



BRISBANE CITY COUNCIL

ACTION MINUTES

JOINT CITY COUNCIL & BRISBANE/GUADALUPE VALLEY

MUNICIPAL IMPROVEMENT DISTRICT FINANCING AUTHORITY

MEETING

THURSDAY, JUNE 1, 2023

HYBRID MEETING, 50 PARK PLACE, BRISBANE, CA 94005

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

Mayor Davis called the meeting to order at 7:30 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 any requests regarding Item A.

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

Councilmember Absent: None

Staff Present: City Manager Holstine, City Attorney McMorrow, City Clerk Padilla, City Engineer Breault, Community Development Director Swiecki, Recreation Director Leek, Finance Director Yuen, Recreation Supervisor Houghton, Communications Director Cheung, Police Commander Garcia and Management Analyst Ibarra

REPORT OUT OF CLOSED SESSION

City Attorney McMorrow reported that Council rejected Liability Claim Item D and provided direction regarding the Pending Litigation Item E.

ADOPTION OF AGENDA

Councilmember O'Connell made a motion, seconded by Councilmember Cunningham to approve the agenda as it stands. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

ORAL COMMUNICATION NO. 1

Bryan Shields from the Nor Cal Carpenters Union commented on the need for labor standards for future developments in the City.

AWARDS AND PRESENTATIONS

B. Proclaiming June as Pride Month

Mayor Davis proclaimed June 2023 as Pride Month and recognized all LGBTQ residents whose influential and lasting contributions to our neighborhoods make Brisbane a vibrant community in which to live, work and visit.

San Mateo County LGBTQ Commissioner Jana Rickerson accepted the proclamation and thanked the Council for their support of the LGBTQ community and Pride Month.

CONSENT CALENDAR

- C. Approve Minutes of City Council Meeting of May 18, 2023**
- D. Approve Minutes of City Council Closed Session Meeting of May 18, 2023**
- E. Adopt an Ordinance, Waiving Second Reading, to Amend Section 10.24.050 of Chapter 10.24 of the Brisbane Municipal Code pertaining to "Stopping, Standing and Parking."
(The purpose of this item is to modify a section of the city's municipal code that is inconsistent with state law.)**
- F. Introduce an Ordinance, Waiving First Reading, to amend the electric vehicle (EV) Charging Infrastructure Requirements for New Multifamily Residential Development Within the City of Brisbane to Align with the State's New Minimum Requirements and finding that this Ordinance is Categorically Exempt From Environmental Review Under CEQA Guidelines Section 15308, Actions By Regulatory Agencies for Protection of the Environment**
- G. Adopt a Resolution Authorizing the City's Participation in the Age-Friendly Communities' Network**
- H. Authorize Staff to Publish the Public Art Master Plan Request for Proposals (RFP) as Recommended by the Public Art Advisory Committee
(The RFP denotes not to exceed amount of \$75,000 for a Master Planning consultant and the Public Art Advisory Committee is also recommending a 20% contingency (or \$15,000) to draw from as needed to support master planning efforts.)**
- I. Authorize Selecting a Land Management and Permitting System Vendor**

(The purpose of this item is to Authorize the City Manager to select a land management and permitting system vendor, negotiate a contract for system implementation, and execute a contract with the chosen vendor. The submitted vendor proposals include a range of pricing estimates, with initial one-time implementation costs ranging from \$100,000-\$650,000 and ongoing costs ranging from \$40,000-\$140,000 annually.)

J. Sierra Point Landscaping and Lighting District for the Fiscal Year 2023-2024

- i. Adopt a Resolution, "Appointing Attorney for the Sierra Point Landscaping and Lighting District for the Fiscal Year 2023-2024."**
- ii. Adopt a Resolution, "Appointing Engineer for the Sierra Point Landscaping and Lighting District for the Fiscal Year 2023-2024."**
- iii. Adopt a Resolution, "A Resolution of Preliminary Approval of Engineer's Report - Fiscal Year 2023-2024 - Sierra Point Landscaping and Lighting District"**
- iv. Adopt a Resolution, "A Resolution of Intention to order the levy and collection of assessments pursuant to the Landscaping and Lighting Act of 1972 - Fiscal Year 2023-2024 - Sierra Point Landscaping and Lighting District"**

Councilmember Mackin made a motion, seconded by Councilmember Lentz to approve Consent Calendar Items C-J. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

PUBLIC HEARING

K. Park Development Impact Fees [PUBLIC HEARING AS TO THIS ITEM CANCELLED]

- i. Consider Adoption of a Resolution Adopting and approving the NBS Government Finance Group's Nexus Study**
- ii. Consider Introduction of an ordinance establishing fees**
- iii. Consider Adoption of a resolution establishing the fees.**

(At the request of staff, this item has been removed from the agenda and the public hearing items cancelled.)

City Manager Holstine reported that Public Hearing Item K was cancelled. Staff will provide council broader and more general options in the Fall for establishing fees.

Councilmember Lentz commented that staff should also provide an analysis that also includes Park Development Impact fees.

Councilmember Mackin commented that Council should consider community benefits instead of impact fees.

**L. Consider Adoption of a Resolution of the Board of Directors of the Brisbane/Guadalupe Valley Municipal Improvement District Financing Authority Authorizing the Issuance and Sale of its Brisbane/Guadalupe Valley Municipal Improvement District Financing Authority Lease Revenue Bonds, Series 2023
(Council will consider whether to approve financing of the costs of tenant improvements and related**

equipment and furnishings to the building at 25 Park Place leased by the City by means of the issuance of revenue bonds (the “Bonds”) by the Brisbane/Guadalupe Valley Municipal Improvement District Financing Authority (the “Authority”) in an aggregate amount not to exceed \$5,500,000, payable from the City’s general fund.)

Finance Director Yuen and the City’s Financial Advisor Marty Johnson of JNA Consulting Group presented the proposal based on feedback from the City Council Fiscal and Administrative Policies Subcommittee, is to issue a 20-year bond, sized to provide \$5.5 million of net proceeds. The estimated interest rate is 4.45%. The payments on the new debt will be structured with payment of about \$350,000 through FY2025 and then payments of about \$430,000 through maturity in FY2043, with an approximate total interest cost of \$3.2 million. Based on this structure, the total payments on all issues paid from the General Fund would be approximately \$1.3 million from FY2026 to FY2033.

After Council questions for Finance Director Yuen, the City’s Financial Advisor Marty Johnson of JNA Consulting Group and Rick Brandis of Oppenheimer and Company, Mayor Davis opened the public hearing. City Clerk Padilla noted for the record that Council received correspondence from Dana Dillworth regarding 25 Park Place.

Councilmember O’Connell made a motion, seconded by Councilmember Lentz to close the public hearing. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

After some Council discussion, Councilmember O’Connell made a motion, seconded by Councilmember Cunningham to approve the Resolution of the Board of Directors of the Brisbane/Guadalupe Valley Municipal Improvement District Financing Authority authorizing the issuance and sale of its Brisbane/Guadalupe Valley Municipal Improvement District Financing Authority Lease Revenue Bonds, Series 2023. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

NEW BUSINESS

M. Consider Approval of Construction Contract for Brisbane Administrative Offices

(Assuming that Agenda Item L has been adopted, it is being recommended to award the Brisbane Administrative offices construction contract (Project No. 922A) to Argo Construction, Inc. in the amount of \$3,174,000 and authorize the mayor to sign the Agreement on behalf of the City.)

City Engineer Breault reported that he was content with the range of bids that were submitted for the construction project for the Brisbane Administrative Offices.

After no public comment and some Council questions and discussion, Councilmember Mackin made a motion, seconded by Councilmember Lentz to approve the Construction Contract for Brisbane Administrative Offices to Argo Construction. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

N. Consider Approval of Construction Management Services for 25 Park Remodel

(Assuming that Agenda Items L and M have been adopted/approved, it is being recommended that the Mayor be authorized to sign a Task Order in the amount of \$314,104.40 to JMW Consulting Engineers and to also sign a Professional Services Agreement if deemed necessary by the City Attorney)

City Engineer Breault reported that the task order in the amount of \$314, 104.40 is for JMW Consulting Engineers for Management Services for the 25 Park Remodel. After no public comment and some Council questions and discussion of the importance of a timely and smooth construction, Councilmember O'Connell made a motion, seconded by Councilmember Cunningham to approve the Request for Approval of Construction Management Services for 25 Park Remodel. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

O. Consider Approval of Request for Proposals for Executive Recruitment Services

City Manager Holstine reported that he hopes to receive Executive Recruitment Services proposals mid-June and interview top candidates at a special meeting on July 6, 2023.

After no public comment and some Council questions and discussion, Councilmember O'Connell made a motion, seconded by Councilmember Cunningham to approve the Request for Proposals for Executive Recruitment Services. The motion passed unanimously by all present.

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

Noes: None

Absent: None

Abstain: None

STAFF REPORTS

P. City Manager's Report on Upcoming Activities

City Manager Holstine reported on upcoming activities and the latest City news.

MAYOR AND COUNCIL MATTERS

Q. Countywide Assignments and Subcommittee Reports

Council reported on their subcommittee activities and county assignments since the City Council Meeting of May 18, 2023.

R. Written Communication

Council received written communication from the following members of the public from 5/19-6/1/23 :

- Roland Lebrun (5/25/23) Revised Baylands Specific Plan Notice of EIR Preparation
- Clara Johnson (5/26/23) Comments on Revised Notice of Preparation of EIR for the Brisbane Baylands Specific Plan
- Dana Dillworth (5/26/23) Public Comment Baylands Specific Plan
- Dana Dillworth (6/1/23) 25 Park Place

ORAL COMMUNICATIONS NO. 2

No members of the public wished to make public comment.

ADJOURNMENT

Mayor Davis adjourned the meeting at 8:50 P.M.

Ingrid Padilla, City Clerk