



BRISBANE CITY COUNCIL

ACTION MINUTES

**CITY OF BRISBANE CITY COUNCIL
REGULAR MEETING AGENDA**

THURSDAY, FEBRUARY 1, 2018

BRISBANE CITY HALL, 50 PARK PLACE, BRISBANE

7:30 P.M. CALL TO ORDER – FLAG SALUTE

Mayor Conway called the City Council meeting to order at 7:30 pm.

ROLL CALL

Councilmembers present: Councilmembers Cunningham, Davis, Lentz, O’Connell, and Mayor Conway
Councilmembers absent: None
Staff present: City Clerk Padilla, City Manager Holstine, Administrative Services Director Schillinger, City Attorney Roush, Community Development Director Swiecki, City Engineer Breault, Deputy Director of Public Works Kinser, Principal Analyst Saguisag-Sid, Police Chief Macias, and Fire Chief Myers.

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

CM O’Connell made a request to close the meeting in memory of lifetime Brisbane resident Pete Mozzetti. Mayor Conway made a request to move Written Communications as Item E in Mayor/Council Matters and discuss Creating an Ad hoc Charter City Subcommittee as Item D.

CM O’Connell made a motion, seconded by CM Cunningham to approve the agenda as amended. The motion was carried unanimously by all present.

ORAL COMMUNICATIONS NO. 1

There are no members of the public wishing to speak.

INTRODUCTION

- A. Introduction of new Public Works staff: Adrienne Etherton, Sustainability Management Analyst, Amy Listmann, CERT Program Assistant, and Allan Sandoval, Parks/Facilities Maintenance Worker**
- B. Introduction of new Community Development staff: Alberto Viana, Community Development Technician and Cherylynn Walker, Administrative Assistant**
- C. Introduction of new Police Department staff: Robert “Bobby” McCarthy, Police Officer**

City Manager Holstine introduced to the City Council the newly hired staff members from the Public Works Department, Community Development Department, and the Police Department, namely:

- Adrienne Etherton, Sustainability Management Analyst
- Amy Listmann, CERT Program Assistant
- Alberto Viana, Community Development Technician
- Cherylynn Walker, Community Development Administrative Assistant
- Robert “Bobby” McCarthy, Police Officer

Due to illness, Allan Sandoval, Parks/Facilities Maintenance Worker was not able to attend the meeting.

Councilmembers congratulated the new staff members for being selected for their positions.

VI. PRESENTATION

A. SF Arts Education

Camille Salmon, Program Director of the SF Arts Education Program, invited the Councilmembers and City residents to attend their new show Seussical where many of the young actors are from Brisbane.

B. Present Commendations to the members of the Brisbane Strikers AYSO 12U Boys Soccer 2017 Section 2 Champions

Hugo Gomez, Brisbane Silvers Strikers Boys Soccer Coach, thanked the Council for their acknowledgement of the Championship Team and expressed how proud he was of the team's accomplishments. Mayor Conway congratulated the Brisbane Strikers and presented Commendations to the members of the team for being the AYSO 12U Boys 2017 Section 2 Champions.

VII. CONSENT CALENDAR

- A. Approve City Council Minutes of November 21, 2017**
- B. Approve City Council Minutes of November 30, 2017**
- C. Approve City Council Minutes of December 14, 2017**
- D. Adopt Ordinance No. 624 (Zoning Text Amendment RZ-3-17) – Zoning Text and Map Amendments to Adopt Housing Overlay Zones PAOZ-1 and PAOZ-2 to implement the Parkside at Brisbane Village Precise Plan**
- E. Accept and Appropriate the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant awarded to the North County Fire Authority and authorize the purchase of firefighter Self-Contained Breathing Apparatus and accessories.**
- F. Approve Funding Agreement with the City/County Association of Governments of San Mateo (C/CAG) for the Safe Routes to School and Green Infrastructure Pilot Program**
- G. Accept Monthly Investment Report as of April 2017**
- H. Accept Monthly Investment Report as of May 2017**
- I. Accept Monthly Investment Report as of June 2017**
- J. Accept Monthly Investment Report as of July 2017**

CM O'Connell made a motion, seconded by CM Davis, to approve Consent Items A-J. The motion was carried unanimously by all present.

Ayes: CM Cunningham, Davis, Lentz, O'Connell and Mayor Conway

Noes: None

Absent: None

VIII. PUBLIC HEARING

- A. Consider Adoption of Resolution 2018-05 to implement the Drought Reserve Rate for the Utility Fund**

Administrative Services Director Schillinger reported that the drought rate is estimated to generate approximately \$106,000 per year for a reserve within the Utility Fund to stabilize rates during a drought. Impact to utility bills would be either \$2.32 or \$6.99 per billing period depending if customers used more than the median amount of water used in the City for residential/commercial

customers. He also shared that the City sent the letter to users and property owners regarding Drought Reserve Rate on December 13, 2018. And the City received five phone calls, one e-mail and no letters concerning the increase.

After some discussion, Mayor Conway opened the public hearing.

No member of the public wished to speak.

CM Lentz made a motion, seconded by CM O'Connell, to close the public hearing. The motion was carried unanimously by all present.

CM Lentz made a motion, seconded by CM Davis, to adopt Resolution 2018-05 to implement the Drought Reserve Rate for the Utility Fund. The motion was carried unanimously by all present.

Ayes: CM Cunningham, Davis, Lentz, O'Connell and Mayor Conway

Noes: None

Absent: None

NEW BUSINESS

A. Consider approval of Resolution 2018-03 regarding New Hourly Pay Scale for City Employees

B. Consider approval of Resolution 2018-04 regarding Master Pay Schedule for 2018 for City Employees

Principal Analyst Saguisag-Sid stated that the purpose of Resolutions 2018-03 and 2018-04 is to meet the new state minimum wage requirement effective January 1, 2018 and to create a range for the intern position of \$15-\$20 per hour.

After some Council discussion and questions, CM O'Connell made a motion, seconded by CM Lentz, to adopt Resolution 2018-03 regarding New Hourly Pay Scale for City Employees and to adopt Resolution 2018-04 regarding Master Pay Schedule for 2018 City Employees. The motion was carried unanimously by all present.

Ayes: CM Cunningham, Davis, Lentz, O'Connell and Mayor Conway

Noes: None

Absent: None

STAFF REPORTS

A. City Manager's Report on upcoming activities

City Manager Holstine reported on the following upcoming activities: Volunteer Planting Day, the Artist of Evening of Sharing, the New EV Charger Ribbon Cutting Ceremony, CM Lentz' Office Hours, Police Department's new article in the Star about Recreational Marijuana and the next Brisbane Baylands Meeting, BEST/PTO Spring Thing Fundraiser.

Brisbane Baylands Meeting, BEST/PTO Spring Thing Fundraiser.

MAYOR/COUNCIL MATTERS

A. Budget Workshop for Two Year Budget

After some discussion and questions, the Council agreed to schedule a one-day budget review workshop for Saturday, June 9, 2018. The Capital Improvement Plan Review will be discussed at the Mid-Year Budget Review on March 15, 2018.

B. City Council Meeting Schedule and Scheduling Interviews for City Commission and Committee Appointment

City Clerk Padilla received a total of 27 applications for vacancies in the City Commissions and Committees. Councilmembers scheduled March 6th and March 13th as the interview dates to fill the appointments for the City Commissions and Committees.

C. Countywide Assignments/Subcommittee Reports

CM Davis reported on her activities with the Peninsula Clean Energy, History Subcommittee, and the Airport Noise Subcommittee.

CM Lentz reported on his activities with the Housing Endowment & Regional Trust (HEART) Board, City/County Association of Governments (C/CAG), Star City Music Festival Ad hoc Subcommittee, and the Affordable Housing Subcommittee.

CM Cunningham reported on her activities with the Public Information/Technology Subcommittee, and the League of California Cities New Mayors & Councilmembers Academy.

CM O'Connell reported on her activities with the Infrastructure, Utilities, & Franchise Subcommittee and the Caltrain Modernization Local Policy Maker Group.

D. Discuss Feasibility of being a Charter City

Mayor Conway said he is proposing the creation of a new Ad hoc Charter City Subcommittee to research whether it is feasible to be a Charter City and increase local control over Land Use issues. After some discussion with staff, Mayor Conway and CM O'Connell volunteered to become members of the ad hoc subcommittee.

E. Written Communication

Non-Baylands Written Communication was received from the following members of the public during January 4, 2018 through February 1, 2018:

- Massage Therapy Council (dated 12/13/17)
- Kameliya Vladimirova (1/16/18 & 1/17/18)

- Tony Verreos (1/29/18)

ORAL COMMUNICATIONS 2

Barbara Ebel spoke on Airport Noise and requested a Report on the Soils Manifest from Universal Paragon Corporation's Soils Processing Business.

CM Holstine said he will discuss with the City Attorney and determine what report the City can request based on the agreement with UPC.

ADJOURNMENT

CM O'Connell made a motion, seconded by CM Davis, to adjourn the City Council Meeting. The meeting was adjourned at 8:53 pm in memory of Pete Mozzetti.

Ingrid Padilla, City Clerk

