

2013 List of City Works

The following is a list of issues and topics that City staff, at Council direction, is currently engaged in. This list is not in any priority and should be read as a compilation of items only. This list is by no means an exhaustive statement of staff workload.

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1. **Recology Expansion and Remodel**

(Clay, Randy, John)

Project Summary: *Staff is working with Recology on the appraisal of streets. Also, the DEIR is studying the environmental impacts of their proposed project as a variant. Implementation of the new Business License Tax is subject to this project moving forward.*

Key Developments:

- 7/13 - The City Council authorized Recology to initiate a planning and environmental review process independent from the larger Baylands project.
- The Draft Environmental Impact Report (DEIR) was released in June of 2013.
- Brisbane City staff negotiated with the City of San Francisco to establish a fee that is to be adopted in the current rate setting. Brisbane City Council passed Resolution 2012-36 implementing this new fee.
- The City Attorney provided a memo to the City Council regarding the legal authority of the City to assemble land for the public purposes that the Recology Waste Diversion Facility would support.

Action Items:

- 7/13 - Work on an independent EIR for the Recology expansion project is underway and will continue through the end of 2013.
- Preliminary work on land assemblage for Recology expansion.

2. **Brisbane Baylands DEIR and Specific Plan**

(John, Clay)

Project Summary: *Proposal for development of the 684- acre Brisbane Baylands site and related environmental impact report evaluating multiple development scenarios.*

Key Developments:

- 7/13 - The Baylands DEIR was published in June 2013 and the 120 day public comment period closes in October 2013.
- CEQA Training was contracted and provided to Council committees in calendar 2012.

Action Items:

- 7/13 - Public meetings to be held in Fall 2013 to accept public comments on the Draft EIR. This will also provide an outlet for the Citizens Committee to provide their comments.
- 7/13 - Work on preparing the Responses to EIR Comments is anticipated to extend into early 2014.
- City Council to initiate preparation of a community-wide opinion survey regarding Baylands-related issues. Proposed timing is to undertake the survey in 2014 after publication of the Baylands Final EIR.

3. **Sierra Point Design Guidelines**

(John, Clay)

Project Summary: *Council has provided recent direction on subject matter and process issues. The Open Space and Ecology committee and the Parks and Recreation Commission have been asked to review. It is currently anticipated that the Guidelines will be back to City Council sometime in early April.*

Key Developments:

- 7/13 - Sierra Point Hotel feasibility study is complete.
- The State's elimination Redevelopment Areas delayed Guideline adoption. Although work remains, it is no longer an impediment to move forward on the Guidelines. The issue had been the disposition of the parking area, which the City owns, not the Redevelopment Agency.
- At the council's request, the Open Space & Ecology and Parks and Recreation Commissions have reviewed the draft proposal and submitted their comments to council.
- City Council appointed a subcommittee of Council woman O'Connell and Councilman Lentz that then contacted Brisbane resident Louise Schiller to assist in park and open area design. The subcommittee met in February to begin evaluating the use of current city/public property and how that would compare with property rearranged through land swap.

Action Items

- 7/13 - Once staff meets with the city council subcommittee, then the entire City Council will revisit this issue publicly near August or September.
- Staff and the subcommittee will continue to evaluate options and will bring back recommendations on public space location, programming, etc., as determined appropriate by the subcommittee

4. **Community Park Playground Equipment Project** (Caroline, Stuart)

Project Summary: *This project was referred to the Parks and Recreation Commission. A subcommittee evaluated various options including the size and content of a project. Staff worked with KaBOOM! to inquire about the city's grant edibility. The other funding options included: the Seton funding, a State Recycling Grant and some remaining funding from the Parks In-Lieu Fees Account.*

Key Developments

- Project was completed and opened to the public in December of 2012.

5. **Redevelopment and the Successor Agency** (Betsy, Sheri, Stuart, Clay)

Project Summary: *We, in collaboration with the Finance Department, have been working with the Oversight Board to establish a program for paying down the debt and the redistribution of property tax dollars. This is likely to be a fairly extensive amount of work and process over the next 6 months or year.*

Key Developments:

- 7/13 - The Successor Agency has received its Certificate of Completion from the State Department of Finance.
- 7/13 - The Successor Agency has started the process of refinancing both its 2001 A Tax Allocation Bond and its 1998 Housing Bond issue. Both the Successor Agency and the Oversight Board have approved the refinancing.
- All timelines for dissolution of the RDA have been met to date.
- A Due Diligence Review for the former Housing Fund was completed in October per State law. Distribution to underlying taxing entities was made by the County in December, including \$400,000 to the City of Brisbane.
- Due Diligence Review for the former RDA was completed in January 2013 per state law. No funds are available for distribution to the underlying taxing entities.
- Refinancing of Brisbane Public Financing Debt and evaluation of options for refinancing of former RDA debt. The Brisbane Financing Authority Debt refinancing was considered on the February 4, 2013 agenda.

Action Items:

- 7/13 - Our Bond Counsel and Financial Advisor are working on developing the necessary documents to submit to the Department of

Finance. We anticipated the Department of Finance will take 90 days before making a decision on whether to allow the refinancing or not.

6. Affordable Housing Projects and Programming (Sheri, Betsy, Stuart, Clay)

Project Summary: *The current word from our State Assemblyman is that there is likelihood that existing housing funds will remain with the City for Affordable Housing purposes which include Lau and Visitation Ave properties. This will require state legislative action. In addition to these funds the Housing Fund is due \$4.6m from RDA # 1 and potentially another 1.1m in Supplemental ERAF payments. This payment is subject to the Oversight Board and, if paid, would likely be paid over many years.*

Key Developments:

- 7/13 - Met with Mid-Pen and awaiting a pro-forma analysis.
- This project was placed on hold due to the changes in Redevelopment law that severely impacted low/moderate housing funding and programs.
- Property has been transferred into the City of Brisbane Housing Authority. We have ten years from the date of purchase (January 2012) to either build an affordable housing project, sell the property, or refund the Housing Authority the value of the property from other city funds.
- The State of California legislatures' clean-up legislation clarified future funding for Affordable Housing. Unfortunately there is little funding available at this time and it is likely to be several years into the future before funding is available through our Housing Authority. It is all dependent upon future development at Sierra Point and the Baylands.

Action Items:

- 7/13 - Staff will revisit this topic during a city council workshop to discuss strategies during December or January.
- Overview of History
- Identify financial options and locations for future projects
- Identify any issues relative to Successor Agency

7. High Speed Rail (Randy, John, Clay)

Project Summary: *This issue is currently in hiatus from a project proposal and environmental review. The Brisbane Baylands had been identified as a potential site for a railyard. At the moment the HSR project for the peninsula is on-hold. However, this project in some form may very well emerge at a later time. Recent discussion of an electrified and shared system with Caltrain is contemplated without a rail yard at the San Francisco end of the project. Staff and the City*

Manager also receive regular briefs from Caltrain staff relative to the CalMod LPMG status.

Key Developments:

- 7/13 – At the request of San Francisco, Caltrain is exploring options for re-use of their 4th and King facilities. As of August of 2013 CalTrain is assessing sites within San Francisco only.
- A variation of this project is the electrification of the Caltrain line. Caltrain has issued a Notice of Preparation (NOP) to commence an environmental review of this project.
- MPT Conway has replaced former CM Richardson on the Peninsula Cities Consortium (PCC). The San Mateo County Rail Corridor Consortium has not met since Caltrain formed the Caltrain Modernization Local Policy Makers Group (CalMod LPMG), which MPT Conway attends.

Action Items:

- 7/13 - Review and comment on any aspects of Caltrains' 4th and King study that are relevant to Brisbane.
- Staff will review and comment subject to City Council review on the Caltrain electrification DEIR.
- Staff will monitor any other activity that might take place regarding the larger HSR project.

8. EPA/NREL Renewable Energy Grant *(Caroline, Clay, John)*

Project Summary: *The project team from EPA/NREL will be on-site at the Brisbane Baylands on January 31st. We anticipate a report in 90 days after the site visit. CREBL will have an opportunity to meet directly with the individuals from EPA/NREL after the site visit. UPC along with the City has supplied documents for EPA/NREL prior to their arrival. On the day of the site visit, UPC will be supplying a shuttle for all individuals involved with the site visit the ability to travel to and from the site together. There may also be a member from the media present during part of the site visit.*

Staff is also working to create contacts with State of California agencies to see if we can generate interest.

Key Developments:

- 7/13 - The EPA Remedial Project Manager presented the report to the City Council on June 17, 2013.

- Report was completed and submitted to the City late in 2012 and was included in the DEIR for the Baylands.

Action Items:

- Any project would be subject to Baylands planning decisions.

9. **Water & Sewer Rates**

(Stuart, Betsy, Randy, Clay)

Project Summary: *is an annual work program. In addition, to the issue relative to the operation and maintenance of the system there needs to be discussion regarding the long term capital needs of the system. Also, there needs to be discussion of storm drain maintenance and capital needs.*

Key Developments:

- 7/13 - City Council has approved capital projects as part of the 2013/14 budget. Staff has developed different rate increase scenarios to pay for the projects.
- The City Council toured facilities and high-need Capital Projects.
- Staff and Council subcommittee met in March to review the high- need capital projects. Five million dollars of projects were identified:
 - **Bayshore Blvd South - 8" Force Main Underground Relocation (construction):** The Council previously approved the design contract for the relocation of an 8" high-density polyethylene force main temporarily installed aboveground between Bayshore Boulevard and Guadalupe Canyon Parkway.
 - **Glen Park Pump Station Upgrade:** Upgrade the booster pump station replacing the existing pumps and electrical system in order to modernize the facility and increase the firm capacity of the station to 1,450 gpm as recommended in the 2003 Water Master Plan.
 - **PRV Construction and Fire Main on Annis/Line F,G,H,I,J and Annis PRV:** This project will increase fire flow capacity to the Thomas and Joy Avenue Apartments by adding a pressure reducing valve and pipelines as identified in the 2003 Water Master Plan.
 - **SCADA System Replacement:** This project will completely replace the antiquated citywide utility telemetry system with a modern and reliable SCADA system using industry standard equipment.

Action Items:

- 7/13 - Facility subcommittee will review capital projects and the different rate increase scenarios in August. We will recommend a meeting with Council in September/October. A Proposition 218 rate increase process will follow, and notices will be mailed to utility users and property owners. The rate increase will be effective in January or March depending on the timing of the Prop 218 hearing.
- 7/13 - Bonds would be sold after the rate increase goes into effect.
- Staff and subcommittee will bring this item forward for Council review by Spring of 2013.

10. Airport Noise

(Clay, Maria)

Project Summary: *At this time we anticipate a study report back from the FAA sometime around April. Once that report is back the Council may wish to review the results. This issue is part of the work program for the SFO Roundtable.*

Key Developments:

- 7/13 – The city continues correspondence with Congresswoman Speier’s office and has received reports from Brian Perkins indicating that flight frequency has increased. There is speculation that the ongoing runway construction may be causing this increase due to the need for alternative landing routes.
- FAA rejected four models for change of departure routes that were presented to them by the Airport Roundtable and SFO Airport Noise abatement office. In lieu of departure changes, which the FAA argued would not operationally work; they offered to provide renewed training to controllers and more accountability for failure. The stated goal was to decrease noise from 10 p.m to midnight; and from 6 a.m to 8 a.m.
- Councilmember Lentz and staff met with Congresswoman Speier and the FAA in February. While progress is being made on the night flights, little has been offered for relief of the early morning flights.
- Roundtable has identified this issue as a work plan item. The Chairman of Roundtable has sent a letter to FAA and SFO Airport regarding the Brisbane noise issue.

Action Items:

- 7/13 – Congresswoman Speier’s office is waiting on a follow up meeting with the FAA in August/September.

- 7/13 – Councilman Lentz is working with Roundtable to identify potential strategies including work with Oakland Airport on de-confliction.
- Staff continues to coordinate with Congresswoman Speier’s office and the SFO Roundtable.

11. Teen Center and Services

(Randy, Clay, Stuart)

Project Summary: *Staff is working with the architect regarding plans that would allow the Eagles to swap property with the City and build a new building at the current Teen Center site. The concept is that the City would provide the site and build a shell building. The Eagles would be responsible for tenant improvements. If we are able to secure the Housing funding we could negotiate a deal using funds similar as to the purchase of the 5 Star Café.*

On a related topic we will be needing to identifying funds to purchase the 5 Star Café site for the City and pay the Housing fund by 2013 as it appears that we will run up against the 10 requirement (5 year and 5 year extension). (Clay, Stuart)

Key Developments:

- 7/13 – Teen facility closed on San Bruno Ave as of July 1st. All programs shifted to Lipman School.
- 7/13 - Staff is currently updating appraisals of both City and Eagles properties.
- 7/ 13 - A survey regarding teen services was sent and advertised to the Brisbane community via the Parks and Recreation Activity Guide and email listserv, City of Brisbane website, and other city literature in the spring of 2013.
- The financing issue was on the March 4th Council agenda. Staff recommended funding the acquisition from the City’s Capital Fund, which has a revenue source from the Business License Fee ordinance passed by Brisbane voters in 2008.
- The Eagles contacted a local contractor to obtain a private, versus public contract code, cost estimate. The goal of this approach is to reduce overall expense which would have the effect of assisting in putting together a business deal that is acceptable to the Eagles and the City.
- In January, the City and School District staff met regarding better collaboration on teen programming at Lipman School. We have started some programming at Lipman and will continue to work with the Parks & Recreation Commission on the future of teen programming and facilities.

Action Items:

- 7/13 - Staff will meet with the Eagles and with Council to discuss real estate matters.

12. History Project Update

(Maria, Clay, Sheri)

Project Summary: *Staff is working with a consultant and council subcommittee regarding the writing of the second 25 years of history of the City.*

Key Developments:

- 7/13 - Final draft of the History Book has been approved.
- 7/13 - The city is now moving forward with the Design and Publication phases.
- The drafting of the History Book is essentially done. Some final pieces of information are being accumulated.

Action Items:

- 7/13 - Fong Brothers will print here in Brisbane but want to see final proposed design and layout before revising their cost estimate.
- Once design work is finished and we can assess cost the subcommittee will return to City Council with a final printing recommendation.
- Publication goal is end of 2013.

13. Sustainability Subcommittee

(Stuart, Lisa, Clay)

Project Summary: *This committee consists of Councilmember's Miller and Lentz and participation from the Parks & Recreation Commission, Planning Commission and Open Space and Ecology Committee. They are working on developing a sustainability plan specifically for the Brisbane Baylands development.*

Key Developments:

- 7/13 - The Sustainability plan has incorporated all comments from the various committees and the public into the document, submitted it for Council review in April of 2013, and has started working on Key Performance Indicators.

- 7/13 - Geof Syphers has taken employment with another agency and is no longer able to work with the City on this project.
- A draft plan was reviewed by City Council and referred to the Parks & Recreation Commission, Planning Commission and Open Space & Ecology Committee for comments. This was completed in 2012.

Action Items:

- 7/13 - The city will search for another consultant for this project. This may delay the time frame of completing Key Performance Indicators which was initially anticipated by the end of October.

14. Fire Station

(Ron, Randy, Stuart, Clay)

Project Summary: *Two factors impact decisions on the Fire Station. First, the Baylands DEIR that addresses fire suppression needs and transportation/roadway networks will help inform discussion regarding strategies for the fire station. Then, the Council Facilities Subcommittee can convene and begin discussion regarding this.*

Key Developments:

- 7/13 - Two consultants were engaged to provide an in-depth study of the roof leaks, and to propose an “interim” repair (one that does not include structural relocation of the roof components or complete repair and removal of existing roof components). The cost estimate for that repair has been validated as an item that can be completed within the \$200k approved by the Council in FY13-14 CIP. Subsequently, an indoor environmental consultant was engaged to perform limited destructive testing on the interior walls of the station to determine most probably boundaries of the extent of mold intrusion. That limit has been established.
- Facilities subcommittee met in 2012 regarding repair of the station roof. Various options were discussed.

Action Items:

- 7/13 - Staff is now working on obtaining cost estimates for the remediation of the mold, a complete cleaning of the HVAC system, and replacement of the wall paneling and insulation when the mold remediation is complete.
- 8/13 – City Council approved moving forward with project.

15. Form Based Codes

(John, David)

Project Summary: *This item has been before the City Council and will become a major work program for the planning staff and planning commission. Staff is also assessing outside resources that may be necessary to complete this project in a timely fashion. Adopting the new codes in advance of development proposal is the goal.*

Key Developments:

- 7/13 - At the Planning Commission's request the City Council authorized the Planning Commission to explore alternatives to the proposed Southwest Bayshore Residential Subdistrict.
- See Economic Development (Item #16 below) regarding proposed design Charette for the Crocker Park mixed use site, the first step in the form based code process.

Action Items:

- See Economic Development (Item #16 below)

16. Economic Development

(Clay, Stuart, Caroline)

Project Summary: *Extensive time has been spent during the fall on this issue. In December, the Council received a report regarding an Economic Development Program that encompassed the work of an MTEP intern, students at the Presidio School of Management and past work of the city, not the least of which is the General Plan.*

Despite our efforts we have lacked the staffing and policy direction to pursue an aggressive economic development program. We understand the need to be more aggressive in planning for and determining our economic well being and tax base. While our focus is on the City, the development of a strong tax base has value for other taxing entities such as the Brisbane Elementary School District. A well financed City and School district are arguably two of the most important elements in the quality of life of a community.

Staffing of this effort at this time is a difficult choice due to the many reductions we have made over the past few years, the sacrifices we have asked of our employees and of the community and the likelihood that results will take time.

Key Developments:

- 7/13 - Sierra Point Hotel feasibility study completed.
- 7/13 - Met with Allen Brooks, Running Waters Event planners and consultant, regarding citywide event planning and gave him a tour of

Sierra Point, Community Park, and Mission Blue Center. He is working on finding commercial sponsors for athletic events.

- Revised the draft plan and ready for review from the City Council.
- Finalized a proposal for Crocker Park Charette.
- The Council Subcommittee met regularly during the 2012 calendar year and reviewed a draft plan to present to the City Council as well as specific projects for planning a charette for Crocker Park, and contract for event planning (with minimal upfront cost to the City).

Action Items:

- 7/13 - Present Draft Plan to City Council on the September 16, 2013 meeting.
- 7/13 - File application with the Urban Land Institute (San Francisco Chapter) for Crocker Park Charette.
- Awaiting correspondence from Running Waters Group

17. Review of Green Building Ordinance *(John, Lisa)*

Project Summary: *Staff is seeking feedback from Council and recommending that the OSEC provide review and comment.*

Key Developments:

- 7/13 - Local builders and contractors offered comments on draft ordinance recommended by subcommittee.
- Formed a subcommittee composed of the Open Space Ecology Committee (OSEC) and Planning Commission members. Met with City staff and City consultant (CSG) to consider revisions to the Green Building ordinance.
- A draft ordinance has been developed and recommended for approval by the subcommittee.

Action Items:

- 7/13 - Subcommittee to review builder/contractor comments on draft ordinance.
- Draft ordinance to be reviewed by subcommittee and subsequently scheduled for City Council consideration.

18. Budget & Fiscal Planning

(Clay, Stuart)

Project Summary: *The Council subcommittee has spent extensive time on this subject. The goal has been to develop a budget based on worse case scenarios. As we move forward the Council needs to spend more time on categorizing the priorities of budget and fiscal planning. In the meantime staff has been working on various options. We are also beginning to develop staffing plans but that is contingent upon having a firm handle on the priorities. Yet, even when the priorities are identified there is another layer of analysis that addresses alternative options. As the Finance Director's analysis has demonstrated that based on the "Must" category and assuming the current provision of those services we are underfunded by over 1m a year.*

Next steps include:

- *City Council workshop to focus specifically on the priority setting.*
- *Staff evaluation of various alternative options.*
- *Additional meetings with the subcommittee to assess the alternatives.*

Key Developments:

- **7/13** - City Council adopted the FY 2013/14 budget in June. The budget included the separation of the Marina from the Parks and Recreation Department. The Marina capital projects were fully funded. A depth study of the Marina was also added to begin the process to determine the need for dredging the Marina.
- **7/13** - Council's Finance Subcommittee is working on further including the principles of a Program Based Budget into the City's budget process. It will work through which departments and programs need further break out in next year's budget. For the FY 2013/14 budget the City is applying the principles of Program Based Budgeting to the Parks and Recreation Department. It is anticipated that by FY 2015/16 the City Budget process will be more closely tied with a program based budget.
- Staff and Council subcommittee met in January to discuss format and information for the 2013/14 budget. It was agreed to develop a hybrid format that would focus on specific program costs where applicable such as recreation programming. The remainder of the budget would be developed as in the past with broader categories. This format allows Council to set priorities with information on program costs.
- Marina Capital Plan was reviewed by Council in Fall of 2012. Since that time the Public Works Director has been assigned oversight of the facility and has worked with the Acting Harbormaster to evaluate needs and costs

of capital improvements. A plan was presented to the Council by Spring of 2013.

- Council adopted a 2012/13 budget in the Spring of 2012.

Action Items:

- 7/13 - Work through which departments and programs need further break out in next year's budget.

19. Baylands Soils Processing Permit Update

(John and Randy)

Project Summary: *Staff has been working with the property owner regarding bringing for an improved soils monitoring program for the Baylands Soils Processing business. A new permit and monitoring program need to be brought forward to the Planning Commission for review and possible appeal to the City Council.*

Key Developments:

- An application for a new permit was received in 2012 and staff is presenting this at the Council meeting on August 19, 2013.

Action Items:

- 7/13 - Staff to report back to City Council regarding requirements of existing permit and methods to ensure compliance with existing conditions of approval.
- Extended permit will be brought forward to the Planning Commission first and is anticipated to be before the commission in 2013.
- This item is being worked on at a subcommittee level with the focus on a shorter 2 to 3 year permit extension, focusing on dust control measures, soils monitoring program and identifying the goal of reducing stockpile heights in the future. (This could include moving soils to other lower elevation sites on the Baylands, such as OU II. The process for doing so may be a lengthy with an uncertain outcome) In the meantime staff is analyzing measurable tools and processes to reduce heights with the new permit.
- Additional issues of

20. Geneva Ave/Candlestick Project Study Report (PSR)

(Randy, John)

Project Summary: *Public Works Director is project manager for this. He and his staff and planning staff are involved in a variety of Bi-County transportation, MTC, and local Transportation planning issues.*

Key Developments:

- 7/13 - Caltrans staff notified our consultant on July 8th that their final concerns have been addressed, and we were given the go-ahead to produce the final PSR.

Action Items:

- Staff expects the PSR to be fully ready for Caltrans' signature in 2013.
- Staff will continue to monitor the recently unveiled idea by S.F. Mayor's Office of Economic Workforce Development to reroute the Bus Rapid Transit line off Geneva Avenue, and to relocate the Bayshore Caltrain station to a more northerly location.

21. Grading Ordinance Revision

(Randy, John, David)

Project Summary: *Staff is working on updating the grading ordinance as we had committed to doing some time ago in an agreement with Mountain Watch.*

Key Developments:

- 7/13 - Planning Commission considered and recommended approval of grading ordinance revisions.
- Staff completed the draft of this document in consultation with Mountain Watch and their attorney in 2012.

Action Items:

- 7/13 - To be scheduled for City Council public hearing in Fall 2013.

22. BAWSCA & Water Supply Issues

(Randy, David, Councilmember)

Project Summary: *The Bay Area Regional Water Agency (BAWSCA) is working on issues of long term regional water supply and monitors SFPUC's improvements to the Hetch Hetchy System.*

Additionally, city staff at Council direction has been working with the Baylands applicant to identify a long term source of water for the Baylands and to supplement the City of Brisbane's supply. This is a closed session item as it involved real estate. A time to update the council will be selected within the next few months.

Key Developments:

- 7/13 - The Director of Public Works, who currently serves as the BAWSCA Vice-Chair, has been heavily involved for the last four months in the hiring of the new BAWSCA CEO/General Manager.

- 7/13 - The Water Supply Agreement is now being reviewed as part of the recently released Administrative Draft of the Baylands EIR.
- A non-binding Water Supply Agreement for a potential Baylands development was approved by City Council in 2012. This is now part of the Baylands DEIR. Future actions on this will be determined by development on this site, which is a few years into the future.
- Bonds for capital improvements were issued by BAWSCA in 2012. City staff and Council representative to BAWSCA participated in this process.

Action Items:

- Issues relative to water supply to the Baylands will be reviewed in the DEIR.

23. School District Subcommittee *(Councilmembers, Maria, Stuart, Clay)*

Project Summary: *This committee has met within the last year and the issues of a local high school or a unified school district are topics in the community.*

Key Developments:

- 7/13 - Met on the 2x2 level with both Jefferson and Brisbane school districts in June.
- 7/13 - Charter School Summit Public Schools is set to open this fall at the Shasta site.
- 7/13 - Staff met with Caitlyn Herman to discuss transportation services.
- Significant activity took place in 2012 including analysis of school funding formulas, discussion at the 2 X 2 level with both Jefferson and Brisbane districts.

Action Items:

- 7/13 - The city will continue to discuss alternatives for transformational funding.
- It is anticipated that this issue as well as the future of BES will continue to be active in 2013. Staff and Council 2 X 2 committee will work together and monitor and identify issues. As they develop they will be reported out to City Council.

24. Develop long term strategy regarding OPEB (Stuart, Betsy, Clay)

Project Summary: *Other Post-Employment Benefits (OPEB) is a hot topic statewide. Currently the City of Brisbane manages this on a Pay-as-you-Go basis. During this year we will evaluate options for Council to consider which may include pre-funding, bonding or other financial tools.*

Action Items:

- Anticipate a report back to a Council subcommittee by fall of 2013.

25. Collective Bargaining Strategy (Stuart, Maria, Clay, and Consultant)

Key Developments:

- 7/13 - Negotiations are in progress with all groups.
- In 2012 the City reached agreement on 1 year contracts with its various recognized employee associations. In 2013 we will be negotiating new contracts to take effect in January 2014. We are commencing discussion of this in March of 2013 with the Council.
- Council meet in closed session in August and provided direction to staff

26. 2014-2022 Housing Element (John)

Project Summary: *In 2013 Planning staff will initiate preparation of the 2014 Housing Element, which has an adoption deadline of December 2014. The City is participating in a countywide effort coordinated through CCAG to utilize a consultant to develop a consistent Housing Element 'template' and under the direction of City staff to complete the demographic and data research required for housing element preparation. This will allow staff to focus its limited time and resources on Housing Element issues which are unique and critical to Brisbane.*

Key Developments:

- 7/13 - Work has commenced on preparation of the 2014 Housing Element.

27. General Plan Update (John)

Project Summary: *The comprehensive General Plan Update undertaken from 2005-09 has been on hold pending completion of the Baylands DEIR. The Baylands DEIR will provide a substantial amount of the technical data required for preparation of an EIR for the General Plan update. Completing the General Plan Update also requires review and verification that the updated General Plan is compliant with the requirements of State law. Additional technical studies beyond the scope of the Baylands EIR will also be required.*

Aside from these technical issues the City Council may wish to revisit the overall update process. For example, the community-wide opinion survey that informed the update process was performed in 2005. The detailed policy analysis was undertaken by the Planning Commission generally from 2005-2009. Before or concurrent with undertaking the required technical tasks, staff anticipates bringing the larger process issue forward for the City Council's consideration. At the earliest, this discussion could take place after the Baylands Draft EIR is published.

Key Developments:

- DEIR was published in the Spring of 2013.

Action Items:

- 7/13 - City Council discussion of the General Plan Update could occur in late 2013/early 2014.
- 8/13 – staff reviewing potential of amending GP by adding Sustainability plan

28. City Attorney Recruitment (Clay, Sheri, Consultant)

Project Summary: Due to the retirement of long-time City Attorney Hal Toppel, recruitment is underway to select a replacement. Mayor Miller and former Councilmember Richardson were the original subcommittee who met several times to develop the RFP. Due to the resignation of CM Richardson, Councilmember O'Connell replaced her on this committee and met in late February to review the 14 proposals received. The new Council subcommittee chose nine of those fourteen that they would like to have preliminarily interviewed by Ms. Peckham. A City Council closed session is scheduled for Monday, March 4th to seek input from Councilmembers Conway and Lentz regarding this initial selection.

Key Developments:

- 7/13 - David Kahn was selected as the new City Attorney in June of 2013.

29. Waste Franchise Renewal or Bidding

Key Developments:

- 7/13 - Ordinance to create 3 zones adopted by City Council in May of 2013.
- 7/13 - SSF Scavengers notified that their 10 year extension was not being granted.

Action Items:

- 7/13 - Staff commencing discussion with SSF Scavengers and Recology regarding franchise agreements realize in March of 2014.

30. Quarry Permit Renewal through San Mateo County

(Project Summary – *The operators of the Quarry have made a permit renewal application with San Mateo County. The County staff has asked Brisbane for comments which were provided to them by the City Attorney).*

Key Developments:

- **8/13** – Staff is awaiting a response from the County to various questions and concerns that we raised. A time for a hearing by the County has not been established.

Action Items

- Once we hear from the County in response to our questions we will return to the Council for discussion and direction

31. Complete Streets Safety Committee

(Project Summary – *Complete Streets Safety Committee was established this year to tackle various traffic and access issues for pedestrians, motor vehicles, and bicyclist. The committee was formed combining the old Traffic Advisory Committee and Bicycle Advisory Committee.)*

Key Developments

- **2013** – A new resolution forming the committee was passed by City Council
- **2013** – City Council appointed the committee
- **8/13** – Inaugural meeting of the Committee was held

Action Items

- Committee is focusing first on the issue of safe pedestrian routes to school. The committee members have divided up research subject matter and the next step will be to develop and compile a map for review

32. HCP Review

(The Habitat Conservation Plan for San Bruno Mountain is now 30 + years old. There has been discussion at the Trust and Technical Advisory level to conduct a fresh review of the HCP with the goal of improving performance going forward).

Key Developments

- 2013/ HCP Trust directed staff and the Advisory Board to evaluate a program to conduct a review and develop a draft scope of work

Action Items

- 9/13 - Technical Advisory Board is working on a draft scope of work
- HCP Trust will need to approve the scope and budget for the study