



**BRISBANE CITY COUNCIL**

**ACTION MINUTES**

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**JOINT CITY OF BRISBANE CITY COUNCIL AND  
GUADALUPE VALLEY MUNICIPAL IMPROVEMENT DISTRICT  
SPECIAL MEETING AGENDA**

**THURSDAY, JUNE 4, 2020**

***VIRTUAL MEETING***

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Mayor O'Connell called the meeting to order at 7:35 p.m. and led the Pledge of Allegiance.

**ROLL CALL**

Councilmembers present: Councilmembers Conway, Cunningham, Davis, Lentz, and Mayor O'Connell

Councilmembers absent: None

Staff Present: City Manager Holstine, City Clerk Padilla, Interim City Attorney McMorrow, Director of Administrative Services Schillinger, and Police Chief Macias.

**REPORT OUT OF CLOSED SESSION**

Interim City Attorney McMorrow reported that direction was given to staff but no formal action was taken at Closed Session.

**ADOPTION OF AGENDA**

Mayor O'Connell requested to close the City Council Meeting in memory of George Floyd.

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

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

Noes: None

Absent: None

## **ORAL COMMUNICATIONS NO.1**

No members of the public wished to speak.

## **PRESENTATIONS AND AWARDS**

### **A. Mayor Proclamation Celebrating June as Pride Month**

Mayor O'Connell read the Proclamation celebrating June as Pride Month. Councilmembers thanked Mayor O'Connell for recognizing Pride Month.

## **CONSENT CALENDAR**

B. Adopt City Council Minutes of May 21, 2020

C. Accept Investment Report as of April 2020

D. Introduce Ordinance No. 652 , waiving first reading, Adding chapter 5.70 to the Brisbane Municipal Code Concerning the Determination of Public Convenience or Necessity for an Alcoholic Beverage Control License

E. Direct staff to submit the 2019 General Plan Progress Report to the California Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

G. Approve Resolution No. 2020-43 authorizing the execution of a Building Safety Inspection Mutual Aid Agreement and rescinding Resolution No. 2017-36

CM Lentz asked to remove Consent Calendar Item F for discussion and made a motion, seconded by CM Conway, to approve Consent Calendar Items B-D and G. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

F. Adopt Resolution No. 2020-42 Establishing the 2020 Business License Tax for Liquid Storage Facilities as to Kinder Morgan/SFPP

After some Council questions with Administrative Services Director Schillinger, CM Lentz made a motion, seconded by CM Conway to approved Consent Calendar Item F. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

## **NEW BUSINESS**

### **H. Budget Presentation**

#### **1. Budget and Fiscal Overview from City Manager**

#### **2. 2020/21-2021/22 Budget Presentation from Deputy City Manager/Administrative Services Manager**

City Manager Holstine commented that the City is well positioned to make it through the economic disruption of the COVID-19 pandemic. Staff will be bringing back to the Council any updates as staff closely monitors the budget and fiscal overview.

Deputy City Manager and Administrative Services Director Schillinger presented the 2020/21- 2021-22 Budget. He reported on the projected revenues and expenditures for 2020/21 and 2021/22. The projected fund balance of over \$6 million at the end of FY 2021 and about \$3.7 million at the end of FY 2022. He added that the City has enough in reserves to weather a recession due to the City Council planning ahead.

After some council questions, Deputy City Manager and Administrative Services Director Schillinger added that he will provide regular updates to the council about the City's revenue.

I. Consider Approval of Resolution No. 2020-44, Adopting a Resolution of Intent and Introducing Ordinance No. 654 Amending the Contract between the Board of Administration of the California Public Employee's Retirement System (CalPERS) and the City of Brisbane, to Implement the Cost Share of Employee Contribution in Accordance with Section 20516 of the California Government Code for Classic Member Employees Represented by the International Association of Firefighters- Local 2400, AFL-CIO

Administrative Services Director Schillinger reported that On April 16, 2020, the City Council adopted Resolution 2020-09 approving a Memorandum of with IAFF-Local 2400, AFL-CIO for the period of July 1, 2019 - June 30, 2022. The approved contract included a cost sharing provision "Classic" CalPERS represented employees contribute additional percentages of their salaries in varying amounts towards their CalPERS retirement benefits. In order for the City to implement this cost-share provision, it is necessary for the City to amend its contract with CalPERS.

CM made a motion, seconded by CM to approve Resolution No. 2020-44, adopting a Resolution of Intent and to introduce Ordinance No. 654 amending the contract between the Board of Administration of the California Public Employee's Retirement System (CalPERS) and the City of Brisbane, to implement the cost

share of employee contribution in accordance with Section 20516 of the California Government Code for Classic Member Employees represented by the International Association of Firefighters- Local 2400, AFL-CIO. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

## **PUBLIC HEARINGS**

### **J. Consider Adoption of Resolutions to approve the budget for Fiscal Year 2020/21 and 2021/22**

After some clarifying questions, Mayor O'Connell opened the Public Hearing.

No members of the public wished to speak or comment.

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

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

Noes: None

Absent: None

1. Adopt Resolution No. 2020-23 adopting the annual budget for Fiscal Year 2020-2021 and Fiscal Year 2021-2022 and making appropriations for the amounts budgeted

CM Cunningham made a motion, seconded by CM Conway, to adopt Resolution No. 2020-23 adopting the annual budget for Fiscal Year 2020-2021 and Fiscal Year 2021-2022 and making appropriations for the amounts budgeted

The motion was carried unanimously by all present.

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

Noes: None

Absent: None

2. Adopt Guadalupe Valley Municipal Improvement District Resolution No. GVMID 2020-01 adopting the annual budget for Fiscal Year 2020-2021 and Fiscal Year 2021-2022 and making appropriations for the amounts budgeted

Board Member Cunningham made a motion, seconded by Board Member Conway , to adopt Guadalupe Valley Municipal Improvement District Resolution No. GVMID 2020-01 adopting the annual budget for Fiscal Year 2020-2021 and Fiscal Year 2021-2022 and making appropriations for the amounts budgeted

The motion was carried unanimously by all present.

Ayes: Board Member Conway, Cunningham, Davis, Lentz and Chair O'Connell

Noes: None

Absent: None

K. Consider adoption of Resolution No. 2020-24 adopting a Master Fee Schedule

Administrative Services Director reported that the schedule reflects a zero percent increase from the previous year. He added that given the economic times, staff believes that this is best action at this time.

Mayor O'Connell opened the Public Hearing.

No members of the public wished to speak or comment.

CM Cunningham made a motion, seconded by CM Davis, to close the public hearing. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

CM Conway made a motion, seconded by CM Cunningham, to adoption of Resolution No. 2020-24 adopting a Master Fee Schedule. The motion was carried unanimously by all present.

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

Noes: None

Absent: None

## **STAFF REPORTS**

### **L. City Manager's Report on upcoming activities**

City Manager reported on postings and upcoming activities in the month of June.

Chief Macias provided an overview of community-led peaceful gathering for George Floyd on June 6, 2020.

Mayor O'Connell and Councilmembers thanked the Chief Macias for the update and her community letter.

Councilmember Davis is grateful that the City is taking the stance that Black Lives Matter, Pride is important, and evaluation is important to ensure that we're building that culture in all City departments.

Interim City Attorney McMorrow provided an update on the State budget and address the housing package.

## MAYOR AND COUNCIL MATTERS

### **M. Countywide Assignments/Subcommittee Reports**

Councilmembers reported on their activities in the following groups:

1. Public Art Selection Committee
2. Covid-19 Adhoc Subcommittee
3. Black Lives Matter
4. Airport Land Use Committee
5. Caltrain Modernization Local Policy Maker Group
6. SFO Airport Roundtable
7. SMC Emergency Services Council

### **N. Other Council Communications - Council members may address matters of City concern not on the agenda and not requiring Council action at this time.**

(This may include reporting on meetings or conferences concerning COVID-19 or other issues of City concern)

CM Lentz reported on his COVID-19 testing experience, internet inequality, and value of a work from home program.

CM Conway asked City Clerk Padilla to provide an update on election activities for the November 3, 2020 City Council election.

CM Davis also asked to close in memory of Karrine Yee.

### **O. City Council Meeting Schedule**

The next City Council Meeting is scheduled for June 18, 2020.

### **P. Written Communications**

Council received Written Communication from the following members of the public from May 21-June 4, 2020:

Peter from American Equipment Group, Central Utility Plant Machinery (5/22/20)

Jefferson Union High School District Updates (5/21, 5/29, 6/1/20)

Terry Sandoval, Show Your Support for Stanford Hospital Healthcare Workers on Social Media (5/29/20)  
ACLU to County of San Mateo, Curfew (6/5/20)

**ORAL COMMUNICATIONS NO.2**

No members of the public wishing to speak or comment.

**ADJOURNMENT**

CM Conway made a motion, seconded by CM Davis to adjourn the meeting at 9:39 p.m. in memory of George Floyd and Karrine Yee.

The motion was carried unanimously by all present.

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

Noes: None

Absent: None

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Ingrid Padilla, City Clerk