



BRISBANE CITY COUNCIL

ACTION MINUTES

**CITY COUNCIL MEETING AGENDA
THURSDAY, APRIL 4, 2024**

HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005

7:30 P.M. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Mayor O’Connell called the meeting to order at 7:36 P.M. and led the Pledge of Allegiance.

ROLL CALL

A. Consider any request of a City Councilmember to attend the meeting remotely under the “Emergency Circumstances” of AB 2449

No Councilmembers made a request under the Emergency Circumstances of AB 2449.

Councilmembers present: Councilmembers Cunningham, Davis, Lentz, Mackin, and Mayor O’Connell

Councilmembers absent: None

Staff Present: Interim City Manager Holstine, City Clerk Padilla, City Attorney McMorrow, Finance Director Yuen, Police Chief Macias, and Communications & Digital Media Coordinator Ordoña

REPORT OUT OF CLOSED SESSION

City Attorney McMorrow reported that Councilmembers were provided an update on the Pending Litigation Item D and no action was taken.

ADOPTION OF AGENDA

A community member made a request to adjourn the meeting in memory of Father John Balleza, the parish priest for the Our Lady of Guadalupe Mission. Councilmember Davis made a motion, seconded by Councilmember Lentz, to adopt the agenda as amended. The motion passed unanimously by all present.

Ayes: Councilmembers Cunningham, Davis, Lentz, Mackin, and Mayor O’Connell

Noes: None

Absent: None

Abstain: None

ORAL COMMUNICATIONS NO. 1

No member of the public wished to make public comment.

CONSENT CALENDAR

- B. Approve Minutes of City Council Meeting of March 7, 2024**
- C. Approve Minutes of City Council Closed Session Meeting of March 16, 2024**
- D. Approve Minutes of City Council Closed Session Meeting of March 17, 2024**
- E. Accept Investment Report as of February 2024**
- F. Approve Fundraising Plan for the 2024 Summer Concerts in the Park Series**
- G. Approve Resolutions Reappointing Committee Members Alex Horton and Mangesh Kolhatkar to the Inclusion, Diversity, Equity, and Inclusion Committee until January 2026**

Councilmember Mackin made a request to pull Consent Calendar Item B for clerical corrections. Councilmember Mackin made a motion, seconded by Councilmember Davis, to approve Consent Calendar Items C-G. The motion passed unanimously by all present.

Ayes: Councilmembers Cunningham, Davis, Lentz, Mackin, and Mayor O'Connell
Noes: None
Absent: None
Abstain: None

OLD BUSINESS

- H. Receive Mid-Year Budget Report and Consider Adoption of Resolution Amending the Annual Budget for Fiscal Year 2023-24 And Making Appropriations for the Amount Budgeted**

Finance Director Yuen reported that the City is expected to experience overall net savings of \$812,584 compared to the FY24 budgeted use of funds of \$1,903,736. Staff is anticipating approximately \$2,195,000 in additional revenues for the 2024 fiscal year, for a total of \$28,891,000. The largest increases were due to the increase in Property Taxes, followed by Fees and Charges, then by Business Licenses and reduced slightly by Sales Taxes. Staff is requesting budget adjustments to revenue in the net amount of \$2,195,000.

Finance Director Yuen, also reported that staff recommends transferring \$500,000 by the end of the fiscal year to the pension trust. Any savings net of pension transfer will be rolled over to be considered for the FY25 budget and be used to pay for the level of services requested by the Council.

After Council questions, no public comment and Council discussion, Councilmember Mackin made a motion, seconded by Councilmember Davis, to adopt a resolution amending the annual budget for Fiscal Year 2023-24 and making appropriations for the amount budgeted. The motion passed unanimously by all present.

Ayes: Councilmembers Cunningham, Davis, Lentz, Mackin, and Mayor O'Connell

Noes: None

Absent: None

Abstain: None

STAFF REPORTS

I. City Manager's Report on Upcoming Activities

No report was provided.

MAYOR/COUNCIL MATTERS

J. Countywide Assignments and Subcommittee Reports

Councilmembers reported on their Countywide and Subcommittee meetings.

K. Written Communications

The Council received the following written correspondence:

- Larson (3/26/24) Mayor for a Day
- Liepper (3/26/24) Civil Action Petition
- Tainter (4/1/24) Complete Streets
- Mendez (4/3/24) District Elections
- Lacsamana (4/4/24) Election Process
- Riedell (3/18/24) District Elections

ORAL COMMUNICATIONS NO. 2

No member of the public wished to make public comment.

ADJOURNMENT

Mayor O'Connell adjourned the meeting at 8:53 P.M. in memory of Father John Balleza.

Ingrid Padilla
City Clerk