



CITY COUNCIL/REDEVELOPMENT/GVMID
MINUTES

DRAFT

CITY COUNCIL REGULAR MEETING

April 6, 2009

BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE

CALL TO ORDER/FLAG SALUTE

Mayor Richardson called the meeting to order at 7:30 p.m. and led the flag salute.

ROLL CALL

Councilmembers present: Barnes, Bologoff, Conway, Waldo, and Mayor Richardson
Staff present: Police Chief Hitchcock, City Manager Holstine, Deputy City Manager/Administrative Services Director Schillinger, Parks and Recreation Director Skeels, City Clerk Spediacci, City Attorney Toppel

ADOPTION OF AGENDA

Mayor Richardson recommended removing Item C from the Consent Calendar pending further work by the staff.

CM Barnes made a motion, seconded by CM Conway, to adopt the agenda as amended. The motion was carried unanimously by all present.

ORAL COMMUNICATIONS NO. 1

Kevin Fryer, Artistic Director, Live at Mission Blue, noted that more than thirty affordable concerts have been presented at the Mission Blue Center over the past five years, and he thanked the City and local businesses for their support. He said these events have promoted local artists and ticket sales have benefited the Friends of the Brisbane Library and Brisbane Elementary School. He announced that the concert program is being suspended because of the current economic downturn, although occasional concerts will still be offered. Mr. Fryer invited everyone to attend the final concert on Saturday, April 11, at 8:00 p.m.

Mayor Richardson expressed her appreciation to Mr. Fryer and the volunteers who helped organize the concerts.

CONSENT CALENDAR

CM Barnes asked to remove Item A.

- B. Adopt Ordinance No. 538, waiving second reading, adding Chapter 8.50 to the Municipal Code concerning weed and flammable waste abatement and adopt Resolution No. 2009-12 establishing an administrative fee for weed abatement proceedings conducted under Chapter 8.50 of the Brisbane Municipal Code**
- D. Approve increase in budgeted amount for the Marina promenade lighting replacement project**
- E. Approve Shared Services Agreement with the City of Burlingame for Park and Recreation Director**
- F. Adopt Resolution No. 2009-11 declaring one police vehicle surplus and providing for disposition of such**

CM Waldo made a motion, seconded by CM Conway, to approve Items B, D, E, and F of the Consent Calendar. The motion was carried unanimously by all present.

- A. Adopt City Council Minutes of March 16, 2009**

CM Barnes drew attention to the third full paragraph under Item A on Page 3. He clarified that he did not second the motion as he was absent from the meeting. City Clerk Schroeder said she would check the recordings to ascertain who seconded the motion.

CM Bologoff made a motion, seconded by CM Conway, to adopt the March 16 minutes as amended. The motion was carried, 4 - 0 - 1 (CM Barnes abstaining).

NEW BUSINESS

- A. Review proposed community level performance measures as part of the 2009-2011 budget and provide direction to staff**

Administrative Services Director Schillinger said the staff and Council subcommittee have been reviewing the City's system of performance measures to prepare for the 2009-2011 budget. He explained that the performance measures are used as a tool to ensure that City programs are meeting the City's goals, to align programs with available funds, and to provide useful information for the Council and the community. He noted that during economic downturns, the City typically reduces expenditures, lowers expectations and services, and increases oversight. He said some solutions to offset budget impacts are partnerships with other communities, improving services, and focusing on important values and priorities. Mr. Schillinger observed that performance measures can help the City improve its use of resources and make decisions regarding services and programs.

Mr. Schillinger discussed ways of measuring performance, including counting hours spent on certain tasks and keeping track of outcomes and results. He noted that these quantitative measures do not necessarily reflect community values or needs, and they can create conflicts between City policies and management practices. In order to take these more subjective factors into account, he recommended adopting a three-tiered system focusing on community values, management effectiveness, and departmental objectives.

Mr. Schillinger said community values involve keeping the public informed, maintaining public safety, being environmentally progressive, and providing interconnections. He noted that involvement and caring are also important values for members of the Brisbane community.

Mr. Schillinger proposed measuring performance by surveying the public and tracking participation in City programs and use of City facilities. He suggested a three-tiered reporting system using green, yellow, and red to rank performance. He recommended trying the new system for one year before determining specific performance targets.

Mr. Schillinger reviewed possible measures to gauge the City's performance relative to each community value he identified. He said that for this year's budget process, the staff will identify accomplishments for the past two years and propose goals for the next two years that reflect community values and policy-oriented issues. He welcomed feedback from the City Council.

CM Barnes noted that remediation of contaminated land is one of the key policies in the General Plan, but this issue is not reflected in the measures of environmental success. Mr. Schillinger suggested adding this as a value and tracking the percent of remediated land each year. CM Waldo expressed support for this approach.

CM Conway recommended soliciting feedback from people who apply for building permits to track improvements in processing time. Mr. Schillinger suggested providing comment cards for

customers and having the staff make follow-up phone calls. CM Conway commented that this kind of feedback would also be helpful in evaluating recreational programs. He recommended providing a suggestion box to facilitate immediate feedback.

Mr. Schillinger noted that the performance measurement system will help the City identify particular areas that need improvement.

CM Waldo observed that one of the proposed measures of keeping the public informed involves tracking comments from residents, and he expressed concern that this could become a job in itself. Mr. Schillinger agreed, and said that was why he was proposing a trial run of the system in the first year.

CM Waldo questioned the usefulness of counting the number of findings related to water quality. Mr. Schillinger explained that the number of findings relates to issues or problems with water quality. He noted that the number of findings might also be relevant to wastewater treatment and stormwater systems.

CM Bologoff asked about the origin of the green, yellow, and red rating system. Mr. Schillinger responded that using the colors of the stoplight is a more visual and easily understood way of expressing performance than a numerical system.

Mayor Richardson observed that the performance measurement system might identify programs that require more staffing, and she asked how the City would adjust its two-year budget accordingly. Mr. Schillinger replied that after trying the new system for a year, the staff will produce another two-year budget that includes changes in staffing to better fit the needs identified. He said the staff will be looking at the job duties of employees who will be retiring to identify functions that need to be continued, and then some staff reorganization will occur.

CM Bologoff emphasized the need to maintain adequate levels of fire protection staffing for the community. Mr. Schillinger noted there have already been some reductions in fire staffing without jeopardizing services and public safety.

Mayor Richardson encouraged the staff to look at ways of improving efficiency. She noted that reviewing payroll records and issuing checks, for example, may entail duplication of efforts that can be eliminated without impairing the process. Mr. Schillinger agreed, and said Brisbane has already delegated more responsibility to the staff for issuing payments for items already approved in the budget.

Councilmembers expressed support for trying the new performance evaluation system for a year

and surveying the public as proposed.

STAFF REPORTS

A. City Manager's Report on upcoming activities

City Manager Holstine said Police Chief Hitchcock had an update on the left turn ordinance, and he invited him to address the Council.

Police Chief Hitchcock noted that the City Council previously asked the staff to draft an ordinance prohibiting drivers from making left turns across the yellow lines on Visitacion Avenue to park in diagonal parking spaces on the opposite side of the street. He reported that after researching accident records for the past five years, the staff determined there were no accidents caused by this kind of maneuver. He estimated the cost of installing signs would be \$2,500 to \$3,000, and he expressed concern that Visitacion already has numerous signs in that section, so adding more signs would increase the clutter and diminish their effectiveness. Police Chief Hitchcock said he was also worried that issuing citations for left turns would deter people from using local businesses. He recommended that the Council reconsider this concept.

CM Conway observed that the Vehicle Code allows left turns. Police Chief Hitchcock clarified that U-turns are illegal, but people can turn left into diagonal parking spaces unless a city ordinance prohibits this maneuver.

Councilmembers agreed not to pursue the left-turn ordinance.

City Manager Holstine reminded the City Council of the special meeting on April 13 to receive the draft report on open space planning for the Baylands from the City's consultant, Peter Dangermond.

MAYOR/COUNCIL MATTERS

A. Subcommittee reports

• Council of Cities Selection meeting

Mayor Richardson reported that Jerry Deal, from Foster City, won the election for the vacant seat on the SamTrans board after three votes were taken.

B. Consider canceling City Council meetings in August

CM Waldo made a motion, seconded by CM Conway, to cancel the August meetings as proposed. The motion was carried unanimously by all present.

C. Consider setting dates for annual evaluations of City Manager on May 18 at 6:00 p.m. and of City Attorney on April 20 at 7:00 p.m.

CM Waldo made a motion, seconded by CM Conway, to schedule the evaluations as proposed. The motion was carried unanimously by all present.

ORAL COMMUNICATIONS NO. 2

There were no members of the public who wished to address the City Council.

Mayor Richardson summarized the actions taken by the City Council at this meeting.

CLOSED SESSION

There being no further business, the meeting was adjourned to a closed session at 8:38 p.m.

A. Liability Claims; Claimant: Nathan Churchill, pursuant to Government Code Section 54961

ADJOURNMENT

At the conclusion of the closed session at 8:49 p.m., the meeting was adjourned in memory of the police officers who were recently killed in the line of duty.

ATTEST:

Sheri Spediacci
City Clerk