



**BURLINGAME CITY COUNCIL  
Unapproved Minutes  
Regular Meeting on January 6, 2020**

**1. CALL TO ORDER**

A duly noticed meeting of the Burlingame City Council was held on the above date in the City Hall Council Chambers at 7:11 p.m.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

The pledge of allegiance was led by Broadway Business Improvement District President John Kevranian.

**3. ROLL CALL**

**MEMBERS PRESENT:** Beach, Brownrigg, Colson, O'Brien Keighran, Ortiz

**MEMBERS ABSENT:** None

**4. REPORT OUT FROM CLOSED SESSION**

**a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (CAL. GOVT. CODE § 54956.9), ONE CASE: POLICE OFFICERS' ASSOCIATION AND POLICE SARGEANTS' ASSOCIATION**

City Attorney Kane reported that direction was given, but no reportable action was taken.

**5. UPCOMING EVENTS**

Mayor Beach reviewed the upcoming events taking place in the city.

**6. PRESENTATIONS**

**a. MEASURE I OVERSIGHT COMMITTEE REPORT**

Measure I Oversight Committee member Joe Galligan stated that the Committee met with Councilmember Ortiz and Councilmember Colson to review the audit report on how Measure I funds were spent.

Mr. Galligan reviewed the history of Measure I and explained that in November 2017, voters passed Measure I, approving a quarter cent sales tax. He explained that the role of the

Committee is to ensure that the funds that are collected from the sales tax are used for community needs. He stated that the funds were used to hire an additional police officer and repair streets and sidewalks. In addition, \$1 million was set aside to pay the debt service on the future Community Center.

Mr. Galligan stated that not all of the Measure I funds that were collected were spent. He explained that it was determined that the additional funds would be put towards street and sidewalk repairs.

Mr. Galligan discussed the State's transition to a new accounting system and how it had created a delay in cities receiving their portion of sales tax. Accordingly, the City ended up with more funds than previously anticipated.

Mayor Beach thanked the Measure I Oversight Committee for their work.

**7. PUBLIC COMMENT**

James talked about the importance of bicycle lanes in the community.

**8. CONSENT CALENDAR**

Mayor Beach asked the Councilmembers and the public if they wished to remove any item from the Consent Calendar. Councilmember Brownrigg pulled item 8e.

Councilmember Ortiz made a motion to approve items 8a, 8b, 8c, 8d, and 8f; seconded by Vice Mayor O'Brien Keighran. The motion passed unanimously by voice vote, 5-0.

**a. APPROVAL OF CITY COUNCIL MEETING MINUTES**

City Clerk Hassel-Shearer requested Council adopt the City Council Meeting Minutes of December 16, 2019.

**b. CONFIRMATION OF THE MAYOR'S COUNCIL ASSIGNMENTS FOR 2020**

City Clerk Hassel-Shearer requested Council approve of the Mayor's Council Assignments for 2020.

**c. ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH URBAN FIELD STUDIO FOR CONCEPTUAL DESIGN OPTIONS FOR A PUBLIC PLAZA ON CITY PARKING LOT E AND COORDINATION WITH THE DEVELOPMENT AT 220 PARK ROAD (FORMER POST OFFICE SITE)**

CDD Gardner requested Council adopt Resolution Number 001-2020.

**d. OPEN NOMINATION PERIOD TO FILL TWO VACANCIES ON THE MEASURE I CITIZENS' OVERSIGHT COMMITTEE**

City Manager Goldman requested that the nomination period be opened to fill two vacancies on the Measure I Citizens' Oversight Committee.

**e. OPEN NOMINATION PERIOD TO FILL ONE VACANCY ON THE PLANNING COMMISSION**

City Manager Goldman stated that there is a vacancy on the Planning Commission due to the vacated seat of Brenden Kelley. She noted that the deadline to apply for this seat was Friday, January 31, 2020.

Councilmember Brownrigg stated that it was unfortunate that the City didn't let Commissioner Kelley know ahead of time that he was at risk of losing his position on the Planning Commission.

*Not directly stated at the meeting but for background information: The City Council has a long-standing policy regarding Commissioner attendance at Board and Commission meetings. The relevant section of the policy states:*

*If a Board of Commission member is absent from one third (1/3rd) of the regular meetings held by the particular board or commission during a twelve (12) month period, or is absent from four consecutive regular meetings held by the particular board or commission, the office of that commissioner becomes automatically vacant from the end of the last regular meeting that the board or commission member attended.*

Councilmember Brownrigg stated that the consensus was that Commissioner Kelley had done a great job when he attended meetings. He noted that unfortunately Commissioner Kelley had to miss meetings because he is a CCFD firefighter.

Councilmember Brownrigg asked that the City implement a process that would give commissioners and board members a heads up if they are at risk of violating the attendance policy. He noted that he wasn't disputing that the City should have this policy, just that the individuals should be given fair warning.

City Manager Goldman concurred and stated that while staff and department heads had been unaware of this policy since it was adopted long ago, they had worked quickly to put a process in place to warn future commissioners and board members.

Councilmember Colson explained that the Planning Commission was having trouble reaching a quorum for their meetings because of absences. She discussed how this creates issues for staff, homeowners, and local businesses. She noted that the fact that an individual would even get close to missing one third of the meetings is a problem. Therefore, she stated that the individuals should be notified, but the City should enforce the policy.

Vice Mayor O'Brien Keighran stated that she had specifically asked Commissioner Kelley how he planned to balance his work schedule with the duties of the Planning Commission during the interviews. She noted that he had replied that it wouldn't be an issue.

Councilmember Ortiz stated that he agreed with his colleagues. He discussed the potential for new issues or comments to come up on a project if a commissioner misses a meeting but is present the next time the project is reviewed. He explained that it could cause problems and unfairly delay projects.

Mayor Beach opened the item up for public comment.

Planning Commission Chair Comaroto stated that she agreed with Council that there needed to be consistency on the Planning Commission. She noted that it was a pleasure to serve with Commissioner Kelley and that he had served on a lot of the subcommittees. She asked that the commission and board members receive fair warning in the future.

Mayor Beach closed public comment.

Mayor Beach stated that she spoke with the City Manager about what processes should be put in place to ensure that commission and board members receive a fair warning in the future. She explained that they discussed having the Department Heads remind the commissioners and adding language to the application.

Mayor Beach stated that Commissioner Kelley was excellent on the Planning Commission. She noted that he added value to the Commission as he was both thoughtful and open-minded.

Councilmember Brownrigg made a motion to open the nomination period to fill one vacancy on the Planning Commission; seconded by Councilmember Ortiz.

Councilmember Colson suggested putting an attendance record in the back of the commission and board members' binders.

Vice Mayor O'Brien Keighran stated that she liked that the attendance requirement would be put on the application and asked that the application be amended prior to individuals applying for this seat. City Manager Goldman replied in the affirmative.

Vice Mayor O'Brien Keighran stated that they should specify the maximum allowable absences per commission and board in the application.

Councilmember Colson asked about commissioners that are out for health reasons. City Manager Goldman stated that she would need to review the language. But she believed that prior to her, there was a Planning Commissioner who was absent due to significant health issues and the policy stated that the individual would be removed but could reapply.

City Attorney Kane stated that the City Manager and she had discussed bringing back a staff report that would clarify some of the questions in the existing policy.

Vice Mayor O'Brien Keighran asked if a commissioner or board member attending the meeting via phone would count as being present. City Attorney Kane stated that the City has made some accommodations, but there are limitations due to the Brown Act.

The motion passed unanimously by voice vote, 5-0.

**f. APPROVAL OF LIBRARY STAFF OUT OF STATE TRAVEL**

City Librarian McCulley requested approval for out-of-state travel for Library staff.

**9. PUBLIC HEARINGS**

**a. INTRODUCTION OF AN ORDINANCE AMENDING CHAPTERS 13.36.030, 13.36.040, AND 13.40.010 OF THE BURLINGAME MUNICIPAL CODE TO EXTEND THE PARKING TIME LIMIT FROM ONE HOUR TO TWO HOURS AND INCREASE THE PARKING METER RATE ON BROADWAY FROM EL CAMINO REAL TO CALIFORNIA DRIVE**

DPW Murtuza stated that in 2018, the TSPC reviewed a request from the Broadway Business Improvement District ("BID") to increase the parking duration along Broadway between El Camino Real and California Drive from one to two hours. He explained that TSPC recommended that the Council create a six-month pilot program in which meters on the 1100 and 1400 blocks of Broadway would be converted to two-hour meters, while those on the other blocks would remain one-hour meters.

DPW Murtuza stated that after reviewing TSPC's recommendation, the Council recommended increasing the wayfinding parking signage and other improvements to assist individuals in finding the two-hour parking lots. He explained that the Council determined that the City should revisit the matter after the signage improvements were complete.

DPW Murtuza stated that at the November 13, 2019 Economic Development Subcommittee meeting, members of the Broadway BID advocated for changing the meters on Broadway to two hours and noted that their businesses were suffering with the one-hour meters. He added that BID representatives also approved changing the parking meter rates from \$0.50 per hour to \$1.00 per hour. He noted that the staff also reviewed adding one more 24-minute meter on the 1400 block.

DPW Murtuza stated that staff found the requests consistent with the meter times on Burlingame Avenue. He added that the public's concern about lack of turnover of parking spaces would be mitigated by the meter rate increase.

DPW Murtuza stated that at the December 12, 2019 TSPC meeting, the Commission reviewed the BID's request. He noted that while TSPC voted down the proposal as presented, the commission did indicate support for a more comprehensive plan and studies to be done prior to implementing the two-hour time limit change.

DPW Murtuza stated that TSPC recommended extending parking enforcement beyond 6:00 p.m., which was previously studied by the City Council in 2012. He noted that in 2012, the Council determined that it wouldn't benefit the community.

DPW Murtuza stated that after further review, staff recommends changing the parking time limit from one hour to two hours on Broadway and increasing the parking meter rate from \$0.50 to \$1 per hour. He noted that staff also recommends adding a 24-minute spot in the 1400 block. Lastly, he explained that during the Burlingame Avenue Streetscape Project, the City had changed parking restrictions on Burlingame Avenue from one hour to two hours but that the code had not been updated. Therefore, appropriate language is included in the proposed ordinance.

Councilmember Colson asked about TSPC's recommendation to reduce the red curbing on Broadway to allow for additional spaces. Senior Engineer Andy Wong replied that staff was not recommending reducing red curbing on Broadway.

Mayor Beach asked if the proposed meter rates for Broadway were consistent with the rates on Burlingame Avenue. DPW Murtuza replied that the pricing was consistent for the first hour. However, he explained that Burlingame Avenue has smart meters, and to encourage turnover on the Avenue, the second hour costs \$2.

Mayor Beach asked if the increased pricing for the second hour was considered for Broadway. DPW Murtuza explained that Broadway's meters currently do not have the technology necessary to undertake this task. He added that the parking needs and demands of Broadway are different from those of Burlingame Avenue.

Mayor Beach stated that the City's last comprehensive parking study was done in 2012. She asked if staff had given any thought to when the next comprehensive business district parking/rate study would occur and what would be included in the study. DPW Murtuza replied that there have been a lot of changes since 2012. He discussed the need to wait for the parking garage to be completed prior to undertaking a study.

Vice Mayor O'Brien Keighran asked if the suggestion was to include both Broadway and Burlingame Avenue in the comprehensive study. She explained that last time the Council discussed this idea, the Council asked for a study on Broadway. DPW Murtuza replied that Council directed staff to research wayfinding signage.

City Manager Goldman stated that the City should study both business districts at the same time. However, she noted that the City needed to first get some history with the parking garage prior to conducting a study.

Mayor Beach asked the City Clerk to read the title of the ordinance. City Clerk Hassel-Shearer read the title.

Vice Mayor O'Brien Keighran made a motion to waive further reading and introduce the proposed ordinance; seconded by Councilmember Brownrigg. The motion passed unanimously by voice vote.

Mayor Beach opened the public hearing.

Broadway BID President Kevranian voiced his support for the ordinance.

Councilmember Ortiz stated that the last time the Council discussed parking limits and meter rates on Broadway, there were merchants who voiced strong dissent against any changes. Mr. Kevranian stated that the merchants are now in support of the ordinance.

Councilmember Ortiz asked if Mr. Kevranian believed that the increase in rates would encourage turnover. He added that he believed it could affect the employees that park on Broadway. Mr. Kevranian replied that the merchants encourage their employees to not park on Broadway. He added that he didn't believe they would because if they make minimum wage, the increased rate amounts to approximately 9% of their hourly wage.

Councilmember Ortiz asked if the BID was advocating for parking enforcement beyond 6:00 p.m. Mr. Kevranian replied in the negative.

Mayor Beach closed the public hearing.

Councilmember Brownrigg and Councilmember Ortiz voiced their support for the proposed ordinance.

Vice Mayor O'Brien Keighran stated that when this came before the Council the first time, she voted against it. She explained that she voted against it because she believed that what was needed on Broadway was better signage for the parking lots. However, she stated that because the BID had reached a consensus, she could support the ordinance.

Mayor Beach noted that this was an important issue for the BID, and she was happy to see that they reached a consensus. She stated that while she wished the proposed ordinance was being considered after the electronic wayfinding signage was installed and studied, what she was hearing was that this is a customer service matter.

Mayor Beach thanked staff, the Broadway BID, and the TSPC for their work on this matter.

Councilmember Brownrigg made a motion to bring the ordinance back at the next meeting for adoption; seconded by Councilmember Colson. The motion passed unanimously by voice vote, 5-0.

**b. INTRODUCTION OF AN ORDINANCE AMENDING CHAPTERS 13.24.010 AND 13.24.015 OF THE BURLINGAME MUNICIPAL CODE TO REDUCE THE POSTED SPEED LIMIT ON CALIFORNIA DRIVE BETWEEN OAK GROVE AND PENINSULA AVENUES TO 25 MPH**

DPW Murtuza stated that the California Drive Roundabout project was completed in spring 2019. He noted that the project has significantly improved pedestrian access and safety along California Drive, while reducing potential conflicts for all modes of transportation. He explained that staff continues to monitor the intersection and make small changes to further enhance the safety, including:

- Enhancing the pedestrian Rectangular Rapid Flashing Beacons
- Installing driver feedback signs
- Deploying changeable message signs
- Implementing a pilot program with a 25 MPH speed limit on the California Drive approaches to the roundabout.

DPW Murtuza explained that the roundabout was designed with a 15 MPH advisory speed limit. This advisory speed limit is in place to prepare vehicles approaching the roundabout to yield to pedestrians near the crosswalks and vehicles already in the roundabout. He explained that staff has observed that not all vehicles were entering the roundabout at 15 MPH, which led to vehicles already in the roundabout stopping to avoid a potential collision.

DPW Murtuza stated that under the City's Municipal Code, California Drive from Oak Grove Avenue to Burlingame Avenue has a posted speed limit of 35 MPH. Therefore, staff believes that part of the reason some vehicles don't comply with the 15 MPH advisory speed is because of the need to rapidly decelerate from 35 MPH to 15 MPH in a short distance.

DPW Murtuza stated that under the California Vehicle Code, 25 MPH speed limit zones are limited to the following:

- Business districts
- Residential districts
- Near schools
- Near senior centers

He noted that California Drive between Oak Grove and Peninsula Avenue would qualify for a speed limit reduction because it is within a business district.

DPW Murtuza stated that staff presented this proposal to TSPC at their November 14, 2019 meeting. He noted that TSPC supported the reduction with a vote of 4-1.

Councilmember Colson asked why the one commissioner voted against the reduction. DPW Murtuza replied that the commissioner felt that vehicles exiting the roundabout in the northbound direction don't have to have the same speed as the vehicle entering the intersection. He noted that staff recommended decreasing the speed limit to 25 MPH in both directions to ensure consistency and the public's understanding.



Councilmember Brownrigg stated that he was concerned that vehicles in the northbound lane that doesn't enter the circle are going to end up going too fast and feeling unfairly ticketed. He asked how fast vehicles are currently driving in that lane and if staff has conducted radar checks. DPW Murtuza replied that he would have to get back to Council with that data. He stated that staff's main concern is the speed with which vehicles enter and exit the roundabout, especially as the result of the pedestrian crosswalks.

Councilmember Brownrigg stated that he agreed that people needed to slow down going southbound on California Drive. He asked if staff had considered rumble strips to slow vehicles down. DPW Murtuza replied that the latest round of incremental improvements at the roundabout included additional flashing beacons. He stated that staff would review rumble strips.

Councilmember Brownrigg asked for staff to provide the Council with data on how the roundabout has improved pedestrian safety. DPW Murtuza replied that in order to obtain solid findings, the City would need to wait a few years. He added that he would get back to Council with the data that he currently has.

Councilmember Brownrigg stated that he believed the City's Bicycle Pedestrian Master Plan would help make the streets safer for all forms of transportation. He asked that if the proposed ordinance is adopted, that the Police Department spend a solid amount of time warning and educating the public on the change in speed prior to ticketing.

Mayor Beach asked what staff's plan was to educate the public on the reduced speed limit. DPW Murtuza stated that staff will be using the eNews, electronic signage, and warnings.

Vice Mayor O'Brien Keighran suggested that staff provide information about the reduced speed limit on residents' water bills.

Mayor Beach asked the City Clerk to read the title of the ordinance. City Clerk Hassel-Shearer read the title of the ordinance.

Councilmember Ortiz made a motion to waive further reading and introduce the proposed ordinance; seconded by Vice Mayor O'Brien Keighran. The motion passed unanimously by voice vote, 5-0.

Mayor Beach opened the public hearing. No one spoke.

Mayor Beach thanked staff for their work on this matter and noted that a roundabout forces drivers and pedestrians to pay attention when entering the intersection.

Councilmember Brownrigg made a motion to bring the proposed ordinance back at the next meeting for consideration of adoption; seconded by Vice Mayor O'Brien Keighran. The motion passed unanimously by voice vote, 5-0.

## **10. STAFF REPORTS**

### **a. CONSIDERATION OF AN ENHANCED PROGRAM TO ADDRESS ILLEGAL DUMPING**

City Attorney Kane stated that illegal dumping is a chronic problem not only in Burlingame but throughout the Peninsula. She explained that in Burlingame, the dumping pattern that is most noticeable to residents occurs when tenants move out of multi-family units. She noted that illegal dumping encompasses a lot more than mattresses, TVs, and other household items disposed of after a tenant moves, but this is what is most visible to the public and what the City receives the most calls about. She added that most of the calls the City receives are about items being dumped on El Camino Real and Rollins.

City Attorney Kane stated that the City is a member of the South Bayside Waste Management Authority (“SBWMA”), which has a franchise agreement with Recology. She explained that under the agreement, Recology provides a maximum of 30 abandoned pickups per service day. She noted that the maximum of 30 encompasses all 12 public agencies in the SBWMA service area. She added that San Mateo tends to grab a disproportionate share of the 30 pickups because it is a larger city, and it has an automated system. She stated that the demand for pickups is greatest at the beginning of the month.

City Attorney Kane stated that the Public Works Department has dedicated staff to handle illegal dumping calls. However, when staff receives these calls, crews are diverted from their primary duties in order to respond.

City Attorney Kane explained that staff created a list of suggestions to assist in the matter. She noted that in her experience in prior jurisdictions, the security cameras are very effective when you have an identified hot spot. The list of suggestions is outlined in the staff report and includes:

- Public Outreach – educate the public on the pickup options through the eNews and social media accounts
- Annual Service Contract – contract with a trash hauler for on-call trash removal when Recology is unavailable, with an estimated annual cost of \$25,000 to \$50,000
- Leasing of four security cameras to monitor dumping “hot spots”
- Enhanced information on illegal dumping on the City’s website
- Report it! Reward! Program

Vice Mayor O’Brien Keighran stated that the City’s agreement with Recology includes one free pickup for the public per year. She asked if the one free pickup for multi-family developments is per unit or per property. City Attorney Kane stated that it was per rate payer.

Councilmember Ortiz asked if a resident already used their one free pickup, could they pay for an additional pickup. Finance Director Augustine replied in the affirmative.

Councilmember Brownrigg stated that SBWMA is trying to schedule more pickups as part of the contract with Recology.

Councilmember Colson asked if the City had a fine structure in place that could be used when they are able to identify the owner of illegally dumped items. City Attorney Kane replied in the affirmative. She added that Code Compliance Officer Rachel Norwitt goes through the illegal dump sites looking for incriminating information.

Vice Mayor O'Brien Keighran stated that the landlord might know who is moving out, but unless they see their former tenant illegally dumping items there is nothing that can be done. However, she stated that if the landlord knew who dumped the items, they could take the cost of removal out of the tenant's security deposit.

Councilmember Brownrigg voiced support for increased public outreach on the matter. He stated that there is potential State legislation that will allow SBWMA to fine homeowners if their trash gets into storm drains. Therefore, he felt that the City should conduct broader outreach so that the public understands the level of scrutiny that the State is considering.

Councilmember Ortiz asked if the City installed cameras in hot spots, who would monitor the cameras. City Attorney Kane stated that the City would be monitoring the cameras. She noted that the City would need to be careful about people's right to privacy and the Public Records Act. She stated that as a base principle, if you are on a public street, you don't have a technical right to privacy. She noted that the City would ensure that the cameras were directed solely at the hot spots and not into homes, and the images would only be held if they included illegal dumping.

Mayor Beach asked if most of the illegal dumping is in front of multi-family developments, in abandoned areas, or in front of residential units at the end of cul de sacs. City Attorney Kane stated that most of the illegal dumping is along El Camino Real. She noted that there are two locations on Rollins where items are regularly dumped, and that staff believes that these sites are a result of individuals outside of Burlingame.

Councilmember Colson stated that it would be beneficial if the City could negotiate a bulk rate for the landlords so that when items are dumped, they could get them removed at a more cost friendly price.

Mayor Beach opened the item up for public comment. No one spoke.

Councilmember Brownrigg discussed the potential problem that if the City makes it too easy and cleans up too quickly, the City will invite more dumping.

Councilmember Brownrigg asked about the cameras being portable. City Attorney Kane explained that the City could reposition the camera along the corridor as needed.

Councilmember Brownrigg stated that he is concerned about fixed cameras on Rollins Road. He noted that this part of the city is composed of less economically advantaged individuals versus other areas of the city. Therefore, he explained that he would be concerned that having security cameras in that area could send the wrong message. He stated that the City must be sensitive to the notion of government cameras.

Mayor Beach concurred with Councilmember Brownrigg. She noted that the cameras are also more expensive than staff's suggestion to contract with trash haulers.

City Attorney Kane stated that the flipside to Councilmember Brownrigg's point about Rollins Road is that the less economically advantaged individuals deserve a nice neighborhood. She noted that the City needs to conduct outreach on the matter and strike a balance.

Councilmember Ortiz stated that he has privacy issues with governmental cameras, but they are used everywhere. He noted that these cameras would act as deterrent for illegal dumping, and therefore he could support their installation.

Vice Mayor O'Brien Keighran stated that she thought the cameras would be a good deterrent. She asked if the City had seen an uptick in illegal dumping. DPW Murtuza replied in the negative and added that the numbers were consistent with previous years.

Councilmember Colson discussed purchasing multiple mobile cameras that could be moved throughout the different sections of the city. She noted that then the public could then let the City know where the cameras should be positioned.

City Attorney Kane stated that staff needed to do more research on utilizing cameras and draft a policy. She explained that she believed the first step was to enter into a contract with a trash hauler.

Council Brownrigg noted that the City charges franchise fees to Recology, and therefore the City has an income stream dedicated to cleanup. Accordingly, these funds could be utilized for this matter.

Mayor Beach stated that there was a consensus that staff should conduct further research on cameras and that the City should enter into a service contract for on-call trash removal.

**b. ADOPTION OF A RESOLUTION AUTHORIZING AMENDMENT OF THE CITY MANAGER'S EMPLOYMENT AGREEMENT TO PROVIDE A SALARY INCREASE, AND ADOPTING THE CITY OF BURLINGAME PAY RATES AND RANGES (SALARY SCHEDULE)**

Finance Director Augustine stated that on December 4, 2019, the Council met in closed session to conduct the City Manager's annual performance evaluation. She explained that in recognition of her positive performance evaluation, Council approved a 3% salary increase. She noted that this is the same increase provided to the City Department Heads and Unrepresented unit.

Mayor Beach opened the item up for public comment. No one spoke.

The Council thanked City Manager Goldman for her hard work and dedication to the City.

Councilmember Ortiz made a motion to adopt Resolution Number 002-2020; seconded by Councilmember Colson. The motion passed unanimously by voice vote, 5-0.

**11. COUNCIL COMMITTEE AND ACTIVITIES REPORTS AND ANNOUNCEMENTS**

**a. MAYOR BEACH'S COMMITTEE REPORT**

**12. FUTURE AGENDA ITEMS**

There were no future agenda items.

**13. ACKNOWLEDGEMENTS**

Mayor Beach presented a gavel plaque to Councilmember Colson in recognition of her 2019 mayorship.

**14. ADJOURNMENT**

Mayor Beach adjourned meeting at 9:01 p.m. in memory of Lee Mendelson

Respectfully submitted,

Meaghan Hassel-Shearer  
City Clerk