heather Curry Worthy</u> <u>145 Park Road</u> <u>Burlingame, CA</u> <u>94010</u> <u>Matron</u>
Telephone:		<u>208-500-1589</u>
Fax:		<u>goldenpatchheather@</u>
Cell Phone:		<u>gmail.com</u>
E-mail:		

In addition to the foregoing, Donor and City agree that:

1. The City will provide Donor with a donation receipt indicating the amount of the donation or estimated value of goods or services donated within 30 days of accepting the donation.
2. Donor's contribution to the City will be recognized publicly as described above.
3. Except as provided above, the City may use the donation in any manner at its sole discretion and Donor has no right to control City's use of the donation.
4. Donor has not and will not receive any goods or services in exchange for the donation and the City will not grant any extra consideration to the donor in relation to City procurement, regulatory matters, or any other business, services, or operations of the City.
5. Donor confirms that unless indicated otherwise above this donation is not made at the behest of a City Council Member, of any member of an appointed Commission or Committee, or of any City staff.

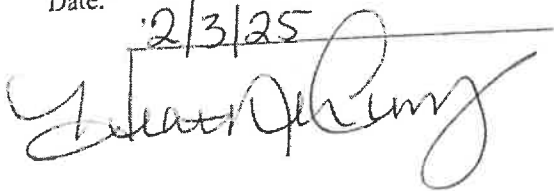
IN WITNESS WHEREOF, the parties hereto have executed this agreement.

Donor

Unity and Goldengate
Chapters
Order of the Eastern
Star

Name Heather Title Worthy
Cuny Matron

Date: 2/3/25



City of Brisbane

City Manager

Date:

ATTEST:

City Clerk

Date:



K9 Storm Incorporated
 620 Nairn Ave.
 Winnipeg, MB R2L 0X3
 Canada
 sales@k9storm.com
 204-669-8199

Sales Quote

Date	Quote #	Weborder #
03-Dec-24	241961	

Invoice To
Adrian Valencia 50 Park Place Brisbane, California 94005 United States 209-401-8865 valencia.adrian7@gmail.com

Ship To
Brisbane PD Attn: Adrian Valencia 50 Park Place Brisbane, California 94005 United States 209-401-8865 valencia.adrian7@gmail.com

Product Code	Description	QTY	Rate	Amount
VPS	Patrol Swat Vest --Patrol Swat Vest -- 1 Serial Number Embroidered on Inside Facing 1 Dept's & K9 Name Embroidered on Inside Facing 2 Silent Kevlar Loops 1 Special Ops. Handle with Front Loop Tie Down 2 Back Pack D-Rings 1 Velcro Patch 3.5 x 4 on Left Side 1 Velcro Patch 3.5 x 2 on Right Side 1 Set of Rappelling Straps *2 Set of POLICE or SHERIFF Subdued or Reflective Patches	1	3653.00	3653.00

Notes	Currency	USD
\$1000.00 additional charge for K9 Storm Sizing kits that are lost or damaged, including bite damage. Pay Securely Online Using Your Credit Card, here! https://k9storm.com/payment-usd	Sales Subtotal	\$3,653.00
	Total	\$3,653.00
	Paid Amount	\$0.00
	Balance Due	\$3,653.00

File Attachments for Item:

H. Crocker Park Shuttle Stop Improvements

(It is being recommended to award the construction contract for the Commuter Shuttle Stop Improvements to Raposo Engineering, Inc. in the amount of \$190,718, and authorize the Mayor to sign the Agreement for the City.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 20, 2025

From: Karen Kinser, Deputy Director of Public Works

Subject: Commuter Shuttle Stop Improvements (Project No. 923D)

This work is categorically exempt from CEQA per CCR Title 14 §15301

Community Goal/Result: Safe Community

Purpose

Provide ADA and rider comfort improvements to ten Commute.org shuttle stops located in the Crocker Industrial Park.

Recommendation: Award the construction contract for the Commuter Shuttle Stop Improvements to Raposo Engineering, Inc. in the amount of \$190,718, and authorize the Mayor to sign the Agreement for the City.

Background

The city received five bids on March 5, 2025:

Raposo Engineering, Inc.	\$190,718
ENGINEER’S ESTIMATE	\$222,000
Michael Glynn Construction Services, Inc.	\$224,700
Golden Bay Construction, Inc.	\$228,934
Bay Area Lightworks, Inc.	\$248,000
CF Contracting, Inc.	\$252,000

Staff reviewed the apparent low bid and determined that the proposal was responsive, and the bidder was responsible. Impacts to shuttle users, pedestrians, cyclists, and the motoring public will be minimal during construction, which is expected to begin in April 2025. An expected eight-week lead time for the shelters to be installed at eight stops will extend the otherwise short construction period into the summer, with a break in the schedule while the shelters are procured. The contractor will be required to always keep one lane of traffic in each direction open during construction.

Environmental Review

This work is categorically exempt from provisions of CEQA in that the proposal is to alter an existing facility without expanding existing uses (California Code of Regulations, Title 14, Division 6, Chapter 3, Article 19, §15301 “Class 1 – Existing Facilities”). A Notice of Exemption was prepared for this work on February 2, 2024.

Fiscal Impact

Funds are programmed as follows for this project:

ACR/TDM Cycle 1 grant funds	\$200,000
Local Match (General Fund)	\$25,000
Total:	\$225,000



Karen Kinser, Deputy Director of Public Works



Randy Breault, Director of Public Works/City Engineer



Jeremy Dennis, City Manager

File Attachments for Item:

I. 2024 Housing Element Progress Report

(It is being recommended to direct staff to submit the 2024 Housing Element Annual Progress Report to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 20, 2025

From: John Swiecki, Community Development Director

Subject: 2024 Annual Housing Element Progress Report

Community Goal/Result

Community Building - Brisbane will honor the rich diversity of our city (residents, organizations, businesses) through community engagement and participation

Purpose

To comply with reporting requirements of State law.

Recommendation

Direct staff to submit the 2024 Housing Element Annual Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

Background/Discussion

The City is required to prepare an annual report to the State, using the format adopted by HCD, on the City's progress in implementing the 2023-2031 Housing Element, which was adopted as a revision on May 18, 2023, and certified by HCD on May 25, 2023. For this annual progress report, Government Code Section 65400(a)(2)(B) requires that the report be considered at a public meeting before submitting it to HCD and OPR by the April 1st deadline.

Housing Element APR

State-mandated Housing Element annual reports require tracking the number of building permits submitted and issued for housing units in a given calendar year towards Brisbane's Regional Housing Needs Allocation (RHNA), as well as an update on the implementation status of each Housing Element program, the status of Local Early Action Planning (LEAP) reporting, and a list of locally owned or controlled lands declared surplus or identified as excess pursuant to Government Code sections 54221 and 50569, respectively (see Tables G and H of Appendix A of the attached report). Some highlights are outlined below.

In 2024, housing development permit activity was primarily for accessory dwelling units (ADUs) on lots with existing single-family dwellings. A total of five building permit were issued in 2024 for dwelling units (the same number as last year), all for ADUs (See Table A2 of Appendix A). The City's total RHNA for the Housing Element plan period is 1,588 and the vast majority of housing inventory sites are identified within the Baylands. The revised draft Baylands Specific Plan was

published in 2023 and the environmental impact report (EIR) is underway, anticipated to be published in April 2025. The Housing Element indicated the target for adoption of the Baylands Specific Plan in early 2026.

Nearly 80% of the Housing Element programs have been initiated, completed, or have ongoing tasks. Four programs that have been completed and another 22 have been started or are under way, including a handful planned to go before the Council in 2025. Completed programs include launching a retrofit financial assistance program and implementing a new permitting system. Several of the underway programs include updating the City's Zoning Ordinance, including ADU, Inclusionary, and Density Bonus Ordinances.

Fiscal Impact

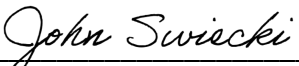
None.

Measure of Success

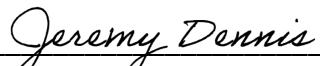
Submittal of the 2024 Housing Element Annual Progress Report to HCD and OPR within the deadline prescribed by State law.

Attachments

1. Housing Element Annual Progress Report
 - Housing Element Annual Progress Report Tables (Appendix A)



John Swiecki, Community Development Director



Jeremy Dennis, City Manager

Housing Element

The 2023-2031 Housing Element was adopted and self-certified in February 2023 and, following receipt of comments by the California Dept of Housing and Community Development (HCD), a revision was prepared and adopted by City Council on May 18, 2023. HDC certified the revised Housing Element on May 25, 2023, as meeting all requirements of State law.

The Housing Element contains 92 programs, many of which are underway or ongoing. Table 1 and Figure 1 below offer a snapshot of the Housing Element implementation progress while Appendix A provides the complete breakdown of the implementation progress and housing entitlement and construction approvals for the 2024 calendar year, utilizing the forms required by HCD. As indicated in Table 1, more than 75 percent of the programs have begun or have ongoing tasks throughout the plan period. Approximately 18 percent of the programs will follow later in the plan period, according to the schedule provided for each program in the Housing Element, and as shown in Table D of Appendix A.

Figure 1:

**Housing Element Implementation
Program Status (2024)**

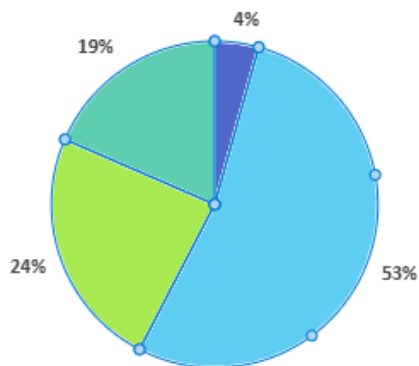


Table 1:

**Housing Element Implementation
Progress Snapshot 2024**

Program Status	Total Number	% of Total
Complete	4	4 %
Ongoing	49	53%
Partially Complete/ Underway	22	24%
Not Started/ On Hold	17	18%
Total	92	100%

Regional Housing Need

The City is required to report certain housing information in accordance with State Housing Element Law (Government Code Sections 65583 and 65584) and the State HCD's guidelines for reporting the City's progress toward meeting its regional housing needs. The Association of Bay Area Governments has adopted a Regional Housing Needs Allocation (RHNA), pursuant to Government Code Section 65584, for all jurisdictions within San Mateo County to provide housing for the projected population growth within the region. Brisbane's share of the RHNA is 1,588 new housing units for the 8-year period between 2023 and 2031, including 303 units affordable to moderate-income households, 183 units affordable to low-income households, and 317 affordable to very-low-income households.

Table 2 shows Brisbane's progress in meeting the RHNA and its unmet RHNA need at the end of 2024, the second year of the eight-year cycle. Most units permitted this cycle have been

Accessory Dwelling Units (ADUs), including all five permitted units from last year. Affordability levels for this year utilized ABAG's recommended affordability levels for ADUs, broadly based on percentages, since none of the units were deed restricted.

Table 2: 2024 Progress in Meeting Regional Housing Needs 2023-2031

Income Group	Regional Housing Need 2023-31	Permits Issued 2024	Need Met thru 12/31/24	Remaining Need at end of 2024	% of 2023-31 Regional Housing Need Met
Very Low	317	2	4	313	1%
Low	183	1	2	181	1%
Moderate	303	1	4	299	1%
Above Moderate	785	1	2	783	<1%
Total Units	1,588	5	12	1,576	<1%

Note that, most of the City's inventory to meet the RHNA for this plan period is on the Baylands, for which a draft Specific Plan was published in 2023 and an Environmental Impact Report (EIR) is in process. The schedule for adoption of the Specific Plan is in 2026, per Program 2.A.2 (see Table D of Appendix A).

Attachments

Appendix A: Housing Element Annual Progress Report Tables

Cells in grey contain auto-calculation formulas

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

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Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

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Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

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Jurisdiction	Brisbane	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1	Projection Period	2									3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2022-01/30/2023	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	317	-	-	-	-	-	-	-	-	-	-	4	313
	Non-Deed Restricted		-	2	2	-	-	-	-	-	-	-		
Low	Deed Restricted	183	-	-	-	-	-	-	-	-	-	-	2	181
	Non-Deed Restricted		-	1	1	-	-	-	-	-	-	-		
Moderate	Deed Restricted	303	-	-	-	-	-	-	-	-	-	-	4	299
	Non-Deed Restricted		1	2	1	-	-	-	-	-	-	-		
Above Moderate		785	1	-	1	-	-	-	-	-	-	-	2	783
Total RHNA		1,588												
Total Units			2	5	5	-	-	-	-	-	-	-	12	1,576
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5											6	7
		Extremely low-Income Need		2023	2024	2025	2026	2027	2028	2029	2030	2031	Total Units to Date	Total Units Remaining
Extremely Low-Income Units*		159		-	1	-	-	-	-	-	-	-	1	158

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

- VLI Deed Restricted
- VLI Non Deed Restricted
- LI Deed Restricted
- LI Non Deed Restricted
- MI Deed Restricted
- MI Non Deed Restricted
- Above Mod Income

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

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ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Jurisdiction		Brisbane	
Reporting Year		2024 (Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
1.A.1 Referral Services for Fair Housing	1.A.1: Provide referral services to appropriate agencies by creating a dedicated webpage specific to fair housing including resources for residents who have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act. (See also programs under Goal 5)	Create webpage 5/31/23 and update annually	Webpage created in June 2023; updated in 2024. https://www.brisbaneca.org/cd/page/housing-services-information-resources
1.A.2 Fair Housing Information Distribution	1.A.2: Actively distribute information to Brisbane landlords, residents (particularly households of color and non-English speaking households) and businesses, developers, non-profit housing developers and other groups about fair housing resources, including but not limited to: Fair housing training for landlords and tenants through Project Sentinel or other organizations the City may partner with during the Housing Element cycle. Geographic targeting: Households and landlords in R-MHP, R-2, R-3, NCRO-2, and SCRO-1 zones. Metrics: Train two landlords and four households annually. Fair housing programs of other agencies. Geographic Targeting: Households and landlords in R-MHP, R-2, R-3, NCRO-2, and SCRO-1 zones, and businesses in M-1, TC-1, TC-2 and SCRO-1 zones. Metrics: Four referrals to Project Sentinel (either tenants or landlords) as verified by Project Sentinel on an annual basis. Financial literacy training through Project Sentinel or other organizations. Geographic Targeting: Households in R-MHP, R-2, R-3, NCRO-2, and SCRO-1 zones. Metrics: Four referrals to Project Sentinel (tenants) as verified by Project Sentinel on an	1) City Star and Chamber of Commerce Newsletters - at least annually; 2)Weekly City News Blast/city Manager's bulk mailing, flyers - starting 1/23 and periodically, as needed; 3) Webpage and handouts - Q2 2023 and ongoing thereafter.	Housing resources webpages were completed in June 2023; A Housing Resources article was included in the August 2023 edition of the STAR, as well as the Blast, which advertised various housing resources webpages to the community, with a scannable link along with contact information to speak to a planner in the Community Development Dept for more information. No trainings were provided through Project Sentinel during 2024. Staff will be looking into County-wide training through other partners, including 21 Elements. Referrals to Project Sentinel: 0. City is in process to conduct outreach in Q2 of 2025 to geographic targets (placeholder- draft letter to tenants in identified districts and update once completed). Planning staff reached out to the Chamber of Commerce in Q1 2025 to collaborate on an article for their Newsletter. Staff will follow up with the Chamber, with the intent of publishing an article in Q3/Q4 of 2025, focused on landlords and the business community.
1.A.3 Housing Opportunities Information	1.A.3: Actively distribute information to Brisbane residents and businesses, including targeting to households of color and non-English speaking households, non-profit housing developers, housing counseling and resource organizations, and other groups about housing opportunities in Brisbane, including but not limited to: 1) Newly available housing units for rent or purchase to moderate- or lower-income households through the City's Inclusionary Housing Program, First Time Homebuyer Program, Habitat for Humanity resale program, or Bridge Housing senior rental program, and any new homebuyer or renter program that may be established. during the Housing Element Cycle. Geographic Targeting: Businesses in M-1, TC-1, TC-2, SCRO-1 districts; Households in R-MHP, R-1, R-2, R-3, NCRO-2, and SCRO-1 districts. Metrics: As needed based on availability of units. 2)The City's inventory of potential housing development sites. Geographic Targeting: N/A (non-profit housing developers). Metrics: Send to four non-profit housing developers annually	1) City Star and Chamber of Commerce Newsletters - at least annually; 2)Weekly City News Blast/city Manager's bulk mailing, flyers - starting 1/23 and periodically, as needed; 3) Webpage and handouts - Q2 2023.	No new housing units available in CY 2024. Created e-notification list in Q3 via City website for interested persons, with 21 subscribers currently. Emailed housing development sites to MidPen, Eden, BRIDGE, Habitat in Q1.
1.B.1 Distribution of Affordable Housing	1.B.1: Develop an affordable housing siting policy to promote the distribution of affordable housing equitably across the City.	Adopt policy - 12/31/25	Scheduled for 2025
1.C.1 Fair Housing Coordination	1.C.1: Coordinate with local service providers, including but not limited to fair housing and transit providers, to collect updated data on fair housing factors specific to Brisbane maintained by those providers.	Meet with local service providers - 1/31/24 and annually thereafter	Collected data from SamTrans, HIP, and Project Sentinel in Q1 2024.
1.C.2 Fair Housing Action Plan Update	1.C.2: Based on data trends, identify policy priorities and update Fair Housing Action Plan.	1) Incorporate fair housing data into Capital Improvement Plan - 7/1/25 and biennially thereafter with adoption of City budget. 2) Update Fair Housing Action Plan based on data trends - 12/31/25	In progress; the City will review collected Fair housing data to identify and evaluate capital improvement projects related to housing during the next update of the City's CIP in July 2025 and update Fair Housing Action Plan in Q4 2025 if the data collected in 2023 and 2024 supports changes in conditions or needs for either document.
2.A.1 Zoning maintenance to meet RHNA	2.A.1: Maintain existing residential and mixed-use zoning to provide adequate sites to accommodate the 2022-2031 Regional Housing Needs Allocation.	Ongoing maintenance of existing zoning - ongoing	The existing zoning is being maintained. There has been no elimination or reduction in the housing sites potential that were provided in the Housing Element sites analysis to meet the RHNA.

2.A.2 Adoption of the Baylands Specific Plan	2.A.2: Adopt the Baylands Specific Plan/Zoning to allow 1,800 to 2,200 housing units by-right, without discretionary design review, at site densities of at least 20 units per acre, on sites accommodating at least 16 units, to meet the 2023-2031 RHNA, consistent with the Brisbane General Plan Land Use Element, in compliance with all aspects of Government Code Section 65583.2(h)-(i) The Specific Plan or Developer Agreement shall contain objective design standards and shall provide an affordable housing plan. The City shall prioritize maximizing affordable housing with a goal of 514 affordable units. The Specific Plan or Developer Agreement shall describe accessible residential design incorporated into units in proximity to transit. Geographic targeting: The Baylands subarea. Metrics target: Dwelling unit preliminary production estimate by year, based on developer's schedule for 2,200 total units: 2027: 362 units; 2028: 1,108 units; 2029: 333 units; 2030: 108 units; 2031: 289 units.	1) Specific Plan adoption by City Council and certification, including approval of adequate water supply. - 1/31/26; 2) Coordinate and assist the developer in the entitlement and development of the Baylands, including prioritizing processing, assisting with funding, planning and technical studies. - Ongoing and process entitlements by 2027 3) Consult with HCD regarding timing/production if the project falls 12 or more months behind the schedule provided. - Ongoing; 4) Reevaluate and address housing opportunity sites to accommodate 2023-2031 RHNA if project has failed to proceed substantially in conjunction with the anticipated timeline - 2030 if project has failed to proceed.	EIR under preparation and publication is expected April 2025.
2.A.3 Annual reporting to HCD	2.A.3: Provide annual reports to HCD on progress made in implementing the Housing Element programs per Government Code Section 65400, including a review for internal consistency and compliance with Government Code Sections 65302(d)(3) and 65302(g)(2) as amended by Chapter 369, Statutes 207 [AB 162].	Annual Reports to HCD - Annually	The annual report was submitted by the April 1 deadline.
2.A.4 Maintenance of adequate sites	2.A.4: Monitor the adequate sites inventory to ensure adequate development capacity will be maintained throughout the planning period to accommodate the RHNA per Government Code Section 65863.	Annual Reports to HCD - Annually	As indicated in Program 2.A.1, there has been no reduction in the development capacity through zoning, nor have there been sites developed to less than those projected in the Housing Element; so the City continues to be able to accommodate the RHNA.
2.A.5 Zoning study for new housing types	2.A.5: Study zoning districts where reduction of minimum lot sizes may be appropriate to encourage development of tiny homes, row-homes, bungalows, or other similar developments; and adopt new zoning where appropriate. Geographic Targeting: R-1 district, middle and lower elevation streets. Metrics: Theoretical R-1 total unit capacity increase of approximately 10 to 20%	1) Study Session at Planning Commission- 12/26; 2) Adopt new zoning 12/2028	Scheduled for 2026.
2.A.6 Zoning for two-unit development and urban lot splits	2.A.6.: Adopt implementing ordinance for ministerial duplex conversions and single-family lot splits as provided by Government Code Sections 65852.21 and 66411.7.	Adopt ordinance - 12/31/23	Completed, City Council adopted Ordinance No. 693 in December 2024
2.A.7 Zoning study for mixed use in commercial districts	2.A.7: Study zoning amendments to existing commercial zoning districts at Sierra Point and Crocker Park, to either allow or require mixed use buildings.	1) Study Session at Planning Commission - 12/31/26; 2) Adopt zoning amendments 7/30/29	Scheduled for 2026.
2.A.8 Zoning update for transitional and supportive housing	2.A.8: Update the zoning ordinance to provide for transitional and supportive housing in all zoning districts allowing residential uses and only subject to the same restrictions as other residential dwellings in the same zone, and to allow permanent supportive housing by right in zones where multifamily and mixed uses are permitted, pursuant to Government Code Section 65651.	Adopt ordinance - 12/31/25	Scheduled for Q4 2025.
2.A.9 Facilitation of pipeline projects	2.A.9: Facilitate development and monitor approvals of pipeline projects, including the number of units constructed and their affordability levels.	1) Monitoring and reporting on pipeline project status of 39 units identified in Table B.7.2 (including 2 lower income, 3 moderate income and 34 above moderate-income units) in the annual Housing Element Progress Report - 4/1/24 and annually thereafter; 2) Coordinating with applicants to expedite approval of remaining entitlements - 12/31/2023 and annually thereafter in Q4; 3) Supporting funding applications or requests for fee waivers for eligible projects - 7/1/2023 and biennially thereafter through the budget adoption process; 4) Identifying necessary rezoning of additional sites, should pipeline projects not move forward resulting in a RHNA shortfall, per Gov't Code Section Gov. Code, § 65583, subd. (c)(1), with rezoning to make up the shortfall to be completed - Ongoing.	1) Pipeline Project Status: 3750-80 Bayshore (25 above mod, 3 mod, 2 low units) - City is processing tentative map approvals; 221 Tulare (3 above mod units) - entitlements expired; 213 Visitacion (4 above mod units) - Approved, design permit extension until Dec. 2025; 18 Visitacion (2 above units) - building permit issued, construction underway and expected to be completed in 2025. 2) ongoing; 3) ongoing; 4) ongoing - surplus of above mod units projected during this cycle
2.A.10 Zoning update for ADUs	2.A.10: Update the ADU ordinance to comply with current State law.	Adopt updated ADU ordinance - 12/31/23	This ordinance update has been rescheduled to complete in Q2 2025.
2.A.11 Zoning update for group homes	2.A.11: Amend the family definition to remove group care provisions zoning ordinance definitions and use provisions for all districts allowing residential uses, to remove the requirement for a conditional use permit for group homes of seven (7) or more persons and allow group homes as permitted uses, with objective standards similar to other residential uses in the same district, consistent with state law	Adopt ordinance - 12/31/24	Scheduled for Q3 to Q4 2025.

I.	Brisbane Housing Element APR 2024		Attachment 1 Appendix A
2.A.12 Zoning update to raise multifamily height limits	2.A.12: Amend the zoning ordinance for all districts that allow multifamily residential uses, to allow for building heights of at least 36 feet, to be able to accommodate 3-story development.	Adopt ordinance - 12/31/24	The Planning Commission held four workshops as part of their regularly scheduled and publicly noticed meetings, in late 2023 and early 2024 and recommended approval to the City Council in Q4 2024. The City Council is anticipated to consider draft ordinance 2024-RZ-2 in Q2 of 2025.
2.B.1 Baylands sites for seniors and special needs	2.B.1: Through development of the Baylands Specific Plan and implementing development agreements, identify suitable sites for housing for seniors, persons with disabilities or other special needs, and lower-income households in the Baylands subarea. Geographic Targeting: Baylands Specific Plan Area. Metrics: Goal of 514 affordable housing units with target populations that align with community preferences in compliance with Fair Housing laws (See Program 2.A.2) .	Adoption of Development Agreement and Specific Plan - 1/31/26	EIR under preparation and publication is expected April 2025.
2.B.2 Zoning update for convalescent homes	2.B.2: Amend the zoning ordinance to permit convalescent homes as a permitted use in the SCRO-1 District. Develop objective standards for the operation and design of such uses and incorporate into the zoning ordinance.	Ordinance adoption - 12/31/27	Scheduled for 2027.
2.B.3 SMC collaboration for shelter & services	2.B.3: Collaborate with the County of San Mateo in developing programs to provide regional shelter and services to the homeless by participating in the San Mateo County Continuum of Care and other regional efforts to provide homeless shelters, transitional and supportive housing for homeless households coordinated by the County.	1) Meet with San Mateo County staff to determine actions the City can take to assist homeless individuals in Brisbane for the calendar year - annually in Q1; 2)Meet with San Mateo County Human Services Agency staff to determine how the City can support development of emergency, transitional, and supportive homeless housing in Brisbane or in the County for the calendar year. - Annually in Q1	The Brisbane Police Dept collaborates with County staff on an ongoing basis throughout the year to both 1) determine actions the City can take to assist homeless individuals and 2) to determine how the City can support development of emergency, transitional and supportive housing. Additionally, Police Dept provides quarterly training of officers along with shelter staff members to ensure that homeless individuals receive the utmost support. City staff will also reach out to the County for input as part of the update to the rezoning to allow for larger emergency shelters, provided in Program 2.B.4.
2.B.4 Zoning update for larger emergency shelters	2.B.4: Update the zoning ordinance allowing for emergency shelters as a permitted use in the SCRO-1 District from 12 beds to 30 beds, with such use not subject to discretionary action or to any development or management standards that would not apply to other allowed uses within the zone, except as provided by Government Code Section 65583(a)(4)(A).	Adopt amended SCRO-1 zoning - 12/31/26	Scheduled for 2026.
2.B.5 Zoning for low barrier Navigation Centers	2.B.5: Amend multi-family and mixed-use zoning districts to allow low barrier Navigation Centers, as required by Government Code Sections 65660 - 65668.	Adopt zoning amendments - 12/31/26	Scheduled for 2026.
2.B.6 Priority water & sewer service for affordable units	2.B.6: Grant priority water and sewer service to housing with units affordable to lower-income households in accordance with adopted City policy, consistent with State law [Government Code Section 65589.7 and Water Code Section 10631.17(a)70].	Priority water and sewer service for affordable housing - Ongoing	Ongoing; no affordable housing projects in 2024.
2.B.7 Zoning update for emergency, transitional, supportive housing	2.B.7: Regarding emergency shelters and transitional and supportive housing, implement requirements of AB 2339 (2022; Government Code Section 65583(a)(4)) (See also, Programs 2.B.4 and 2.B.5.	1) Conduct analysis per AB 2339 - 6/31/24; 2) Adopt implementing ordinance - 12/31/24	Implementation postponed to Q4 2025.
2.C.1 Zoning update for density bonus	2.C.1: Amend the density bonus ordinance to: 1)Allow greater density bonus and/or incentives to housing developments that provide housing units designed and dedicated for use by large families with low- to extremely low- incomes. 2) Be consistent with Government Code Sections 65915(a) and (g). 3)Grant a proportionately lower density bonus and/or incentives for affordable housing projects that do not qualify under Government Code Section 65915 due to their small size or other limitations. 4) Grant a density bonus and/or other incentives greater than required for projects that meet or exceed the qualifications for a density bonus	Adopt amended density bonus ordinance - 12/31/23	Scheduled for Q2 2025.
2.D.1 Evaluation of affordable/special needs subsidies	2.D.1: Evaluate methods to subsidize the cost of affordable or special needs housing development, including ADUs, including but not limited to: 1) Fee reductions or waivers. 2) Direct subsidies in the form of pre-development or construction grants. 3)Land donation.	Adopt as part of Affordable Housing Strategic Plan (AHSP; see Program 2.E.1) - 6/30/23; 2) Implement cost subsidy strategies per the adopted AHSP and conduct regular outreach to service providers and nonprofit developers - Annually in Q1 and ongoing.	Adopted AHSP 11/16/2023. City is participating in the San Mateo County ADU Resource Center and agreed to participate in a working group to create a model affordable ADU program supported by the ADU Resource Center and member agencies.

2.D.2 Encouraging ADU and JADU development	2.D.2: To encourage development of ADUs and junior ADUs:a. a. Explore the potential to implement a loan program for ADU and JADU construction through the Affordable Housing Strategic Plan (see Program 2.E.1). If a City-funded loan program is determined to be infeasible, cooperate with 21 Elements to develop regional loan program (See program 2.E.2). Geographic Targeting: All residential zoning districts.Metrics: Issue 10 loans over RHNA cycle or at least one per year. b. Continue to fund the 21 Elements regional consortium and support its programs that offer technical assistance to homeowners to reduce financial, architectural, and technological barriers to ADU/JADU design and construction. Metrics: Provide technical assistance to 10 property owners annually. c. As these programs are implemented, publicize the changes to encourage the development of ADUs and JADUs using methods described in Programs 5.A.1 and 5.A.3.Geographic Targeting: All residential zoning districts. Metrics: In addition to broadcasting citywide, make direct contact with 10 property owners annually (may overlap with the	1) Adopt the AHSP - 6/30/23; 2) Implement ADU/JADU subsidy strategies per the adopted AHSP and conduct regular outreach to property owners - Annually in Q1 starting 2024 and ongoing; 3) Fund 21 Elements and support development of a multi-jurisdictional Countywide ADU resource center - Annually beginning 7/1/2023 and ongoing thereafter as part of the biennial budget adoption process; 4) Public outreach - Ongoing as new programs are implemented and annually thereafter	1) AHSP adopted 11/16/2023, including strategy A-2 to dedicate funds to either City ADU loan program or regional ADU loan/grant program. 2) Implementation anticipated for Q3 2024 as regional program is explored by San Mateo County jurisdictions via 21 Elements. 3) City is participating in regional ADU resource center discussions via 21 Elements; 4) Outreach for any available loan/grant programs will be provided once resolution is reached on the pathway.
2.E.1 Affordable Housing Strategic Plan (AHSP) adoption and implementation	2.E.1: Adopt and implement an Affordable Housing Strategic Plan (AHSP) that includes the following components: a. Identifies programmatic funding goals, objectives, and priorities for the City's current affordable housing fund balance. b. Evaluates and prioritizes new ongoing revenue streams for affordable housing development. c. Evaluates preferences for current Brisbane residents in new special needs and affordable housing. d. Community engagement of stakeholders, including landowners, affordable housing developers, and lower-income households in Brisbane and San Mateo County to identify opportunities for affordable housing development. Geographic Targeting: Central Brisbane Metrics: Issue permits for 193 low & very low-income units over RHNA cycle	1) Adopt AHSP - 6/30/23; 2) Implement AHSP strategies - Annually beginning 7/1/2023 and ongoing thereafter as part of the biennial budget adoption process; 3) Ongoing community engagement with stakeholders - Annually in Q1.	1) AHSP adopted 11/16/2023; 2) AHSP implementation is ongoing; 3) Community engagement ongoing; IDEA Committee will consider means to support engagement efforts with renters and homeowners.
2.E.2 Regional ADU forgivable loan program	2.E.2: Participate in potential regional forgivable loan program for homeowners to construct an ADU that is held affordable for extremely low-income households for 15 years. Market to Brisbane property owners through Program 1.A.3.	Discuss and identify options for loan program development with 21 Elements and HEART - 12/31/25	The City is currently participating in conversations the regional ADU Resource Center (established summer 2024) which will include capability to issue loans in the future.
2.E.3 City ADU construction loan program	2.E.3: In the absence of a regional ADU loan program, evaluate the feasibility and impact of developing a City ADU construction loan program with funding supplemented by CalHome funding annually or as notices of funding availability are released.	1) Adopt AHSP - 6/30/23; 2) Implement AHSP funding strategies - 7/1/2023 and ongoing thereafter with the biennial budget adoption process.	1) AHSP adopted 11/16/2023; 2) ADU loan program will be funded per AHSP after City determines pathway.
2.E.4 Zoning update for Inclusionary Housing	2.E.4: Update the Inclusionary Housing Ordinance to comply with current State law and consider in-lieu fee alternatives for for-sale developments that may provide additional affordable housing revenue to the City; also, the update is to require a minimum of 20 percent of the units in the PAOZ-1 and PAOZ-2 zoning districts are to be affordable to lower income households, per Gov't Code Section 65583.2(c).	1) Adopt and/or implement AHSP - 6/30/23; 2) Adopt revised inclusionary housing ordinance - 1/31/24.	1) AHSP adopted 11/16/2023; 2) Inclusionary housing ordinance adoption scheduled for Q2 2025 pending in-lieu fee calibration work by consultants.
2.E.5 Nexus fee ordinance for affordable housing	2.E.5: Adopt an ordinance establishing and imposing a nexus fee applicable to new commercial development to fund affordable housing development consistent with the Affordable Housing Strategic Plan. Geographic Targeting: Commercial zoning districts. Metrics: Issue permits for 420 low and very low-income units over RHNA cycle.	1) Adopt and/or implement AHSP - 6/30/23; 2) Adopt ordinance and fee amounts - 12/31/23	1) AHSP adopted 11/16/2023; 2) Commercial nexus fee ordinance and fee adoption scheduled for Q2 2025 pending feasibility study by consultants for fee calibration.
2.E.6 City-owned sites study	2.E.6: Study the potential to develop vacant or underutilized City-owned sites for affordable and/or special needs housing with nonprofit housing developers, HEART, HIP Housing, and other partners. Geographic Targeting: N/a (citywide/City-owned sites). Metrics: Identify at least one city-owned site for affordable housing development.	Complete study and present to City Council for action - 1/31/26	Scheduled for 2025 to early 2026.
2.F.1 Parkside owners outreach	2.F.1: Outreach to property owners within the PAOZ-1 and PAOZ-2 overlay districts to encourage private redevelopment of existing developed sites in the Parkside PAOZ-1 and 2 housing overlays and the SCRO-1 District and connect interested property owners with affordable housing developers	Direct contact (mail, email and/or phone) to property owners - Annually, Q1	The City annually sends letters to property owners within the PAOZ overlay districts in March.
2.F.2 Nonprofit development corporation outreach	2.F.2: Develop an ongoing relationship with nonprofit housing development corporations in order to take advantage of opportunities to create affordable housing in Brisbane in high resource areas	Direct contact (mail, email and/or phone) with nonprofit housing developers - Annually, Q1	The City annually sends letter to nonprofit developers in March.

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2.F.3 Land banking for affordable housing projects	2.F.3: Through the Affordable Housing Strategic Plan, evaluate potential to acquire vacant sites and underdeveloped properties in order to assemble standard building sites to land bank for future affordable housing projects.	1) Adopt AHSP - 6/30/23; 2) Annually review and update AHSP to reflect available opportunities to acquire sites based on anticipated funds - Beginning 7/1/2023 and ongoing thereafter with the biennial budget adoption process	1) AHSP adopted 11/16/2023; 2) City evaluates potential to acquire sites for affordable housing development on an ongoing basis as opportunities arise. No acquisitions made in 2024.	
2.F.4 Funding sources for affordable housing subsidies	2.F.4: Through the AHSP, establish how City funding sources will be used to subsidize development costs in residential and mixed-use projects to encourage inclusion of more affordable housing units than required by the City's Inclusionary Housing Ordinance. (See Program 2.E.1)	1) Adopt AHSP - 6/30/23; 2) Implement AHSP strategies regarding development subsidies - Beginning 7/1/2023 and ongoing thereafter with the biennial budget adoption process	1) AHSP adopted 11/16/2023; 2) City evaluates potential to subsidize affordable housing unit development on an ongoing basis as opportunities arise. No new residential projects proposed in 2024.	
2.F.5 City fee schedules	2.F.5: Evaluate City fee schedules for processing development applications.	Adjust annually based on development processing direct costs - Annually	During the fiscal year 2024/25 annual budgeting cycle, fees for building permits were not raised. Other application fees (Planning applications, etc) were raised consistent with the cost of living.	
2.F.6 ADU production monitoring	2.F.6: Through the annual progress report in Housing Element implementation submitted annually to HCD, monitor ADU production to ensure construction targets are in line with assumptions in Table 5-1. If production is not in line with assumptions, incentivize ADU production via implementation of programs 2.D.2, 2.E.2, and 2.E.3	Monitor and report ADU production in the Annual Progress Report to HCD - Annually	Ongoing; refer to A2	
2.F.7 Development of ELI housing	2.F.7: Assist in the development of housing for extremely-low-income households.	1) Adopt priority processing procedures for ELI housing - 12/31/25; 2) Grant fee waivers or deferrals for ELI housing - 12/31/25; 3) Grant concessions and incentives for ELI housing - 12/31/25; 4) Support funding applications for ELI housing - 12/31/25; 5) Outreach and coordinate with affordable housing developers for ELI housing, including identifying development and other housing opportunities - 12/31/2024 and annually thereafter in Q4.	Scheduled to begin in Q4 2025 and annually thereafter. See also program 2.F.2 regarding outreach to nonprofit housing development corporations.	
2.G.1 Brisbane Acres density transfer study	2.G.1: Study potential updates to the Residential-Brisbane Acres (R-BA) zoning district density transfer program to expand allowable "receiving" sites to include sites in other residentially or mixed-use zoned districts in the City to facilitate preservation of privately owned parcels in the R-BA zoning district and allow development rights to be transferred to parcels with access to existing infrastructure and lesser habitat value.	1) Complete study to determine appropriate districts to expand "receiving" site designation - 12/31/25; 2) Determine next steps based on results of study - 12/31/25	Scheduled for 2025.	
3.A.1 Affordable housing preservation and management	3.A.1: Implement affordable housing preservation and management policies identified in the Affordable Housing Strategic Plan (AHSP), including but not limited to the following: a.Establishing an early warning/monitoring system for deed-restricted units at risk of conversion to market-rate. b. Allocation of potential funding sources to organizations providing homeowner financial literacy training, foreclosure counseling, homesharing matching and facilitation, and rehabilitation programs for naturally affordable housing. c. Providing for tenant education and assistance	1) Adopt AHSP - 6/30/23; 2) Implement antidisplacement strategies per adopted AHSP- Annually beginning 7/1/2023 and ongoing thereafter through the biennial budget adoption process	1) 1) AHSP adopted 11/16/2023 with antidisplacement strategies B-1, B-2, and B-3; 2) Tenant education is ongoing through means outlined in 1.A.2. The City launched an affordable housing rehabilitation program in January 2025. The program makes grants of up to \$23,500 available to low-income homeowners and owners of low-income rental units to fund needed repairs. In two months, the City has received over 20 applications to the program.	
3.A.2 Visitacion Garden Ground Lease	3.A.2: Renew the ground lease with Bridge Housing Corporation for the Visitacion Garden senior apartments for an additional 30 years or other timeframe mutually agreeable to Bridge Housing and the City of Brisbane.	Renew ground lease with Bridge Housing - 1/31/28	The City continues to actively negotiate lease extension or transfer prior to 2028 groundlease expiration.	
3.A.3 ADU rental rates survey	3.A.3: Survey rental rates for permitted accessory dwelling units to ensure their affordability to lower-income households at the ratios assumed in the Housing Element sites inventory (Chapter 3). If survey results show that ADUs are being rented at levels that are not affordable to low-income households at the ratios assumed in the Housing Element, the City will provide targeted outreach to homeowners regarding tenant placement assistance provided by HIP Housing (see program 4.A.9	1) Annual ADU rent survey - Annually, Q1; 2) Connect ADU homeowners with HIP Housing staff - As needed based on results of annual rent survey	The 2024 ADU rent survey was sent on 1/12/24 with a reminder on 2/8/24.	
3.A.4 Retrofit financial assistance	3.A.4: Program earmarked Federal grant funds received in FY 2021-2022 to provide financial assistance in the form of loans or grants to retrofit existing units for low-income and special needs households.	1) Adopt program funding guidelines - 12/31/23; 2) Start issuing loans/grants - 2024	City launched the Brisbane Affordable Housing Rehabilitation Program in January 2025.	
3.A.5 Zoning for replacement of deed-restricted units	3.A.5: Amend zoning ordinance to require one-to-one replacement of deed-restricted affordable housing units converted to market-rates.	Adopt zoning amendments - 12/31/26	Scheduled for 2026.	
3.B.1 Housing Choice Voucher outreach	3.B.1: Develop and implement an education/outreach campaign targeting landlords/managers on renting to people with Housing Choice Vouchers. See Program 5.A.1. Geographic Targeting: R-2, R-3, NCRO-2 and SCRO-1 zoning districts and Northeast Ridge multi-family neighborhoods. Metrics: In addition to citywide broadcasting, make direct contact with at least 10 landlords/property managers annually by email, phone, or at the public counter.	Launch campaign - 1/31/24 and annually thereafter	Campaign set to launch in Q2 2025.	

4.A.1 Anti-displacement programs	4.A.1: Adopt and implement anti-displacement programs in the AHSP, such as: a. Rental assistance program; b. Preferences for current Brisbane residents for new affordable housing development; c. First Time Homebuyer program; Geographic Targeting: All residential zoning districts. Metrics: Assist three households annually following implementation of AHSP programs.	1) Adopt AHSP - 6/30/23; 2) Create roadmap and timeline for specific programs identified in AHSP - 6/30/24; 3) Implement AHSP programs - Beginning 6/30/2024 and ongoing	1) AHSP adopted 11/16/2023 with anti-displacement programs in strategies C-3 and C-4. 2) AHSP strategy implementation timeframe included in Section 4 of the AHSP outlining short, mid, and long-term implementation timeframes. 3) AHSP implementation is ongoing pursuant to the timeframe provided in Section 4 of the AHSP.
4.A.2 Home equity conversion counseling	4.A.2: Support Project Sentinel's program to provide counseling to older homeowners on home equity conversion opportunities.	Partner with Project Sentinel - Biennially with budget starting 6/2023	City Planning staff reached out to Project Sentinel in Q4 2023 for landlord and tenant training. No trainings scheduled in 2024. City will follow up again in 2025 (see also Program 4.A.3).
4.A.3 Fair housing and financial literacy training	4.A.3: Partner with Project Sentinel or another qualified non-profit organization to perform fair housing training for landlords and tenants, and to provide training on financial literacy and housing counseling services for tenants. Focus training efforts on race-based discrimination and reasonable accommodations. Geographic Targeting: R-MHP, R-1, R-2, R-3, NCRO-2, and SCRO-1 zoning districts. Metrics: Train two landlords and four households annually (see program 1.A.2).	Develop agreement and schedule for at least annual trainings with qualified consultant - 1/31/24	City Planning staff reached out to Project Sentinel in Q4 2023 for landlord and tenant training. No trainings scheduled in 2024. City will follow up again in 2025 (see also Program 4.A.2).
4.A.4 Housing complaint referrals	4.A.4: Create a complaint referral form accessible via the City website for fair housing complaints to be submitted securely and forwarded by City staff to the appropriate State or Federal agencies. Metrics: Transmit all complaints to HCD within 30 days of receipt.	Create complaint referral form - 1/31/24	Completed June 2023. No housing complaints were received in 2024.
4.A.5 Cost burden relief for Black, Indigenous and People of Color households	4.A.5: Engage with qualified non-profit organizations to convene a discussion with Black, Indigenous and People of Color households who are experiencing comparatively high rates of cost burden to discuss and identify solutions for relief. Metrics: Make contact with at least ten households.	Develop agreement and schedule with qualified consultant - 1/31/24	Program implementation was ongoing in 2024.
4.A.7 Consideration of rent control	4.A.7: Consider residential rent control provisions consistent with the provisions of the Costa-Hawkins Act and any other applicable State law.	City Council study session - 12/26	Scheduled for 2026.
4.A.8 Funding HEART's regional down payment assistance	4.A.8: Continue to fund the regional down payment assistance program with affirmative marketing to households with disproportionate housing needs including Black/African American and Hispanic/Latinx households through San Mateo Housing Endowment and Regional Trust (HEART)	Fund HEART - Biennially with adoption of the City budget.	The City continues to provide support to HEART.
4.A.9 Supporting HIP's shared housing program	4.A.9: Support the Human Investment Program (HIP)'s shared housing program which helps find suitable housing for the elderly, single-parent families and persons with special needs, through annual financial support. See Program 1.A.1. Geographic targeting: All districts that allow residential uses. Metrics: Connect four households per year with HIP	Fund HIP annually - Annually or with City budget adoption	The City continues to provide support to HIP.
4.A.10 Study gov't notices for evictions and rent increases	4.A.10: Study ordinance to require government notification for all eviction notices and rent increases above a certain level.	Study session at City Council - 12/31/2028	Scheduled for 2028.
4.A.11 Zoning update to extend affordability timeframes	4.A.11: Amend inclusionary housing ordinance to extend timeframe of affordability covenants on new affordable housing development.	Adopt ordinance - 1/31/2025	Scheduled for Q2 2025.
4.A.12 Short term rental restrictions implementation	4.A.12: Implement the City's short term rental ordinance to prohibit conversion of housing units to short term residential rentals of less than 30 days.	Implement Ordinance 655 - Ongoing	The City continues to prohibit conversion of housing units to short term rentals through implementation of the ordinance.
4.A.13 General Plan update of Safety & Conservation Elements	4.A.13: Amend the Safety and Conservation Elements of the General Plan to include analysis and policies regarding flood hazard management information and climate adaptation and resiliency, ground water recharge and storm water management, per Government Code Sections 65302(d) and 65302(g), and check all elements for consistency with the Housing Element.	Amended Safety and Conservation Elements - 1/31/27	City is in partnership with Peninsula Resilience Project, a collaboration of San Mateo County cities, to share resources for updating the Safety Elements. A vulnerability assessment and safety issues background draft report is in process for an update in 2025. Both the Safety and Conservation Elements will be update following adoption of the Baylands Specific Plan (see Program 2.A.2).
4.A.14 Public infrastructure master plans	4.A.14: Continue to develop master plans to maintain and upgrade public infrastructure in residential neighborhoods. Seek grants and other special funds to supplement utility and gas tax funds to implement improvement projects	Ongoing, as identified with Annual Budget - Ongoing	This is ongoing through the Capital Improvement Plan (CIP). The last budget was adopted in June 2023.
4.A.15 Zoning update for just cause evictions	4.A.15 Adopt a just cause eviction ordinance to project renters from arbitrary and unjustified evictions.	Ongoing, as identified with Annual Budget - Ongoing	This is ongoing through the Capital Improvement Plan (CIP). The last budget was adopted in June 2023.
4.B.1 Housing Repair and Home Rehabilitation Loan Programs	4.B.1: Collaborate with the County of San Mateo and other agencies with very-low-, low- and moderate-income Housing Repair and Home Rehabilitation Loan Programs to expand the scope and eligibility for assistance.	Expanded eligibility for County rehab and repair programs - 12/31/24	City will reach out to the County and 21 Elements in 2025 on a collaborative rehabilitation loan program. See also program 3.A.1 regarding the City's Affordable Housing Rehabilitation Program launched in January 2025.

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4.B.2 Preservation and rehabilitation policy implementation	4.B.2: Implement preservation policies identified in the Affordable Housing Strategic Plan, including but not limited to the following: a. Funding existing Countywide rehabilitation and repair programs. b. Establishing City-funded rehabilitation and repair program.	1) Adopt AHSP - 6/30/23; 2) Implement preservation strategies - Starting 7/1/2023 and ongoing thereafter through the biennial budget adoption process	1) AHSP adopted 11/16/2023 with strategies B-1, B-2, and B-4 addressing preservation policies; 2) Implementation ongoing in 2025. See 3.A.4 for City rehabilitation program status.
4.C.1 Condominium conversions	4.C.1: Maintain Zoning Ordinance standards for condominium conversions of existing rental units consistent with current State law.	Maintain current zoning ordinance - Ongoing	The ordinance pertaining to condominium conversions remains in effect.
4.C.2 Maintain Mobile Home Park zoning	4.C.2: Maintain the R-MHP Residential Mobile Home Park District zoning to retain the mobile home housing stock	Maintain current zoning - Ongoing	The ordinance maintaining the R-MHP zoning remains in effect.
5.A.1 Housing Issues communications	5.A.1: Update and maintain the City's Housing issues webpage and handouts at City Hall to provide a housing resources clearinghouse regarding: a. The need for new and diverse housing in Brisbane, especially affordable housing. b. Links to City regulations regarding accessory dwelling units and resources for ADU construction and tenant matching. c. Countywide housing resource links, including, but not limited to, the Housing Choice Voucher rent subsidy program and Countywide affordable rental housing listings. d. Renter/landlord dispute information. e. Affordable housing availability in Brisbane (see also program 1.A.1). f. Information on housing rehabilitation programs and assistance resources. g. Resources on conservation and energy efficiency to reduce home ownership costs and impacts on the environment. h. AFFH information and resources for tenants and landlords (see programs under Goal 1). i. Homesharing resources provided by the Human Investment Project (HIP) for both homeowners and homeseekers (see program under Goal 2). j. Basic housing safety and sanitation requirements, such as fire	1) Create webpage and update - 5/31/23; 2)Update physical handouts, to be provided at City Hall and the Library - 5/31/23; 3) Provide information at a Planning Dept. booth at the City's Annual Day in the Park - Annually in October	1 & 2. Webpage and handouts were completed in June 2023; 3. Planning staff attends Day in the Park annually in October to provide information to the community.
5.A.2 Encouraging housing developers for affordable housing programs	5.A.2: Encourage housing developers to participate in available affordable housing programs sponsored by other governmental agencies, such as: a. Mortgage Credit Certificate Programs with the State of California. b. State and Federal Homeownership Assistance Programs. c. State Multifamily Housing Program. d.Other programs as they become available.	Outreach to developers of projects submitted for discretionary review - Annually/ as applications are received	No new housing development permits submitted in 2024. Implementation is ongoing as applications/proposals arise.
5.A.3 Chinese community engagement	5.A.3: Translate all community engagement materials into Chinese, the predominant non-English language spoken by Brisbane residents. Consider on a case-by-case basis translation to other languages and regularly revisit data on commonly spoken non-English languages in the City to ensure community engagement materials are accessible to the widest possible audience.	1) Translate hard copy handouts into Chinese - 12/31/24; 2) Continue to provide automated translation on City website - Ongoing; 3) Revisit data on commonly spoken non-English languages in Brisbane - 12/31/28	1. Planned for Q4 2025; 2. Translation is available on the webpage and will be provided on an ongoing basis; 3. Scheduled for 2028.
5.A.4 Encouragement of low-interest rehabilitation loans use	5.A.4: Actively publicize and encourage the use of City, County, State and Federal programs for low-interest rehabilitation loans by owners of older residential units.	Develop and implement outreach strategy for City rehabilitation grant program and other - 12/31/2025 and annually thereafter in Q4	Scheduled for 2025.
5.A.5 Distribution of HIP homeshare information	5.A.5: Distribute HIP Housing homeshare program information to property owners upon building permit issuance and/or certificate of occupancy for ADU and JADUs.	Distribute flyer at permit issuance and occupancy - Ongoing	We are doing this on an ongoing basis.
5.A.6 Facilitate other HIP Housing connections	5.A.6: Facilitate connections between HIP Housing and local community groups, including the Lions Club, Brisbane Village Helping Hands, Homeowner's Associations, and others to create opportunity to share homesharing program information with homeowners and residents	Connect HIP Housing staff with local community group leaders - Q1 of 2023, 2025, 2027, 2029, and 2031	Staff is compiling a list of groups to facilitate these connections and will reach out by Q2 2025.
5.A.7 City-led events sharing with housing assitance organizations	5.A.7: Share anticipated schedule of City-led community events with HIP Housing, Project Sentinel, and other housing assistance organizations to ensure their participation and foster direct connections with community members.	Share community calendar - Q1 annually	The City Manager's office is doing this on an annual basis.
5.A.8 Homesharing program data	5.A.8: Collect homesharing program data for Brisbane homeseekers and home providers from HIP Housing.	Current homesharing data - Q4 annually	Collected annually.
5.A.9 Stakeholder advisory committee	5.A.9 Establish a stakeholder committee to advise the City on additional methods to engage all segments of the community, especially lower income and special needs households, on housing issues through the plan period.	1) Identify stakeholders and establish committee - Q1 2024; 2) Engage with committee, including engagement on the annual progress report (APR) - Q1 of each year and Ongoing 3) Post APR at least 2 weeks before Council review - Q1 annually; 4) Implement public outreach methods to reach all segments of the community on housing issues, including stakeholder interviews with committee members. - Ongoing and at least biennially; 5) Make direct contact with stakeholders upon any changes to City housing policy, including Housing Element updates - Ongoing as housing policies are updated	1) completed; the City's Inclusion, Diversity, Equity and Accountability (IDEA) Committee includes housing stakeholder outreach in their annual work plan; 2) ongoing; 3) ongoing; 4) ongoing; 5) ongoing - no substantial changes to City housing policy in 2024

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5.B.1 Promotion of County-wide for-sale BMR management	5.B.1: Engage with 21 Elements staff to promote development of a Countywide system that supports the management of for-sale BMR units, including their listing and sale.	Engage with 21 Elements staff - 1/31/24	Doorway Housing Portal, an online tool for residents to find and apply for affordable housing in the Bay Area, launched in 2024 for rental only. The City will continue to advocate for a countywide systme that also supports for-sale units and expands on what is Doorway is offering.	
6.A.1 Energy reach codes	6.A.1: Periodically review and update the City's building reach code ordinances to exceed the minimum State standards for energy efficiency and on-site renewable energy generation.	Adopt reach codes with California building code updates - Triennially, beginning 1/1/2023	The next code update is scheduled for 1/1/26, with analysis of potential reach codes in 2025.	
6.A.2 Energy efficiency funding	6.A.2: Pursue regional, State, and Federal funding for programs to increase the energy efficiency of existing homes, to assist affordable housing developers in incorporating energy efficient designs and features, and to increase the production of renewable energy in residential development.	Evaluate potential funding sources - Q1 Annually	Planning and Sustainability staff do this on an ongoing basis and no new opportunities were identified in 2024.	
6.A.3 Utility cost assistance for lower income households	6.A.3: Develop and implement programs that assist very-low-, low-, and moderate-income households manage their utility costs, such as providing low-flow and other water or energy conserving appliances available to very-low-, low- and moderate-income households, such as BAYREN's Water Upgrade \$aves Program, and training and counseling on water conservation measures in landscape design.	1) Develop programs 12/31/24; 2) Identify funding goals and implement - 12/31/24	Scheduled for Q4 2025.	
6.A.4 Stormwater protection	6.A.4: Consistent with the City's Green Infrastructure Plan and Section C.3 of the Municipal Regional Stormwater Permit (MRP), require new residential development to retain and treat stormwater from the site and adjacent rights-of-way.	Require compliance with Green Infrastructure and MRP - Ongoing	Implementation of stormwater measures is ongoing through the building permit process.	
6.A.5 Parking ordinance study	6.A.5: Study potential updates to the zoning ordinance to reduce parking requirements for residential developments that provide and/or promote alternative modes of transportation for residents, such as prepaid transit fare cards, rideshare app credits, prepaid memberships to on-demand car rental on-site (e.g., ZipCar), or are in close proximity to high quality transit corridor as defined by Public Resources Code Section 21155	Study session at the Planning Commission - 12/31/26	Scheduled for late 2026.	
6.B.1 Transportation demand management (TDM)	6.B.1: Collaborate with the San Mateo County Congestion Management Agency (C/CAG) to develop a transportation demand management (TDM) policy applicable to new development.	Adopt TDM policy - 6/30/23	TDM policy adopted October 5, 2023, effective November 18, 2023. The City's requirements exceeds C/CAG's single-occupancy vehicle (SOV) trip reduction targets by 25% or more. The City is currently seeking exemption from C/CAG policy to streamline review process.	
6.B.2 Implementation of Plan Bay Area 2050	6.B.2: Cooperate with the Association of Bay Area Governments and Metropolitan Transportation Commission to implement Plan Bay Area 2050.	Implement Plan Bay Area 2050 - Ongoing	Participated in Plan Bay Area 2050+ Draft Blueprint development in Fall 2023. Reviewed Notice of Preparation in Q1 2025.	
7.A.1 Streamlining housing projects	7.A.1: Continue to evaluate and implement changes to the zoning ordinance and permitting process to simplify and streamline approval of projects that meet the City's housing goals. (See Program 7.A.4)	1) Evaluate zoning ordinance - Annually, Q4; 2) Evaluate permitting process - Annually following implementation of process improvement study	The Planning Commission held four workshops as part of their regularly scheduled and publicly noticed meetings, in late 2023 and earl, 2024 to identify areas to simplify the zoning in single-family multifamily and mixed use residential districts largely through restructuring the Municipal Code. The City implemented a new on-line, City-wide permitting application and tracking system, to simplify and streamline permitting in 2024.	
7.A.2 Zoning update for NCRO-2 objective design standards	7.A.2: Amend the NCRO-2 district regulations to adopt objective design standards for mixed-use residential development.	Objective design standards for NCRO-2 - 5/31/25	Scheduled for Q2 2025.	
7.A.3 Reasonbale accommodation permitting	7.A.3: Continue to allow ministerial approval by the Community Development Director, subject to a minimal fee, of exceptions to the Zoning Ordinance for reasonable accommodation for housing for persons with disabilities per Government Code Section 65583(c)(3). (Ordinance 558 adopted April 2011)	Process reasonable accommodation requests - Ongoing	The City is in the process of updating its ordinance to further streamline its ordinance provisions for reasonable accommodation.	
7.A.4 Permitting system improvements	7.A.4: Implement the 2022 process improvement study recommendations for citywide permitting improvements to reduce permit processing times and better coordinate interdepartmental review of housing development projects.	Implement permitting process improvements - 12/31/23	As noted in 7.A.1, the City implemented a new permitting system in 2024.	
7.A.5 City staffing	7.A.5: Evaluate City staffing levels relative to capacity for processing development applications. Continue to utilize contract planning staff to increase the City's capacity to process planning entitlement applications as needed and as budget allows.	Evaluate Community Development Department staffing levels relative to permit processing capacity - Annually, Q1	Staff levels continue to be evaluated annually.	
7.A.6 SMC shared housing staff	7.A.6: Consider joining with other cities in San Mateo County to share housing staff to support management of the City's below market rate housing inventory.	Participate in Countywide discussions convened by 21 Elements - Ongoing	In late 2023, the City joined with other San Mateo County cities to hire a shared staff (consultant) to support management of the City's BMR housing.	
7.A.7 Pre-application consultations	7.A.7: Continue to offer pre-application development consultation with planning, building, public works, police, and fire staff.	Pre-application consultations - Ongoing	This service continues to be offered.	

Jurisdiction	Brisbane	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E
Commercial Development Bonus Approved pursuant to GC Section 65915.7

[illegible]

Jurisdiction	Brisbane	
Reporting Period	2024	31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD at apr@hcd.ca.gov and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the chcklist here :
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity				Table Not Applicable					
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Brisbane	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F2
Above Moderate Income Units Converted to Moderate Income Pursuant to Government Code section 65400.2

For up to 25 percent of a jurisdiction's moderate-income regional housing need allocation, the planning agency may include the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. Before adding information to this table, please ensure housing developments meet the requirements described in Government Code 65400.2(b).

[illegible]

Jurisdiction	Brisbane	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Period	6th Cycle	01/31/2023 - 01/31/2031

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Table Not Applicable

[illegible]

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

[illegible]

Jurisdiction	Brisbane	
Reporting Period	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT

Table K		
Tenant Preference Policy		
Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.		

Does the Jurisdiction have a local tenant preference policy?	No	Table Not Applicable
If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.		
Notes		

Jurisdiction	Brisbane
Reporting Year	2024 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Local Early Action Planning (LEAP) Reporting
 (CCR Title 25 §6202)

Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.

[illegible]

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
	Income Level	Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	2
Low	Deed Restricted	0
	Non-Deed Restricted	1
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		1
Total Units		5

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

File Attachments for Item:

J. Adoption of Public Art Master Plan

(Staff is recommending adopting the public art master plan which will provide long-term direction to the Public Art Advisory Committee and the City Council on the planning and processes necessary to further develop, administer and maintain a dynamic public art program in the City of Brisbane. There is no financial impact associated with adopting the public art master plan.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 20, 2025

From: Noreen Leek, Parks & Recreation Director

Subject: Adoption of the Public Art Master Plan

Community Goal/Result

Community Building

Purpose

To increase citizens' appreciation of art, improve quality of life, and to enhance Brisbane's identity as a unique community within the greater Bay Area.

Recommendation

Adopt the public art master plan which will provide long-term direction to the Public Art Advisory Committee and the City Council on the planning and processes necessary to further develop, administer and maintain a dynamic public art program in the City of Brisbane.

Background

As outlined in the City's Art in Public Places Ordinance, public art has the power to energize our public spaces, arouse our thinking, and transform the places where we live, work, and play into more welcoming and beautiful environments that invite interaction. By its presence alone, public art can heighten our awareness, question our assumptions, transform a landscape, or express community values, and for these reasons it can have the power, over time, to transform a city's image. Public art helps define a community's identity and reveal its unique character.

In June 2023, the City Council provided direction to staff to proceed with a Request for Proposals (RFP) to solicit prospective firms for the purpose of establishing a Public Art Master Plan. The contract was ultimately awarded to NINE dot ARTS to work collaboratively with the City's Public Art Advisory Committee and City Staff to ensure broad public outreach and involvement to curate a vision for Brisbane's public art.

Discussion

Over the past year, City staff and NINE dot ARTS consultants engaged the public in the process by encouraging participation through a variety of methods. To ensure a community-informed approach toward the development of the master plan, public input was collected via:

- 2 Visioning Workshops with the Public Art Advisory Committee & Community Stakeholders
- Meetings with Public Works and Community Development staff
- Public Art Survey garnering 192 responses
- 3 Public Outreach Events: Farmers' Market, Concert in the Park, and the Citywide Yard Sale in July 2024.

As a result of the public input received, mission and vision statements were drafted, and art criteria was developed based on key themes and insights gleaned. The master plan outlines policies and procedures,

prioritizes City needs related to public art, and identifies typologies and locations for art throughout the City. The plan also provides direction on guidelines and best practices for maintenance and deaccessioning while encompassing templates and forms to support the various processes outlined therein.

Fiscal Impact

There is no financial impact associated with adopting the public art master plan. All public art projects will be brought forward to City Council individually for consideration at future public meetings.

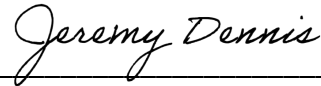
Attachments

1. Public Art Master Plan

Given the large file size, the document can also be accessed on the City website using this link: <https://www.brisbaneca.org/bc-artadvisory/page/public-art-master-plan>



Noreen Leek, Parks & Recreation Director



Jeremy Dennis, City Manager



City of Brisbane Public Art Master Plan



Acknowledgements

The City of Brisbane would like to thank all members of the community and stakeholder groups who helped to guide the development of this master plan.

Public Art Advisory Committee

Madison Davis,
Karen Cunningham,
and
Terry O’Connell
representing the Brisbane City Council

Leesa Greenlee
and
Tom Seawell
representing the Parks & Recreation Commission

Camille Salmon,
Diane Glazman,
and
Danielle Kellstedt
representing the art and business communities

City Staff

Noreen Leek,
Director of Parks & Recreation

Angel Ibarra,
Deputy City Clerk

Public Art Plan Consultants

NINE dot ARTS

Photo Credits

Thank you to photographers
Kevin Fryer,
Aaron Hwang,
Dang Nguyen,
and Tom Seawell
for their images used
throughout this plan.



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- Brisbane Public Art Mission and Vision

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- Community Engagement Results
- Art Selection Scorecards (RFQ and RFP)
- Brisbane Art in Public Places Ordinance
- Brisbane Public Art Implementation Guidelines
- Waiver of Proprietary Rights
- Public Art Donation Form

1

Public Art Master Plan Overview

Executive Summary

In 2023, the City of Brisbane, California, embarked on an ambitious journey to develop its first Public Art Master Plan, intended to integrate public art into the fabric of the city and thereby promote beauty, creativity, and community engagement.

The desire for this plan evolved from the 2014 Public Art Ordinance to increase citizens' appreciation of art, improve quality of life, and enhance Brisbane's identity as a unique community within the greater Bay Area. The community's desire for public art was also expressed during discussions and planning for proposed projects around Crocker Trail, Sierra Point, and the quarry. Relatedly, increased development in and around Brisbane - including and especially the 660-acre, zero-carbon community known as The Baylands - underscores the need for a comprehensive public art plan to guide Brisbane's efforts in the coming years.

As such, this plan establishes a city-wide mission and vision for public art that aligns with the city's broader goals related to safety, community, ecological sustainability, and economic development.



Executive Summary

By identifying suitable locations for public art, recommending key priorities, and providing clear processes for art selection and implementation, the plan aims to help Brisbane realize its newfound mission and vision, guiding both public and private efforts over the next 10 years.

What this plan accomplishes:

- **Outlines a mission, vision, and selection criteria for public art** – the foundation upon which all art-related decisions are made
- **Educates the community on the social and economic value of public art**, as well as how public art is selected within the city
- **Pinpoints strategic locations throughout the city for the placement of public art**
- **Outlines key recommendations and partnerships to support the public art program** while uplifting existing assets and memorializing what's already working for the city
- **Establishes priorities and processes for the inclusion of public art in existing and to-be-built public and private spaces**, thereby supporting both the Public Art Advisory Committee as well as private developers seeking to install artwork
- **Provides long-term guidance and direction** to the Public Art Advisory Committee and the City Council on the planning and processes necessary to administer and maintain a successful public art program



A Community-Informed Plan

To ensure a community-informed approach toward the development of the Brisbane Public Art Master Plan, the following activities were conducted to gather a diverse set of perspectives from the public.

- 1 The City of Brisbane Public Art Advisory Committee and a select group of active, arts-oriented community stakeholders participated in an interactive visioning exercise. Results from this workshop laid the foundation for the city's new public art mission and vision statements, as well as explored the criteria against which future public art initiatives should be vetted. Brisbane's Public Works Director and Community Development Director were also engaged in the planning process, offering valuable feedback related to artwork selection and installation processes.
- 2 A digital survey was administered throughout the city, collecting nearly 200 responses regarding the role of public art in Brisbane, locations for artwork placement, and specific criteria to guide future artwork selection. Similar topics were explored during three public outreach events at the local farmer's market, summer concert, and city-wide yard sale, engaging residents and visitors in the role art should play in the city and other big-picture ideas for growing the public art program.
- 3 Results from these community input activities were synthesized into a detailed summary for the Public Art Advisory Committee's review and approval, resulting in the newfound public art mission, vision, and selection criteria outlined in this plan. Additional community input was taken into consideration for recommendations in the plan regarding public art location planning and key priorities and projects.



Public Art Master Plan Overview

A Community-Informed Plan

During the planning process, **community identity** emerged as one of the core elements the public would like to see reflected in its public art. To uncover exactly what characterizes Brisbane’s “identity,” residents were asked to describe three to five traits, values, or themes that immediately come to mind when they think of their city.

The following categories summarize these responses and serve as guideposts for the kinds of themes that should be explored and celebrated in Brisbane’s public art collection. These themes are provided here as they will be referenced repeatedly throughout this plan. However, a detailed overview of all community engagement results can be found in the Appendix.

CATEGORY	Small Town Atmosphere	Community & Connectedness	Nature & Environment	Artistic & Unique	Civic Engagement & Inclusivity
RESPONSES	small town culture quaint sleepy safe secluded small community vibe “town that time forgot” “fundamentally safe in physical and emotional ways”	close-knit supportive family-oriented family-friendly caring compassionate neighborly community-oriented teamwork City of Volunteers family	nature peaceful ecologically minded greenery nature-oriented San Bruno Mountain stewards of mountain & bay hiking trails wild animals	artistic quirky eccentric unique City of Stars distinct personality butterflies City of Artists diverse eclectic funky individualistic	civic engagement inclusive involved citizens welcoming belonging pride civic focused concerned about each other accepting
TAKEAWAY	Responses suggest a strong preference for maintaining the town's intimate and cozy character.	Respondents value the sense of belonging, care, and mutual support among residents, as well as the family-friendly atmosphere.	There is a deep appreciation for the town’s natural surroundings and a desire to protect, enjoy, and learn about them.	Respondents value Brisbane's distinctive character and creative spirit. The town is seen as a place that embraces individuality and artistic expression.	Respondents value residents’ active participation and efforts toward inclusivity.

Public Art in Brisbane: Looking Back and Looking Forward

Incorporated on November 27, 1961, the City of Brisbane is a small city in San Mateo County, approximately 20.1 square miles, nestled into the lower slopes of the San Bruno Mountain. Known for its scenic views, hillside homes, and community-oriented atmosphere, Brisbane retains a small-town charm despite being located immediately south of San Francisco and bordered to the east by the San Francisco Bay. The San Bruno Mountain protects Brisbane from much of San Francisco's weather patterns, providing a cozy respite that is cherished by the city's diverse population of nearly 5,000 residents.

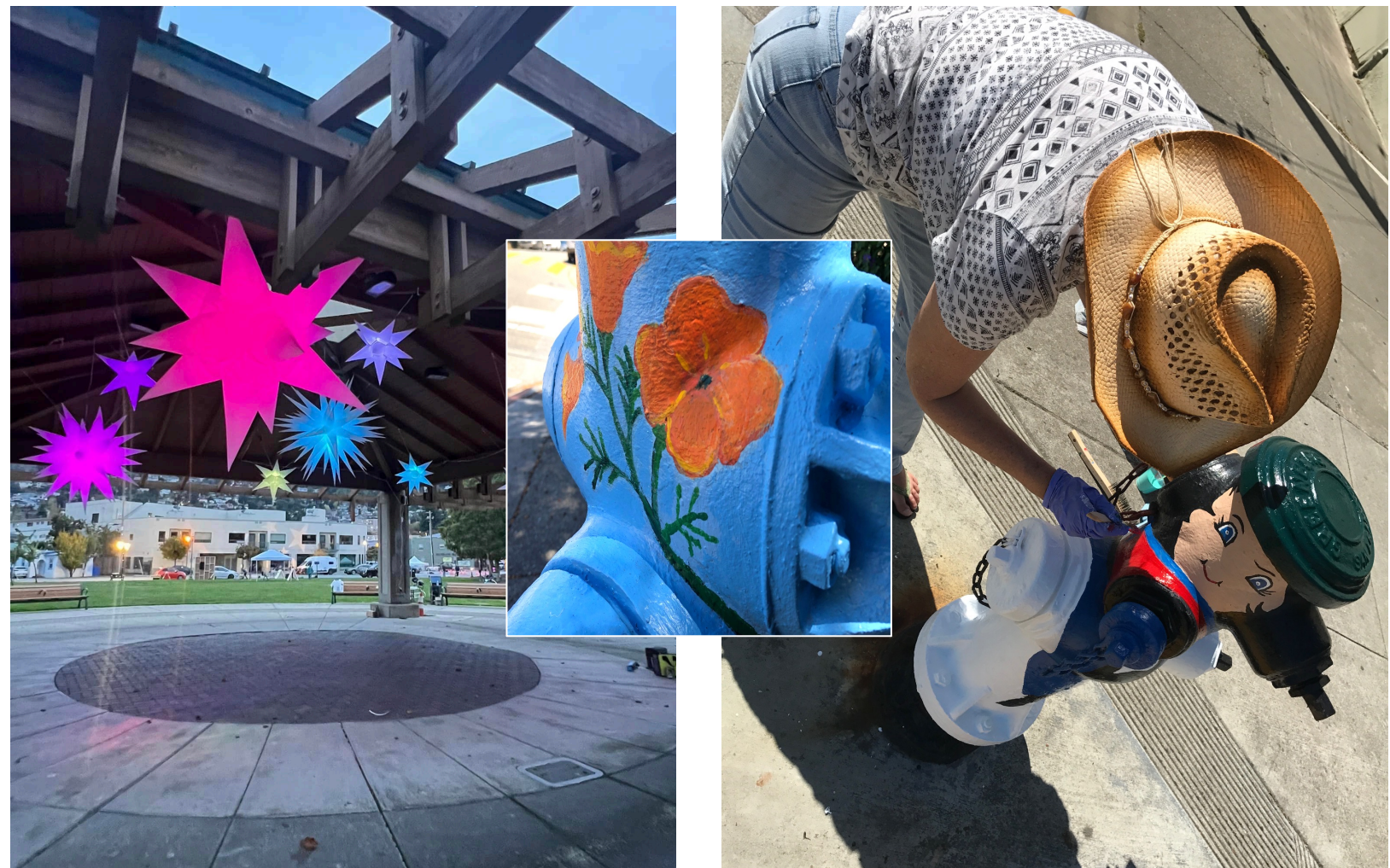
Characterized by their close-knit community, artistic spirit, and protection of the natural environment, many of Brisbane's very engaged residents have expressed concerns for the influx of biotech businesses and increased development happening in the area. Despite recognizing the need for growth and innovation, there is an obvious inclination to protect and maintain the city's small-town charm, especially amidst major development projects such as the Baylands, the 660-acre, zero-carbon community that will more closely merge Brisbane with San Francisco. Known as "the most opportune land in the Bay Area," The Baylands has the potential to be an exemplary model for 15-minute cities everywhere, focused on sustainability and stewardship. Still, a project with such potential has rightfully invoked caution and consternation from many Brisbane residents who are eager to protect their community's unique identity.



Public Art in Brisbane: Looking Back and Looking Forward

Much of that identity is built around Brisbane's legacy as "The City of Stars," which stems from a holiday tradition dating back to 1939. People would adorn their homes with illuminated stars, delighting passersby in early winter. Today, residents and businesses display their stars at all times of year, adding a subtle quirkiness to the city while signaling a strong sense of community pride.

Another eccentric yet beloved feature in Brisbane is its collection of hand-painted fire hydrants, an initiative that has become a distinctive part of the city's local art scene and community identity. Jeanne Bermen-Hosking and the Federated Women's Club initiated the hydrant painting in 1974, which helped to qualify Brisbane as an official Bicentennial City in 1976. This project, now stewarded by Brisbane's Parks and Recreation Department, allows artists and residents to transform ordinary hydrants into vibrant public artworks, adding charm and a creative touch to the public realm. Each hydrant is uniquely decorated, showcasing a variety of themes and styles that reflect the personalities and artistic talents of community members.



Public Art in Brisbane: Looking Back and Looking Forward

A final well-known motif throughout the city is the butterfly, especially thanks to the Brisbane Mural completed in 2002. Designed and painted by artist Mona Caron, the mural narrates the town's history, grounded by a beautiful Mission Blue Butterfly, a local endangered species. The silhouette of San Bruno Mountain spans the whole background of the mural, while the foreground displays native flowers - many of them butterfly host plants. Historical vignettes within the mural capture pivotal moments, such as the lives of the Ohlone people, Brisbane's early cattle ranches, and the town's first fire department.

Another segment highlights activism within the community, referencing efforts to protect San Bruno Mountain and prevent unsustainable development.

Finally, shapes within the mural gradually transition from a star (representing Brisbane's traditional star-adorned homes), to a book (symbolizing the city's commitment to educating future generations), and back to a butterfly. This cycle represents Brisbane's past and its hopes for the future, especially related to sustainable growth and community spirit.



Public Art Master Plan Overview

Public Art in Brisbane: Looking Back and Looking Forward

As such, this Public Art Master Plan aims to protect and celebrate Brisbane's legacy as an arts-centric, close-knit community while also recognizing the inevitable growth taking place. Having been informed by extensive community input, the plan provides strategies and priorities for preserving Brisbane's unique identity while building excitement, attention, and pride even amidst new development. To that end, the plan will help private developers make thoughtful decisions about public art to build community goodwill, meanwhile educating residents about how private development actually funds the city's public art collection.

The plan will also build on the city's successful implementation of its fire hydrants program, offering recommendations for additional public art projects that similarly spark community and creativity. Temporary and educational art may be preferential to support this goal, allowing for interactive engagement from diverse residents while promoting Brisbane's history and natural environment.

When it comes to location planning, the plan will prioritize important spaces within the public realm such as parks and trails, where art can both support wayfinding and create unexpected moments of discovery and awe. It will also make use of underutilized industrial areas that offer blank canvases, as well as entry or welcome moments that can help introduce Brisbane to visitors. Prioritizing these locations allows for maximum impact and engagement where people can gather and be inspired.

As we look to the future, public art in Brisbane will support the city's social and economic growth, serving as an essential tool for honoring history, celebrating evolution, and embracing a prosperous future.



The Value of Public Art In Brisbane

Why should the people of Brisbane care about public art?

As outlined in the city's Art in Public Places Ordinance, public art has the power to energize our shared spaces, arouse our thinking, and transform the places we live, work, and play into more welcoming, beautiful, and interactive environments. By its presence alone, public art can help heighten our awareness, question our assumptions, transform a landscape, and express community values. And for these reasons, it has the power to shape a city's unique image and identity over time.

For individuals, public art enhances daily life by inspiring new ideas and behaviors, adding beauty, inviting reflection, and promoting wellbeing.

For community, it sparks conversations, strengthens connections, honors local stories, and encourages unity. Public art helps promote shared experiences, creating a stronger, more inclusive sense of place.

For local businesses, art can communicate a brand, pique curiosity, and increase foot traffic, encouraging more time and money spent at a business. It can also integrate buildings into the community at large, especially given Brisbane's many industrial buildings and commercial production warehouses situated next to walking trails and residential areas. These buildings serve as blank canvases and present the potential for collaboration with local artists whose murals, installations, and other artistic creations could bring vibrancy to the area while building goodwill and good press for each business. [The American Planning Association](#) reported that public art installations can even increase property values for surrounding businesses by 20-35%, while a study by [ArtPlace America](#) found that incorporating art into public spaces leads to greater foot traffic and economic activity, benefitting developers who own or operate commercial properties near these spaces.

And **for the city at large,** public art can help further Brisbane's overarching goals, reinforce its unique identity, boost civic pride, and produce long-term social and economic value.

The Value of Public Art In Brisbane

Why should the people of Brisbane care about public art?

City of Brisbane Goals:

- ★ **Safe Community** – Residents and visitors will experience a sense of safety
- ★ **Community Building** – Brisbane will honor the rich diversity of the city (residents, organizations, businesses) through community engagement and participation
- ★ **Ecological Sustainability** – Brisbane will be a leader in setting policies and practicing service delivery innovations that promote ecological sustainability
- ★ **Fiscally Prudent** – Brisbane's fiscal vitality will reflect sound decisions which also speak to the values of the community
- ★ **Economic Development** – Brisbane will work with its businesses and residents to provide for economic vitality and diversity

Impact of Public Art on Brisbane's Goals:

A comprehensive public art plan can greatly support Brisbane's overarching goals by enhancing civic spaces, fostering pride, and promoting engagement. Public art installations create landmarks and points of connection that make neighborhoods feel safe and inviting, contributing to a **Safe Community**. By involving residents and reflecting the city's cultural diversity, public art strengthens **Community Building efforts**. Artworks focused on natural themes or made from sustainable materials reinforce Brisbane's commitment to **Ecological Sustainability**, while planned, strategic budgeting for public art supports a **Fiscally Prudent** approach. Additionally, public art draws visitors and drives local business, boosting **Economic Development**.

The Value of Public Art In Brisbane

Why should the people of Brisbane care about public art?



Social Benefits:

- Improved public safety
- Strong community identity and pride
- Environmental quality
- Aesthetically and functionally improved transportation choices, building structures, and streetscapes
- Increased collaboration between public and private partners
- Social cohesion
- Cross-cultural connections
- Authentic realization of IDEA values (inclusion, diversity, equity, accountability)
- Community building, engagement, and goodwill
- Increased feelings of belonging
- Greater civic capacity
- Creative expression

The Value of Public Art In Brisbane

Why should the people of Brisbane care about public art?

Economic Benefits:

- Workforce development and job creation
- Competitive advantage
- Continuous innovation
- Increased return on investment
- Increased market valuation and recognition
- Increased tax revenues that pay for more resident services
- Economic prosperity



But Remember...

You likely won't enjoy every piece of art in a public art collection - and that's okay!

A diverse, well-rounded collection should include one third artwork you love, one third artwork you dislike, and one third artwork you feel indifferent about. Remember that an installation you dislike may be someone else's favorite - and that's the point! Ask that person what attracts them to the artwork. Perhaps you'll see it in a new light, or maybe you'll double down on your distaste. Either way, a diverse public art program should prompt conversation, shift perspectives, and altogether offer something for everyone.

Brisbane Public Art Mission and Vision

The mission for public art in the City of Brisbane is to support community identity, unity, and pride through diverse artwork that grabs attention and distinguishes a unique sense of place.

If Brisbane achieves its mission, we envision a public art program that:

- supports the local arts community
- represents values and characteristics that are significant to Brisbane (small-town charm, natural environment, artistic spirit, and connected/inclusive/active community)
- is unexpected and diverse - showing a full spectrum of art types
- educates residents on the value of art and the city's process for implementing it
- is integrated in community gathering spaces like trails, parks, and municipal buildings
- is mindful of the environment
- leverages opportunities from new development while maintaining the unique identity of Brisbane



2

Key Recommendations

Key Recommendations

Key Recommendations for Brisbane's Public Art Program

The following pages describe key priorities that can help the City of Brisbane fulfill their newfound public art mission and vision over the next 10 years. These priorities were identified based on community and stakeholder feedback, as well as what is feasible and appropriate for the city. Priorities include:

- Expanding community engagement into all relevant public art processes, when feasible
- Increasing and formalizing temporary and educational public art projects
- Increasing public art in Brisbane's parks and trail systems
- Installing public art at scale (i.e. large installations at welcome/entry points and on the blank walls of nearby businesses)
- Building relationships with local private developers to ensure public art is integrated into future projects

Though split into five priority areas, the recommendations for each priority are interconnected and overlapping, such that strategies to increase community engagement can also support more temporary art projects and public art at scale, for example. Organized within various timelines, the recommendations can serve as milestones for the city to track progress toward achieving its public art vision. However, the Public Art Advisory Committee should revisit these activities at the start of each fiscal year for more in-depth review and discussion based on available funds.



Priority 1: Expand Community Engagement Opportunities Related to Public Art



PRIORITY 1



At the time of this writing, the primary way for Brisbane residents to provide input on public art projects is by attending the monthly Public Art Advisory Committee Meetings (online or in-person). The city is likely to gather more input by expanding these engagement opportunities during critical points of the art selection process, such as during:

- ✓ the initial selection of the public art project
- ✓ the review of proposals from potential artists
- ✓ the development and fabrication of the artwork, if applicable (such as if the artist or city chooses to engage the community in the art-making)
- ✓ the unveiling and celebration of the completed artwork

The city should consider utilizing digital surveys to gather community input on public art, as well as post frequent updates to the public art landing page to continuously educate residents about opportunities for involvement.

Key Recommendations

Priority 1: Expand Community Engagement Opportunities
Related to Public Art

PRIORITY

1-3 years

- Host a community unveiling for the new public art at the Alvarado to San Benito Stairway.
- Develop a digital survey or other online mechanism (or utilize city’s existing platform, “Engage”) for residents to provide input on the location and/or goal of a public art project, and/or to provide feedback on public art proposals in consideration from potential artists.
- Post monthly updates to the city’s public art landing page with any project progress and/or opportunities for community involvement. Share updates via relevant city newsletters, social media, channels, etc. Such communications should also be used to broadcast art-centric events such as the Artist Evening of Sharing and Recycled Arts and Crafts Contest, for example.
- Develop a publicly accessible digital inventory of existing public artwork.
- Develop an informal and flexible network of arts advocates to help educate residents about public art projects, events, and engagement opportunities. The group could consist of individuals who are responsible for spreading the word about public art projects and sharing information with their respective networks.

4-6 years

- Host an annual community art competition in which residents submit designs for a temporary art project and the community ranks and selects a winner. Promote the competition via city channels and events.
- Coordinate with relevant individuals and organizations to ensure city officiated events have a community art-making component led by a local artist or organization.
- Coordinate with the Youth Advisory Committee to encourage youth participation in community-art making activities.
- Initiate conversations with Parks & Recreation and other relevant city departments about establishing a permanent artist makerspace.

7-10 years

- Host a city-wide “art walk” that tours the growing public art collection. Invite participating artists to speak about their installation and host pop-up art making activities along the way.
- Establish a Community Art Grant to offer funding to local artists for projects that promote Brisbane’s values and encourage grassroots community engagement in public art. Doing so can help grow the city’s collection of beloved installations such as the Brisbane Mural.
- Launch a mentorship program that pairs local, emerging artists with established regional artists to build new skills in public art and support their voices in the community.
- Invite the network of art advocates to participate in planning meetings for major private developments such as The Baylands.
- Collaborate with Parks & Recreation and other relevant city departments to identify a location for the artist makerspace and begin building out a corresponding program.

Priority 2: Increase and Formalize Temporary and Educational Public Art Projects



PRIORITY 2



In addition to formal public artworks like the Brisbane Mural or Raccoon Statue, the city is also adorned with a variety of stars - a common Brisbane motif - that people have created and displayed on their homes and businesses.

These stars are complemented by the city's collection of fire hydrants, whose hand-painted designs and rotating displays have enhanced Brisbane's small-town charm. But beyond permanent and community-driven artworks, Brisbane also experiences unplanned "pop-up" art such as the graffiti tunnel or the spray-painted dragon at the local skate park. These works exist outside the city's formal public art collection yet are often discussed and debated passionately amongst the community. Such artworks, often described as **community-activated** or **organic pop-up art**, create a sense of immediacy and authenticity that reflect the pulse of the community and add a dynamic character to urban spaces.

The recommendations below aim to champion this kind of creative engagement, creating a sense of structure around so-called "unauthorized" art while still providing outlets for community expression. Additionally, these recommendations tap into Brisbane's belief in education, utilizing temporary and community-activated artworks to educate people on Brisbane's core themes of small-town charm, natural environment, artistic spirit, and connected/inclusive/active community.

Priority 2: Increase and Formalize Temporary and Educational Public Art Projects

PRIORITY 2

1-3 years

- Specify what is included within temporary/pop-up art and how the city will decide whether to preserve serendipitous, community-driven artworks such as the spray painted dragon on the skatepark. Use the art selection scorecards in the Appendix to support decision making.
- Pilot a “pop-up” art series that can encourage community participation and rotate through various neighborhoods, asking citizens to create art in response to Brisbane’s core themes of small-town charm, natural environment, artistic spirit, and connected/inclusive/active community.
- Initiate a rotating mural program within the skatepark that showcases a community-chosen artwork, to be changed every 5 years.
- Install painted fire hydrants in newer developments like Sierra Point and The Ridge (contingent upon approval from North County Fire Authority and compliance with Sierra Point and HOA guidelines and restrictions).
- Plan and design an educational Artist in Residence program structure, aimed at funding a local/regional artist to host a variety of educational and community art activities. Earmark public art funds to help sustain and grow the program over time.

4-6 years

- Encourage youth involvement by integrating educational programming within local schools and nonprofits to develop art projects that can be on display for the public and/or allow for field trips to temporary installations. This can foster appreciation among younger audiences and create lifelong advocates for public art.
- Formalize the pop-up art series by hosting an annual competition in which community members create their own artwork for display around Brisbane’s core themes.
- Select a new, community-chosen mural within the skate park.
- Pilot the Educational Artist in Residence Program. Host a Call for Artists to solicit and select the awarded artist, with a focus on the facilitation of workshops or classes related to Brisbane’s core themes of small-town charm, natural environment, artistic spirit, and connected/inclusive/active community.

7-10 years

- Designate a Temporary Art Zone, outlining a specific area in Brisbane for rotating and temporary installations that can act as a cultural hub for the community. This space could also be used to showcase results of creative projects executed by schools, nonprofits, and activities from the Artist in Residence.
- Select a new, community-chosen mural within the skate park.
- Expand the painted fire hydrants program into The Baylands to build excitement during planning and construction.
- Expand the Artist in Residence program by securing long-term funding via partnerships with local businesses or grant organizations.

Priority 3: Increase Public Art in Brisbane’s Parks and Trail Systems



PRIORITY 3



Integrating art within Brisbane’s parks and trails can transform these spaces into immersive, multi-functional areas that enhance recreation, health, and community identity.

Artistic installations such as murals on adjacent buildings, artistic crosswalks, and functional art pieces like benches or trail markers amplify the trail experience by offering moments of creativity while also aiding in wayfinding. For example, art can help trail-goers identify where they are within the city, guiding them on a safe and visually engaging path.

Brisbane should start with the Crocker Park Recreational Trail, turning it into a creative corridor where locals and visitors alike encounter art that highlights Brisbane’s culture. Collaborating with nearby businesses to place murals on buildings facing the trail and enhancing crosswalks with artistic designs can make the trail both a visually rich and navigable space. This approach would also allow for an expansion of the fire hydrants program and more community engagement opportunities. Additionally, activation of the Crocker Park Trail can set a creative standard for other recreational areas and even new developments, underscoring the city’s commitment to community health, safety, and vibrant public spaces.

Priority 3: Increase Public Art in Brisbane’s Parks and Trail Systems

PRIORITY 3

1-3 years

- Install and unveil the Alvarado to San Benito Stairway Public Art Stairway project.
- Expand the painted fire hydrants program into trails and parks connected to newer developments like Sierra Point and The Ridge, helping to merge these newer areas with more established neighborhoods.
- Earmark public art funds for the creation of “discovery” and “functional” art, beginning with the Crocker Park Recreational Trail. Establish a timeline for integrating public art into the trail over the next 5-10 years, and meet with Public Works to discuss necessary infrastructure improvements or collaborations.

4-6 years

- Ensure public art has been installed and/or is planned for crosswalks throughout Brisbane’s parks and trails in order to provide trail identification and create continuity throughout the city.
- Collaborate with private businesses to help select and install a mural on their building facing the Crocker Trail.
- Integrate more functional public artworks such as railings and benches into trails and parks.

7-10 years

- Install and unveil a public art sculpture in one of Brisbane’s most-used parks. Promote the sculpture as a new place for public gatherings, community performances, and other civic engagements.
- Expand the painted fire hydrants program into points within The Baylands, thus merging connective trails with Brisbane while building excitement during planning and construction.
- Host a community walking tour or “scavenger hunt” throughout Brisbane’s parks and trails to excite residents about the newly installed artworks.

Priority 4: Install Public Art at Scale



PRIORITY 4



Community feedback conducted for this plan revealed strong enthusiasm for an iconic, gateway installation at Brisbane's entryway, where Bayshore and Old County Road meet.

Beyond beautifying the area, a prominent artwork in this location would help distinguish this quaint community, serving as a proud representation of Brisbane's small-town charm, natural landscape, artistic spirit, and deeply connected community values. Such a landmark installation would not only welcome visitors with an immediate sense of place but also resonate as a familiar and meaningful emblem for residents.

Additionally, collaborating with local businesses to add murals to the mostly blank exteriors—and potentially even rooftops where possible—of industrial buildings throughout Brisbane would further enhance the city's vibrancy and sense of welcome. These artistic additions, visible from surrounding hillsides, streetscapes, and trails, would help transform the city into a creative canvas, gradually embedding its unique identity into the built environment.

Priority 4: Install Public Art at Scale

PRIORITY 4

1-3 years

- Develop and promote a Call for Artists for an iconic, gateway art installation at the main entry into Brisbane at Bayshore and Old County Road; Follow the new public art process to select and award the commissioned artist(s) and support them through the fabrication, installation, and community unveiling.
- Create a plan and implementation process for updating the city’s wayfinding/placemaking signage.
- Identify local businesses whose buildings could host public art murals. Organize regular meetings with these business leaders to share the Public Art Master Plan, establish rapport, and initiate collaboration on public murals.

4-6 years

- Build on the momentum of the entryway installation by implementing another large-scale public art project near Brisbane’s City Hall and adjacent Community Park, which can act as a landmark gathering point for civic engagements of all kinds.
- Collaborate with businesses to help select and install a mural on their building facing the Crocker Trail.
- Organize regular meetings with leaders of the Baylands to share the Public Art Master Plan, establish rapport, and initiate collaboration large-scale public art projects to establish critical connection points with Brisbane.

7-10 years

- Develop and promote a Call for Artists for iconic, gateway art installations at the North and South ends of Bayshore and as a connection point with the forthcoming Baylands community; Follow the new public art process to select and award the commissioned artists and support them through the fabrication, installation, and community unveiling.
- Expand on the collaboration with local businesses to scale the mural program or another installation to nearby rooftops, creating iconic and visually engaging artwork that can be visible from the hillsides or as an unexpected discovery moment from below, helping to distinguish Brisbane’s public art collection for its boldness and creativity.
- Ensure the Baylands website and other promotional materials related to the private development clearly reflect collaboration with the city and plans for public artwork(s) at key connection points to Brisbane.

Priority 5: Strengthen Relationships with Private Developers



PRIORITY 5



Incorporating public art through coordination with private developers is crucial in Brisbane, especially as the city balances its small-town character with the rapid growth associated with biotech expansion and ambitious projects like the Baylands.

Though such projects will prioritize eco-conscious design and public space - values that align with Brisbane residents - they have also sparked understandable caution from locals who value their community's distinct charm. If city staff can build meaningful relationships and rapport with key private developers, they can influence the progress of these developments in ways that align with the city's values, leveraging public art to build both goodwill and good press. Additionally, they can begin to normalize the integration of public art into private developments and create a culture to which private developers are excited to contribute.

The city should begin by sharing the Public Art Master Plan with private developers and scheduling regular meetings to discuss ongoing art integration. For the Baylands in particular, city staff should work to incorporate art into site renderings that are shared with the public, indicating potential art locations that will help distinguish certain connection points that link the new district with existing neighborhoods in Brisbane. Over time, those site renderings should progress into more detailed construction plans that clearly indicate future public art installations. Such activities will not only help create a seamless sense of unity across the city, but will support the Baylands developers as they move through various public approval processes. Additionally, commissioning local artists for temporary, eye-catching pieces during construction - such as artworks on fencing or scaffolding - can engage the community and create a visual connection throughout the project's evolution, supporting further buy-in from residents. This proactive approach offers a way to celebrate Brisbane's artistic spirit while navigating the complexities of growth.

Priority 5: Strengthen Relationships with Private Developers

PRIORITY 5

1-3 years

- Share the Art Implementation Checklist located in the Appendix of this plan with any private developers considering public art integration to ensure they understand what is required to receive City Council approval.
- Share the Public Art Master Plan with key stakeholders related to major private development projects such as the Parkside Precise Plan, Crocker Trail Master Plan, Sierra Point Master Plan, the Quarry Redevelopment Project, and the Baylands.
- Host biannual meetings with key stakeholders related to the above developments to begin building rapport and buy-in as development plans progress. Teach these stakeholders about the process for artwork selection and encourage ongoing collaboration.
- Expand the painted fire hydrants program into areas connected to new private developments such as Sierra Point and the Baylands, helping to merge these newer areas with more established neighborhoods.
- Hire an art consultant to act as a liaison between the city and relevant private developers, supporting ongoing art integration.

4-6 years

- Support private developers through the public art commission process for a new public artwork.
- Collaborate with leaders of the Baylands and other key private developments to support the integration of public art into their construction plans, including renderings of public art in site drawings and promotion of temporary art projects during construction.
- Continue partnering with an art consultant to support relationship building and art integration with private developers.

7-10 years

- Ensure the Baylands website and other promotional materials related to the private development clearly reflect collaboration with the city and plans for public artwork(s) at key connection points to Brisbane.
- Explore partnerships for temporary art installations for under-construction areas within the Baylands and other private developments (i.e. on scaffolding, fencing, etc.) to build excitement and garner attention.
- Continue partnering with an art consultant to support relationship building and art integration with private developers.

3

Processes and Procedures

Overview of Public Art Funding and Selection Processes

The following pages outline a public art selection process for both the City of Brisbane and private developers. Accompanying these processes is a clear set of selection criteria - informed by community input - against which all public art projects should be vetted. Together, these processes and criteria will help the city implement public art projects in support of the key recommendations identified in Section 2 of this plan.



The City of Brisbane's public art funding and selection process, outlined in the amended 2021 Public Art Implementation Guidelines, begins with the City's Public Art Fund, which accumulates resources from building permits, donations, and in-lieu contributions from private developers. Per the city's Art in Public Places Ordinance, such developers are required to designate 1% of building development costs (for projects equal to or over \$1 million) to the Brisbane Public Art Fund. This contribution is not required if the developer chooses to implement public art themselves. More details regarding in-lieu contributions can be found in Brisbane's Art in Public Places Ordinance in the Appendix. Altogether, the funds from building permits, donations, and in-lieu contributions from private developers are earmarked for public art and are managed independently from the city's General Fund.

The Public Art Advisory Committee, composed of council members, community representatives, Parks and Recreation Commissioners, and art professionals, oversees the funding and selection of public art projects. They review and approve proposals based on artistic quality, context, materials, maintenance needs, alignment with the city's cultural diversity, and the newly developed art selection criteria. All discussions take place during virtual and in-person public meetings that are open to community input.

Public Art Selection Criteria



Informed by community outreach and ongoing engagement with the Public Art Advisory Committee (PAAC), these criteria should be referenced to vet artists who are applying for public art projects within the City of Brisbane.

Unexpected Artwork should promote excitement and support moments of discovery, characterized by being experiential, playful, fun, and/or interactive.

- Is the art original in concept and execution?
- Does the art incorporate innovative techniques or mediums?
- Does the art excite people, promote curiosity, and/or create a sense of awe?
- Is the art temporary/ rotating to invoke anticipation?

Integrated Artwork should be contextually grounded, connecting people to the specific location of the installation, to one another, and to the city at large.

- Does the art feel integrated into its environment and to the surrounding city?
- Is the artwork cohesive with the rest of the collection?
- Does the art encourage community gathering and connection

Diverse Artwork should pull from a diverse pool of artists and be diverse in medium, subject matter, and application that resonates with the city's diverse cultural population.

- Does the art vary in medium, subject matter, and application?
- Does the art feature a mix of local and regional artists?
- Does the art feature local, underrepresented, and/or emerging artists?
- Does the art embrace inclusivity and represent diverse cultures within the community?

Culturally Rich ("Brisbane Certified") Artwork should represent values and characteristics that are significant to Brisbane in order to reflect and enhance the city's unique identity.

- Does the artwork fit into the themes of small-town charm, natural environment, artistic spirit, and connected/inclusive/active community?
- Is the artwork cohesive with the overall aesthetic of the city?
- Does the artwork help people feel proud of/connected to their city?

Educational Artwork should offer new perspectives, thereby enhancing public perception and understanding.

- Does the art communicate a clear message that can be understood by as many people as possible?
- Does the art align with the city's values and identity? (I.e. does it teach something about small-town charm, natural environment, artistic spirit, and connected/inclusive/active community?)
- Does the art support ongoing community engagement and educational activities?

Vibrant Artwork should grab attention and enrich the audience experience.

- Is the art bright, eye-catching, and/or striking to captivate onlookers?
- Does the art promote audience engagement?
- Does the art foster interaction and allow for social sharing (in-person by sparking conversation and online via social media sharing)?

Public Art Selection Criteria

NOTE: Not every suggested art project will meet every criteria. An artwork’s ability to align with one of the recommended criteria may vary depending on the location and scope of the proposed project. For example, some criteria will be more relevant for certain art typologies, as outlined below. These typologies are described in detail in Section 4 of this plan.

- Criteria best suited for temporary = educational, unexpected, culturally relevant
- Criteria best suited for iconic = culturally relevant, vibrant
- Criteria best suited for discovery = educational, integrated, unexpected
- Criteria best suited for functional = diverse, integrated



Scorecards

RFQ Scorecard

The PAAC should use this [RFQ Scorecard](#) to select the qualified artists who will move on to create a site-specific proposal (only used for projects over \$75,000).

RFP Scorecard

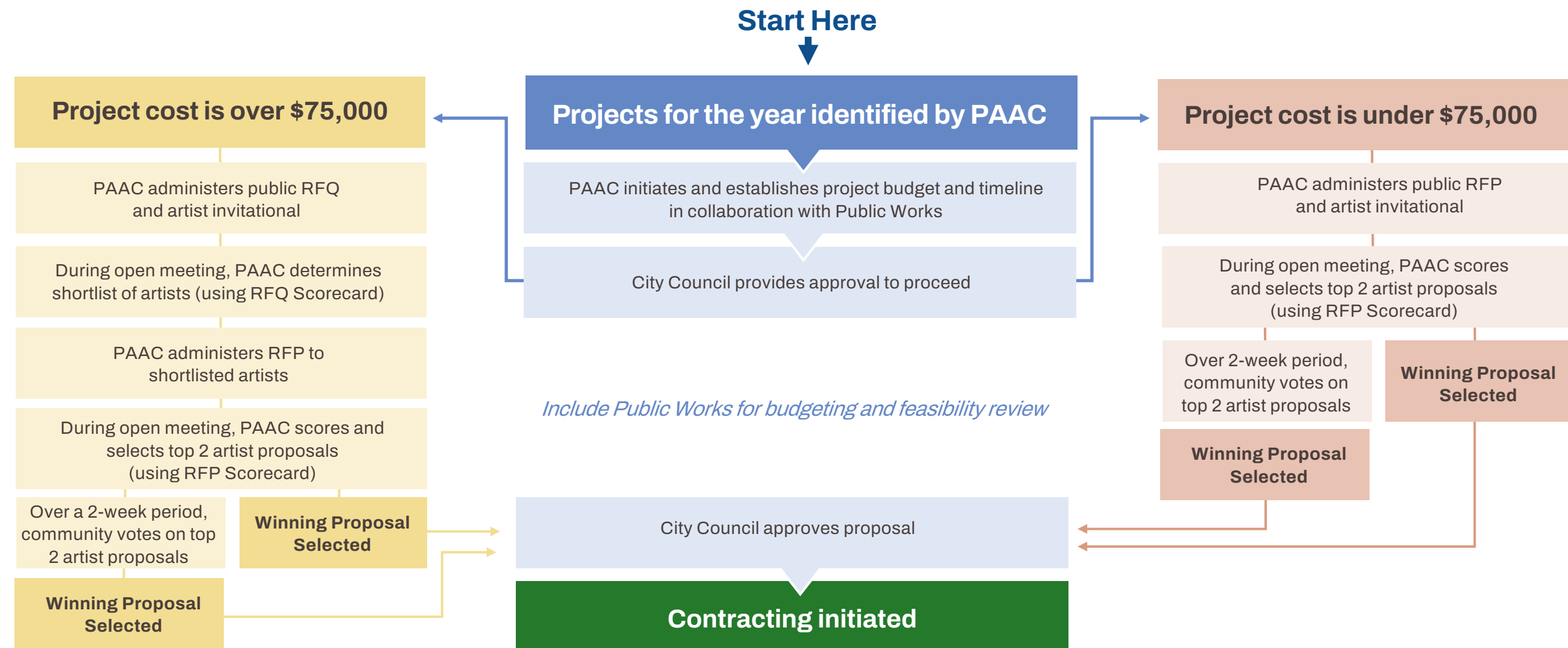
The PAAC should use this [RFP Scorecard](#) to select the winning artist and proposal.



Public Art Selection Process for the City of Brisbane



The selection process for public art projects varies depending on whether the artwork is commissioned by private developers or the city. This process map outlines the procedure for public art initiated by the city. The Public Art Advisory Committee (PAAC) proposes projects and artists through a public process, such as Requests for Proposals (projects over \$75,000) or Requests for Qualifications (projects under \$75,000). They rank various artist proposals during open public meetings to which the community can contribute, as well as through public community voting when appropriate. The City Council then approves the selected artist(s) and the final design plan before fabrication and installation begins. Throughout the process, the PAAC collaborates with Public Works to ensure streamlined integration, particularly during project budgeting and feasibility review.



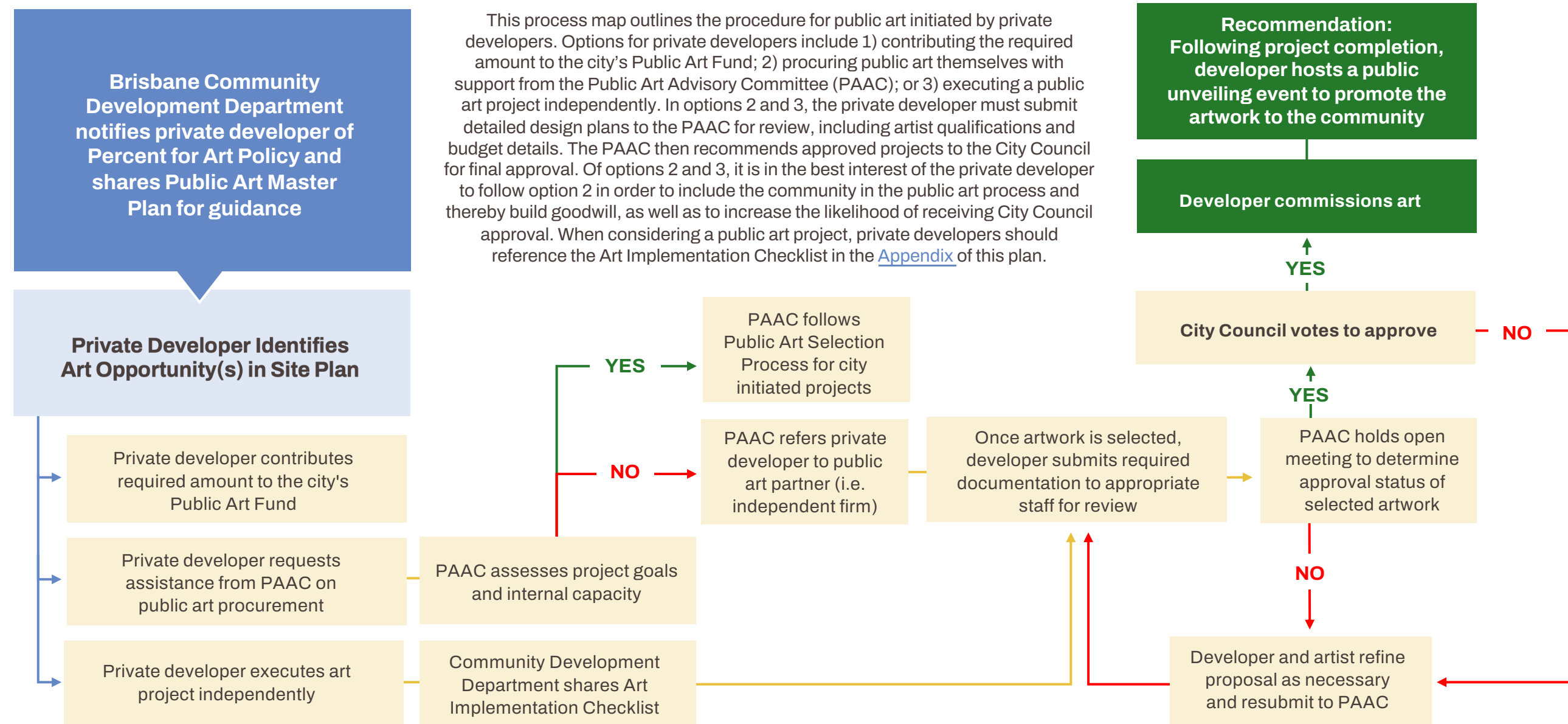
Note: All discussions and selections by the Public Art Advisory Committee are held during an open meeting (virtual and in-person) during which the public can provide input.

Key: PAAC: Public Art Advisory Committee. RFQ: Request for Qualifications. RFP: Request for Proposal.

Public Art Selection Process for Private Developers



Start Here



Timeline for Permanent Public Art Implemented by the City



This is the recommended art procurement timeline for **permanent** art installations implemented by the city and should be followed in coordination with the art selection process outlined in this plan.

ART PROCUREMENT SCHEDULE (post City Council’s approval to proceed with proposed project)	ESTIMATED DURATION
Request for Qualifications (RFQ) created, released, and promoted	✦ 1.5 months
In open public meeting, Public Art Advisory Committee (PAAC) scores shortlist of artists and invites selected artists to participate in a Request for Proposals (RFP)	✦ 1 month
Request for Proposal (RFP) created, released, and promoted	✦ 1 month
Artist creates design proposals for selected location(s)	✦ 2 months
In open public meeting, PAAC scores artist proposals and notifies selected artists. Extend this step by two weeks if accounting for community voting.	✦ 1 month
City Council approves selected artist proposal	✦ 1 month
Artists and PAAC collaborate with Public Works to refine proposal for feasibility	✦ 2 months
Artwork is fabricated	✦ 3 -12 months
Artwork is installed	✦ 1 month

Timeline for Temporary Public Art Implemented by the City



This is the recommended art procurement timeline for **temporary** art installations implemented by the city and should be followed in coordination with the art selection process outlined in this plan.

ART PROCUREMENT SCHEDULE (post City Council’s approval to proceed with proposed project)	ESTIMATED DURATION
Request for Proposals (RFP) created, released, and promoted	★ 1 months
Artist created design proposals for selected location(s)	★ 1 month
In open public meeting, Public Art Advisory Committee (PAAC) scores artist proposals and staff notifies selected artist. Extend this step by two weeks if accounting for community voting.	★ 1 month
City Council approves selected artist proposal	★ 1 month
Artists and PAAC collaborate with Public Works to refine proposal for feasibility	★ 1 month
Artwork is fabricated, if applicable	★ 1-3 months
Artwork is installed	★ 1 month

4 Art Typologies and Location Planning

Art Typology Overview

Art typologies are distinct art characteristics that vary across mediums. The following pages provide more information and inspirational imagery regarding which typologies Brisbane should prioritize when commissioning public art to fulfill its new mission and vision.

By strategically integrating these art typologies, the City of Brisbane can create an inclusive and captivating environment that invites ongoing engagement. Further, having a diversity of public art installations prompts engagement from a wider range of residents and visitors, helping people better connect to one another and to the City at large.

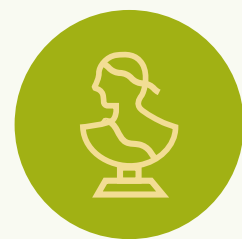


Temporary

Temporary artwork is that which is exhibited for a limited amount of time, from one day to monthly, quarterly, or yearly in lifespan.

Locations can be designated as such, allowing for preparation and fluidity. Temporary artworks can rotate periodically to keep the cityscape vibrant and engaging.

Though temporary installations can be any material, multi-media is best to avoid technological obsolescence.



Iconic

Iconic artwork is large scale and clearly reflects traits of the project.

Iconic public art can serve as landmarks, as well as prominent symbols that become synonymous with Brisbane. Iconic artwork is best suited to well-trafficked spaces indicating an arrival, or points in the journey inviting reflection and pause. Iconic artwork is typically permanent and should be made of durable and low maintenance materials.



Discovery

Discovery artwork is unexpected and surprising.

Discovery artwork should be incorporated throughout pedestrian friendly paths and sites of gathering. It can also be tucked away in unexpected places, encouraging curiosity and wonder while promoting further exploration. The artwork medium should be durable and easy to maintain.



Functional

Functional artwork is that which also serves a utilitarian purpose.

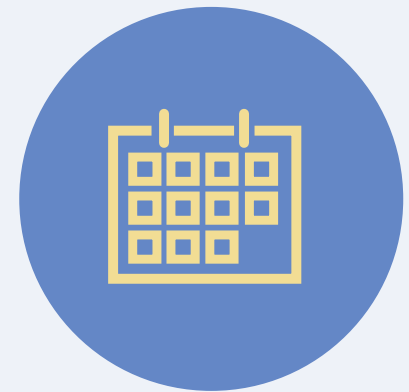
Functional artwork should be used throughout the site where gathering takes place to enhance utility and aesthetics. The artwork medium can vary and should be durable, low maintenance, and user-friendly.

Art Typology Overview

TEMPORARY

Temporary artwork is that which is exhibited for a limited amount of time, from one day to monthly, quarterly, or yearly in lifespan. Locations can be designated as such, allowing for preparation and fluidity. Temporary artworks can rotate periodically to keep the cityscape vibrant and engaging.

Multi-media artwork is best used in a temporary application to avoid technological obsolescence.



Art Typology Overview

ICONIC

Iconic artwork is large scale and clearly reflects traits of the project.

Iconic public art can serve as landmarks, as well as prominent symbols that become synonymous with Brisbane. Iconic artwork is best suited to well-trafficked spaces indicating an arrival, or points in the journey inviting reflection and pause. Iconic artwork is typically permanent and should be made of durable and low maintenance materials.



Art Typology Overview

DISCOVERY

Discovery artwork is unexpected and surprising.

Discovery artwork should be incorporated throughout pedestrian friendly paths and sites of gathering. It can also be tucked away in unexpected places, encouraging curiosity and wonder while promoting further exploration. The artwork medium should be durable and easy to maintain.



Art Typology Overview

FUNCTIONAL

Functional artwork is that which also serves a utilitarian purpose.

Functional artwork should be used throughout the site where gathering takes place to enhance utility and aesthetics. The artwork medium can vary and should be durable, low maintenance, and user-friendly.



Art Location Planning

Over the next decade, Brisbane can enhance public spaces through artful experiences that align with the key recommendations and typologies outlined in this plan. The following pages outline key priority locations for public art, identified through consultant research and community outreach. These locations serve as a foundational guide for the Public Art Advisory Committee when initiating new projects. However, additional locations for public art may emerge over time, and these recommendations should not limit the exploration of new opportunities.

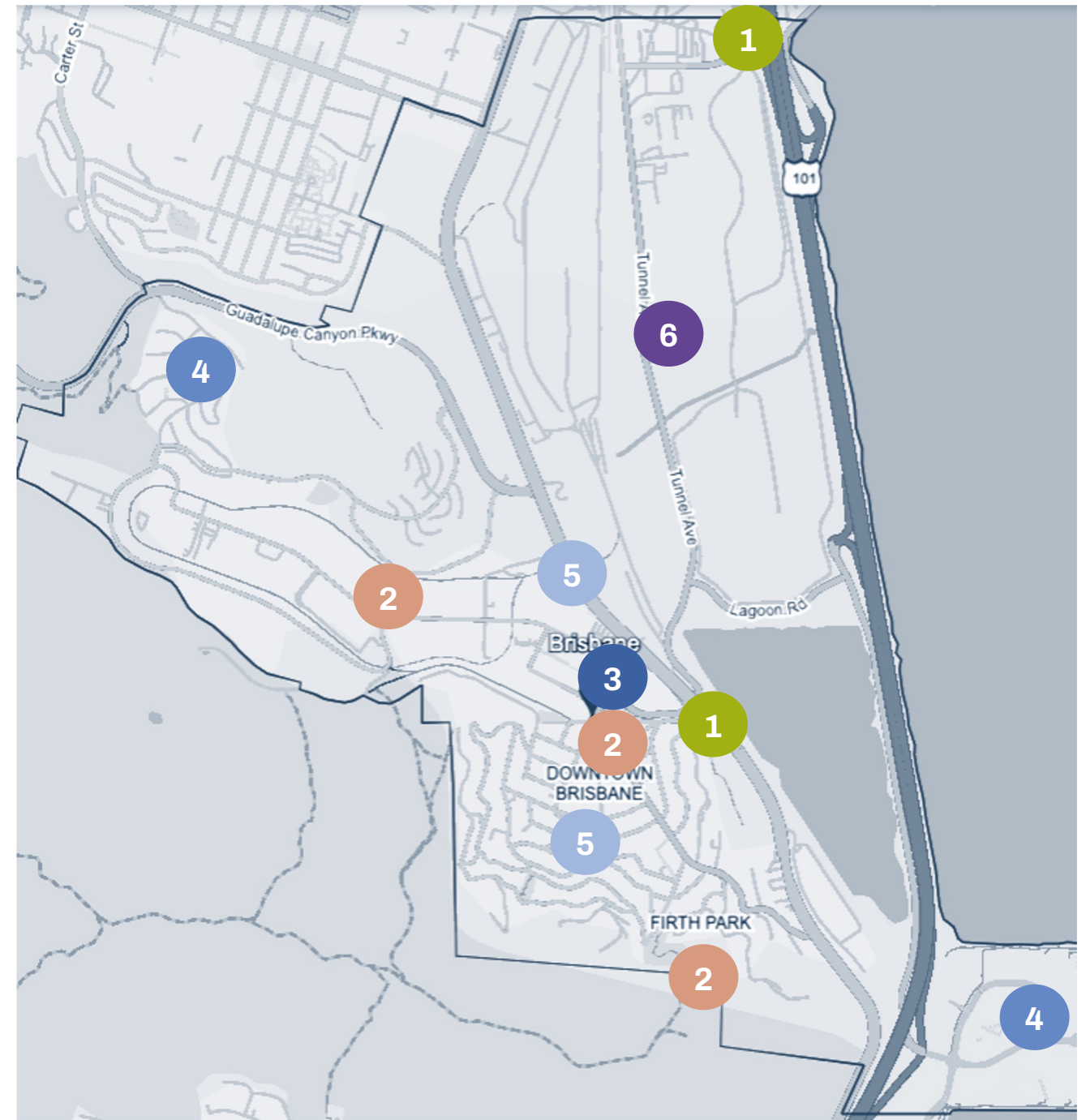
By focusing on these key locations, Brisbane can create a cohesive, inspiring public art collection that enriches daily life and solidifies the city's identity as a center for community-driven creativity.



Art Location Planning

Suggested public art locations include but are not limited to...

- 1 **Entry Points and Gateways:** Begin with the city's main entry at Bayshore and Old County Road, introducing iconic public art that offers a memorable welcome and reflects Brisbane's unique identity. As the Baylands is developed, add another iconic piece at the North East entry.
- 2 **Parks and Trails:** Incorporate "discovery" art along trails, starting with the Crocker Park Recreational Trail, by adding murals on adjacent buildings, artist-designed crosswalks, benches, and handrails. Small sculptures along pathways, like the Raccoon bronze by Spero Anargyros, create surprise moments of delight.
- 3 **Skatepark:** Establish a rotating mural program within the skatepark, refreshing the space every five years with community-selected art. This evolving mural will keep the skatepark vibrant and showcase diverse artistic perspectives.
- 4 **Sierra Point and The Ridge:** Expand annual programs, like painting fire hydrants, to include newer areas like Sierra Point. In partnership with private developers, guide the integration of public art into these spaces to ensure cohesion with the city's broader Public Art Master Plan.
- 5 **Neighborhood Installations and Pop-Ups:** Use temporary art such as pop-installations and street art in the tunnel to activate city property within neighborhoods. Doing so can foster local pride and provide unique, engaging experiences throughout Brisbane.
- 6 **Baylands Development:** As the Baylands development progresses, work with developers to incorporate permanent public art at key connection points to unify the project with the city. Additionally, utilize construction fencing for temporary installations by local artists to keep the community engaged during development.



Art Location Planning

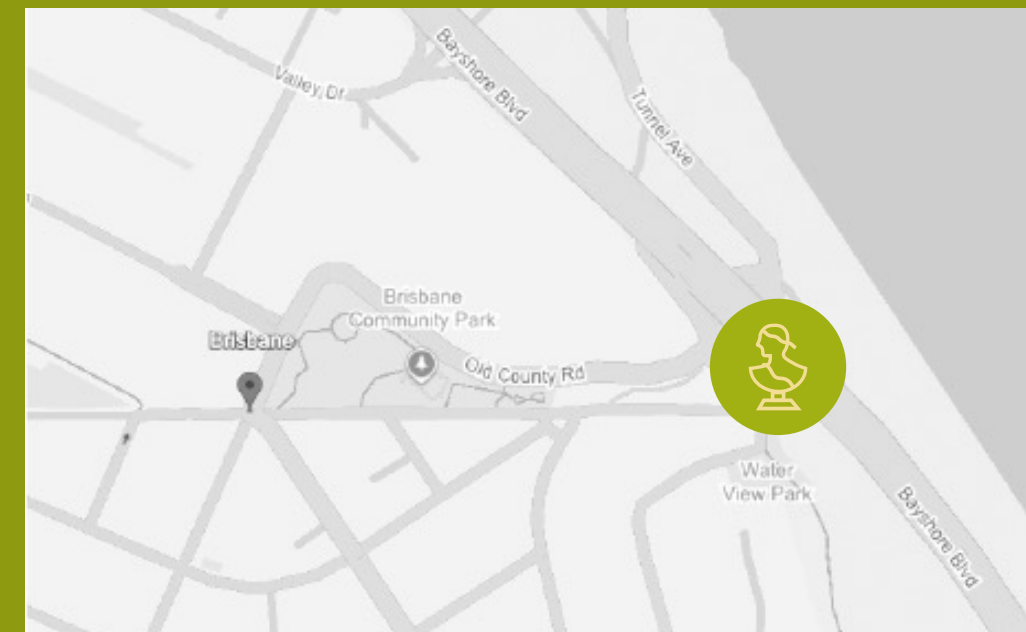
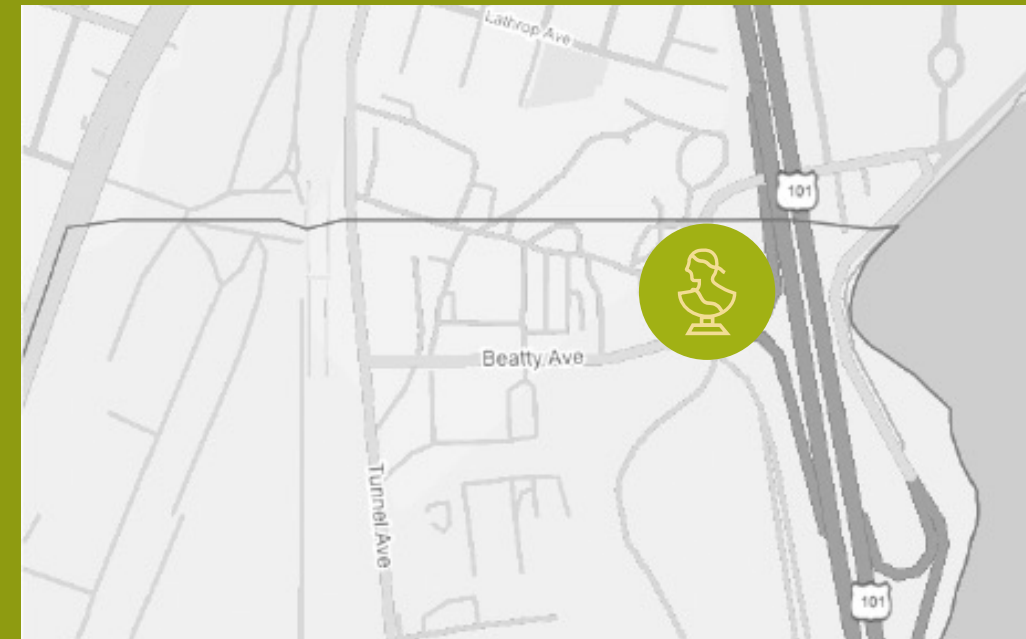


1 Entry Points and Gateways

Typology: Iconic

Prioritizing iconic art at the current main entry into Brisbane, located at Bayshore and Old County Road, as well as the future northern gateway, can transform these busy intersections into powerful cultural landmarks that reflect the city's unique character and values.

By showcasing art that resonates with Brisbane's identity, these gateways become more than just passages—they become memorable first impressions for visitors and sources of pride for residents. Public art at these sites could celebrate local history, natural beauty, and community diversity, inviting everyone to connect with the heart of Brisbane as they enter.



Art Typologies and Location Planning

Art Location Planning



2 Parks and Trails

Typologies: Functional, Discovery

Incorporating art throughout Brisbane's parks and trails offers a unique opportunity to enhance public spaces with "discovery" art, guiding visitors on a journey of exploration and creativity. Murals on buildings and art-infused crosswalks can serve as both vibrant wayfinding tools and moments of surprise and delight. Functional art, like artist-designed benches and handrails, adds aesthetic appeal while serving practical needs. Small sculptures placed along trails, such as the beloved Raccoon bronze sculpture by local artist Spero Anargyros, create delightful, unexpected moments that draw people in and foster a deeper connection to the natural landscape and the community's artistic spirit.

Focusing first on the Crocker Park Recreational Trail would allow Brisbane to create a vibrant outdoor gallery that celebrates local culture and engages the community. Collaborating with nearby businesses to place murals on buildings facing the trail and enhancing crosswalks with artistic designs would make the path a more colorful, inviting, and navigable space. This initial focus could set a precedent for future art projects throughout Brisbane's parks and trails, establishing the Crocker Park Recreational Trail as a model of creativity and community pride.

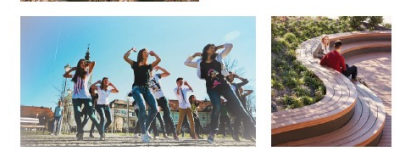
ART OVERLAY OPPORTUNITIES



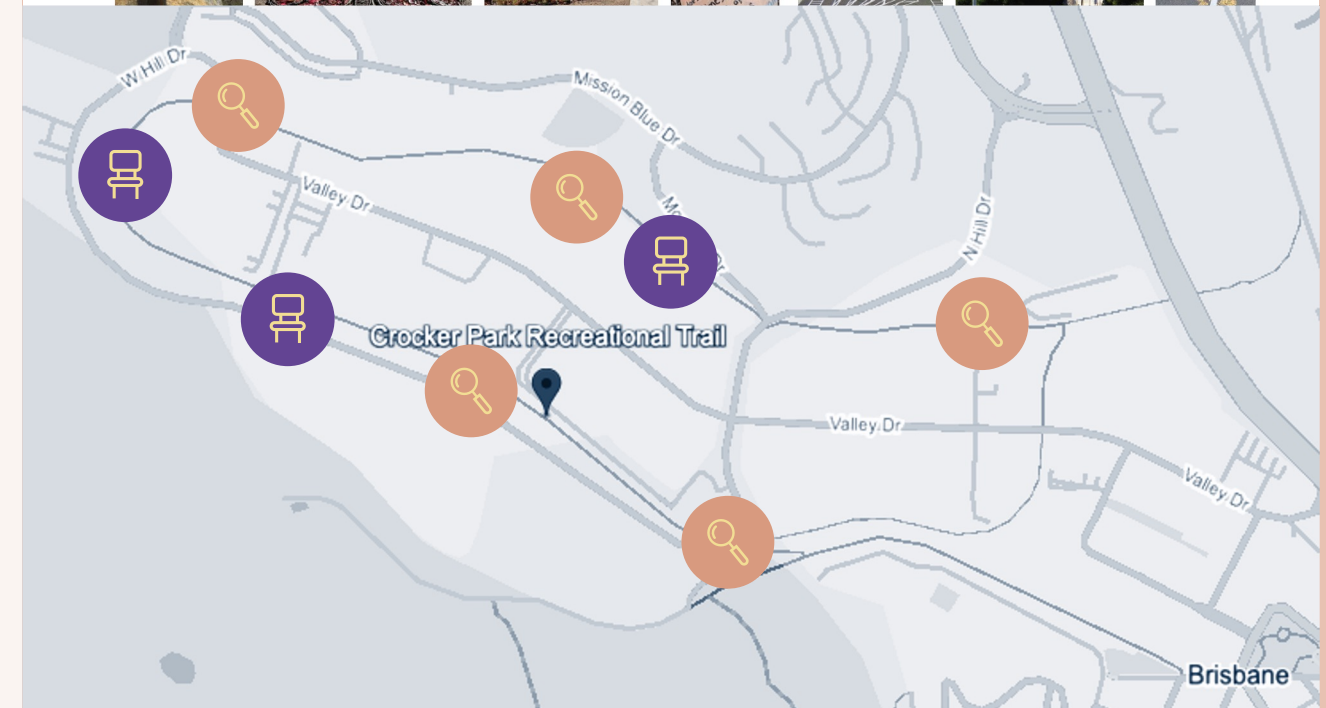
EPHEMERAL ART - Temporary art that is on display for a limited amount of time. Often created out of natural materials



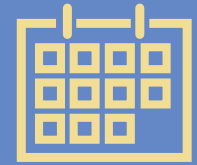
PERFORMING ARTS - Temporarily occupying a space for art expression for music, dance, and performance



CROSSINGS DESIGNS - To bring an identity to the trail while meeting visibility and safety standards



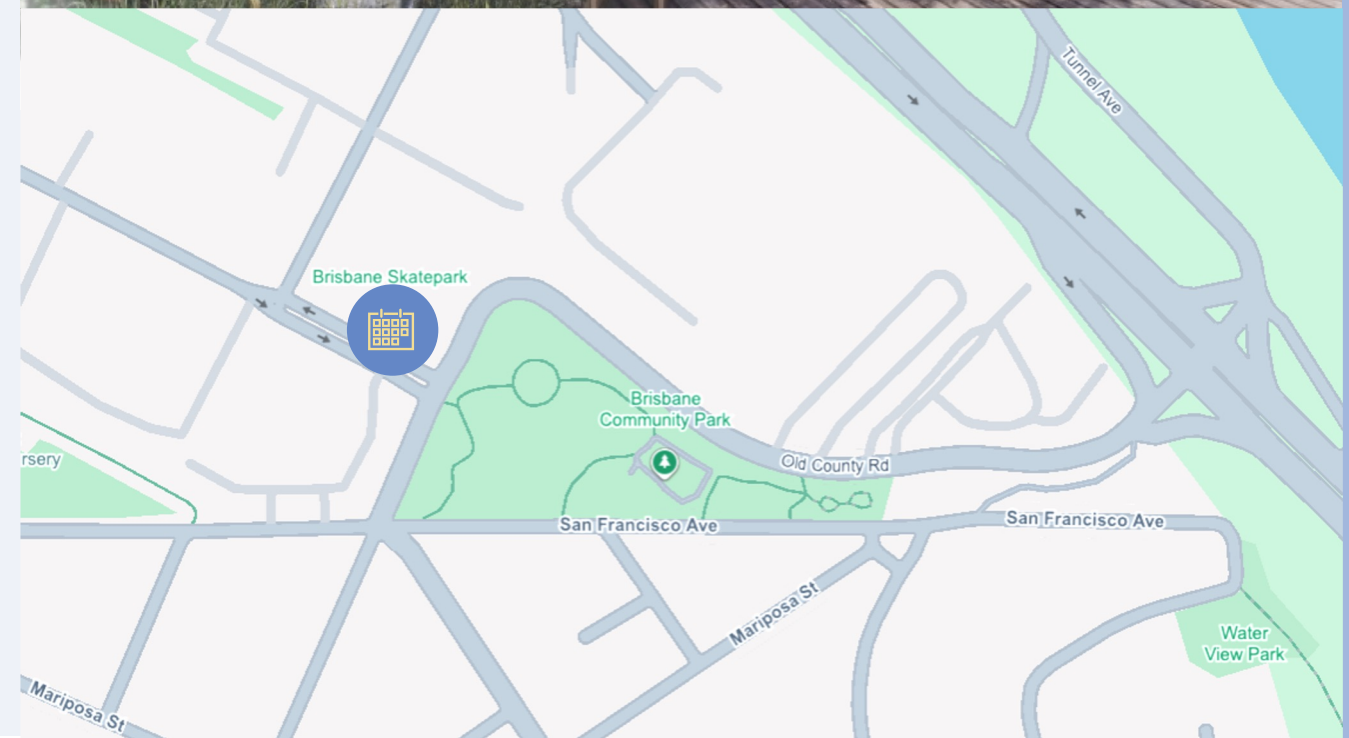
Art Location Planning



3 Skatepark

Typology: Temporary

Creating rotating murals at the skatepark offers a unique opportunity to showcase unique, community-chosen art at a prominent space that serves as a focal point for visitors and locals alike. Every five years, the community can vote on a new design, bringing fresh energy to the space and allowing different artists to leave their mark on Brisbane. This evolving mural program will not only enhance the skate park's visual appeal but also strengthen community engagement and pride.



Art Location Planning



4 Sierra Point and the Ridge

Typology: Temporary

Continuing annual programs like painting fire hydrants not only enhances Brisbane's unique charm but fosters a sense of unity across the city. Expanding this tradition to the city owned areas of newer developments, such as Sierra Point and The Ridge, invites all neighborhoods to participate in this creative expression, bridging established areas with newer ones through art.

This expansion could allow residents and local artists to work together, celebrating Brisbane's growth and shared identity while bringing a playful, colorful touch to the cityscape.



Art Typologies and Location Planning

Art Location Planning



5 Neighborhood Installations and Pop-Ups

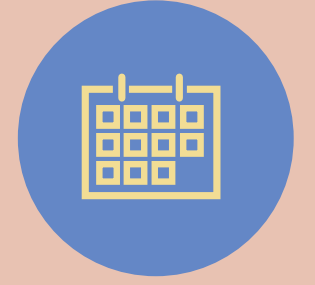
Typology: Temporary

Temporary art installations bring dynamic, ever-evolving creativity to Brisbane's neighborhoods, offering residents and visitors fresh experiences each time they explore the city. Pop-up art in residential areas and rotating street art in the tunnel can spark community interest, foster local pride, and provide emerging artists with a visible platform.

These temporary works create unique, engaging environments that encourage people to gather, connect, and celebrate Brisbane's artistic pulse, with each new piece adding to the city's rich and diverse cultural tapestry.



Art Location Planning



6 Baylands Development

Typology: Iconic, Functional, Discovery, Temporary

Collaborating with private developers to incorporate public art into new projects can significantly enrich Brisbane's cultural landscape while communicating a shared vision for the city. By providing guidance and sharing the city's Public Art Master Plan, Brisbane can ensure that developers understand and align with the broader goals for public art, creating cohesive and meaningful installations that resonate with the people who will soon be experiencing their site. Integrating art into private developments offers developers a chance to attract visitors while contributing to Brisbane's unique character, creating spaces that are visually engaging and connected to the city's overall vision. This partnership can lead to lasting, high-quality public art that enhances both private projects and the city at large.

The Baylands development presents numerous opportunities to partner on public art that bridges the project with the larger Brisbane community. Incorporating public art at key connection points within Baylands can foster a sense of unity, linking this new development seamlessly to the city. Additionally, integrating temporary art installations by both emerging and established local artists during the construction phase, such as vibrant works on construction fencing, will maintain a strong connection to the community and help residents feel engaged with the project's progress. These installations can celebrate Brisbane's creativity, create a dynamic atmosphere, and preview the artistic potential of Baylands.



FIGURE 2.1 LAND USE PLAN

5 Guidelines and Best Practices

Guidelines for Inclusion of Public Art in Public Spaces



In order to maintain consistency and align with the vision for public art in Brisbane, the following best practices should be followed whenever possible during the selection and incorporation of artwork in the City of Brisbane.

- ✓ Select art projects and installations that align with the vision and criteria outlined herein.
- ✓ Ensure art projects and installations abide by relevant city building codes and the 2024 Dark Sky Ordinance.
- ✓ Ensure all stakeholders understand and abide by the art selection process and timeline for the specific project. A suggested process is outlined in this plan. Following a well-defined process for selecting art programs not only enhances coordination but also bolsters transparency and accountability. The correct process aids in the efficient allocation of resources and the establishment of clear timelines, preventing last-minute rushes and ensuring that the chosen art project aligns with the city's long-term vision. In essence, a structured process can elevate the city's public art initiatives from mere aesthetic enhancements to powerful tools for community engagement and cultural enrichment.
- ✓ Allocate sufficient time for each art project to guarantee equity, safety, seamless integration with the site, and adherence to established processes and procedures.
- ✓ For new public developments, initiate the art selection process when the project reaches 60% schematic design. This is an architectural term that means there is a basic layout of building systems (structural, mechanical, HVAC, plumbing, and electrical) - as well as a rough plan for architecture, design, and construction features - to begin identifying art locations and concepts. Integrating art at this point in a project can help streamline efficiencies across teams, prevent unplanned expenses down the road, and ensure the artwork is seamlessly integrated into the project site.
- ✓ For existing public spaces, initiate the art selection process as soon as the art location, budget, and desired concept/art typology are identified.
- ✓ Prioritize artwork that is visible in the daylight and/or includes artificial light for viewing in the evening.
- ✓ Ensure community representation in artwork selection and/or provide ongoing progress updates to the community to build transparency and excitement.
- ✓ Select locations that are visually impactful and create way-finding and/or community gathering moments.
- ✓ Prioritize artwork that is composed of high quality materials and constructed according to best practices to achieve long-lasting, impactful results that require minimal ongoing maintenance.
- ✓ Plan to budget a minimum of 10% of the cost of the artwork for ongoing maintenance.

Guidelines for Inclusion of Public Art in Private Spaces



First, confirm whether the private developer will...

1. Pay the City the appropriate percentage (1% of construction fees) such that Public Art Advisory Committee can procure and maintain the artwork on or off of the private developers' property; or
2. Pay for, procure, and maintain the artwork themselves;
NOTE: If the private developer pursues option #2, they must follow, to the best of their abilities, the below guidelines during the selection and incorporation of artwork that is privately owned yet accessible to the public realm

- ✓ Ensure art projects and installations align with the overarching public art mission, vision, and criteria outlined in this plan.
- ✓ Reference the art selection process outlined in this plan, as well as the procedure detailed in the 2021 Public Art Implementation Guidelines, to ensure City Council approval.
- ✓ Ensure art projects and installations abide by relevant city building codes and the 2024 Dark Sky Ordinance.
- ✓ Obtain Public Art Advisory Committee approval on the final artwork design and location prior to contracting with the artist.
- ✓ Ensure the art is publicly accessible and visible. If the art is in the interior of a development, ensure it is visible from the outdoors with adequate visibility during both day and night. Select locations that are visually impactful and create way-finding and/or community gathering moments.

- ✓ Allocate sufficient time to each project to guarantee equity, safety, seamless integration with the site, and adherence to established processes and procedures.
- ✓ For new private developments, initiate art selection process when the project reaches 60% schematic design. This is an architectural term that means there is a basic layout of building systems (structural, mechanical, HVAC, plumbing, and electrical) - as well as a rough plan for architecture, design, and construction features - in order to begin identifying art locations and concepts. Integrating art at this point in a project can help streamline efficiencies across teams, prevent unplanned expenses down the road, and ensure the artwork is seamlessly integrated into the project site.
- ✓ Prioritize artwork that is composed of high quality materials and constructed according to best practices to achieve long-lasting, impactful results that require minimal ongoing maintenance.
- ✓ Plan to budget a minimum of 10% of the cost of the artwork for ongoing maintenance.
- ✓ Insure the public art installation at its full value to protect against potential damage, theft, or loss, safeguarding both the financial investment and the cultural significance of the artwork within the community.
- ✓ Should a private developer wish to relocate and sell their property, the public art on said property would be included in the sale and passed onto the new owner, who would take on all maintenance responsibilities. Alternatively, the new owner can donate the artwork to the City, but would be responsible for all removal and relocation expenses. Once donated, the City would take over the maintenance and insurance of the artwork.

Policies for Managing a Public Art Inventory

The City of Brisbane should keep a detailed inventory of all public art purchases, donations and deaccessions.

[Artwork Archive](#) is a collection management system that is often used by cities. [Preservica](#) is also used as an expert digital preservation platform to catalogue artwork. Alternatively, [Public Art Archive](#) is a resource for cities seeking more robust features such as art location mapping or website integration. This simple [inventory management template](#) can also be used to track the following information for each artwork:

- Title of the piece
- Medium
- Dimensions
- Purchase price
- Installation location
- Installation date
- Image
- Donor if applicable
- Short description
- Date of last maintenance check



Policies for Public Art Maintenance

To fulfill the original mission of a public art project and encourage the community to continuously engage with it, the long-term maintenance implications of that project must be identified and considered from the very beginning. Considerations for long-term artwork maintenance include...

- Allocating funds for long-term maintenance insurance and professionals to perform such maintenance. Consider assessing the public art fund annually and setting aside 10 – 15% for maintenance.
- Disclosing as much information about the environment as possible to the artist before contracting them to ensure the artwork is well-suited for the site and surrounding elements.
- Choosing durable materials.
- Sealing murals with products like Seal-Krete, which protect against vandalism and the elements.
- Working with fabricators and engineers to ensure long-term viability of large-scale sculpture projects.
- Creating a timeline for routine maintenance as well as conservation and repair work.
- Requiring maintenance plans from every artist to ensure the artwork is properly cared for.
- Referencing the Artwork Donation Form in the Appendix when a private developer wishes to donate public art to the City (see following page for details).



Policies for Acceptance of Donated Artwork

Whenever the City of Brisbane considers the acceptance of donated artwork, it should assess the compatibility of the work with its existing public art collection and its long-term vision for art in the public realm.

Additionally, it's essential to ensure that the artwork's maintenance and upkeep costs are sustainable over time. Donors' intentions should be clearly understood and documented to avoid any potential conflicts or misunderstandings. Furthermore, there should be a comprehensive policy in place for accepting, managing, and deaccessioning donated artworks, promoting transparency and accountability in the process. By exercising due diligence in these areas, the City of Brisbane can harness the power of donated public art to enhance its cultural landscape while safeguarding its artistic and financial interests.

Once these considerations and questions have been sufficiently addressed by the Public Art Advisory Committee, they should work with the donor to complete the Artwork Donation Form in the Appendix. That form should then be shared with City Council for review and approval.

Considerations when accepting donated artwork include:

- **Selection Process:** Was the selection and procurement of the artwork in alignment with the city's guidelines and values outlined herein?
- **Compatibility:** Is the donated artwork compatible with the city's existing public art collection and its broader artistic vision?
- **Maintenance:** Does the donated artwork require any conservation or restoration needs? Does the city have the financial and human resources necessary to fulfill those needs, as well as maintain and preserve the donated artwork over time?
- **Donor Intentions:** Have the donors' intentions been well-documented, including any conditions or restrictions associated with the donation?
- **Legal and Ethical Compliance:** Does the donation comply with all legal and ethical obligations, including intellectual property rights, cultural sensitivities, and potential conflicts of interest?
- **Expert Input:** Does the donated artwork warrant consultation from an art expert/consultant to assess the quality, value, and significance of the piece?
- **Public Notification:** If the donated artwork will be accepted, does the city have a plan in place to notify the public and relevant stakeholders about its acceptance and provide information on its intended location and significance?

Policies for Deaccessioning Artwork

In managing public art collections, there are instances when the need arises to deaccession certain artworks. These reasons can range from irreparable damage or deterioration over time to artworks that are no longer compatible with the evolving theme or goals of the collection. Thus it is critical to establish a clear and transparent artwork deaccession policy. Such a policy ensures that the decision-making process is fair, accountable, and well-documented, providing clarity on why an artwork is being removed from the collection. This transparency not only maintains the public's trust in the stewardship of public art but also allows for a more dynamic and responsive approach to curating and preserving the collection, ensuring that it continues to reflect the values and priorities of the community it serves.

Consider the following recommendations to ensure a fair and transparent deaccession process:

- Work with conservators and appraisers to understand and document the condition and value of the art.
- Clearly document why the artwork is being deaccessioned.
- Engage the Public Art Advisory Committee with approval by City Council
- Consider legal obligations such as the contract with the artist and the Visual Artist Rights Act of 1990 (VARA). Use the Waiver of Proprietary Rights located in the Appendix as needed.
- If possible, communicate with the artist or artist's estate about why the piece is being deaccessioned.



Reasons for Deaccession:

- Irreparable damage or deterioration
- Incompatibility with the evolving theme or goals of the art collection
- Legal or ethical concerns related to the artwork
- Maintenance costs exceed the value or significance of the artwork
- Preservation and restoration challenges that exceed available resources
- Space constraints or changes to the site and there is not another suitable location
- Public safety concerns

Appendix

- Glossary of Terms
- Educational Content for Brisbane Residents
- Inventory of Existing Public Art
- Private Developer Implementation Checklist
- Community Engagement Results
- Art Selection Score Sheets (RFQ and RFP)
- Brisbane Art in Public Places Ordinance
- Brisbane Public Art Implementation Guidelines
- Waiver of Proprietary Rights
- Public Art Donation Form

Glossary of Terms

The following terms are all components in the commission processes for public and private developments.

Public Art Advisory Committee (PAAC)

Composed of council members, community representatives, Parks and Recreation Commissioners, and art professionals who oversee the funding and selection of public art projects. They review and approve proposals based on artistic quality, context, materials, maintenance needs, alignment with the city's cultural diversity, and the newly developed art selections criteria. All discussions take place during virtual and in-person public meetings that are open to community input.

Public Works

City department that implements capital improvement projects including master planning and advanced planning, design and consultant supervision, and construction contract administration of projects that install, maintain, improve, or repair the City’s infrastructure. The PAAC collaborates with Public Works during the art selection process.

Design Fees:

Define the stipend amount that each artist applicant will receive in return for creating a site-specific proposal for the art committee’s review. You may also share how many semifinalists will be selected to create proposals (optional).

Eligibility Requirements:

- **Introduction:** Short biography describing the artist’s location, background, and any relevant experience. This may include....
 - Artist statement that details their current practice and interests
 - Themes they wish to explore in the installation
 - Materials they work with
 - Why they are qualified for the project at hand
- **Experience:** Respondent must demonstrate successful experience and capacity to act as a contractor on projects of similar size, type, and complexity.
- **Portfolio:** Respondent should provide a link or list of photos of recent and relevant projects, along with the associated name, location, client, budget, and scope
- **Artist Timeline and Budget:** Respondent should confirm their ability to meet the project’s budget and timeline requirements
- Any other general requirements by the city or client.

Project Budget

Share the total budget that will be awarded to applicants and detail all items that must be accounted for within that budget (i.e. fabrication costs, installation costs, etc.). If known, share the estimated payment schedule with the artist (i.e., 50% to be paid as an initial deposit, 50% to be paid at completion).

Project Timeline

Share important milestones for project completion, such as dates the artwork should be finished, installed, unveiled, etc.

Glossary of Terms

Project Scope

- **Project name**
- Address of project location
- Description of the intended scope and outcome of the project
- (If pre-determined) The vision for the public art piece and any accompanying art goals and selection criteria against which artist proposals may be judged
- Site plans identifying the art location
- Project or site requirements/limitation (i.e. subject matter, minimum or maximum sizes for artwork, off-limits materials, etc.)
 - Artwork must be appropriate for display in public spaces and viewing by a general audience. (Artwork cannot include the following: political or religious content; anything that could be deemed controversial; breach of intellectual property; trademarks; images of illegal activity; advertisements; logos; signage; or promotion of any business, organization, individual, or product.)

Selection Procedure and Evaluation Criteria

- To provide transparency to all applicants, consider sharing how each application will be evaluated, including mandatory and recommended selection criteria.
- Describe the relevant milestones that form the selection procedure, such as...
 - Date of Art Selection Committee Meeting for application review
 - Date shortlisted artists will be notified
 - Deadline for shortlisted artist proposals
 - Date selected artist will be notified
 - Date of City Commissioner Meeting for final approval of proposal

Site-Specific Proposal Requirements for Shortlisted Artists:

- 1-2 artwork options, which may include sketches, renderings, and/or mock-ups, depending on the artist's preference and how they can best visually describe their proposed ideas
- Proposed scale and materials for each option presented
- Short description of the proposed ideas
- Any specific site requirements for installation, including any voltage needs (if applicable)
- Any ongoing maintenance requirements (if relevant)
- Timeline for completion
- Budget breakdown
- Any other general requirements by the city or client.

Submission Details and Contact Information

- Make clear the application deadline and any details related to submitting materials such as formatting requirements, how to upload/email materials, etc. (i.e. email, file upload, etc.)
- Provide contact information for the project’s primary point of contact, should the applicants have any questions or concerns.

Educational Content for Brisbane Residents

Where does public art funding come from and how does it get spent?

Funding for public art in Brisbane comes from two sources:

1. **The City of Brisbane Public Art Fund**, which accumulates resources from building permits and donations; and
2. **The City of Brisbane's Percent for Art Program**, which accumulates In-lieu contributions from private developers. Per the city's 2021 Art in Public Places Ordinance, private developers are required to designate 1% of building development costs (for projects equal to or over \$1 million) to the Brisbane Public Art Fund. This contribution is not required, however, if the developer chooses to implement public art themselves.

Altogether, the funds from building permits, donations, and in-lieu contributions from private developers are earmarked for public art and are managed independently from the city's General Fund. More details regarding in-lieu contributions can be found in Brisbane's Art in Public Places Ordinance in the Appendix.



Educational Content for Brisbane Residents

What is the value of Brisbane's Percent for Art Program?

There are more than 350 percent-for-art programs in the United States, and many of the country's most notable, art-forward cities use this funding model. It can be especially influential in places like Brisbane where tourism and commercial real estate are growing. Given the increased development associated with projects like the Baylands and Sierra Point, a percent-for-art ordinance helps ensure that public art is prioritized during such growth, therefore benefiting the local community. Other benefits include:



Stability By allocating a percent of the budget for new construction projects to public art, Brisbane can expect a consistent, growing stream of funding over time.

Predictability Most public and private developments require early, cross-disciplinary collaboration between private developers and various city staff. Thus, the city has general insight into the types of public and private developments planned for the years ahead - and their corresponding budgets. A percent-for-art model allows the city to make rough estimates about what percentage of those budgets will be allocated toward public art.

Collaboration A percent-for-art requirement encourages collaboration between city staff, community members, artists, and private developers. When a new development triggers a percent-for-art allocation, the city and private developer must work together to coordinate how such funds will be spent. Will the private developer initiate the art commission themselves for their own site, or will they allocate the funding to Brisbane's Public Art Fund? Such questions present opportunities for cross-disciplinary collaboration in order to decide what will be best for residents and visitors.

Revenue Generating Public art projects that result from the percent-for-art program can generate economic benefits by supporting local businesses, enhancing property values, and providing jobs for local artists. Percent-for-art programs leverage public investment to stimulate economic growth and development.

Educational Content for Brisbane Residents

How can the community participate?

We want to hear from you! There are several ways for the community to participate in Brisbane’s public art program. Residents should start by visiting the city’s public art page, BrisbaneCA.org/PAMasterPlan, for frequent updates on opportunities for involvement, including:

- Recommending potential public art projects in the city
- Completing city-wide digital surveys related to public art preferences
- Voting on artist proposals to help select the design for a public art project
- Participating in the development and fabrication of artwork, when applicable (such as if the artist or city hosts workshops to engage residents in the art-making process)
- Attending public art unveilings to celebrate new projects
- Participating in community art walks, resident-made pop-up installations, and other community driven activities
- **Attending in-person and virtual public meetings hosted by the city’s Public Art Advisory Committee (PAAC).** All meetings hosted by the committee are open to public participation and input. Agendas are shared in advance at BrisbaneCa.org/bc-artadvisory and residents are encouraged to tune into the meetings to share their feedback. Items discussed at such meetings include planning and budgeting for public art projects, creating open artist calls to solicit design proposals, reviewing said proposals and suggesting revisions, and more



And if you’re ready to be even more ingrained in the public art process, consider applying for the city’s Public Art Advisory Committee!

Appendix

Educational Content for Brisbane Residents

About the Public Art Advisory Committee (PAAC)

The Brisbane Public Art Advisory Committee is a City committee composed of:

- 2 Parks and Recreation Commissioners as designated by the Parks and Recreation Commission;
- 2 City Council Members; and
- 3 Brisbane community members, appointed by City Council for two-year terms.

The community members must include:

- one individual professionally engaged in the art community
- one individual that is an employee or owner of a Brisbane business, and
- the other may be either a resident of Brisbane or an owner/employee of a Brisbane business.

The committee's primary role is to review and approve proposals based on artistic quality, context, materials, maintenance needs, alignment with the city's cultural diversity, and the newly developed art selections criteria identified in the Public Art Master Plan. All discussions take place during virtual and in-person public meetings that are open to community input.

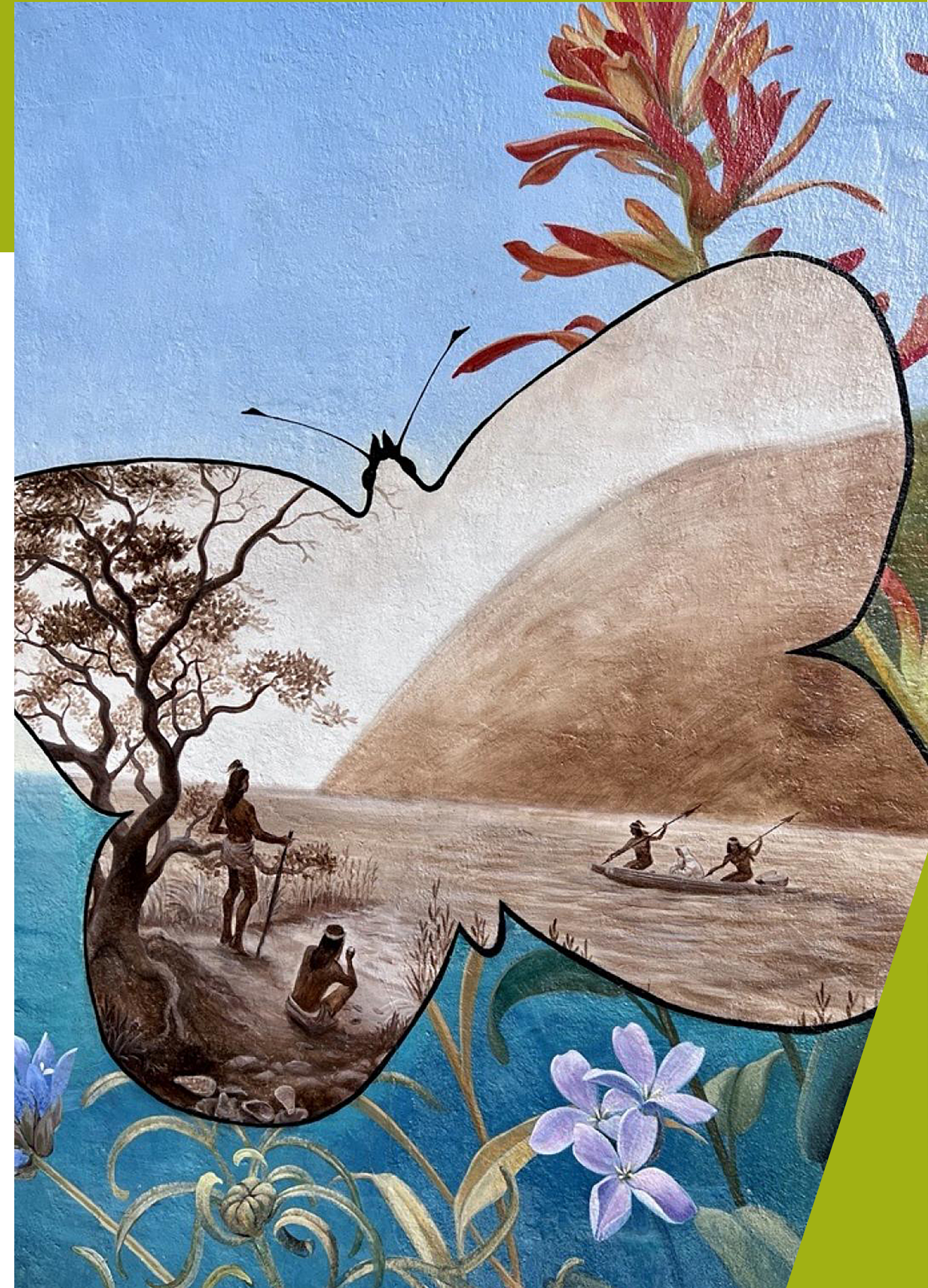


Inventory of Existing Public Art

The City of Brisbane already has a unique collection of public art, including community initiated projects and pop up installations. Read below to explore the existing collection as of December 2025.

But Remember...

You likely won't enjoy every piece of art in a public art collection - and that's okay! A diverse, well-rounded collection should include 30% artwork you love, 30% artwork you dislike, and 30% artwork you feel indifferent about. Remember that an installation you dislike may be someone else's favorite - and that's the point! Ask that person what attracts them to the artwork. Perhaps you'll see it in a new light, or maybe you'll double down on your distaste. Either way, a diverse public art program should prompt conversation, shift perspectives, and altogether offer something for everyone.



Inventory of Existing Public Art

Name / Location	Description/Dates	Artist	Images
Brisbane Mural Location: Midtown Market 249 Visitacion Ave	This mural narrates the history of Brisbane, California, within a display of the native flora of nearby San Bruno Mountain. A series of smaller pictures within the mural show the transformation of both landscape and communities there over time Size: 15' by 75', 5m x 25m. Commissioned by Brisbane Educational Support Team (BEST), as a fundraiser for local schools. Completed in 2002, restored in 2022. https://monacaron.com/murals/brisbane-mural	Mona Caron https://monacaron.com/	
“Nested Together We Flourish” Library Mosaic Mural Location: Brisbane Library 163 Visitacion Ave	The Friends of Brisbane Library engaged Precita Eyes for a community-designed mural, located in the courtyard. Size: 8’ high x 14’ wide Materials: Acrylic & Mosaic Designed by: The Friends of Brisbane Library Funded by: Friends of Brisbane Library 2021 https://www.fobl.info/mural https://www.precitaeyes.org/mosaics.html	Precita Eyes https://www.precitaeyes.org/ Directed by: Susan Cervantes Lead Artist: Julia Barzizza Assisted by: Deirdre Weinberg, Christy Majano, Paola Reyes, Josie Merer 	

Inventory of Existing Public Art

Name / Location	Description/Dates	Artist	Images
Kaleidoscope Location: Brisbane Library 163 Visitacion Ave	Installed August 2021. The word "kaleidoscope" can be translated as "observer of beautiful things," coming from Ancient Greek καλός (kalos) "beautiful," εἶδος (eidos) "appearance," and σκοπέω (skopeō) "to examine." A group of butterflies is also called a kaleidoscope! The Mission Blue Butterfly (Icaricia icarioides missionensis) has been on the federal endangered species list since 1976. While adults can drink nectar from a variety of flowers, native lupine are their host plant, necessary for laying eggs and feeding caterpillars. The lupine are vanishing. Glass mission blue butterflies fly above native lupine made of ephemeral optics — shadows in pinks and purples of lupine blossoms, and reflections in greens and patterns of the foliage	Michele Gutlove https://studiogh.com	
Raccoon Statue Location: Costanos Canyon 700 Humboldt Rd	Installed in 1988. The statue of a bronze raccoon, sculpted by local artist Spero Anargyros, was installed on San Bruno Mountain as a memorial to Byron Jensen, a longtime civic leader and artist who died in 1986. Byron and Milt Jensen raised their family on Kings Road, and raccoons and opossums often visited the family and children. The sculpture was stolen in August of 2007. The artist passed away in 2004. In 2018, the City entered into an agreement with his wife, Maria Anargyros, to use the original mold to cast a new statue. The new statue was set in place and unveiled in early 2019.	Spero Anargyros	

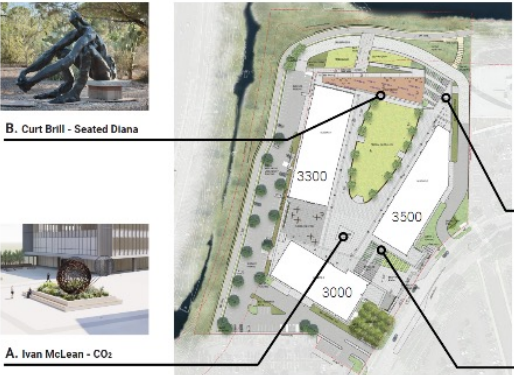
Inventory of Existing Public Art

Name / Location	Description/Dates	Artist	Images
Fire Hydrants/Plug Preserve Location: Various throughout town	Brisbane’s hydrants were originally painted by the Federated Women’s Club of Brisbane for the bicentennial in 1976. Over the years there have been several restoration efforts. With the help of the P&R Commission, the project was revived in 2014 and has become a biannual event. The event is facilitated by the P&R department every other year in collaboration with North County Fire Authority. Local artists can sign up to restore an existing hydrant or design one of their own (provided hydrants are available). The P&R department maintains a master list of hydrants. Out of Service hydrants are retired around the City in various locations including the Community Park, Skatepark, Dog Park, Quarry Trail, and City Hall. They remain an integral piece of the City's artful history and are preserved for the community's enjoyment for many years to come.	Various – Documented on separate spreadsheet Painted hydrants interactive map: https://www.brisbaneca.org/parksrec/page/painted-hydrants-interactive-map	  

Inventory of Existing Public Art

Name / Location	Description/Dates	Artist	Images
Graffiti art Location: The Old Train Tunnel & Roundhouse	The City does not Commission art in these locations, however they have been hubs for graffiti artists in the area and attract some great talent. The art in these locations is ever-changing and evolving.	Various	
Ephemeral art Location: Crocker Trail	There are a handful of residents in Brisbane that took the initiative to bring ephemeral art to our Crocker Trail loop during the pandemic to spark joy. Most, if not all materials are natural and safe for the environment. This is not something that is commissioned by the City but the community has expressed an overwhelming amount of support and appreciation for so the artists have continued to dream up ways to showcase art in nature.	Various	

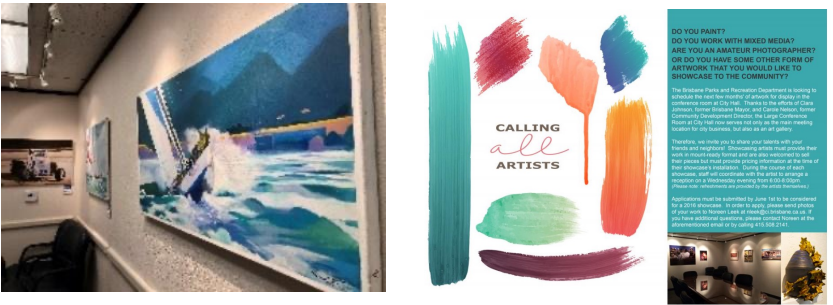
Inventory of Existing Public Art

Name / Location	Description/Dates	Artist	Images
Phase 3/ Genesis Marina life sciences campus Location: 3000-3500 Marina Blvd	The City’s first official privately installed public art. (2023) CO2: The sculpture is made up of three spheres representing Carbon Dioxide, placed in a planter on the podium level of Genesis Marina. The location is the apex of the lawn overlooking the bay, centered between the three buildings, and visible from Marina Boulevard. The 20’ sphere representing Carbon, is made from arced lengths of 3/16” x 2” Cor Ten flat bar. The flat bar segments are random lengths ranging from 3” to 10” and will be welded together in random pattern creating a sphere that’s “transparent” from all sides while having a defined outline. The two 8’ spheres representing Oxygen are made from 5/16” stainless round bar. Sculptures are lit by multiple luminaire types and potentially from various angles including uplighting. Monumental figurative bronze sculptures: Brill is best known for the larger-than-life-size figures. The final results are sculptures stripped of heroism, narrative, and romanticism. This realism, due in part to the artist's experience as a drug rehabilitation counselor and a professional in state-run mental institutions, strives to find the beauty and grace in human imperfections, not in spite of them.	Ivan McLean (CO2) Curt Brill (Seated Diana, Michelle, Katia)	 B. Curt Brill - Seated Diana  C. Curt Brill - Michelle  A. Ivan McLean - CO2  D. Curt Brill - Katia   A. Ivan McLean CO2

Appendix

Inventory of Existing Public Art

Additional art-related events and local art-focused efforts worth mentioning

Name / Location	Description/Dates	Artist	Images
City Hall Art Gallery Location: City Hall 50 Park Place	Thanks to the efforts of Clara Johnson, former Brisbane Mayor, and Carole Nelson, former Community Development Director, the Large Conference Room at City Hall serves not only as the main meeting location for city business, but also as an art gallery. Artists showcase their work on rotation for the public to enjoy. There have been many art shows over the years, which are occasionally accompanied with a reception.	Various	 

Inventory of Existing Public Art

Additional art-related events and local art-focused efforts worth mentioning

Name / Location	Description/Dates	Artist	Images
Artists' Evening of Sharing	Each year, the City of Brisbane invites local artists to share their work with the Brisbane public at the Artists' Evening of Sharing. At this annual event, Brisbane artists present music, theater, dance, images of visual artwork, photography, and film. This showcase of Brisbane's diverse artists provides an opportunity for our community to follow the rich diversity and depth of talent in our town. It encourages an exchange of ideas about art and fosters new relationships and creative collaboration	Various	 

Inventory of Existing Public Art

Additional art-related events and local art-focused efforts worth mentioning

Name / Location	Description/Dates	Artist	Images
Recycled Art Contest – Trash to Treasure Challenge	The Trash to Treasure Challenge began in 2020 as the Recycled Arts and Crafts Contest. With the new name, the City aimed to expand the contest beyond art and encourage submissions of a wider array of upcycled items. Kids and adults alike are encouraged to create art, jewelry, fashion, kinetics, garden art, furniture, useful home items or whatever the imagination can dream of from waste. Materials should be destined for the landfill, recycled or compost; minimal use of purchased materials will be accepted. Prizes sponsored by: South San Francisco Scavenger. https://www.brisbaneca.org/community/page/trash-treasure-challenge	Various	  

Inventory of Existing Public Art

Additional art-related events and local art-focused efforts worth mentioning

Name / Location	Description/Dates	Artist	Images
Festival of Lights temporary art Location: Community Park	In recent years, the P&R department has incorporated temporary lighting displays into the annual Festival of Lights event.	Joe Joe Martin & Erin Becker + various artists	 

Private Developer Art Implementation Checklist

The following checklist serves as an implementation tool for private developers to reference when considering a public art project.

Private developers should vet their desired art project against this checklist to ensure it aligns with the overarching principles and procedures of the City of Brisbane’s Public Art Master Plan, and to increase the likelihood of receiving City Council approval for the art project.



How will you be handling the public art opportunity associated with your new development?

- ☐ Paying the city the appropriate percentage
- ☐ Procuring artwork for my development with support from the City’s Public Art Advisory Committee
- ☐ Executing artwork on my own.

NOTE: Follow the process outlined on page 25 of the Public Art Master Plan to either contribute the required amount to the public art fund, request assistance from the Public Art Committee to procure artwork, or execute the artwork independently.



If procuring artwork for your development, does the concept align with the mission and vision outlined on page 12 of the Public Art Master Plan?

- ☐ Yes, it aligns.
- ☐ No, it needs to be revised.



Does the concept align with the majority of art selection criteria outlined on page 23 of the Public Art Master Plan, developed as a result of extensive community engagement with Brisbane residents?

- ☐ Unexpected - Artwork should promote excitement and support moments of discovery, characterized by being experiential, playful, fun, and/or interactive.
- ☐ Integrated - Artwork should be contextually grounded, connecting people to the specific location of the installation, to one another, and to the city at large.
- ☐ Diverse - Artwork should pull from a diverse pool of artists and be diverse in medium, subject matter, and application that resonates with the city’s diverse cultural population.
- ☐ Culturally Rich (“Brisbane Certified”) - Artwork should represent values and characteristics that are significant to Brisbane in order to reflect and enhance the city’s unique identity (small-town charm, natural environment, artistic spirit, and connected/inclusive/active community)
- ☐ Educational - Artwork should offer new perspectives, thereby enhancing public perception and understanding.
- ☐ Vibrant - Artwork should grab attention and enrich the audience experience.



Does the concept align with at least one of the following art typologies described on page 29 of the Public Art Master Plan?

- ☐ Iconic - Art that is large-scale, in high-traffic locations, and clearly reflective of the characteristics of the project.
- ☐ Discovery - Art that is unexpected, surprising, and/or promotes further curiosity.
- ☐ Functional - Art that serves a utilitarian purpose.



Does the artwork abide by the guidelines for public art in private spaces identified on page 44 of the Public Art Master Plan, including following procedures detailed in the 2021 Public Art Implementation Guidelines?

- ☐ Yes, it abides by all guidelines.
- ☐ No, it needs revisions.



Other Conditions:

- ☐ Plan to budget a minimum of 10% of the cost of the artwork for ongoing maintenance.
- ☐ Insure the public art installation at its full value to protect against potential damage, theft, or loss, safeguarding both the financial investment and the cultural significance of the artwork.
- ☐ Should you wish to sell your property, the public art on said property would be included in the sale and passed onto the new owner, who would take on all maintenance responsibilities. Alternatively, the new owner can donate the artwork to the City, but would be responsible for all removal and relocation expenses. Once donated, the City would take over the maintenance and insurance of the artwork.

Community Engagement Overview

To ensure a community-informed approach toward the development of the Brisbane Public Art Master Plan, public input was collected via:

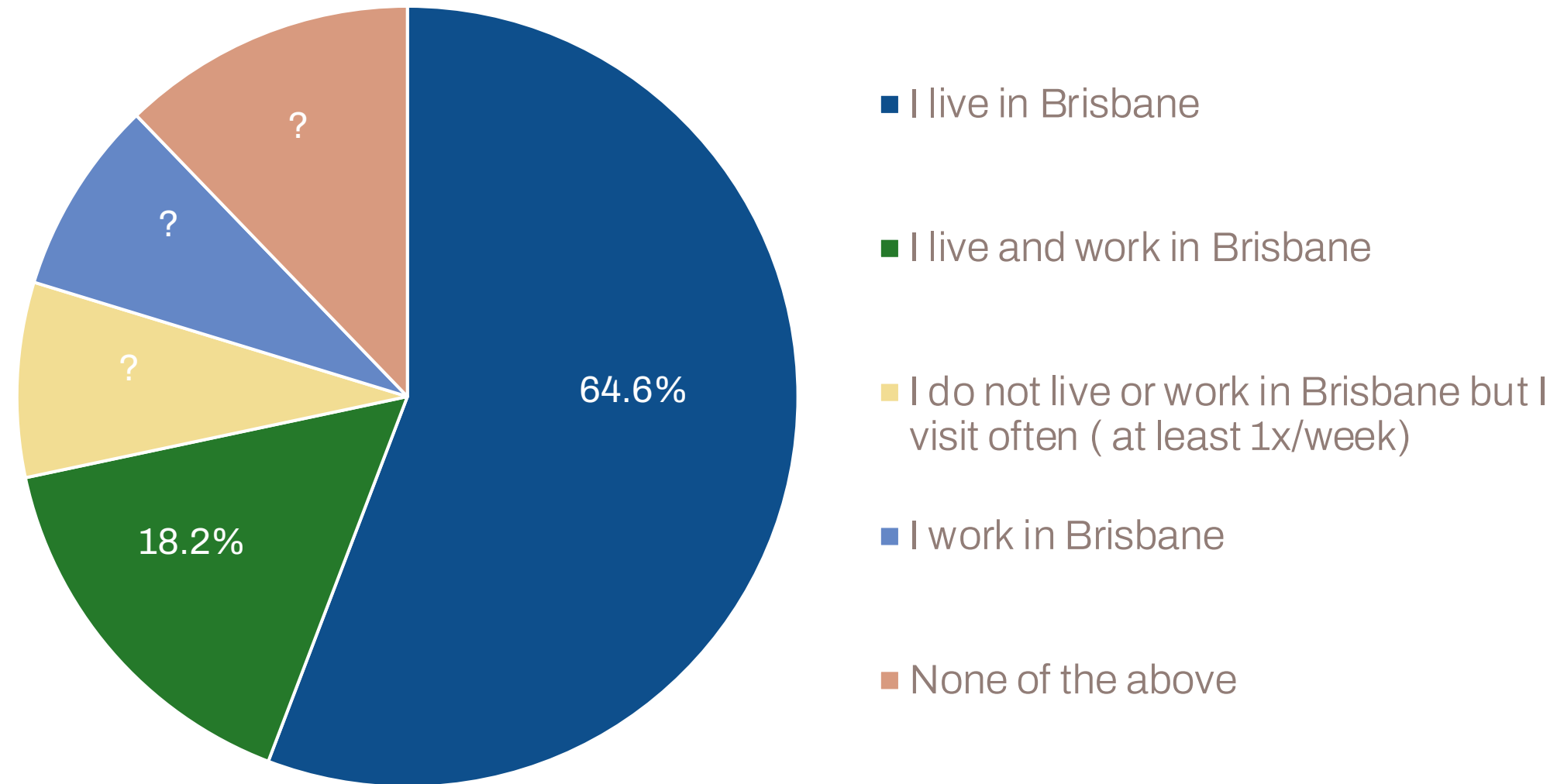
- ✓ 2 Visioning Workshops with the Public Art Advisory Committee & Community Stakeholders
- ✓ Meetings with Public Works and Community Development
- ✓ Public Art Survey Garnering 192 Responses
- ✓ 3 Public Outreach Events: Farmers Market, Summer Concert, and City-wide Yard Sale

The following slides provide a summary of community engagement data, as well as a draft mission statement, vision statement, and art criteria that were developed based on key themes and insights gleaned.

These data points were provided by our research partner who has conducted surveys nationally: With Brisbane's population of around 5,000 people, a sample size of n=146 is considered successful, as this allows for an 8% margin of error at a confidence level of 95%.

Survey Results – Q1

Do you live or work in the City of Brisbane?
Select one.

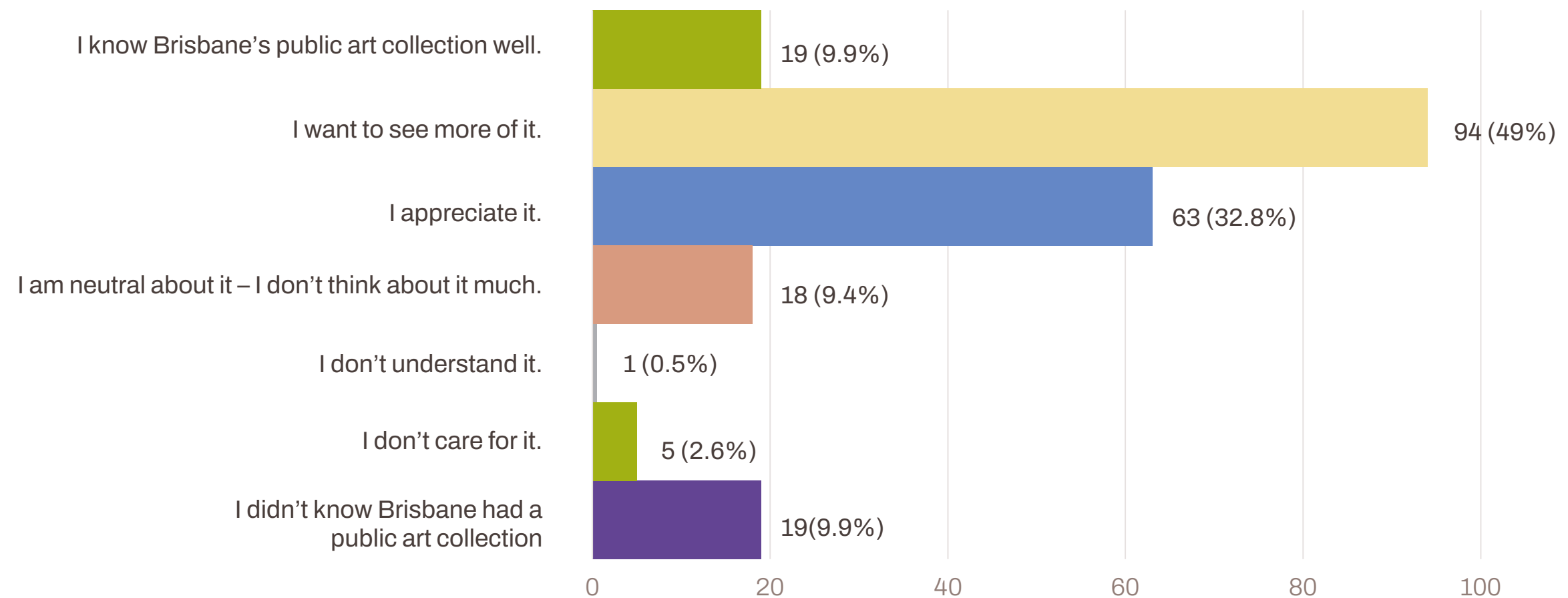


Key Takeaway: The majority of respondents live and/or live and work in Brisbane.

Survey Results – Q2

What is your relationship to and/or familiarity with existing public art in Brisbane?

Select all that apply.

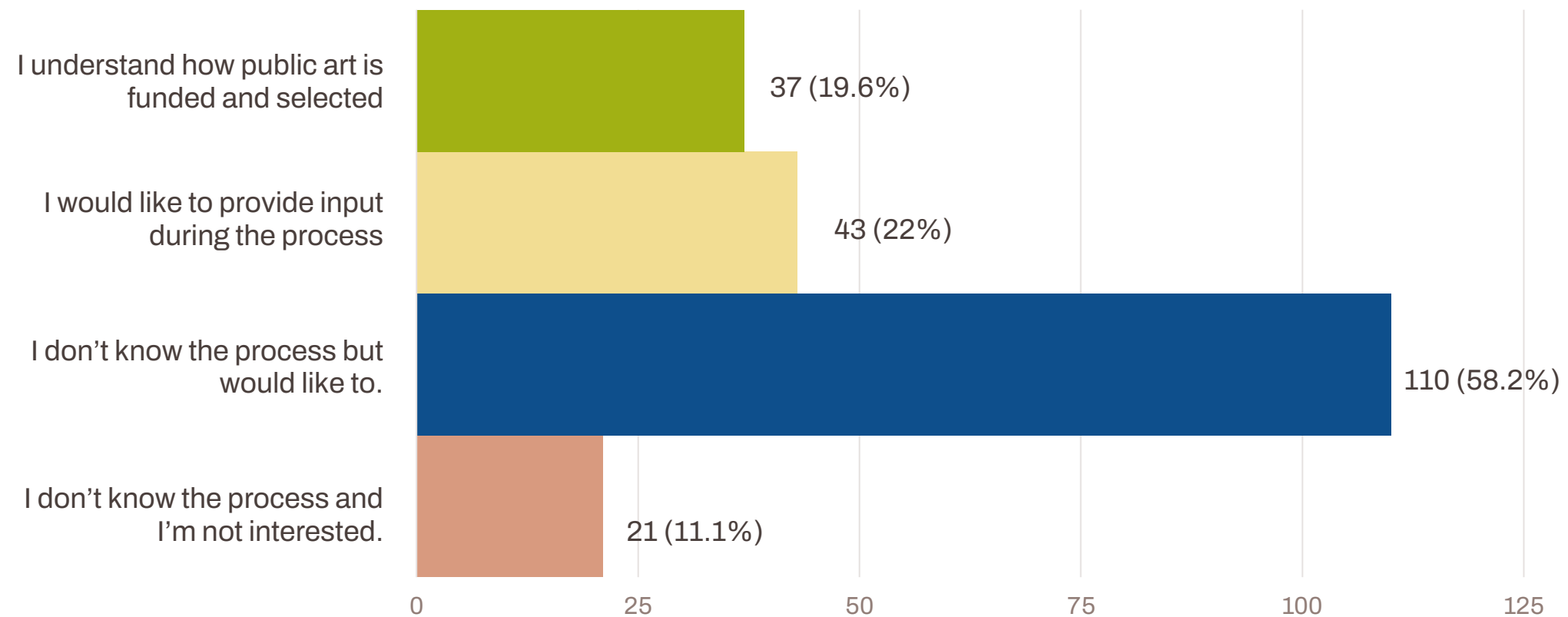


Key Takeaway: The majority of respondents want to see more public art in Brisbane! Additionally, some didn't realize Brisbane had a public art collection while an equal amount expressed appreciation for the current collection. The public art plan should celebrate and promote Brisbane's existing collection while offering strategies for expanding it.

Survey Results – Q3

What is your understanding of the city's public art funding and selection process?

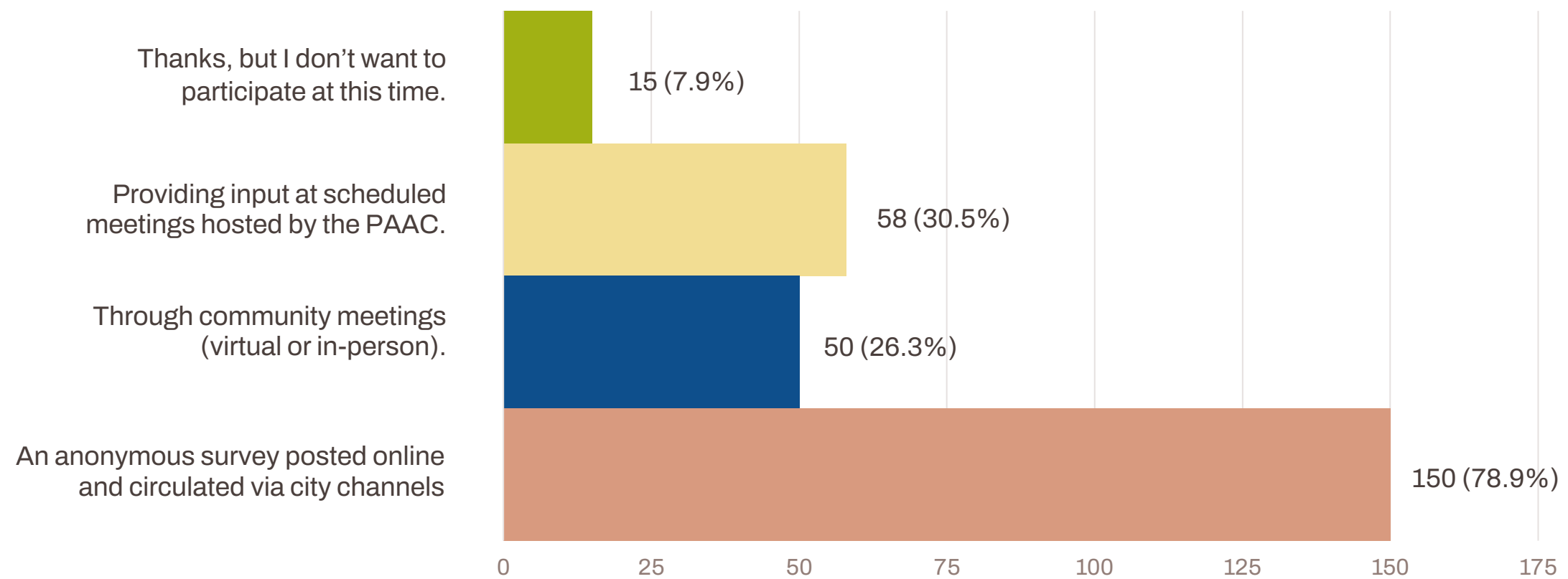
Select all that apply.



Key Takeaway: The majority of respondents don't know the city's public art selection and funding process but expressed interest in finding out, suggesting this information be simplified and shared in the public art plan.

Survey Results – Q4

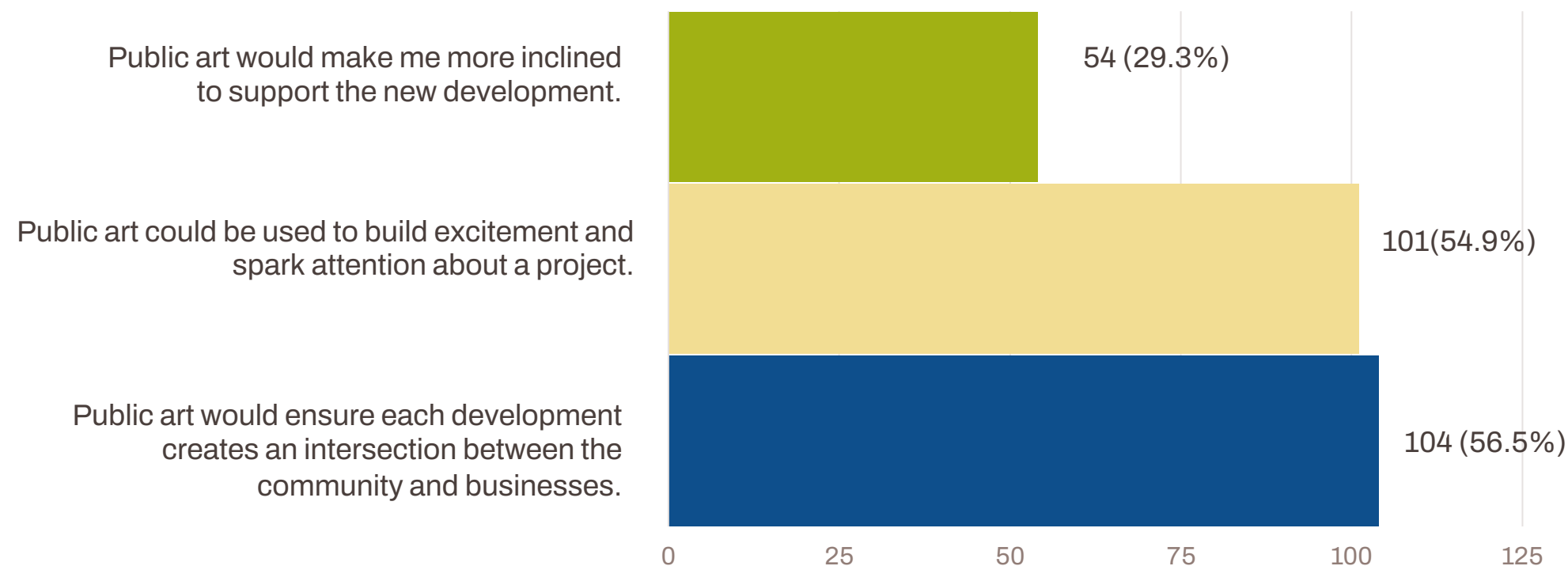
The City of Brisbane would like to gather resident ideas for public art.
By what means are you most likely to participate?
Select all that apply.



Key Takeaway: Surveys - like the one used to collect this data - are the preferred way to gather resident input for public art. Write-in answers also included social media, a public bulletin board, mail notifications, and meetings outside of standard work hours.

Survey Results – Q5

New development helps fund public art in Brisbane. There are several new developments on the horizon for the city. How can public art influence the way these developments come to life?
Select all that apply.



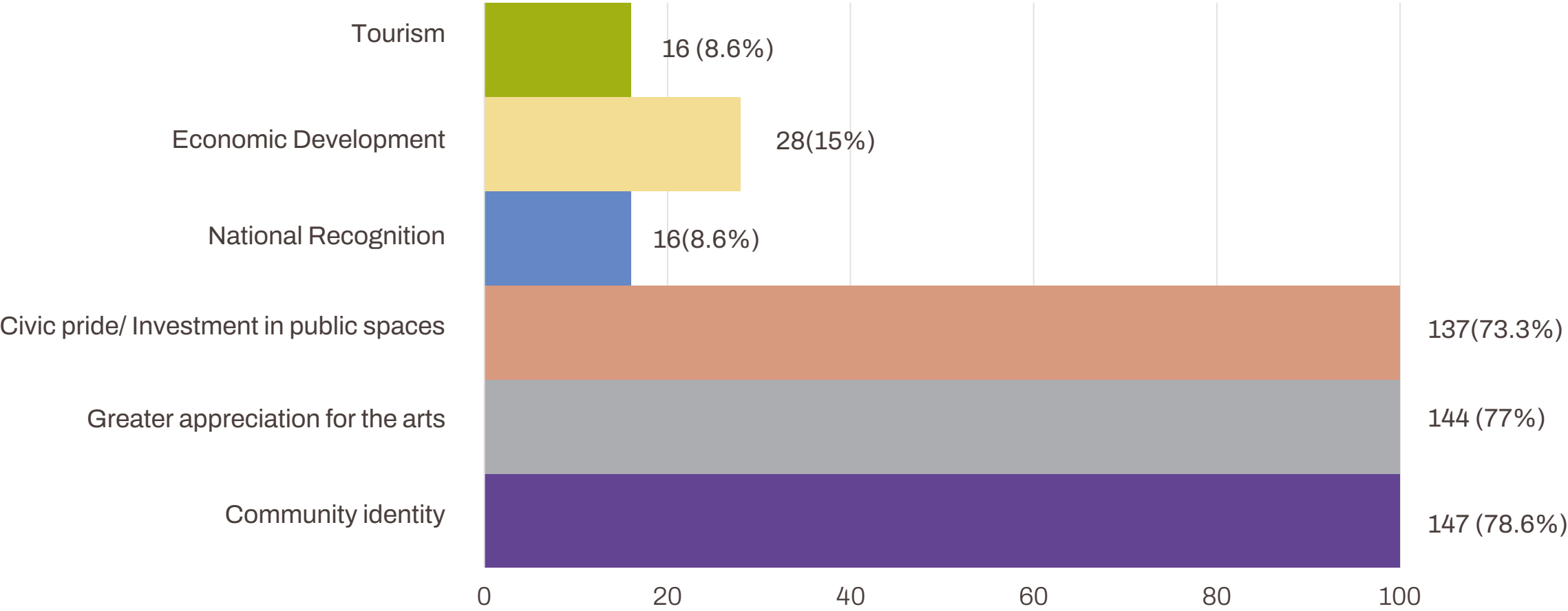
Write-in Answers:

- “Public art could mediate the clash between the community and the development.”
- Public art should enlighten, or stimulate thought, among the residents of Brisbane about site history, geography, cultures, uses, users or design.
- Keeps neighborhood and community clean and engaged, avoids an industrial look
- Public Art helps create a sense of place, connection and identity for Brisbane.
- I would prefer less/no development

Key Takeaway: There is a distaste toward new development in Brisbane, but respondents recognize public art as a tool for building excitement/attention for such developments and connecting them to the community. The plan can elaborate on these ideas and educate residents about how these developments will help fund public art.

Survey Results – Q6

What primary benefits do you hope future public art will bring to the City of Brisbane?
Select up to 3 choices.



Key Takeaway: Respondents hope public art will benefit Brisbane’s community identity, instill greater appreciation for the arts, and spark civic pride/investment in public spaces. These responses align with results from the Visioning Workshops with the PAAC and the community stakeholders.

Survey Results – Q7

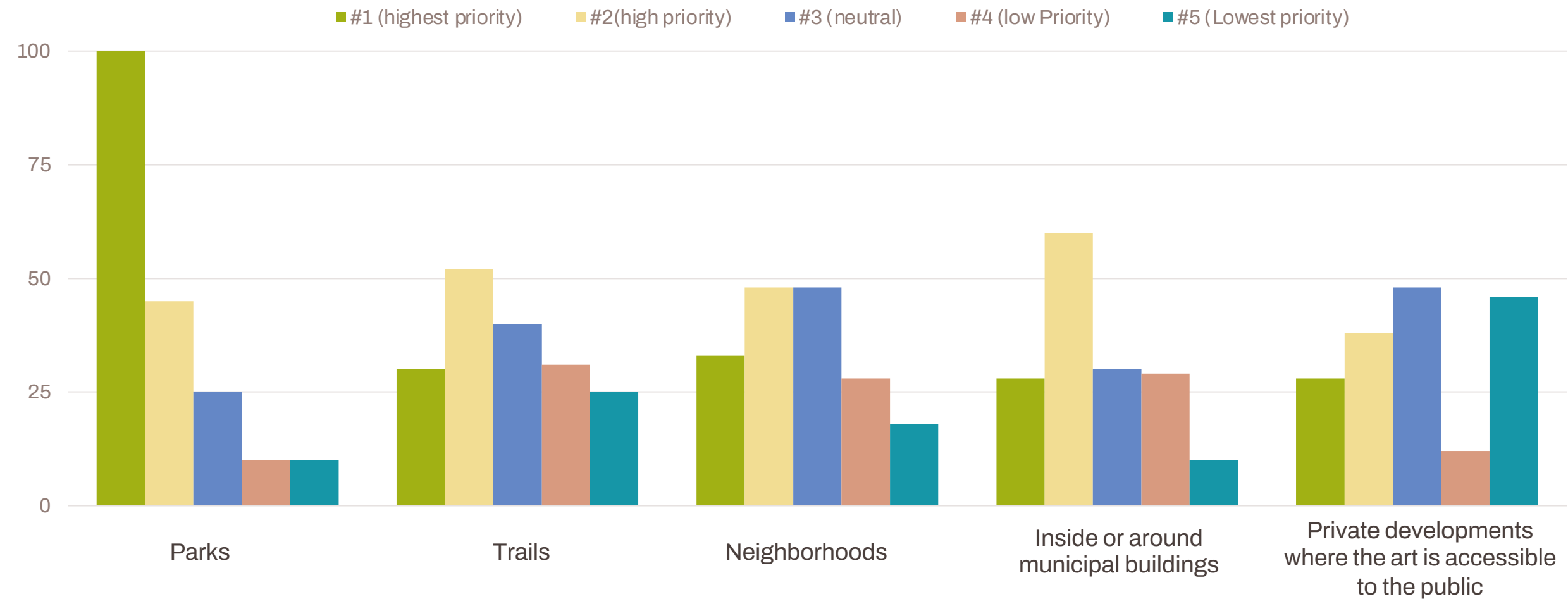
How would you describe the “identity” of Brisbane? What 3-5 characteristics, values, or themes immediately come to mind when you think of Brisbane?
Select up to 3 choices.

CATEGORY	Small Town Atmosphere	Community & Connectedness	Nature & Environment	Artistic & Unique	Civic Engagement & Inclusivity
RESPONSES	small town culture quaint sleepy safe secluded small community vibe “town that time forgot” “fundamentally safe and physical and emotional ways”	close-knit supportive family-oriented family-friendly caring compassionate neighborly community-oriented teamwork City of Volunteers family	nature peaceful ecologically minded greenery nature-oriented San Bruno Mountain stewards of mountain & bay hiking trails wild animals	artistic quirky eccentric unique City of Stars distinct personality butterflies City of Artists diverse eclectic funky individualistic	civic engagement inclusive involved citizens welcoming belonging pride civic focused involved citizens concerned about each other accepting
TAKEAWAY	Responses suggest a strong preference for maintaining the town's intimate and cozy character.	Respondents value the sense of belonging, care, and mutual support among residents, as well as the family-friendly atmosphere.	There is a deep appreciation for the town's natural surroundings and a desire to protect, enjoy, and learn about them.	Respondents value Brisbane's distinctive character and creative spirit. The town is seen as a place that embraces individuality and artistic expression.	Respondents value residents' active participation and efforts toward inclusivity.

Key Takeaway: There is a strong local identity and pride in what makes Brisbane special. That identity is centered on the city’s small-town charm; natural environment; artistic spirit; and connected/inclusive/active community. Given that residents want public art to reflect community identity (Q6), these themes should all be reflected in Brisbane’s forthcoming public art initiatives.

Survey Results – Q8

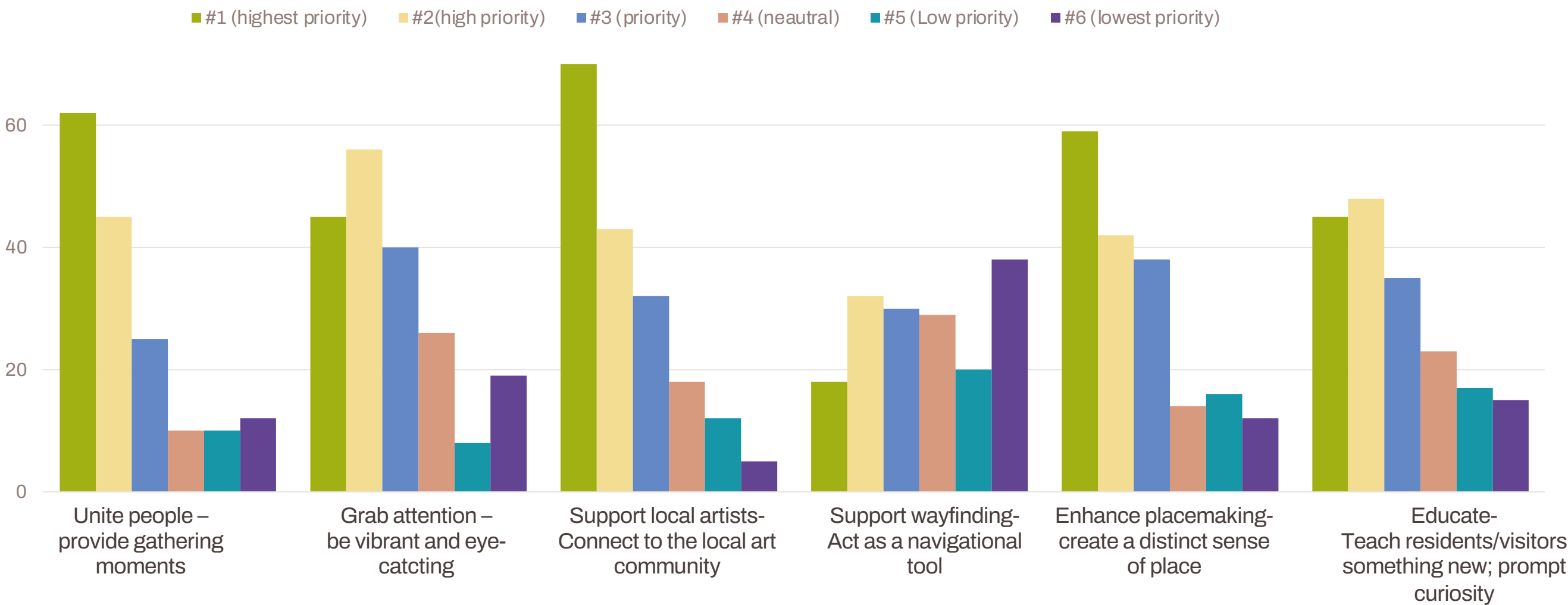
Where do you want to see more public art in Brisbane?



Key Takeaway: The majority of respondents would like to see public art in parks, inside/around municipal buildings, and in trails. The public art plan will prioritize these locations.

Survey Results – Q9

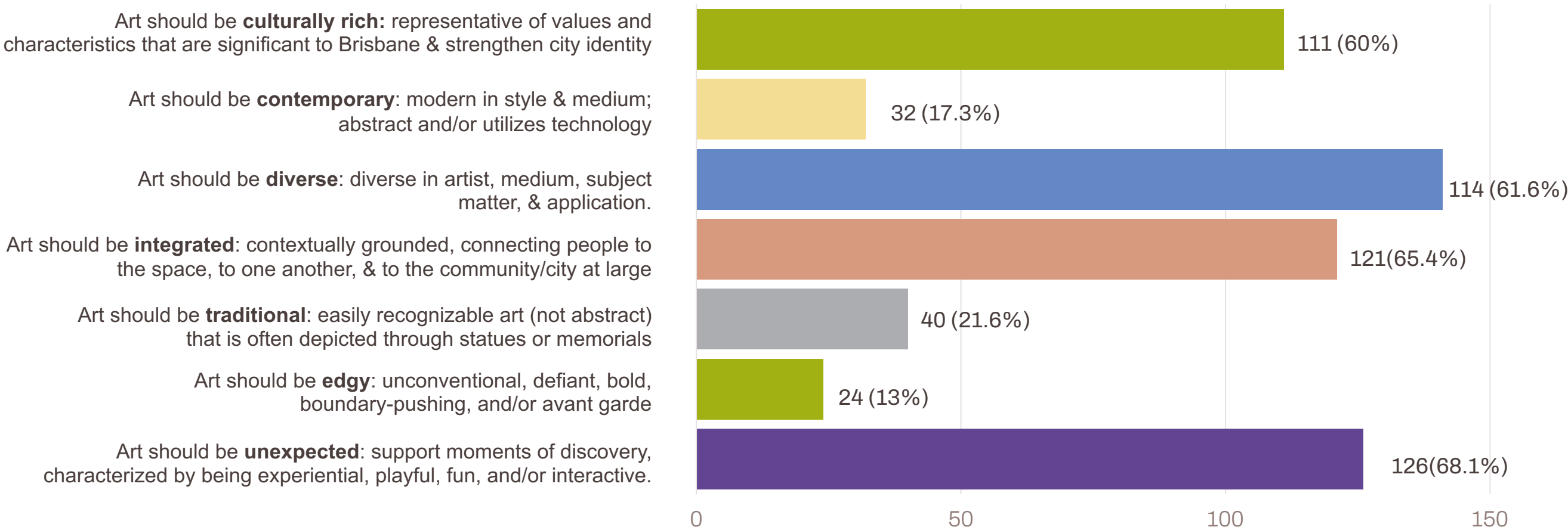
What role should public art play in Brisbane?



Key Takeaway: Respondents believe art should support the local art community, unite people, and enhance placemaking. Secondly, it should grab attention and educate residents and visitors. These responses align with the Visioning Workshops results, from which the community stakeholders and PAAC selected 1) grab attention, 2) unite, and 3) enhance placemaking.

Survey Results – Q10

What public art criteria are most important to you? Select your top 3.
(Respondents were provided reference images for each option.)



Key Takeaway: Respondents want public art to be unexpected, integrated, diverse, and culturally rich. These were also the top 4 selections from the PAAC and community stakeholders during the Visioning Workshop.

Survey Results – Q11

Thinking big and thinking ahead, what else would you like to see in terms of public art in Brisbane?

CATEGORY	Art Styles and Preferences	Location	Public Engagement	Education
RESPONSES	Large murals and well-done sculptures Functional art that serves a purpose Art reflecting local history, culture, and Native American heritage Nautical-themed art representing sailing and marine life Avoid edgy or overly intellectual art that might not be well-received Emphasize timeless, unique, and inspiring art Wayfinding signs, murals on industrial buildings, and interactive sculptures Include diverse art styles, from comforting to edgy Propose large-scale, iconic art pieces in prominent locations Balance innovation with practicality in art displays Temporary; the variation of styles and objectives of works will inspire thought and conversation	Integrate art into new developments, parks, and community areas. Develop art walks and trails with sculptures and murals. Beautify public spaces like playgrounds, bus stops, and trails. Create wayfinding art to connect different parts of Brisbane. Explore an artist in residence program and a municipal art collection.	Interactive and engaging art for all ages, especially children. Art that encourages public participation and community involvement. Community art projects involving local residents. Support for local artists and musicians, including paid opportunities. Creation of a community space for artists to gather and create. Involve public, local artists, and professionals early in development.	rt that raises awareness of environmental issues and conserves nature. Temporary exhibits and educational art showing Brisbane's history and ecology. Consider funding public art through development projects and city funds.

Key Takeaway: These themes highlight a desire for diverse art that reflects the local community, educates residents and visitors, and encourages public participation.

Testimonials

“I love to see art in the city. It makes our day and adds a little color to life.”

“More interactive, temporary art”

“I love public art and I am a community member and I am very interested.”

“We need to introduce people to Brisbane!
Add some art, clean up the front.”

“We really do appreciate you being here”

“Iconic, eye-catching, surprising”

Appendix

Community Engagement Results Summary

Mission/Vision for Public Art

Summation of questions on the role and benefit of public art, community identity, and future art criteria

- Stakeholders want future public art in Brisbane to support **community identity**, instill **greater appreciation for the arts**, and **spark civic pride/investment in public spaces**.
- Stakeholders' definitions for "community identity" vary, but key themes emerge when written responses are grouped thematically: **small-town charm, natural environment, artistic spirit, and connected/inclusive/active community**. These themes should be reflected in forthcoming public art initiatives.
- Stakeholders want Brisbane's public art collection to create a distinct sense of place (**enhance placemaking**), **unite people**, **grab attention**, and **support the local arts community**.
- Stakeholders want artwork to be **unexpected, integrated, diverse, and culturally rich**.



Community Engagement Results Summary



Plan Recommendations

Summation of questions on the role and benefit of public art, community identity, and future art criteria

- To fulfill the desires above, art location planning should prioritize **community-oriented areas like parks, trails, and municipal buildings**, as well as make use of underutilized industrial areas (**blank canvases!**) and welcome moments (iconic entry piece!). Prioritizing these locations can allow for maximum impact and engagement where people can gather and be inspired.
- **Temporary and educational art** may be preferential to support stakeholders' interest in interactive initiatives that engage diverse residents and promote Brisbane's history and environment.
- The plan should lay out the city's public art funding and selection process - including how new developments generate public art funding - to help **educate residents** and encourage ongoing engagement.
- The plan should highlight how art can help **preserve Brisbane's beloved community identity** and be a tool for **building excitement, attention, and community amidst new development**.

Appendix

Art Selection Scoresheets (RFQ and RFP)

RFQ Scorecard





City of Brisbane RFQ Scorecard

For public art projects over \$75,000, the City of Brisbane Public Art Advisory Committee will host a Request for Qualifications (RFQ) and use this scorecard to select qualified artists to move on to create a site-specific design proposal. Evaluation is based on whether the artist's RFQ submission aligns with Brisbane's public art mission and three general public art criteria.

Applicant Name: _____

Reviewer Name: _____

Date of Review: _____

Criteria	Evaluation Questions <i>Not all questions have to be answered "yes." These are simply prompts to support discussion and decision making.</i>	Score
The mission for public art in the City of Brisbane is to support community identity, unity, and pride through diverse artwork that grabs attention and distinguishes a unique sense of place.	Does the artist's portfolio, experience, and letter of intent support the City of Brisbane's public art mission?	1 2 3 4 5
RFQ Presentation: Artist's submission should be clearly organized and address all items in the RFQ.	Does the artist have demonstrated experience in the kind of public art project described in the RFQ? If experience is limited, do they demonstrate the skill, professionalism, and aspiration to successfully complete the project at hand? Does the artists' portfolio demonstrate successful execution of, or potential to execute, similar public art projects? Does the artists' submission address all requested information from the RFQ? Is it presented in a logical order that is easy to follow and clearly communicates the idea for the project?	1 2 3 4 5
Long-Lasting (permanent public art only): Artwork should be durable, safe, and easy to maintain in order to encourage the community to continuously engage with it.	Is the artists' work made from durable, high-quality materials? (Consideration should be given to structural and surface integrity and protection against theft, vandalism, weathering, and excessive maintenance and repair costs.) Is the artist's work safe for people of all ages and backgrounds to engage with? Can the artist guarantee and/or support the long-term viability of their work? Is there funding available for ongoing maintenance?	1 2 3 4 5

City of Brisbane RFQ Scorecard — Page 1 of 2

RFP Scorecard





City of Brisbane RFP Scorecard

The City of Brisbane Public Art Advisory Committee should use this scorecard to select a winning artist and proposal for a public art project. Evaluation is based on whether the artist's proposal aligns with Brisbane's public art mission, three general public art criteria, and six Brisbane-specific public art criteria that were developed in response to community feedback.

Applicant Name: _____

Reviewer Name: _____

Date of Review: _____

Criteria	Evaluation Questions <i>Not all questions have to be answered "yes." These are simply prompts to support discussion and decision making.</i>	Score
The mission for public art in the City of Brisbane is to support community identity, unity, and pride through diverse artwork that grabs attention and distinguishes a unique sense of place.	Does the artist's portfolio, experience, and letter of intent support the City of Brisbane's public art mission?	1 2 3 4 5
RFQ Presentation: Artist's submission should be clearly organized and address all items in the RFP.	Does the artist have demonstrated experience in the kind of public art project described in the RFP? If experience is limited, do they demonstrate the skill, professionalism, and aspiration to successfully complete the project at hand? Does the artists' portfolio demonstrate successful execution of, or potential to execute, similar public art projects? Does the artists' submission address all requested information from the RFP? Is it presented in a logical order that is easy to follow and clearly communicates the idea for the project?	1 2 3 4 5
Long-Lasting (permanent public art only): Artwork should be durable, safe, and easy to maintain in order to encourage the community to continuously engage with it.	Is the artists' work made from durable, high-quality materials? (Consideration should be given to structural and surface integrity and protection against theft, vandalism, weathering, and excessive maintenance and repair costs.) Is the artist's work safe for people of all ages and backgrounds to engage with? Can the artist guarantee and/or support the long-term viability of their work? Is there funding available for ongoing maintenance?	1 2 3 4 5

City of Brisbane RFP Scorecard — Page 1 of 3

Appendix

Public Art Donation Form

Public Art Donation Form





City of Brisbane Donation Policy -
Public Art

I. Purpose

Members and supporters of the Brisbane community from time to time wish to support the community by making donations to the City of Brisbane. The City Council appreciates this generosity and has adopted this policy regarding donations to the City of Brisbane, including City departments and City sponsored programs, activities, and events.

II. Definitions

1. Donation: a contribution made directly to the City without expectation of goods, services, or significant benefit or recognition in return. Donations may be in the form of money, money alternatives, or in-kind contributions of products, services, investment securities, real property (land or other type of fixed asset), or any combination thereof. A donation may be unrestricted, where the donor has placed no limitation on its use, or restricted, where the donor has restricted its use to a specified purpose. A contribution that, if accepted, would obligate the City to enter into a service, procurement, or other agreement shall not be considered a donation. Grants to the City from a local, state, or federal agency are not subject to this Policy.

2. Donor: Any organization or individual who provides the City with a donation.

3. Donation Agreement: An agreement between the City and the donor that details any restrictions on a donation as well as the respective obligations of the donor and the City.

III. General Provisions

1. The City welcomes unrestricted donations as well as restricted donations that enhance City services, reduce costs that the City would incur in the absence of the donation, or that otherwise provide a benefit to the City. The City may decline any donation without comment or cause.

2. Donors shall not expect, nor shall the City grant, any extra consideration to the donor in relation to City procurement, regulatory matters, or any other business, services, or operations of the City. To avoid the possible appearance of extra considerations, Council appointed Commissioners and Committee Members as well as city staff shall not solicit donations to the City except as stated in 3 below.

3. Donations must be directly related to providing goods or services to the public or for another valid public purpose. Donations may not be used for personal financial gain of any City elected or appointed official or employee.

4. The net benefit of a donation should be considered when determining whether to accept a donation. Net benefit includes all lifecycle costs of ownership, including maintenance, repair, clean-up, administrative, and any potential liability or expenses that may be associated with the donation.

a. Donations may not be used to implement new on-going programs or services unless a permanent source of revenue is identified to support the program or service.

b. Potential costs and liabilities should be considered if a donation of personal property or of a service does not include the same indemnification, insurance, bonding, or warranties that the City would normally receive through procurement of personal property or services.

c. Real property may be accepted by the City as a donation provided that it will not expose the

City of Brisbane Donation Policy for Public Art — Page 1 of 5



File Attachments for Item:

K. Volunteer of the Year Selection Process

(Staff is recommending reviewing and to consider the existing process for Volunteer of the Year selection and provide direction to staff if changes are desired.)



CITY COUNCIL AGENDA REPORT

Meeting Date: March 20, 2025

From: Noreen Leek, Parks & Recreation Director

Jeremy Dennis, City Manager

Subject: Volunteer of the Year Selection Process

Community Goal/Result

Community Building

Purpose

Recognize outstanding residents for their contributions to the Brisbane community.

Recommendation

Review and consider the existing process for Volunteer of the Year selection and provide direction to staff if changes are desired.

Background

Each year, the City of Brisbane recognizes a resident as its Volunteer of the Year, and occasionally a minor as the Youth Volunteer of the Year. These awards are bestowed upon dedicated community members who have demonstrated ongoing commitment to the City of Brisbane. They act with the purpose of community in mind and give selflessly to others while contributing to the high quality of life for Brisbane residents.

Typically, staff collects nominations for prospective recipients between April-August. Following the Council's Summer recess, a subcommittee comprised of the two (2) Council Liaisons to the Parks & Recreation Commission, and the PR& Commission Chair and Vice Chair would convene. The selection committee reviews the nominations received, including past non-awarded nominees from previous years, and votes on the award recipient(s). The selection committee uses the following criteria to guide their decision-making process:

Applicants must fulfill at least 3 of the following requirements to qualify for Volunteer of the Year:

- a. Consistent and ongoing service to the community spread over the course of many years/decades; a "lifetime achievement" type award.*
- b. Extensive and significant volunteer service in a particular area/field.*
- c. Volunteering across a variety of purposes and community groups.*
- d. Selfless commitment, giving for the betterment of the community and not for personal recognition or gain.*
- e. Inspires others to volunteer.*
- f. Take the initiative to enhance the city.*

The individual(s) selected is typically announced at the annual Day in the Park event and is honored at the Festival of Lights as they assist the mayor with lighting the festival tree. They are also recognized at a City Council meeting with a formal proclamation. A list of past Volunteer of the Year award recipients is included as Attachment 1.

Discussion

This serves as an opportunity for the Council to review the existing process and suggest improvements or modifications. It is important to periodically analyze and adapt procedures to ensure that they remain fair and aligned with the goals the City. If there are aspects of the process that require refinement, modifications for the 2025 process can be made at this time and direction to staff should be provided accordingly.

Fiscal Impact

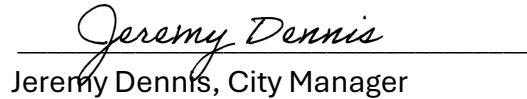
None associated with this staff report.

Attachments

1. List of past Volunteer of the Year award recipients



Noreen Leek, Parks & Recreation Director



Jeremy Dennis, City Manager

Volunteer of the Year Award Recipients

YEAR	NAME
1994	Hitachi of America
1995	Clara Johnson
1996	Frank Walsh
1997	Bill Lawrence
1998	Marilyn Hurst & Bob Dettmer
1999	Tim Trzeciak
2000	Allen Nixon
2001	Jeri Sulley
2002	Bonnie Bologoff
2003	Alison & Bob Wilson
2004	Irene Oliver
2005	Ken Walker
2006	Peter Stiehler
2007	John Quilter
2008/2009	Dale Conway
2008/2009	Randy Romriell
2010/2011	Dan Carter
2012	Jessica Aloft
2013	Daniel Sorrentino
2014	Ted Reiterman
2015	Paul Bouscal
2016	Sue Cochran
2017	Rachel Ennis
2018	Nancy Colman
2019	Nancy Lacsamana, Youth VOY: Chaya Bella David
2020	Vicki Smith & Joe Sulley
2021	Sharon Boggs
2022	June Heavner
2023	Marc & Camille Salmon, Youth VOY: Sagar Rajan
2024	Peter Grace

File Attachments for Item:

M. Countywide Assignments and Subcommittee Reports

i. Report Out on Subcommittee Meetings

ii. Upcoming Subcommittee Meetings



CITY of BRISBANE

Council Subcommittee Update

From March 1st, 2025 to March 14th, 2025

1. Report Out on Subcommittees/Committees

A. Age Friendly Subcommittee

3/3

Kern, Lentz

The Subcommittee discussed the Age Friendly Action Plan, age friendly programming and grant opportunities. This was a highly attended meeting. The plan is categorized into sections called Domain/Goal and the Subcommittee and public gave comments/direction on each:

- Outdoor Spaces and Buildings: the main focus was benches and where to place them; have the benches be numbered and wayfinding options; could some of the Parcel R money be used for benches and new workout equipment at the marina?
- Transportation: SamTrans stops need to be marked better and better protected from the elements; share via media more senior transportation options; Identify gaps and senior safety zones; more ADA parking spots along Visitation and the community park.
- Housing: Work with HIP Housing and create a plan/outreach to get the community comfortable with renting a room to a senior or getting seniors comfortable with sharing their home.

Additional general comments included having a commercial kitchen for volunteers to prepare meals and a nutritionist to review meal plans for more balanced meals; lowering the age from 65 years old to 62 years old; and expand the senior walking program.

There are additional Domain/Goal sections to review, so a second Age Friendly Subcommittee has been set for Tuesday, March 25th at 1:30pm in the Community Meeting Room.

Age Friendly Action Plan: <https://www.brisbaneca.org/media/44351>

Meeting Page: <https://www.brisbaneca.org/citycouncil/meeting/age-friendly-subcommittee-meeting>

B. City Facilities Subcommittee

3/5

Davis, Mackin

The Subcommittee discussed the city facilities toured last week and prioritize projects. The councilmembers observed maintenance issues that Public Works Director Breault will review, inspect and price high priority repairs. One of the priority buildings is the Community Center/old library. At this point, it is recommended that the City protect the integrity of the building, but being judicious. The subcommittee will reconvene when a budget list is prepared by Breault and then make recommendations to Council.

The Subcommittee would also like to agendize a discussion about future uses and vision for the Marina, Community Center, Silverspot and Mission Blue.

Meeting Page: <https://www.brisbaneca.org/citycouncil/meeting/city-facilities-subcommittee-meeting>

C. Liaison to CSSC Subcommittee**3/12****Kern, Mackin
Wodziak, Wirowek**

The councilmembers met with the Complete Streets & Safety Committee (CSSC) liaisons to review the CSSC workplan for 2025. The subcommittee discussed and re-prioritized their workplan with focus on street safety on Visitacion Avenue. CSSC will first finish their investigation of potential one-way streets on Mariposa and Monterey between Visitacion and Solano. They considered possible options for traffic calming and slow speeding measures.

Meeting Page: <https://www.brisbaneca.org/citycouncil/meeting/liaison-cssc-subcommittee-meeting>

D. Housing Subcommittee**3/13****Davis, Lentz**

The subcommittee discussed density bonus and inclusionary housing ordinance updates. They reviewed what is mandated by the State to bring the ordinance into compliance. They also reviewed what the City is requiring above and beyond the State's requirements, such as reducing the minimum unit/lot threshold for inclusionary housing from six to five units/lots, more incentives to build inclusionary housing and an additional alternative to on-site construction. The subcommittee recommended removing one of the incentive options that discussed whether an ADU provided by for-sale developments may be sold *IF* the City amends its ADU regulations. This topic and the updated ordinance will be brought to Council at a later date for discussion.

The subcommittee reviewed the preliminary proposed in-lieu fees to incentivize developers to build affordable housing units rather than pay into the City's affordable housing fund. Staff worked with HEART to get their analysis regarding fees from other cities. The subcommittee discussed whether to increase the proposed in-lieu fee to really encourage a developer to build affordable housing units, and requested staff to benchmark other cities regarding thresholds, size and other details.

The subcommittee asked staff to develop an affordable housing action plan in line with the City's strategic plan. When the City has an affordable housing fund, what are some options that the City could implement other than just building housing. Possible ideas include first-time home buyers program, rental assistance, etc. Staff can begin work on the action plan in late Fall.

Meeting Page: <https://www.brisbaneca.org/citycouncil/meeting/housing-subcommittee-meeting>

2. Upcoming Subcommittees:

Quarry Subcommittee

3/24 2pm

Lentz, O'Connell

Discuss the upcoming Quarry project. Meeting requested by staff.

Age Friendly Subcommittee

3/25 1:30pm

Kern, Lentz

Continue to review the Age Friendly Action Plan, programming and grant opportunities.

Emergency Preparedness Subcommittee

4/2

2:00pm

Davis, Kern

Discuss potential opportunities to increase the City's preparedness during an emergency.

Meeting requested by staff

3. Proposed Subcommittees:

Does any councilmember wish to propose any items for a subcommittee to discuss?