BRISBANE CITY COUNCIL

ACTION MINUTES

DRAFT

THURSDAY, JUNE 30, 2016

BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE

7:00 P.M. CLOSED SESSION

A. Public Employee Performance Evaluation; Title: City Attorney, pursuant to Government Code Section 54957

7:30 P.M. CALL TO ORDER – FLAG SALUTE

Mayor Lentz called the meeting to order at 7:35 p.m. and led the flag salute.

ROLL CALL

Councilmembers present:	Conway, Davis, Liu, O'Connell, and Mayor Lentz
Councilmembers absent:	None
Staff present:	City Manager Holstine, Deputy City Manager Schillinger, City Clerk Spediacci, City Attorney Roush, Public Works Director Breault, Police Chief Macias, Community Development Director Swiecki, Fire Chief Myers, Recreation Manager Leek, Principal Analyst Saguisag-Sid, Financial Manager Yuen, Deputy Public Works Director Kinser

ADOPTION OF AGENDA (Deletions, Additions, Changes and Adoption)

CM Conway made a motion, seconded by CM O'Connell, to adopt the agenda as proposed and close in memory of Tom Fager. The motion carried unanimously by all present.

City Attorney Roush said that there was no announcement from the Closed Session held earlier.

PRESENTATION

A. Acknowledge and Accept $10,000 donation from William O'Keeffe from Safti First for swimming pool covers

Aquatics Recreation Coordinator Franco said that in early 2016, Mr. O'Keeffe approached aquatics staff with a request to donate automatic swimsuit dryers to the Brisbane Community Pool. He said that since then, a survey of pool users concluded that there wasn't sufficient desire for the dryers. Mr O'Keeffe then offered to make a donation toward new pool covers which are needed to cover the entire pool and which staff anticipates to realize some energy cost savings.

After Councilmembers questions, they asked staff to draft a letter from the Mayor to thank Mr. O'Keeffe for his generosity.

ORAL COMMUNICATIONS NO. 1

Destiny Bednar-Cianci expressed her concern for Brisbane's high school student getting to Terra Nova and Oceana if the bus service is eliminated. She advocated for the Council to find a way to keep the service.

Michael Barnes thanked Council and staff for the wonderful skate park grand opening event and presented a $500 check from the sale of t-shirts at the event. He asked that the donation go towards future improvements at the skate park.

NEW BUSINESS (Item C was taken out of order due to citizens present to speak.)

C. Give direction to staff regarding next steps related to daily school bus service to and from Oceana and Terra Nova High Schools

Deputy City Manager Schillinger reported on the costs of providing the high school bus service and how much each student paid last school year. He reported that recently the current provider CYO Transportation Services contacted the City to notify them that they would no longer be providing services due to misbehavior of the students throughout the years. He said that staff attempted to work things out with them to no avail. He said that since then, staff has contacted Samtrans and other transportation companies as well as contacting the Jefferson Union High School District (JUHSD) to discuss alternatives. He talked about other options such as coordinating a parent car pool, City involvement with parents and students if another provider is hired, whether an adjustment of costs should be considered, and the deadline of school starting in August.

Councilmembers asked about the possibility of video monitoring on the buses, students signing a code of conduct, and a sliding pay schedule for lower income students.

Holly Rios said that she appreciated the City's efforts in providing the high school bus service. She expressed her view that there should be consequences for students who misbehave and said that she appreciated the partial payment option that had been offered.

Nancy Lacsamana said that the school bus service was a life saver for her family and thanked the Council for funding that important service. She said that a meeting should be held with parents and children before the school year starts to discuss the zero tolerance for misbehaving and the consequences. She advocated working with the JUHSD Board members to get them to provide the transportation or help with the costs.

Councilmembers expressed their dismay and disappointment in the behavior of the students and talked about the history of why the City was now providing high school bus service. After further questions and clarifications from staff, it was the consensus of the Council to find another provider for only one more year and then meet with the JUHSD 2x2 committee to discuss what to do from then on.

CM Conway made a motion, seconded by CM Davis, to authorize staff to enter into a contract with another bus provider for one year and to look into surveillance cameras being installed on the bus. The motion carried unanimously by all present.

CONSENT CALENDAR

A. Adopt *Brisbane Housing Authority* Resolution No. HA 2016-01 approving an extension of time to develop property for low and moderate income housing

B. Award the contract for the Rock Slope Improvement Project (Ice House Hill) in the amount $648,369 to Valentine Corporation, authorize the Mayor to sign the agreement on the City's behalf, and approve a supplemental appropriation for construction in the amount of $209,304

D. Approve co-sponsorship of the annual Silverspot Nursery School Pool Party on Sunday, July 10th

CM Conway made a motion to approve Consent Calendar Items A, B, C, & D.

CM O'Connell asked to remove Consent Calendar Item C. She seconded CM Conway's motion for Items A, B, & D, and the motion carried unanimously by all present.

C. Adopt Resolution No. 2016-23 renewing the business license fee for recycling establishments pursuant to Section 5.20.100 of the Brisbane Municipal Code

CM O'Connell asked whether the Brisbane Recycling Facility should being subject to the business license fee for recycling establishments. Other Councilmembers concurred. CM Holstine said he would look into the idea with their renewed permit.

CM O'Connell then made a motion, seconded by CM Conway, to approve Consent Calendar Item C as proposed. The motion carried unanimously by all present.

PUBLIC HEARING

A. Consider adoption of Resolutions to approve the budget for Fiscal Year 2016/17 and 2017/18

Finance Director Schillinger began his presentation by reviewing the Fiscal Year 2016/17 Recommended General Fund Budget figures including Revenues of $16,400,000, Expenditures of $17,800,000, Use of General Fund Reserves of $1,400,000, Remaining Fund Balance of $9,300,000, and Required Reserves of $7,710,000.

He then reviewed the Revenues Not Budgeted, the Expenditures Compared to Budget, the Summary of Revenues Unbudgeted and Historical Expenditures Savings, charts showing where revenues come from, and expenditures shown by department.

He reviewed the City Wide Goals and the amount of spending broken out by each of those goals.

Finally he reviewed the new items included in the City Manager's recommended budget as well as a listing of items not included yet in the budget pending Council discussion on each of the budget requests.

Councilmembers evaluated and discussed each new budget item and additional budget requests.

Mayor Lentz opened the Public Hearing.

Barbara Ebel spoke about setting aside money for solar panels for City Hall, putting improvements at the corner at Humboldt and Glen Park on the to-do list, and consider extended drinking water testing for chemicals above and beyond what City & County of San Francisco does. Mr. Breault commented that the water is tested by Brisbane as well as San Francisco in accordance with the Federal and State laws.

There being no other members wishing to speak the Public Hearing was closed.

In response to the Councilmembers discussion of what to include in the Budget, Mr. Schillinger used the computerized Fiscal Model to show the Council the fiscal effect of including the items that they had discussed approval of.

1. **Adopt Resolution No. 2016-14 adopting the annual budget for Fiscal Year 2016-2017 and Fiscal Year 2017-2018 and making appropriations for the amounts budgeted**

After further Councilmember discussion, CM O'Connell made a motion, seconded by CM Conway, to adopt Resolution No. 2016-14 as amended in the attached Exhibit A. The motion carried unanimously by all present.

2. **Adopt *Guadalupe Valley Municipal Improvement District* Resolution No. GVMID 2016-01 adopting the annual budget for Fiscal Year 2016-2017 and Fiscal Year 2017-2018 and making appropriations for the amounts budgeted**

Board member O'Connell made a motion, seconded by Board member Liu, to adopt Resolution No. GVMID 2016-01 as amended in the attached Exhibit A. The motion carried unanimously by all present.

B. Consider adoption of Resolution No. 2016-15 adopting a Master Fee Schedule

Finance Director Schillinger said that the Master Fee Schedule was changed only to increase each fee by the rate of inflation from the last year and said that the new fees would go into effect 45 days after adoption of the Resolution.

Mayor Lentz opened the Public Hearing. There being no members of the public wishing to speak, CM O'Connell made a motion, seconded by CM Liu to adopt Resolution No. 2016-15 as proposed. The motion carried unanimously by all present.

NEW BUSINESS

A. Consider adoption of Resolution No. 2016-16 establishing the Appropriation Limit for Fiscal Year 2017-2018 and Fiscal Year 2018-2019

Finance Director Schillinger noted that the Fiscal Year dates should be listed as 2016-2017 only.

Noting that change, CM O'Connell made a motion, seconded by CM Liu, to adopt the Resolution for the Fiscal Year 2016-2017. The motion carried unanimously by all present.

B. Adopt Resolution No. 2016-37 adding the position of Code Enforcement Officer to the General Employees Bargaining Unit

CM Conway made a motion, seconded by CM Liu, to adopt Resolution No. 2016-37 as proposed. The motion carried unanimously by all present.

ORAL COMMUNICATIONS NO. 2

There were no members of the public wishing to speak.

ADJOURNMENT

The meeting was adjourned at 11:11 p.m. in memory of Tom Fager.

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Sheri Marie Spediacci, City Clerk

Exhibit A – City Manager's Proposed Changes based on Discussions of June 15, 16 and 30, 2016

1. Add $8,500 to Parks and Recreation Special Events FY 2016/17 for the 30th Annual Day in the Park and Brisbane Derby
2. Increase Sales Tax Revenue in the General Fund to $3,400,000 in FY 2016/17 and to $3,502,000 in FY 2017/18
3. Decrease $20,000 from City Council FY 2016/17 for 55th Anniversary
4. Add $65,000 FY 2016/17 to Open Space for Firth Canyon Vegetation Management
5. Add $40,000 FY 2016/17 to Open Space for Purchase of Open Space
6. Add $35,000 FY 2016/17 and $15,000 2017/18 to Open Space for Electric Vehicle Charging Stations
7. Add $10,000 FY 2016/17 and FY 2017/18 to Open Space for Guadalupe Valley Trail Initiative
8. Add $500 FY 2016/17 to Parks and Recreation Facilities to do paint and patch work at Mission Blue
9. Add $2,000 FY 2016/17 to Parks and Recreation Facilities to Replace Carpet Mission Blue
10. Add $1,800 FY 2016/17 to Parks and Recreation Facilities for Wall Ovens at Mission Blue
11. Add $1,500 FY 2016/17 to Parks and Recreation Facilities to do Tile Work at Mission Blue
12. Add $1,000 FY 2016/17 to Parks and Recreation Facilities for Changing Tables at Mission Blue
13. Add $2,000 FY 2017/18 to Parks and Recreation Facilities for Cabinet Doors at Mission Blue
14. Add $1,500 FY 2017/18 to Parks and Recreation Facilities to replace Counter Tops at Mission Blue
15. Add $1,500 FY 2016/17 to Parks and Recreation Facilities to replace Refrigerator at Mission Blue
16. Add $6,000 FY 2016/17 to Parks and Recreation Special Events for Banners to be Hung on Visitacion Avenue
17. Add $4,100 to Parks and Recreation Special Events for New Events
18. Add $2,000 FY 2016/17 and $2,000 FY 2017/18 to Parks and Recreation Teens for Additional City Sponsored Activities
19. Add $1,000 FY 2016/17 and $1,000 FY 2017/18 to Parks and Recreation Teens for Library Programs for Teens
20. Add $10,900 FY 2016/17 to Parks and Recreation Aquatics for Pool covers

21. Add $2,800 FY 2016/17 to Parks and Recreation Aquatics for a Storage Shed
22. Add $2,000 FY 2016/17 and $2,000 FY 2017/18 to Parks and Recreation Aquatics for Backboards
23. Add $500 FY 2016/17 to Parks and Recreation Aquatics for Equipment Baskets
24. Add $2,500 FY 2016/17 to Parks and Recreation Aquatics for Lane Lines
25. Add $4,000 FY 2016/17 to Parks and Recreation Aquatics to Replace Bathroom Counters and Mirrors
26. Add $1,000 FY 2016/17 to Parks and Recreation Aquatics for Rust Removal from the Gazebo