



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**WEDNESDAY, SEPTEMBER 12, 2012**

*BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE*

**6:30 P.M. CLOSED SESSION**

- A. Conference with labor negotiator regarding all bargaining units, pursuant to Government Code Section 54957.8**

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

Mayor Lentz called the meeting to order at 7:32 p.m. and 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, City Clerk Spediacci, City Attorney Toppel, Police Chief Macias, Public Works Director Breault, Marina and Aquatics Director Warburton

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

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

**ORAL COMMUNICATIONS NO. 1**

There were no members of the public wishing to speak.

## WORKSHOP

### **A. Accept Report on a Brisbane Marina Infrastructure Maintenance Plan**

Marina and Aquatics Director Warburton gave a presentation outlining the maintenance issues at the Brisbane Marina and the plan for replacement and maintenance. He noted that the marina is approaching thirty years of age and has suffered more imminent dock repairs recently due to age and harsh weather. He also noted that during last spring's budget review several Councilmembers toured the marina and asked that staff develop a plan which would address the long term maintenance needs of the marina.

He spoke specifically about two phases that needed to be completed. Phase I would be the Water Replacement Realignment Project and Phase II would be the Dock Component Replacement Maintenance Project. He noted that the costs would entail hiring two new marina maintenance workers for three years plus the cost of supplies and materials.

He indicated that these costs had not been included in the current budget but that a later agenda item will discuss separating the Marina from Parks and Recreation.

Mr. Warburton responded to many clarifying questions from Councilmembers about the proposed projects.

Wayne Hendrix, long-time active boater at the Marina, spoke about the marina maintenance issues including damage to the docks and tripping hazards. He urged the Council to make sure that these maintenance issues be taken care of as soon as possible.

After further Councilmember questions and clarifications about the details of the maintenance issues and repairs, they accepted the report.

### **B. Accept Report on Brisbane Marina 15-year Capital Improvement Projects (CIP)**

Marina and Aquatics Director Warburton gave a presentation reviewing the list of projects on the CIP list that related to both the Brisbane Marina and the Brisbane Swimming Pool Facility.

The Marina Capital Projects list included improvements to the north and south boater restrooms and the public restrooms, the small boat launch and small boat house, replacement of the support boat, a dumpster/recycling enclosure, wooden component dock maintenance, dredging, replacement of the maintenance truck, fishing pier improvements, and a hazardous materials collection building. He indicated that the proposed projects would look out to 2026/2027 and that some of them might be funded through State grant monies.

He then outlined the Swimming Pool Capital Projects list which included converting the kiddie pool to a spray water feature, removing and repaving the concrete deck, and rebuilding

the locker rooms. Again he indicated that these proposed projects would happen over the next several years concluding in 2023.

After discussion about the possibility of retrofitting the kiddie pool area, CM Miller asked that staff provide photos of other kiddie pools in the area that had been retrofitted.

After Councilmember questions and clarifications, they thanked Mr. Warburton for his presentation and accepted the report.

Wayne Hendrix spoke about his concerns with the marina being understaffed, boats that may not be paying rent, the condition of the Sea Scout boat, electrical problems and low-voltage, and the Spirit of Sacramento Boat nuisances.

Council and staff members responded to Mr. Hendrix's concerns.

**C. Discuss the financial issues related to separating Parks and Recreation and the Marina and provide direction to staff for the development of the FY 2013/14 budget**

Administrative Services Director Schillinger gave a presentation showing the financial issues related to separating Parks and Recreation and the Marina in the Fiscal Year 2013/14 budget.

He indicated that in 2001 the City financially and administratively combined the Parks and Recreation Department with the Marina and created the Parks and Recreation Fund to account for all of the financial activity. He said that during the budget discussions for FY 2012/13 the issue was raised as to whether or not those two departments and funds should be separate.

He gave a background of when and how the marina was built and how much revenue it generates per year on slip fees. He also outlined the costs of providing the parks and recreation programs and the revenue that those programs generate.

He explained the benefits and challenges the City would face if those two functions were separated.

Councilmembers discussed the pros and cons of separating out the Parks and Recreation Fund and a Marina Fund.

After some discussion, they directed staff to come back to the Council with more detailed information about how the separation would affect both programs and funds.

Mr Schillinger said he would bring back a combination of alternatives for the Council to consider.

**D. Receive information on the separation of the Successor Agency and the City**

**of Brisbane and provide further information to staff, if needed**

Administrative Services Director Schillinger outlined the many steps that had been taken to separate the Successor Agency finances from the City finances. Those steps included setting up separate bank accounts, setting up a separate entity within the City's financial software, transferring all cash and assets from the Redevelopment Agency to the Successor Agency, completing separate audits, and providing the City Council with a separate Successor Agency Cash and Investment Report.

He indicated that City staff had taken every step deemed necessary to ensure the assets of the City and the Successor Agency are kept separate and easily identifiable.

After Councilmember discussion, they thanked staff for providing the information.

**ADJOURNMENT**

The meeting was adjourned at 11:15 p.m.

  
Sheri Marie Spediacci City Clerk