



BRISBANE CITY COUNCIL  
ACTION MINUTES

**DRAFT**

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**TUESDAY, MARCH 17, 2015**

*BRISBANE CITY HALL COMMUNITY ROOM, 50 PARK PLACE, BRISBANE*

**7:30 P.M. CALL TO ORDER – FLAG SALUTE**

Mayor O’Connell called the meeting to order at 7:36 p.m.

**ROLL CALL**

Councilmembers present: Conway, Lentz, Liu, Miller, and Mayor O’Connell  
Councilmembers absent: None  
Staff present: City Manager Holstine, City Clerk Spediacci, City Attorney Roush, Public Works Director Breault, Community Development Director Swiecki, Administrative Services Director Schillinger, Police Chief Macias, Fire Chief Myers, Senior Management Analyst Cheung

**MID-YEAR BUDGET UPDATE AND WORKPLAN UPDATE**

**A. Mid-year Budget Update and 5-year Budget Projection**

**1. Consider adoption of Resolution No. 2015-07 amending the annual budget for Fiscal Year 2014-15 and making appropriations for the amounts budgeted**

Administrative Services Director Schillinger gave a Power Point Presentation on the Mid-year Review and 5-year Budget Projections. He went over the revenues and expenditures that were projected, the newly projected revenues and expenditures at mid-year, and the anticipated ending fund balance.

He explained that overall revenues are expected to be \$814,000 higher than originally projected and that expenditures were expected to be about \$389,000 higher than projected. He said that in addition to some expenses being higher than anticipated at the beginning of the year, a number of projects were approved last year and not spent so the savings went into Fund Balance and now

needs to be transferred out of Fund Balance to be spent this year. He said that these include the RIMs record system for the police department, the improvements at Lipman Field to make it more usable for baseball, the printing of the History Book, the cost for the Skatepark Design, and the Other Post Employment Benefit (OPEB) Trust fund transfer.

Mr. Schillinger said that the City originally anticipated ending FY 2014/15 with a Fund Balance of \$9,945,252 and a deficit of \$681,748. He said the new projection is a Fund Balance of \$11,298,316 and a deficit of \$257,448. He explained that the deficit could disappear if any of the revenues come in higher than anticipated or there are additional savings that are not anticipated but usually happen.

Finally, he said that the Council Finance Subcommittee is continuing to work on a number of other issues which will have long-term benefits for the continued financial stability of the City. He said that those include developing a new General Fund Balance Policy, creating a vehicle replacement fund, and developing a method to pay for on-going unfunded liabilities. He indicated that these items are planned to come before the Council for consideration as part of the development of the 2015/16 budget.

After Councilmember questions, clarifications, and discussion they directed staff to make sure the proposed Resolution include information about the bottom-line budget numbers or refer to an Exhibit showing those figures.

Councilmembers also discussed the increased City Attorney costs due to work on several new ordinances and for research time spent. They agreed that the Council Finance Subcommittee review the matter as well as referring it to the Council Policy and Procedures Subcommittee to look at establishing a policy dealing with individual Councilmember and Council Subcommittee use of City Attorney time.

After further discussion, CM Conway made a motion, seconded by CM Miller, to adopt Resolution No. 2015-07 as amended. The motion carried unanimously by all present.

## **B. Annual Council Workplan Update**

City Manager Holstine reviewed the list of 2014 accomplishments including improvements and newly proposed City Facilities, Fiscal Planning for Liabilities, Capital & Maintenance Needs, New Ordinances, Planning & Community Development Issues, and other accomplishments like the Solid Waste Franchise Agreements, new staff, and funding the afterschool program at Lipman School.

He then went over the proposed 2015/16 City Council Goals, including work on the following projects and issues:

- Recology Expansion Project
- Baylands EIR & Specific Plan
- Sustainability Plan
- Economic Feasibility/Financial Sustainability Analysis

- Community Survey
- General Plan Update
- Housing Element 2015-2023
- Sierra Point Design Guidelines
- Baylands Soil Processing
- Quarry Permit
- Grading Ordinance Update
- Green Building Ordinance Update
- Complete Streets Safety Committee
- Transportation Planning
- Airport Noise
- Planning & Location of New City Facilities
- Programming use of new Library
- Programming of new Skatepark
- Programming of Affordable Housing Project
- Walkways (Tulare to Alvarado and Bicentennial Walkway)
- Public Arts Ordinance
- Economic Development Workplan
- Regional Water Quality Permit & Waste Franchise Agreements
- Budget and Fiscal Planning
- Fiscal Planning for Liabilities, Capital & Maintenance Needs

After Councilmember questions and clarifications they changed the Sierra Point Design Guidelines goal to Sierra Point Development Strategy and added the accomplishment of “identifying and approving new financial software” to the Budget and Fiscal Planning section.

Councilmembers also added the following to the Workplan List:

- Energy Action Plan
- Community Choice Energy
- Health & Safety (Noise, Non-solicitation, E-Cigarette Ordinances)
- Public Information (Social Media Policy, MindMixer)
- Garage Setback Ordinance and Ridgeline Ordinance amendments

### **C. General Plan Update Process**

Community Development Director Swiecki explained the steps that were taken to bring the 1994 adopted General Plan up-to-date. He said that while those steps were being taken, it was understood that the comprehensive General Plan update would require the preparation of an environmental impact report (EIR). He said that given that most environmental impacts associated with long term development in Brisbane would be attributable to future build out of the Baylands, the Baylands EIR would be providing much of the technical data required for completion of the General Plan Update EIR. He indicated that as completion of the Baylands EIR took substantially longer than originally anticipated, further efforts on the General Plan update got put on hold.

Mr. Swiecki said that with the publication of the Baylands Final Environmental Impact Report (FEIR) anticipated by the end of April, 2015, the City is in a position to move forward with the General Plan update but that there is a significant policy issue and outstanding technical tasks to be accomplished to allow for the update to proceed.

He said that the fundamental policy issue before the Council now was whether or not the draft General Plan work product that was prepared from 2004-2007 should serve as the basis for moving forward with adoption of an updated General Plan. He also noted that in 2005 the City Council reaffirmed that the 1994 General Plan still reflected community values and goals, and the update work effort reflected that policy direction.

He said that the Council now faces a similar decision and described three options for moving forward:

1. If the City Council concurs that the 1994 Plan as modified through 2007 should be the basis for moving forward, then the work program for adoption is relatively straight-forward, consisting primarily of technical tasks.
2. If the City Council is unsure that the 1994 Plan as modified through 2007 is appropriate, the question is what process and/or information the City Council would need to inform their decision on the matter.
3. If the City Council determines at this point a fresh look is in order, staff would prepare a preliminary work program for the City Council's consideration.

He then explained the Technical Plan Review and preparation of the EIR using much of the technical information from the Baylands EIR.

After Councilmember questions, clarifications, and discussion regarding other elements of the General Plan being updated separately such as the Open Space Plan, the Housing Element, and the Sustainability Plan, they concurred that the 1994 General Plan core values were still relevant to Brisbane today and that the first option would be the best way to proceed.

They concurred that the first option would be the best way to proceed.

Coleen Mackin gave comments about the growing piles of dirt on the Baylands, the advantages of Sierra Point connectivity to Oyster Point, Airport Noise, the lack of good community internet connectivity options, EV charging stations, establishing a gateway to the City, and the idea of calling the Southeast Crocker District "Park Place".

## **ADJOURNMENT**

The meeting was adjourned at 11:04 p.m.

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Sheri Marie Spediacci, City Clerk