



BRISBANE CITY COUNCIL

ACTION MINUTES

DRAFT

THURSDAY, DECEMBER 18, 2014

BRISBANE CITY HALL COMMUNITY ROOM, 50 PARK PLACE, BRISBANE

CALL TO ORDER – FLAG SALUTE

Mayor O’Connell called the meeting to order at 7:35 p.m.

ROLL CALL

Councilmembers present: Lentz, Liu, Miller, and Mayor O’Connell
Councilmembers absent: Conway
Staff present: City Manager Holstine, City Clerk Spediacci, Assistant City Attorney Stricker, Administrative Services Director Schillinger, Deputy Public Works Director Kinser, Principal Analyst Saguisag-Sid

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

CM Miller made a motion, seconded by CM Lentz, to adopt the agenda as proposed. The motion carried unanimously by all present.

PRESENTATION

A. Annual Library Report – Francisco Vargas, Brisbane Branch Manager

Mr. Vargas handed out the San Mateo County’s Annual Library Report and said that the San Mateo County System was rated 12th in the nation. He reviewed some of the services that are provided, including downloadable e-books, audio-books, music, and a variety of children’s programs. Ms. Conrad also answered question from Councilmembers regarding Library Programs.

Councilmembers asked Mr. Vargas about the Measure A Revenue Funds and he replied that a portion of those funds would go to Capital Improvements as well as other day-to-day programs.

Councilmembers thanked Mr. Vargas and Ms. Conrad for their efforts and great programming.

ORAL COMMUNICATIONS NO. 1

Carolyn Moore, from HIP Housing Home Sharing Program, thanked the City Council for their support each year and presented them with the annual calendar featuring artwork from children about what home means to them.

CONSENT CALENDAR

CM Liu asked to remove Consent Calendar Item A.

B. Adopt Resolution No. 2014-47 supporting the City's participation in the Beacon Award regarding recognition of the City's significant climate action planning efforts it has underway

C. Adopt Resolutions regarding modification of Flexible Compensation Plan

- 1. Resolution No. 2014-50 concerning wages, hours and working conditions for the Confidential Employees Group regarding Flexible Compensation Plan**
- 2. Resolution No. 2014-51 concerning wages, hours and working conditions for the Confidential Management Employees Group regarding Flexible Compensation Plan**
- 3. Resolution No. 2014-52 concerning wages, hours and working conditions for the Executive Management Employees Group regarding Flexible Compensation Plan**
- 4. Resolution No. 2014-53 concerning wages, hours and working conditions for the General Employees Association regarding Flexible Compensation Plan**
- 5. Resolution No. 2014-54 concerning wages, hours and working conditions for the International Association of Firefighters, Local 2400, AFL-CIO regarding Flexible Compensation Plan**
- 6. Resolution No. 2014-55 concerning wages, hours and working conditions for the Mid-Management/Professional Employees Group regarding Flexible Compensation Plan**
- 7. Resolution No. 2014-56 concerning wages, hours and working conditions for the Police Commander regarding Flexible Compensation Plan**
- 8. Resolution No. 2014-57 concerning wages, hours and working conditions for the Police Chief regarding Flexible Compensation Plan**

CM Miller made a motion, seconded by CM Lentz, to approve Consent Calendar Items B & C as proposed. The motion carried unanimously by all present.

A. Approve City Council Minutes of October 16, 2014

CM Liu proposed a change to Pages 2, Paragraph 5 adding the language “in which a private homeowner who makes improvements and pays for street widening can obtain reimbursement from a benefiting property homeowner who subsequently makes improvements, in the absence of a reimbursement agreement.” and to Page 3, last paragraph, adding “with potential expansion into the basketball court and toward sidewalk”. CM Miller made further clarifications to the Page 3 change proposed by CM Liu, clarifying that the basketball court next to the skate park would be “with potential expansion without reducing the size of the basketball court.” Councilmembers concurred with the proposed changes.

CM Lentz made a motion, seconded by CM Liu, to approve the minutes as amended. The motion carried unanimously by all present.

NEW BUSINESS (Item B taken out of order)

B. Consider recommendation of the Complete Streets Safety Committee’s Plan regarding Safe Pedestrian Routes to Schools

Deputy Public Works Director Kinser said that the Complete Streets Safety Committee has been working hard to come up with the Safe Routes to School recommendations. She said that the Committee members conducted first-hand observations at the Brisbane school sites during the hours before and after school on numerous occasions and made inquiries with citizens and parents on-site regarding safety issues as well as soliciting further input from the Mothers of Brisbane group.

She then gave a PowerPoint presentation outlining the multifaceted approach consisting of infrastructure improvements, traffic circulation modifications, maintenance of existing infrastructure, and community involvement and enforcement.

Councilmembers asked questions relating to different aspects of the proposed plan, including speed control, traffic calming measures, safe route medallions on the sidewalks, the 15 MPH school zone recommendation, the fines for traffic violations, and working with the Brisbane School District on the drop-off zone idea.

They also emphasized that the next step would be for the City to meet with the Brisbane School District to educate them about the plan and get their input on the various aspects affecting them.

Colleen Mackin, Complete Streets Safety Committee Chair, thanked the Council for their great questions and staff members for their hard work on the plan. She spoke about the lack of sidewalks and following the kids on their normal routes. She said she talked to the school crossing guard and he expressed his opinion that the kids were following the rules but that the

parents were hurried and distracted, causing them not to follow the traffic laws. She spoke in favor of a clear directive to the police department to enforce the traffic laws and for a 15 mile an hour speed limit around school zones.

Dolores Gomez, Complete Streets Safety Committee Member, supported Colleen's comments and advocated for increased enforcement of the traffic laws.

Linda Dettmer, Complete Streets Safety Committee Member, spoke in favor of planting native species on traffic islands around town.

Dennis Busse asked that the U-turn be removed from the intersection near Brisbane Elementary School (BES) so that parent would not try to make a U-turn in the middle of the block. He also suggested that there be a double yellow line on both sides of the street near BES, more enforcement, and higher fines. He expressed his opinion that there were too many signs around town. He asked that signs be simple and only placed where absolutely necessary.

After further Councilmember questions, clarification, and discussion, CM Miller made a motion, seconded by CM Liu, to approve moving ahead on those items in the plan that the City has control over, to begin the process of negotiating with the School District on the items in their control, and to look at the next steps that are needed for items requiring further approvals. The motion carried unanimously by all present.

Councilmembers thanked members of the Complete Streets Safety Committee and staff for their hard work and recommendations.

OLD BUSINESS

A. Report from Economic Development Workshop

City Manager Holstine reported that there were many people who attended and that staff had reached out on social media site to solicit ideas that were also presented at the workshop.

He said that a lot of ideas gathered were not specifically about economic development but rather focused on things that the community wanted to see happen. He indicated that the point of pursuing economic development is to have a robust enough community to provide those services that are needed and desired.

He indicated that he was proposing adding "Community Facilities" to the Mission Statement and that staff had spent time categorizing the comments from the evening. He referred to the two documents before the Council. The first being the minutes from the workshop with the changes proposed from CM Liu and the second document showing the comments categorized under Community Planning/Zoning, Community Facilities, Business Outreach/Marketing, and New City Programs.

He said that the purpose of tonight was to get Council's reaction on the documents presented and to give input to the Council Economic Development Subcommittee.

He also indicated the Executive Director of the Brisbane Chamber of Commerce was here to answer any questions.

CM Liu and CM Lentz, who serve on the Council Economic Development Subcommittee, then explained that they were looking for Councilmember's prioritizations and input on what the Subcommittee should move forward with.

CM Miller said he liked the division of categories and would add "Financing New Development" in Category II "Community Facilities". He said he would like to see the Subcommittee work on the job description for an Economic Development position. He expressed his desire to keep Brisbane's sense of identity as a "small town quality" and suggested using the upcoming survey to see where citizens stand on that issue.

Mayor O'Connell indicated that although the City Council received the ULI TAP report, they never discussed it as their vision. She expressed her view that Brisbane doesn't necessarily need more growth but rather to take care of its current resources. She also advocated for gathering information from citizens in various forms, including the survey.

CM Miller suggested that the Subcommittee prioritize what they work on to bring to the full Council. He suggested drafting a job description first so the Council can move forward with that aspect and talked about some of the specifics that it should contain. Secondly, he said the Subcommittee should work on the "identity" idea for Brisbane that would be conveyed outside of the City, and third, that there should be a series of workshops to look at the different parts of town, including the Baylands.

Mitch Bull, President and CEO of the Chamber of Commerce, spoke in favor of active planning for a vision of what Brisbane wants to be or type of businesses it wants to attract.

Colleen Mackin expressed her ideas that Visitacion Avenue should have nice places to eat and drink, a landmark restaurant out at Sierra Point, attract small incubator businesses, attract art-type businesses, and advocated asking people where they want things.

After further discussion, it was the consensus of the Council that the Subcommittee bring back further recommendations for the Council to discuss and consider at a future Council meeting.

NEW BUSINESS

A. Consider approval of a City of Brisbane Social Media Policy

City Manager Holstine stated earlier in the meeting that staff was recommending continuance of this matter to the next Council meeting due to further information that was needed from the City Attorney.

CM Miller asked that the policy address the issue of the many other social media networks in Brisbane, such as Residents of Brisbane, Brsnet, the Mothers of Brisbane, and how Council and City staff should or should not participate in them.

C. Consider authorizing staff to work with Public Agency Retirement System (PARS) to develop a funding mechanism for the City's Other Post-Employment Benefits (OPEB)

Administrative Services Director Schillinger explained that this was just the first step in the process to look at developing a funding mechanism for non-pension benefits that were currently unfunded liabilities. He said that no action was needed at this meeting except to direct staff to work on this issue and to bring back recommendation to the City Council.

After Councilmember questions and clarifications, CM Lentz made a motion, seconded by CM Miller, to authorize staff to work with PARS as proposed. The motion carried unanimously by all present.

D. Consider adoption of Resolution No. 2014-48 amending Resolution No. 2001-11 to include the classification of Recreation Manager in the class specification manual; and adoption of Resolution No. 2014-49 amending resolution 2013-45, the Memorandum of Understanding between the City of Brisbane and the Mid-Management/Professional Employees Group, by adding the classification of Recreation Manager

Principal Analyst Saguisag-Sid explained that during the recent recession from 2008-2013, the City reduced staffing in a number of areas, including the Parks and Recreation Department's Administration and Program Management. She said that during that period the Deputy City Manager performed those duties.

She said that the amount of time spent interacting with the community and developing new programs had not been up to the standard expected by the community and said that the creation of a Recreation Manager position would allow staff to provide a higher level of service to the community and provide a higher level of public outreach.

After Councilmember questions, clarifications, and discussion, CM Lentz made a motion, seconded by CM Liu, to approve the Resolutions as presented. The motion carried unanimously by all present.

E. Consider introduction of Ordinance No. 593 repealing Section 2.20.020 – "Members not to hold other offices" of the Brisbane Municipal

CM Lentz stepped down from the dais and left the room due to a conflict of interest.

Assistant City Attorney Stricker said that a member of the Parks and Recreation Commission was recently elected to the Brisbane School Board and was sworn in as a School Board member earlier in the month. She said that the Commissioner had asked staff and legal counsel whether a

Commissioner could simultaneously hold a School Board position.

Ms. Stricker then outlined the State Law Requirements, the City's Municipal Code restriction, the option to repeal Section 2.20.020 of the Municipal Code, enforcement measures if any potential conflicts are violated, and guidelines a Commissioner should follow to comply with his or her duty of loyalty to the City. She also pointed out that the Cooperative agreement attached to the original staff report was incorrect and that a more recent agreement was before the Council on the dais.

After Councilmember questions, clarifications, and discussion, direction was given to staff to modify the proposed Ordinance to make it clear that the Parks and Recreation Commission as an advisory commission makes recommendations to the City Council on "policy" matters. They also asked that a paragraph be added to the Ordinance stating that the City Attorney has provided general guidelines for a Commissioner who simultaneously holds another public office to comply with his or her duties of loyalty to the City, and that the City Attorney is available to consult for further guidance.

After further Councilmember discussion, CM Liu made a motion, seconded by CM Miller, to introduce the Ordinance as amended. The motion carried unanimously by all present.

CM Lentz returned to the dais.

STAFF REPORTS

A. City Manager's Report on upcoming activities

City Manager Holstine had nothing to report.

MAYOR/COUNCIL MATTERS

A. County-wide Assignments/Subcommittee Reports

Councilmembers reported on a recent meeting regarding the closing of Seton Medical Center and a recent Planning Issues Subcommittee meeting.

B. Written Communications

There were no written communications.

C. Consider appointment of two Councilmembers to work with the joint subcommittee of the Planning Commission and Open Space and Ecology Committee regarding the Green the Building Ordinance

This item was continued to the next Council meeting due to the late hour.

D. Review Council Subcommittee List

This item was continued to the next Council meeting due to the late hour.

E. Council of Cities City Selection Committee Appointments

Mayor O'Connell indicated that this item had been continued from the last Council meeting where there was a tie vote on the Council on supporting Wayne Lee from Millbrae or Charles Stone from Belmont to represent the Central Cities on the SamTrans Board. CM Miller indicated his support for Mr. Stone, swinging the vote to 3-2 for Mr. Stone.

CM Lentz indicated that he had supported Mr. Canepa from Daly City for the Bay Area Air Quality Management District but was now recommending supporting Liza Normandy of South San Francisco instead.

ORAL COMMUNICATIONS 2

There were no members of the public wishing to speak.

ADJOURNMENT

The meeting was adjourned at 12:50 a.m. on December 19, 2014.

Sheri Marie Spediacci, City Clerk