



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**NOVEMBER 20, 2012**

*BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE*

**CLOSED SESSION**

- A. Conference with Labor Negotiators; All Bargaining Units, pursuant to Government Code Section 54957.6

**CALL TO ORDER – FLAG SALUTE**

The meeting was called to order at 7:34 and Mayor Lentz led the flag salute.

**ROLL CALL**

Councilmember's present:	Conway, Miller, O'Connell, Richardson, and Mayor Lentz
Councilmember's absent:	None
Staff present:	City Manager Holstine, Administrative Services Director Schillinger, Deputy City Clerk Ricks

**ORAL COMMUNICATIONS NO. 1**

There were no members of the public wishing to speak.

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

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

**WORKSHOP**

**A. Provide Direction Regarding the 2013/14 Budget Process**

Administrative Services Director gave a recap of the 2012/13 budget process and reviewed the program categories and the programs within the Must category that the Council had agreed upon.

He also reviewed the \$120,000 that the Council had eliminated from the proposed 2012/2013 budget and the list that was developed of future items that should be reviewed.

He then recapped the status of the list of future items including the Capital Improvement Program, the Marina Maintenance and Funding issue, the impact of separating the Marina from the Parks and Recreation budget, the Successor Agency Separation, the Water and Sewer Rates discussion, the potential new revenue from the Recology Business License and the Tank Farm Fee, the review of Parks & Recreation fees, and the updated organization and employee classifications. He also reviewed the list of items that still needed to be brought forward for discussion including the analysis of reducing the number of ball fields, the fire station status and options, the economic development program, and the analysis of total contributions to schools.

Mr. Schillinger then reviewed the new financial information since the 2012/2013 budget had been adopted which included the Council approved \$2,100,000 business license tax for Recology instead of the projected \$1,050,000, the \$400,000 from the Redevelopment Agency dissolution, and the projected \$500,000 in surplus from the projections in FY 2012/13.

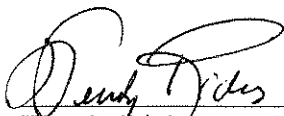
He then reviewed the fund balance policy and issues and the City provided programs.

Councilmembers asked for clarification on the various items that Mr. Schillinger reviewed and then discussed the Council determined definitions for the three categories of programs, Valuable, Important, and Must and the process for categorizing each program.

After a lengthy discussion, the Council decided to have Mayor Pro Tem Miller meet with Administrative Services Director Schillinger to discuss a new budget format and approach for FY 2013/2014, with the results of that discussion to be reviewed and discussed by the Council Finance Subcommittee and then ultimately have a recommendation back to Council for approval.

## ADJOURNMENT

The meeting was adjourned at 10:46.



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Wendy Ricks  
Deputy City Clerk