



CITY of BRISBANE

Joint City Council & Guadalupe Valley Municipal Improvement District Meeting Agenda

Thursday, June 4, 2020 at 7:30 PM • Virtual Meeting

This meeting is compliant with the Governors Executive Order N-29-20 issued on March 17, 2020 allowing for deviation of teleconference rules required by the Brown Act. The purpose of this is to provide the safest environment for staff, Councilmembers and the public while allowing for public participation. The public may address the council using exclusively remote public comment options.

TO ADDRESS THE COUNCIL

The City Council Meeting will be an exclusively virtual meeting. The City Council agenda materials may be viewed online at www.brisbaneca.org at least 24 hours prior to a Special Meeting, and at least 72 hours prior to a Regular Meeting.

Remote Public Comments:

Meeting participants are encouraged to submit public comments in writing in advance of the meeting. The following email and text line will be monitored during the meeting and public comments received will be read into the record during Oral Communications 1 and 2 or during an Item.

Email: ipadilla@brisbaneca.org

Text: 628-219-2922

Comment During a Public Hearing Item Only: Dial: 1 (669) 900 9128 Meeting ID: 910 1488 4062

PUBLIC MEETING VIDEOS

Public Meetings can be viewed live and/or on-demand via the City's YouTube Channel, www.youtube.com/brisbaneca, or on Comcast Channel 27. Archived videos can be replayed on the City's website via the All Meetings Page (<http://brisbaneca.org/city-government/meetings>).

SPECIAL ASSISTANCE

If you need special assistance to participate in this meeting, please contact the City Clerk at (415) 508-2113. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

- 1. 7:30 P.M. CALL TO ORDER – PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**

3. ADOPTION OF AGENDA

4. ORAL COMMUNICATIONS NO. 1

5. PRESENTATION AND AWARDS

- A. Mayor Proclamation Celebrating June as Pride Month

6. 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).
- F. Adopt Resolution No. 2020-42 Establishing the 2020 Business License Tax for Liquid Storage Facilities as to Kinder Morgan/SFPP
- G. Approve Resolution No. 2020-43 authorizing the execution of a Building Safety Inspection Mutual Aid Agreement and rescinding Resolution No. 2017-36

7. 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
- 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

8. PUBLIC HEARING

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

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

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

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

9. STAFF REPORTS

L. City Manager's Report on upcoming activities

10. MAYOR/COUNCIL MATTERS

M. Countywide Assignments/Subcommittee Reports

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)

O. City Council Meeting Schedule

P. Written Communications

11. ORAL COMMUNICATIONS NO. 2

12. ADJOURNMENT

B.

File Attachments for Item:

B. Adopt City Council Minutes of May 21, 2020



BRISBANE CITY COUNCIL**ACTION MINUTES**

CITY OF BRISBANE CITY COUNCIL**MEETING AGENDA****THURSDAY, MAY 21, 2020***VIRTUAL MEETING***CALL TO ORDER – PLEDGE OF ALLEGIANCE**

Mayor O’Connell announced that this council meeting is compliant with the Governors Executive Order N-29-20 issued on March 17, 2020 allowing for deviation of teleconference rules required by the Brown Act. The purpose of this is to provide the safest environment for staff, Councilmembers and the public while allowing for public participation. She added that the public may address the council using exclusively remote public comment options.

Mayor O’Connell called the meeting to order at 7:36 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, City Engineer Breault, Deputy Director of Public Works Kinser and Police Chief Macias

ADOPTION OF AGENDA

Due to a clerical error, there was a discrepancy in the City Council’s staff report regarding the Channel Erosion Control Guadalupe. Interim City Attorney McMorrow shared that the agenda item has been noticed and that it is a time sensitive issue.

CM Davis made a motion, seconded by CM Cunningham to approve the agenda as it stands. The motion was carried unanimously by all present.

Ayes: Councilmember Conway, Cunningham, Davis, Lentz and Mayor O’Connell

Noes: None

Abstain: None

ORAL COMMUNICATIONS NO. 1

No member of the public wished to speak.

PRESENTATION

A. National Public Works Week

City Engineer Breault announced that May 17-23, 2020 is National Public Works Week and the theme is Rhythm of Public Works. He shared a video from the American Public Works Association entitled "I am Public Works."

Councilmembers thanked City Engineer Breault for the video presentation.

CONSENT CALENDAR

B. Adopt City Council Minutes of March 19, 2020

C. Adopt City Council Minutes of April 16, 2020

D. Accept Investment Report as of March 2020

F. Sierra Point Lighting and Landscaping District

- 1. Approve Resolution No. 2020-26, Appointing Attorney for the Sierra Point Landscaping and Lighting District for the Fiscal Year 2020-2021.**
- 2. Approve Resolution No. 2020-27, Appointing Engineer for the Sierra Point Landscaping and Lighting District for the Fiscal Year 2020-2021."**
- 3. Approve Resolution No. 2020-28, "A Resolution of Preliminary Approval of Engineer's Report - Fiscal Year 2020-2021 - Sierra Point Landscaping and Lighting District"**
- 4. Approve Resolution No. 2020-29 "A Resolution of Intention to order the levy and collection of assessments pursuant to the Landscaping and Lighting Act of 1972 - Fiscal Year 2020-2021 - Sierra Point Landscaping and Lighting District"**

G. Award the construction contract for the 2020 Slurry Seal Project to Graham Contractors, Inc. in the amount of \$ 223,862 and authorize the Mayor to sign the Agreement on behalf of the City

H. Guadalupe Channel Erosion Control

- 1. Authorize publication of the Notice Inviting Bids for Guadalupe Channel Erosion Control (Project No. 9018).**
- 2. Authorize the Mayor to sign the Agreement on the city's behalf with the low, responsive and responsible bidder, on the condition that the low, responsive and responsible bid price is less than or equal to the engineer's estimate plus a reasonable variance.**

CM Lentz made a request to pull Item E for discussion. CM Lentz made a motion, seconded by CM Davis, to approve Consent Calendar Items B-D and F-H. The motion was carried unanimously by all present

E. Approve Plans and Specifications and Authorize publication of the Notice Inviting Bids for the Guadalupe Canyon Parkway Safety Improvements (Project No. 920D)

After questions from Council of staff regarding the Guadalupe Canyon Parkway Safety Improvements Project, CM Lentz made a motion, seconded by CM Conway to approve Consent Calendar Item E. The motion was carried unanimously by all present.

NEW BUSINESS

I. Consider Adoption of Resolution No. 2020-30 confirming the pay schedule for the City Manager for fiscal year 2020/2021, that results in a 3% increase in salary, with no change in the other benefits provided in the Employment Agreement.

(This is the implementation of a contract previously approved by Council on July 18, 2019. Mayor to read a prepared statement.)

Mayor O'Connell read the following statement into the record:

"In accordance with Government Code Section 54953 (c)(3), a summary of the City Manager's salary and benefits is reported as follows:

The bi-weekly salary for the City Manager will be \$9837.74 with an annual escalator, if approved by the City Council, of 3% in July 2021.

The City Manager will receive 80 hours of administrative leave in August 2020 and 2021 but such leave must be used within 12 months from the time the leave is granted.

Through the City's contract with the Public Agency Retirement Service (PARS), City will pay for Mr. Holstine all required contributions under the 1% at 63 Formula.

Consistent with the benefits provided to Department Heads of the City, the City Manager will receive paid time off for holidays and vacation leave and is eligible for health benefits which include vision, dental, and comprehensive medical insurance. Other benefits include life and disability insurance as well as workers' compensation.

The Employment Agreement also reflects a City equity loan to Mr. Holstine for his personal residence in Brisbane, equal to 20% of value of the property, which loan will be repaid when the property sells or within six months of the Manager's retirement.

Upon retirement from the City, anticipated to be December 30, 2021, the City Manager will receive a monthly stipend consistent with other retired Executive Management employees who started working for the City prior to July 2008 and retired after 2000."

City Clerk Padilla read into the record comments from Renee Marmion why the City is increasing salaries while Brisbane families are struggling and Margaret Gibson questioned why the City is increasing salaries for City Manager and Staff due to the budget struggles brought on by the Covid-19 pandemic.

After some Council questions, CM Lentz made a motion, seconded by CM Cunningham to adopt Resolution No. 2020-30 confirming the pay schedule for the City Manager for fiscal year 2020/2021 that results in a 3% increase in salary, with no change in the other benefits provided in the Employment Agreement.

J. Consider Approval of Resolution No. 2020-31 through 2020-41, Adopting Pay Schedules for Fiscal Year 2020/2021.

(This is the implementation of contracts previously approved at a City Council Meeting.)

Appendix A Master Pay Schedule

- 1. Resolution No. 2020-31 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the Confidential Employees Group**
- 2. Resolution No. 2020-32 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the Confidential Management Group**
- 3. Resolution No. 2020-33 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the Executive Management Group**
- 4. Resolution No. 2020-34 - A Resolution of the City Council of the City Of Brisbane Concerning Wages for the International Association of Firefighters, Local 2400, AFL-CIO**
- 5. Resolution No. 2020-35 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the General Employees Association**
- 6. Resolution No. 2020-36 - A Resolution of the City Council of the City of Brisbane Regarding the Pay Scale for the Hourly Employees**
- 7. Resolution No. 2020-37 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the Mid-Management/Professional Employees Group**
- 8. Resolution No. 2020-38 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the Police Chief**
- 9. Resolution No. 2020-39 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the Police Commander**

10. Resolution No. 2020-40 - A Resolution of the City Council of the City of Brisbane Concerning Wages for the Brisbane Police Officers Association

11. Resolution No. 2020-41 - A Resolution of the City Council of the City of Brisbane Adopting Master Pay Schedules for All Employees

Interim City Attorney McMorrow explained this is a CalPERS (the California Public Employees' Retirement System) transparency requirement.

Administrative Services Director Schillinger read the Executive Management's salaries into the record. The following resolutions reflect the implementation of contracts previously approved at City Council Meetings after many meetings and negotiations with employee bargaining groups in 2019.

City Manager Holstine shared that the budget will be presented at the City Council Meeting of June 4, 2020. He believes the City is in a strong position to weather the storm of the economic impacts of the Covid-19 pandemic. Staff will continue to monitor the developments and will provide regular updates to the Council.

After a brief discussion and questions, CM Conway made a motion, seconded by CM Cunningham, to approve Resolution Nos. 2020-31 through 2020-41. The motion was carried unanimously by all present.

STAFF REPORTS

K. City Manager's Report on upcoming activities

City Manager Holstine provided brief a brief update to the Community on COVID-19 related activities and ways to get more engaged in the Community.

MAYOR/COUNCIL MATTERS

L. Countywide Assignments/Subcommittee Reports

Councilmembers reported on their activities in the following assignments:

Brisbane Emergency Services Council

COVID-19 Ad hoc Subcommittee

North County Fire Authority Board

Virtual Town Hall on COVID-19

Brisbane COVID-19 Response Coalition

M. City Council Meeting Schedule

The next City Council Meeting is scheduled for June 4, 2020.

N. Written Communications

Councilmembers received the following written communication:

- Lucas Gotthelf (4/28/20) City Pins
- Mary Beth Bykowsky (4/29/20) Hello from CDI
- Garbriel Garcia (5/4/20) June is Pride Month
- Gita Dev (5/8/20) Sierra Club Loma Prieta Open Streets
- Dr. Terry Deloria (5/9/20) JUHSD Superintendent Update to Families and Students
- Dr. Terry Deloria (5/13/20) JUHSD Superintendent Update to Families and Students
- Winefied & Associates (5/13/20) Contact CALEPA by June 1, 2020 to Stop Vapor Intrusion Guidance Document that Will Thwart Property Development in Your City
- Dr. Terry Deloria (5/15/20) JUHSD Superintendent Update to Families and Students- Baylands
- Francisco Ortega Carrillo (5/15/20) Re-opening Economy- Kleen Product
- Margaret Gibson (5/18/20) May 21 Meeting
- Renee Marmion (5/20/20) Written Communication to the Brisbane City Council Thursday May 21, 2020

ORAL COMMUNICATIONS NO. 2

Public written comment was received from Leland Anders about June Pride Month and Prem Lall about a tree issue.

City Manager Holstine announced that Pride Flags will be raised in the City starting June 1st. Council advised Mr. Lall to reach out directly to City Staff about the tree issue.

ADJOURNMENT

CM Conway made a motion, seconded by CM to adjourn the meeting. Mayor O'Connell adjourned the meeting at 8: 54 p.m.

Ingrid Padilla, City Clerk

C.

File Attachments for Item:

C. Accept Investment Report as of April 2020

**CITY OF BRISBANE
CASH BALANCES & INVESTMENTS
SOURCE OF FUNDING
April 30, 2020**

NAME OF DEPOSITORY	INVESTMENT TYPE	DATE OF INVESTMENT	FACE VALUE OF INVESTMENT	CARRY VALUE OF INVESTMENT	MARKET VALUE OF INVESTMENT	COUPON INTEREST RATE %	MATURITY DATE	RATING/ COLLATERAL
WELLS FARGO STATE FUND (LAIF)	Checking A/C Deposit on call	continuous	\$ 1,908,166	\$ 1,908,166	\$ 1,908,166	0.000	on call	no rating
Other Investments								
	FHLM	8/10/2016	\$ 500,000	\$ 500,000	\$ 500,175	1.450	8/10/2020	
	FHLM	8/25/2016	\$ 500,000	\$ 500,000	\$ 500,240	1.500	8/25/2020	
	Capital One Bank CD	10/15/2015	\$ 250,000	\$ 250,000	\$ 251,952	2.200	10/21/2020	
	Discover Bank CD	10/15/2015	\$ 250,000	\$ 250,000	\$ 251,952	2.200	10/21/2020	
	FHLM	8/25/2016	\$ 1,000,000	\$ 1,000,000	\$ 1,000,950	1.500	2/25/2021	
	Capital One National Association	11/23/2016	\$ 250,000	\$ 250,000	\$ 255,562	2.000	11/23/2021	
	Wells Fargo	11/30/2016	\$ 250,000	\$ 250,000	\$ 255,823	2.000	11/30/2021	
	Sallie Mae Bank	5/9/2019	\$ 245,000	\$ 245,000	\$ 256,185	2.550	5/9/2022	
	Morgan Stanley	6/6/2019	\$ 245,000	\$ 245,000	\$ 256,602	2.560	6/6/2022	
	Comenity Capital Bank	4/28/2019	\$ 248,000	\$ 248,000	\$ 265,449	2.650	4/28/2023	
	Morgan Stanley	5/2/2019	\$ 245,000	\$ 245,000	\$ 262,289	2.650	5/2/2023	
	Goldman Sachs	5/1/2019	\$ 246,000	\$ 246,000	\$ 269,765	2.650	5/1/2024	
	FFCB	11/27/2019	\$ 1,000,000	\$ 1,000,000	\$ 1,008,020	1.890	11/27/2024	
	FHLB	12/19/2019	\$ 1,000,000	\$ 1,000,000	\$ 1,001,830	2.000	12/19/2024	
BNY Mellon	Treasury Obligations	continuous	\$ 8,302,403	\$ 8,302,403	\$ 8,302,403	0.010	on call	110% collateral
Sub-total			\$ 14,531,403	\$ 14,531,403	\$ 14,639,196			
U.S. Bank	2014 BGPGA Bond (330)	Improvements	Fed Treas Obl		10031			
		Reserve Fund	Fed Treas Obl	\$ 1	10032			
		Revenue Fund	Fed Treas Obl	\$ -	10034			
		Expense Fund	Fed Treas Obl		10035			
		Principal	Fed Treas Obl	\$ 3	10036			
		Interest Fund	Fed Treas Obl	\$ 1	10037			
BNY Mellon	2006 Pension Bonds (340)	Expense Fund	Fed Treas Obl	\$ 17	10035			
U.S. Bank	2015 Utility Capital (545)	Improvements	Fed Treas Obl	\$ 2,350,754	10031			
		Reserve	Fed Treas Obl	\$ 39	10032			
		Expense Fund	Fed Treas Obl	\$ 0	10035			
BNY Mellon	2013 NER Refinance (796)		Fed Treas Obl		10030			
		Improvements	Fed Treas Obl		10031			
		Reserve	Fed Treas Obl	\$ 260,404	10032			
		Redemption	Fed Treas Obl		10035			
		Debt Service	Fed Treas Obl	\$ -	10036			
PARS	OPEB Trust	Trust Cash	Investments	\$ 2,731,935	13050			
PARS	Retirement Trust	Trust Cash	Investments	\$ 1,102,434	13050			
Sub-total	Cash with Fiscal Agents			\$ 6,445,587				
Total other investments			\$ 14,531,403	\$ 20,976,990	\$ 14,639,196			
TOTAL INVESTMENTS & CASH BALANCES			\$ 27,369,448	\$ 33,815,035	\$ 27,477,241			

Outstanding Loans to Department Heads

	Date of loan	Amount	Amount Remaining	Interest Rate
Stuart Schillinger	4/1/2002	318,750	\$ 318,750	Based on Sales Price
Clay Holstine (1)	7/8/2008	300,000	\$ -	Paid off 12/28/2016
Clay Holstine (2)	9/10/2008	200,000	\$ 200,000	Secured by other funds
Randy Breault	10/22/2001	320,000	\$ 60,871	3.34%

FFCB - Federal Farm Credit Bank
 FHLB - Federal Home Loan Bank
 FHLM - Federal Home Loan Mortgage Corporation
 FNMA -Federal National Mortgage Association

Two year Treasury	0.20%	
Weighted Interest	1.21%	
Weighted maturity	0.65	Years

TREASURER'S CERTIFICATE

These are all the securities in which the city funds including all trust funds and oversight agencies funds are invested and that (excluding approved deferred compensation plans) and that all these investments are in securities as permitted by adopted city policy.

It is also certified that enough liquid resources (including maturities and anticipated revenues) are available to meet the next six months' cash flow.

Stuart Schillinger
 CITY TREASURER

D.

File Attachments for Item:

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



CITY COUNCIL AGENDA REPORT

Meeting Date: June 4, 2020

From: John Swiecki, Community Development Director

Subject: Public Convenience or Necessity – Draft Ordinance No. 652

Community Goal/Result

Economic Development, Safe Community

Purpose

To amend the Brisbane Municipal Code (BMC) to establish a process for determining whether there is a public convenience or necessity (PCN) for certain types of alcoholic beverage licenses issued by the California Department of Alcoholic Beverage Control (ABC).

Recommendation

That the City Council introduce Ordinance No. 652 (Attachment 1).

Background

The California Department of Alcoholic Beverage Control (ABC) regulates the granting of licenses for the sale of alcoholic beverages within the state. An “on-sale” license authorizes the sale of alcoholic beverages for consumption on the premises where sold, while an “off-sale” license authorizes the sale of alcoholic beverages for consumption off the premises.

As part of the ABC’s licensing process, ABC contacts cities to confirm the proposed use is permitted by local zoning regulations. Additionally, where the ABC has determined a requested license is located in an area of “undue concentration” of similar licenses (based upon countywide averages), cities must make a PCN determination in order for ABC to grant the license. If the city finds that granting the license would serve the public convenience or necessity, it would make an affirmative PCN determination and the license would be issued. If the city does not make an affirmative PCN determination, ABC would deny the requested license. If the city takes no action, the ABC will allow the applicant to justify an affirmative PCN determination as part of their review of the license. Per Business and Professions Code Section 23958.4 a PCN determination may be required for the issuance of all off-sale liquor licenses and certain on-sale liquor licenses in an area of undue concentration.

Discussion

The City of Brisbane does not currently have an established process for making a PCN determination, meaning there are no prescribed findings or procedure in place to process any requests received for a PCN determination. Lacking established procedures, any PCN request would require the City Council to make a determination within 90 days from when ABC notifies

the City. In the event the Council does not make a determination within 90 days, the ABC would perform their own investigation before making a decision to issue the liquor license.

The City was recently contacted by ABC regarding an application for an off-sales license for a business in Crocker Park for which a PCN determination is required due to an overconcentration of similar licenses in the census tract.

In light of this pending request, the draft Ordinance (Attachment 1) proposes a new chapter to the Brisbane Municipal Code that authorizes the Community Development Director or their designee to review applications for PCN determinations and grant a PCN determination when findings set forth in the ordinance are met. The findings address whether the granting of a license would enhance a commercial area or provide a convenience to an underserved part of the community without being detrimental to public health, safety and welfare. The property owner of the subject establishment and owner(s) within 300 feet of the site shall receive mailed notice of the director’s determination. The director’s action may be appealed to the city manager, who may act on the appeal or refer it to the City Council for final action. For applications that require Planning Commission approval of a related discretionary approval (such as a use permit), the Planning Commission would make the PCN determination. The Commission’s decision would be appealable to the City Council.

Fiscal Impact

None. The City’s fee schedule will be updated to cover staff time for processing PCN determinations.

Measure of Success

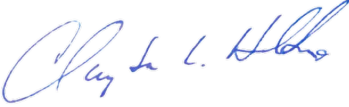
Adoption of a procedure for determining public convenience and necessity for certain liquor licenses consistent with state law.

Attachments

- 1. Draft Ordinance No. 652
- 2. Government Code Section [23958.4](#), relating to PCN determinations of ABC licenses



 John Swiecki, Community Development Director



 Clay Holstine, City Manager

D.

ATTACHMENT 1
DRAFT ORDINANCE NO. 652

**Draft
ORDINANCE 652**

**AN ORDINANCE OF THE CITY OF BRISBANE
ADDING CHAPTER 5.70 TO THE BRISBANE MUNICIPAL CODE
CONCERNING THE DETERMINATION OF PUBLIC CONVENIENCE OR
NECESSITY FOR AN ALCOHOLIC BEVERAGE CONTROL LICENSE**

The City Council of the City of Brisbane hereby ordains as follows:

SECTION 1: Chapter 5.70 is hereby added to the Brisbane Municipal Code to read as follows:

Chapter 5.70 - DETERMINATION OF PUBLIC CONVENIENCE OR NECESSITY FOR AN ALCOHOLIC BEVERAGE CONTROL LICENSE

5.70.010 - Applicability.

The purpose of this chapter is to execute the City's authority to review applications for the City's determination of public convenience or necessity for alcohol beverage sales for all retail licenses of on-premises sale or off-premises sale establishments, excluding retail licenses for on-sale bona fide eating places, hotels, motels, or other lodging establishments, or retail licenses issued in conjunction with a beer manufacture or a wine grower's license, when such applications are referred to the City by the California Department of Alcohol Beverage Control in those areas that are deemed to be over-concentrated with on-sale or off-sale outlets or those areas that are considered high crime, as specified in Business and Professions Code Section 23958.4, and following, as the same may be amended from time to time.

5.70.20 - Authority.

- A. The Community Development Director shall review and take action on applications for the determination of public convenience or necessity except as provided in subsection B of this section 5.70.020. The Director's action on the application shall be final unless appealed as provided in Section 5.70.060 of this Chapter.
- B. In any case where the applicant is required to obtain a separate use permit, variance, design permit, planned development permit, zoning ordinance amendment, or other land use permit(s) that otherwise would be considered by the planning commission, then the application for the determination for public convenience or necessity shall be reviewed and action taken on such application by the planning commission in conjunction with the separate land use permit(s). The planning commission's action shall be final unless appealed in accordance with Chapter 17.52.

5.70.030 - Definitions.

For the purposes of this chapter, the following definitions apply:

- A. "Determination" means a decision of public convenience or necessity by the City of Brisbane to assist the State of California in the issuance of a license for the on-premises sale and off-premises sale of alcoholic beverages by the California Department of

Alcoholic Beverage Control in those areas that are deemed to be over-concentrated with on-sale or off-sale outlets or those areas that are considered high crime, as specified in Business and Professions Code 23958.4, and following, as the same may be amended from time to time.

- B. “Decision-making body” shall mean the Community Development Director, the City Manager, the Planning Commission of the City, of the City Council of the City, as such terms are defined in this Section and in Title 2 of this Municipal Code.
- C. “Director” means the Community Development Director or the Director’s designee.
- D. “On-premises sale” means the same as on-sale outlet and refers to the sale of alcoholic beverages for consumption on and off the premises.
- E. “Off-premises sale” means the same as off-sale outlet and refers to the sale of alcoholic beverages for consumption off the premises in original, sealed containers from an alcoholic beverage company.

5.70.040 - Notice of Action on the Application.

Within 90 days of receipt of a complete application for a determination of public convenience or necessity, the Director shall either grant or deny the application pursuant to the findings in Section 5.70.050 of this Chapter. Notice of the Director’s action on the application shall be mailed to the applicant, the subject property owner, and to all owners of property within three hundred (300) feet of the subject property. Any person may appeal the director’s action on the application as provided in Section 5.70.060 of this Chapter.

5.70.050 – Findings.

Subject to this section 5.70.050, the decision-making body shall review an application for a determination and may issue a determination of public convenience or necessity in connection with an application for a license from the California Department of Alcoholic Beverage Control for the on-premises sale or off-premises sale only after making all of the following findings:

- A. The property for which the alcoholic beverage license is requested has no active Building Code or Health Code violations of record, and on-premises sale or off-premises sale is a permitted use; and
- B. The proposed on-premises sale or off-premises sale use is not located within an area that the proposed use would:
 - 1. Be detrimental to the public health, safety, or welfare of persons located in the area; or
 - 2. Increase the severity of existing law enforcement or public nuisance problems in the area; and
- C. At least one of the following additional findings:
 - 1. The proposed outlet for the on-premises sale or off-premises sale would act as a convenience to an underserved portion of the community; or

- 2. The proposed outlet for the on-premises sale or off-premises sale would enhance or facilitate the vitality of an existing commercial area; or
- 3. The proposed on-premises sale or off-premises sale is incidental and appurtenant to a larger retail use and provides for a more complete and convenient shopping experience.

5.70.060 - Appeals.

- A. Appeal of Director action. An appeal of the Director’s action shall be made to the City Manager in writing and filed with the city clerk within ten (10) calendar days after the final action of the Director. The appeal shall be accompanied by a fee, as set by the city council, and shall clearly state the reason for appeal. The City Manager shall conduct a review of the application and may affirm, modify or reverse the action of the Director, or refer the matter to the City Council for action. If the City Manager refers the matter to the City Council, Section 5.70.050 shall apply.
- B. Appeal of planning commission action. An appeal of the planning commission’s action to the City Council shall be made in accordance with Chapter 17.52 of Title 17.

SECTION 2: Adoption of this Ordinance does not require environmental review because it represents general policy making that would not result in a direct or indirect physical change in the environment and therefore it is not a project under the California Environmental Quality Act. CEQA Guidelines, Section 15378 (b)(2).

SECTION 3: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Brisbane hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses or phrases may be held invalid or unconstitutional.

SECTION 4: This Ordinance shall be in full force and effect thirty days after its passage and adoption.

* * *

The above and foregoing Ordinance was regularly introduced and after the waiting time required by law, was thereafter passed and adopted at a regular meeting of the City Council of the City of Brisbane held on the _____ day of _____, 2020, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Mayor

D.

DRAFT

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

D.

ATTACHMENT 2
GOVERNMENT CODE SECTION 23958.4

State of California**BUSINESS AND PROFESSIONS CODE****Section 23958.4**

23958.4. (a) For purposes of Section 23958, “undue concentration” means the case in which the applicant premises for an original or premises-to-premises transfer of any retail license are located in an area where any of the following conditions exist:

(1) The applicant premises are located in a crime reporting district that has a 20 percent greater number of reported crimes, as defined in subdivision (c), than the average number of reported crimes as determined from all crime reporting districts within the jurisdiction of the local law enforcement agency.

(2) As to on-sale retail license applications, the ratio of on-sale retail licenses to population in the census tract or census division in which the applicant premises are located exceeds the ratio of on-sale retail licenses to population in the county in which the applicant premises are located.

(3) As to off-sale retail license applications, the ratio of off-sale retail licenses to population in the census tract or census division in which the applicant premises are located exceeds the ratio of off-sale retail licenses to population in the county in which the applicant premises are located.

(b) Notwithstanding Section 23958, the department may issue a license as follows:

(1) With respect to a nonretail license, a retail on-sale bona fide eating place license, a retail license issued for a hotel, motel, or other lodging establishment, as defined in subdivision (b) of Section 25503.16, a retail license issued in conjunction with a beer manufacturer’s license, or a winegrower’s license, if the applicant shows that public convenience or necessity would be served by the issuance.

(2) With respect to any other license, if the local governing body of the area in which the applicant premises are located, or its designated subordinate officer or body, determines within 90 days of notification of a completed application that public convenience or necessity would be served by the issuance. The 90-day period shall commence upon receipt by the local governing body of (A) notification by the department of an application for licensure, or (B) a completed application according to local requirements, if any, whichever is later.

If the local governing body, or its designated subordinate officer or body, does not make a determination within the 90-day period, then the department may issue a license if the applicant shows the department that public convenience or necessity would be served by the issuance. In making its determination, the department shall not attribute any weight to the failure of the local governing body, or its designated subordinate officer or body, to make a determination regarding public convenience or necessity within the 90-day period.

(c) For purposes of this section, the following definitions shall apply:

(1) “Reporting districts” means geographical areas within the boundaries of a single governmental entity (city or the unincorporated area of a county) that are identified by the local law enforcement agency in the compilation and maintenance of statistical information on reported crimes and arrests.

(2) “Reported crimes” means the most recent yearly compilation by the local law enforcement agency of reported offenses of criminal homicide, forcible rape, robbery, aggravated assault, burglary, larceny, theft, and motor vehicle theft, combined with all arrests for other crimes, both felonies and misdemeanors, except traffic citations.

(3) “Population within the census tract or census division” means the population as determined by the most recent United States decennial or special census. The population determination shall not operate to prevent an applicant from establishing that an increase of resident population has occurred within the census tract or census division.

(4) “Population in the county” shall be determined by the annual population estimate for California counties published by the Demographic Research Unit of the Department of Finance.

(5) “Retail licenses” shall include the following:

(A) Off-sale retail licenses: Type 20 (off-sale beer and wine) and Type 21 (off-sale general).

(B) On-sale retail licenses: All retail on-sale licenses, except Type 43 (on-sale beer and wine for train), Type 44 (on-sale beer and wine for fishing party boat), Type 45 (on-sale beer and wine for boat), Type 46 (on-sale beer and wine for airplane), Type 53 (on-sale general for train and sleeping car), Type 54 (on-sale general for boat), Type 55 (on-sale general for airplane), Type 56 (on-sale general for vessels of more than 1,000 tons burden), and Type 62 (on-sale general bona fide public eating place intermittent dockside license for vessels of more than 15,000 tons displacement).

(6) A “premises-to-premises transfer” refers to each license being separate and distinct, and transferable upon approval of the department.

(d) For purposes of this section, the number of retail licenses in the county shall be established by the department on an annual basis.

(e) The enactment of this section shall not affect any existing rights of any holder of a retail license issued before April 29, 1992, whose premises were destroyed or rendered unusable as a result of the civil disturbances occurring in Los Angeles from April 29 to May 2, 1992, to reopen and operate those licensed premises.

(f) This section shall not apply if the premises have been licensed and operated with the same type license within 90 days of the application.

(Amended by Stats. 2019, Ch. 29, Sec. 46. (SB 82) Effective June 27, 2019.)

E.

File Attachments for Item:

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).



CITY COUNCIL AGENDA REPORT

Meeting Date: June 4, 2020

From: John Swiecki, Community Development Director

Subject: 2019 Annual General Plan Progress Report

Community Goal/Result

Community Building

Purpose

To comply with the General Plan reporting requirements of State law.

Recommendation

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).

Background/Discussion

Per Government Code Section 65400(a)(2)(A) the City is required to prepare an annual report to the State on the City's progress in implementing the General Plan. The State-mandated General Plan (GP) Annual Progress Report (APR) provides information regarding the City's progress in meeting the community's goals through implementation of the GP.

It is similar in concept to the Housing Element annual report, in which the City reports detailed information on the approval and construction of housing projects and progress in implementing Housing Element programs and policies. Unlike the annual Housing Element report, the state does not prescribe a format for the GP APR. Rather, the state recommends highlighting measures associated with the implementation of the GP, such as GP and Zoning Ordinance amendments, policy actions by the City Council, Citywide initiatives, and City-initiated projects.

As detailed in the attached report, in 2019 the City initiated a number of actions implementing the General Plan that include:

- General Plan updates concerning the Baylands and the 2016 Local Hazard Mitigation Plan
- Zoning Ordinance amendments regarding density bonus, inclusionary housing, and cannabis
- Adoption of resolutions and ordinances related to housing, private tree regulation, and greener building codes
- Held community meetings involving the future development of the Baylands
- Completed or began civic improvements to existing infrastructure

Of the 185 GP programs (excluding Housing Element programs), 155 have been implemented or are ongoing programs implemented on a continuous basis. Another 25 programs are either partially complete or currently underway, while five programs have not commenced.

On date March 5, 2020 the City Council reviewed the 2019 Housing Element annual report, which is included as an attachment to the GP APR. Beginning next year, staff anticipates that these two reports will be presented concurrently to the City Council.

Fiscal Impact

None.

Measure of Success

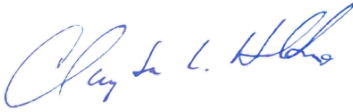
Submittal of the 2019 General Plan Annual Report to HCD and OPR as prescribed by State law.

Attachments

- 1. Annual General Plan Progress Report
 - Includes General Plan Program Implementation Status (Attachment A)



 John Swiecki, Community Development Director



 Clay Holstine, City Manager

ATTACHMENT 1
ANNUAL GENERAL PLAN PROGRESS REPORT

Introduction

Government Code Section 65300 requires every city and county to prepare and adopt a comprehensive, long term general plan for the physical development of the community. The Government Code also requires that these plans include seven mandatory elements: Land Use, Circulation, Noise, Open Space, Conservation, Safety, and Housing. Each of these elements contains a set of goals, objectives, policies, and programs.

The broad purpose of the General Plan (GP) is to “establish both a database and a policy basis that can be updated and maintained over time and that accurately expresses the character, desires, and needs of Brisbane in the text and policies so that residents can say, ‘Yes, that is who we are,’ and, ‘Yes, that is who we want to be.’” (*The General Plan City of Brisbane*. Chapter 1, page I-21, 1994.)

Background

The General Plan Annual Progress Report is intended to meet State requirements for reporting the City’s progress toward meeting GP goals and objectives. The following report summarizes key Citywide actions in the calendar year 2019 that relate to the GP, including specific tasks undertaken by City departments, the Planning Commission, and City Council. This report is not intended to be a comprehensive audit of all of the City’s GP implementation programs, but includes the priorities and opportunities important to the community. Topics recommended by the California Office of Planning and Research (OPR) are briefly discussed below. In addition, staff has highlighted Council actions as well as several key City projects and programs undertaken in 2019 that support the goals and objectives identified in the GP.

Overall progress continues with the implementation of GP programs. The 2015 - 2022 Housing Element contains 79 programs, many of which are implemented, ongoing, or underway. Of the remaining 185 GP programs, 155 have been implemented or are ongoing programs implemented on a continuous basis. Another 25 programs are either partially complete or currently underway. An additional four programs have not been started and one program is on hold. Attachment A summarizes the Implementation efforts of all the General Plan programs, including Housing Element programs. Table 1 and

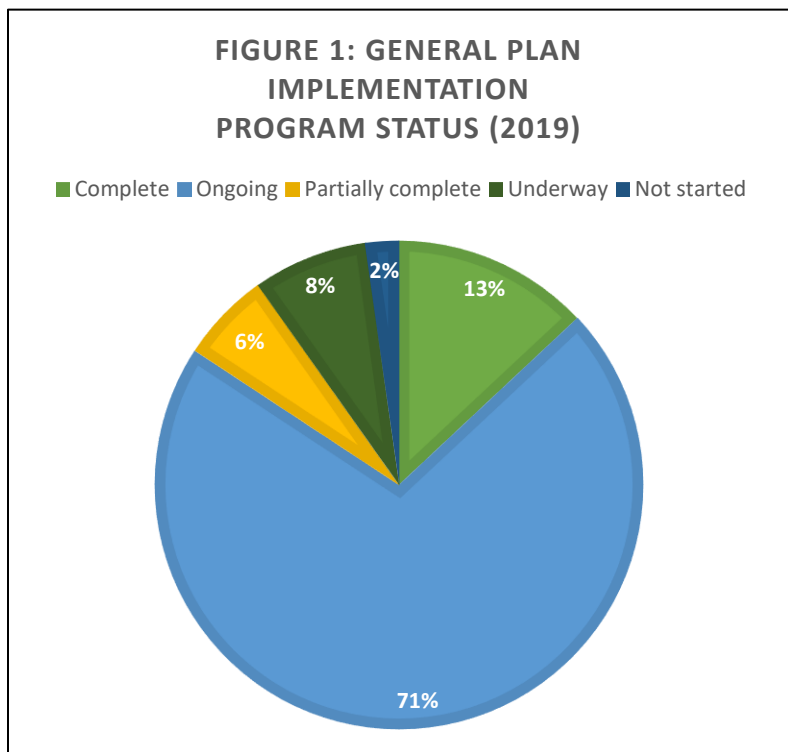


Figure 1 provide a summary of the implementation progress for the General Plan, excluding Housing Element programs. (The Housing Element and its programs were reported on separately in the Housing Element Annual Progress Report in March 2020; see [Attachment B.](#))

Table 1: General Plan Implementation Progress 2019

Program Status	Total Number	% of Total
Complete	24	13%
Ongoing	131	71%
Partially Complete	11	6%
Underway	14	8%
Not Started	4	2%
On Hold	1	1%
Total	185	100%

General Plan Updates

As part of the ongoing Baylands planning process, in January 2019 the City Council certified the November 2018 voter-approval of GP amendment GP-1-18 (Measure JJ), which allows up to 2200 housing units and up to 7 million square feet of commercial development in the Baylands subarea. In September 2019, the Planning Commission recommended City Council approval of GP amendment GP-1-19 for factual and consistency updates to multiple GP elements in order to implement GP amendment GP-1-18.

The Health and Safety Element of the General Plan was separately updated in 2019 to include the previously approved 2016 Local Hazard Mitigation Plan pursuant to State Assembly Bill 2140. (Resolution 2019-05, February 7, 2019.)

Zoning Ordinance Amendments

The Planning Commission recommended City Council approval for two Zoning Ordinance amendments in 2019, both of which await City Council consideration in 2020:

- RZ-5-18, April 11, 2019, Density Bonus and Inclusionary Housing: Zoning text amendments to add a new chapter on density bonuses and amend the existing chapter on inclusionary housing regulations, pursuant to Programs H.B.4.b and H.B.5.a of the 2015-2022 Housing Element and State Assembly Bill AB 1505.

❖ *How this Project Implements the General Plan: Chapter XI, Housing Element Policies H.B.4 and H.B.5*

- RZ-3-19, December 5, 2019, Cannabis Amendment: Zoning text amendments to the existing cannabis business regulations to established storefront retail cannabis businesses as conditionally permitted uses in specific commercial zoning districts and allows a maximum of four (4) businesses citywide, subject to approval of a conditional use permit and compliance with performance and other operational standards.

- ❖ *How this Project Implements the General Plan: Chapter III, Community Character Policies 4 and 5, Chapter IV, Local Economic Development Policy 8, and Chapter V, Land Use Policy LU.5*

City Council Actions:

The City Council acted upon the following items that contribute to the implementation of the General Plan in 2019:

- Adoption of Resolution HA 2019-01, June 6, 2019, Brisbane Housing Authority First Time Homebuyer Loan Program: Program amendments to the First Time Homebuyer Loan Program and the Resale Agreement to enlarge the pool of qualified applicants.
 - ❖ *How this Project Implements the General Plan: Chapter XI, Housing Element Policies H.B.9 and H.I.2*
- Adoption of Resolution 2019-57, October 3, 2019, Authorizing Application for and Receipt of SB 2 Planning Grants Program Funds: Authorized staff to obtain state grant funding of \$160,000 to undertake required zoning and subdivision ordinance updates to remove barriers to housing production.
 - ❖ *How this Project Implements the General Plan: Chapter V, Land Use Policy LU.29 and Chapter XI, Housing Element Policies H.B.1 and H.I.1*
- Adoption of Ordinance No. 638, October 3, 2019, Private Tree Regulations: Amendments to Chapter 12.12 of the Municipal Code Establishing Private Tree Regulations with the goal of preserving the urban forest in balance with individual property rights.
 - ❖ *How this Project Implements the General Plan: Chapter V, Land Use Policy LU.11 and Chapter XII, Subarea Policies Central Brisbane Policy CB.8*
- Adoption of Ordinance No. 644, December 12, 2019, Brisbane Building Efficiency Program (BBEP): Creates a new chapter in the Brisbane Municipal Code and establishes the BBEP to reduce the environmental impact of existing commercial buildings through annual energy and water benchmarking, auditing, retro-commissioning and/or retrofits.
 - ❖ *How this Project Implements the General Plan: Chapter IV, Local Economic Development Policy 10, Chapter VII, Open Space Policies 81 and 81.1, and Chapter XII, Subarea Policies Central Brisbane Policy CB.18*
- Adoption of Ordinance No. 643, December 12, 2019, Building Codes: Amends Title 15 of the Brisbane Municipal Code to adopt the most recent version of the California Building Standards Codes (Code of Regulations, Title 24 or CBC) and the International Property Maintenance Code, including local fire, building energy, and electric vehicle reach codes to comply with State law and implement measures to help meet the goals of the City's Climate Action Plan.

- ❖ *How this Project Implements the General Plan: Chapter IV, Local Economic Development Policy 10, Chapter IX, Conservation Policies 140 and 141, and Chapter XI, Housing Element Policies H.F.1 and H.F.4.*

Key Projects in 2019

- The City partnered with San Mateo County’s Home for All initiative and the Peninsula Conflict Resolution Center (PCRC) to host two community conversations in March and May regarding the Baylands subarea. The purpose of the community conversations was to share community concerns and ideas for the upcoming specific plan from the developer in the wake of Measure JJ. The community conversations were attended by 87 and 65 community members, respectively, and featured unstructured conversations based on topics and prompts, mediated by PCRC staff.



March 21, 2019 Community Conversation

- ❖ *How this Project Implements the General Plan: Chapter III, Community Character Policy 7 and Chapter XII, Policies and Programs by Subarea Policy BL.1*

- **Water Main Replacement Project:** The City of Brisbane completed Phase 1 of the Water Main Replacement Project in 2019 with Phase 2 beginning early 2020. New main line valves, fire hydrants, and water services are being upgraded during this multi-phase project that is expected to be completed in 2021. The work is critically important to upgrade the City’s water distribution system infrastructure and replace aging pipes.

- ❖ *How this Project Implements the General Plan: Chapter IV, Local Economic Development Policy 8, Chapter X, Community Health and Safety Policies 145, 153, and 206*

- **Brisbane Library Project:** After breaking ground in 2018, construction continued in 2019 on the new library in downtown Brisbane. The Library is three times as large as the current library and incorporates the City’s first ever public art display, History Room, environmentally-progressive design such as lots of natural light, low-VOC or eco-friendly carpets, and a 5,000-gallon rainwater cistern which will result in a 77% reduction of indoor water use.



Rendering of Brisbane Library

- ❖ *How this Project Implements the General Plan: Chapter III, Community Character Policy 7, Chapter V, Land Use Policies LU.18 and LU.19, Chapter VIII, Recreation and Community Service Policies 98 and 98 and Chapter XII, Subarea Policies Central Brisbane Policy, and Chapter IX, Conservation Policy 140*
- The City's Art Selection Committee reviewed proposals to paint a mural on the quarter pipe wall at the skateboard park facing Old County Road and made a recommendation to the City Council. The Council approved of the Art Selection Committee's recommendation and directed staff to sign a contract with the chosen artist to paint the mural at the skateboard park.
 - ❖ *How this Project Implements the General Plan: Chapter VIII, Recreation and Community Service Policy 105 and Chapter XII, Policies and Programs by Subarea Policy CB.2*
- The City contracted with Municode to develop a new city website. Among the website's include enhanced search functions, ADA compatibility, and other functions to improve public engagement and participation in local government.
 - ❖ *How this Project Implements the General Plan: Chapter III, Community Character Policy 7 and a number of programs in GP Elements that aim to keep the public informed*

Housing Element

The 2014 Housing Element was adopted on April 2, 2015 and has been certified by the State Department of Housing & Community Development (HCD) as meeting all requirements of State law. The planning period covered by the Housing Element is 2015 to 2022. The City submitted its calendar year 2019 Housing Element progress report to HCD and OPR in March 2020, which reports on the progress of Housing Element implementation and housing entitlement and construction approvals.

Attachments

Attachment A: General Plan Program Implementation Status

Attachment B: [2019 Housing Element Annual Progress Report](#)

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter III Community Character					
7	<ul style="list-style-type: none"> a. Actively disseminate information to the public through the public bulletin board, the Brisbane Star, press releases, water bills, postings in public buildings and public mailings. b. Hold periodic community, neighborhood and business meetings to solicit input and provide information regarding emergency services. c. Use water bills and the Brisbane Star to solicit public opinion and provide mechanisms for public response. 				X
Chapter IV Local Economic Development					
8	<ul style="list-style-type: none"> a. Assess service costs and revenues associated with proposed developments on a short and long-term basis. b. Maintain information on available or potential sites for economic development and seek to conserve suitable locations for appropriate uses. c. Encourage local equity ownership in local development in order to retain more economic benefits within the community. d. Prepare informational and promotional materials to encourage desired development. e. Encourage the Chamber of Commerce to develop promotional materials and to actively solicit businesses that benefit the City. f. Investigate available programs which assist in rehabilitation, seismic upgrade or repair of businesses. g. Develop economic programs including incentives available under the Community Redevelopment Act to encourage and facilitate the development of appropriate retail activity and hotels. h. Use Redevelopment Agency funds, as appropriate, to assist in the construction of planned public improvements in the project's areas. i. Promote attractive retail development in planned areas instead of in strip areas adjacent to an arterial highway or freeway corridor. j. Consider mixed-use zoning, which would encourage a combination of business and commercial uses, making sites more responsive to market conditions. 				X

Attachment A

Program No.	Implementation Program Objective	Implementation Status			
9	<p>a. Encourage the City and other Brisbane employers to give consideration to residency of equally qualified applicants and to advertise jobs locally in order to strengthen the economic and social health of the community.</p> <p>b. Provide, as applicable, incentives to businesses that provide jobs for unemployed sectors of Brisbane's labor force.</p> <p>c. Encourage small and locally owned businesses.</p>				X
10.a	Develop an environmental strategy for economic development. The strategy should include methods of encouraging the use of renewable resources and the preservation and restoration of the unique features of the community for future generations.		X		
Chapter V Land Use		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
LU.3.a	When evaluating land uses, consider whether a use would result in adverse impacts on existing and proposed land uses nearby, and whether those impacts can be mitigated.				X
LU.6.a	When drafting development standards, consider preserving a sense of openness in the design of structures and sites and the access to sky and sunlight for both new construction and renovation projects.			X	
LU.8.a	In making land use decisions, consider the proximity of open space on San Bruno Mountain and public views of and access to the Bay as issues to be addressed.				X
LU.9	<p>a. Prohibit land use changes that would result in development that would break the natural ridgeline.</p> <p>b. Adopt hillside development standards that protect against ridgeline development through regulation of the siting of structures, location of access, landscape requirements and other pertinent factors.</p>			X	
LU.10.a	In conjunction with land use development applications, encourage options that minimize grading and transformation of the landform and fit comfortably with the topography.				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter V Land Use					
LU.11	<p>a. <i>Identify and map vistas and view corridors of community-wide value to be preserved and enhanced.</i></p> <p>b. <i>Consider amendments to the Zoning Ordinance to provide for site plan review to assure that identified vistas and public view corridors remain accessible for public enjoyment. The review should evaluate building placement, height and bulk.</i></p> <p>c. <i>In reevaluating the tree protection ordinance and landscaping requirements, consider the tradeoff between desirability of foliage versus the preservation of views and access to sunlight.</i></p>			X	
LU.12	<p>a. <i>Review the R and C-2 District regulations to ascertain if amendments would help preserve the diversity of existing development.</i></p> <p>b. <i>Consider amendments to the Zoning Ordinance to prohibit issuance of a building permit for a single-family dwelling on a lot of record when the design is essentially the same as that on any immediately adjacent lot.</i></p>			X	
LU.14	<p>a. <i>Consider amendments to the Zoning Ordinance which contain clear and defined standards to protect creativity and diversity in design while addressing issues of height, scale, mass and articulation.</i></p> <p>b. <i>Review existing height limits in existing land use districts to determine whether current regulations result in structures appropriate in height and scale to the physical character of the City.</i></p> <p>c. <i>Review the residential parking requirements in the Zoning Ordinance to determine their effect on the height, mass and scale of structures and grading implications and whether amendments to the Code should be considered.</i></p> <p>d. <i>Establish height limits for new zoning districts, taking into consideration the geology and topography of the area, as well as impacts to adjacent uses.</i></p> <p>e. <i>Establish clear and defined performance standards in the Zoning Ordinance for buildings and signs visible from the hillsides of Central Brisbane. Standards should address light and glare, the treatment of roofs and the screening of mechanical equipment.</i></p>		X		

Attachment A

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter V Land Use					
LU.14	<p><i>f. Consider amendments to the Zoning Ordinance to establish standards for protecting the character of the existing residential Central Brisbane subarea, including attention to scale, juxtapositions, views, natural topography and ecological protection.</i></p> <p><i>g. Amend the Zoning Ordinance to prohibit tall smoke stacks and industrial towers.</i></p> <p><i>h. Amend the Zoning Ordinance to require that large parking lots be broken up by landscaped areas and parkway strips.</i></p>		X		
LU.15	<p><i>a. Provide courtesy inspections of historic structures and sites to advise owners of needed corrections and repairs.</i></p> <p><i>b. Provide information to owners of historic structures regarding State tax incentives for rehabilitation.</i></p>	X			
LU.15.c	<i>Seek official designation of historical structures and sites and pursue all means of ensuring their permanent preservation.</i>			X	
LU.16	<p><i>a. Prevent blight and deterioration by providing public information and enforcing health and safety codes.</i></p> <p><i>b. Seek funding sources, such as low-interest loans and grants for rehabilitation of existing structures, and encourage property owners to take advantage of such programs.</i></p>				X
LU.17	<p><i>a. Establish the Central Brisbane subarea as the "town center" and the hub of civic activities.</i></p> <p><i>b. As outer areas develop, assure connections and compatibility with the existing community.</i></p>				X
LU.18	<p><i>a. Consider access for vehicles, bicycles and pedestrians in conjunction with the siting of commercial services and recreational facilities.</i></p> <p><i>b. Require all commercial services and public facilities to be accessible to persons with disabilities in accordance with State and Federal regulations.</i></p>				X
LU.19.a	<i>As a part of the City's Capital Improvement Planning, consider the need for and appropriate location of public facilities, such as a City Hall, Community Center, Recreation Center and Police Station.</i>				X

Attachment A

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter V Land Use					
LU.19	<ul style="list-style-type: none"> b. <i>Improve the Old County Road site as a central gathering point for community events.</i> c. <i>Continue to maintain and upgrade the Community Center.</i> d. <i>In coordination with the School District, continue shared community use of District facilities.</i> e. <i>Determine the best civic use for the Old Fire Station site on San Bruno Avenue.</i> 				X
LU.22	<ul style="list-style-type: none"> a. <i>Review the setback, lot coverage and landscape requirements in the Zoning Ordinance to assure adequate open areas in the development pattern.</i> b. <i>Adopt new zoning regulations, as necessary, with specific qualifying requirements for open areas and square footage and for percentage minimum standards for all development districts.</i> c. <i>In all multi-structure development proposals, consider the pattern of open areas as an integral part of the development concept.</i> 				X
LU.23.a	<i>Establish minimum setback requirements from the Brisbane Lagoon, Levinson Marsh, and other designated aquatic areas consistent with good planning and conservation practices in consultation with the California Department of Fish and Game.</i>		X		
LU.24	<ul style="list-style-type: none"> a. <i>Consider a setback requirement to achieve separation from areas of wildland fire hazard.</i> b. <i>Consider hillside development standards that retain steep slopes as open areas.</i> 			X	
LU.25	<ul style="list-style-type: none"> a. <i>Review the Zoning Ordinance for opportunities to retain certain parking and setback nonconformities that contribute to the historic pattern of open areas in Central Brisbane.</i> b. <i>Review the parking and setback requirements in the Zoning Ordinance to ascertain how the requirements affect the pattern of open areas and whether amendments to the Code could provide more open areas and landscape along the street right-of-way.</i> c. <i>Underground utilities in conjunction with all new development.</i> d. <i>If economically feasible, underground utilities in conjunction with street reconstruction.</i> 		X		

Attachment A

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter V Land Use					
LU.26.a	<i>Examine district regulations to ascertain whether amendments to the Code are necessary to provide adequate setbacks to establish open areas along the right-of-way.</i>				X
LU.27.a	<i>If safety standards are met, retain and enhance unique features such as rock escarpments, retaining walls, "gateways" (such as the entry to Crocker Park) and historic, aged trees.</i>				X
LU.28	<ul style="list-style-type: none"> a. <i>Require landscaping along all major arterial streets.</i> b. <i>Construct landscaped medians where appropriate in arterial streets.</i> c. <i>Use drought resistant, water-conserving non-invasive plant materials that reflect local character.</i> d. <i>Continue to implement a street tree planting and management program and improve it as appropriate.</i> e. <i>Improve the program for street and directional signs.</i> f. <i>Prohibit new commercial billboard sites and seek to remove those currently in place.</i> g. <i>Provide standards in the Municipal Code to assure that abutting properties have adequate separation from travelways and protection from noise and other traffic impacts.</i> h. <i>Consider funding methods, such as landscape assessment districts, to install and maintain improvements within rights-of-way.</i> i. <i>Work with appropriate State and County agencies, private organizations, service clubs and property owners to maintain an attractive appearance of major thoroughfares.</i> j. <i>Encourage environmental groups, local service clubs, individuals and local businesses to "adopt a street" to support litter removal and encourage volunteer beautification projects along streets and remaining rights-of-way.</i> k. <i>Discourage wind channelization when approving new streets.</i> 				X
LU.29.a	<i>Develop a list with supporting documentation of these constraints, including fiscal, geophysical, ecological, etc.</i>			X	
LU.30.a	<i>Require that unrecorded lots be surveyed and a parcel map recorded before permitting new improvements to be constructed or existing improvements intensified on the property.</i>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.1.a	<i>Consult with Caltrans, the Metropolitan Transportation Commission, San Francisco Transportation Authority, San Mateo County Transportation Authority, C/CAG, and others to develop and fund programs including physical improvements, enhanced use of transit, and transportation demand management, to maximize the ability of the 101 freeway to accommodate regional through traffic.</i>				X
C.1	<p><i>b. Develop design plans for Bayshore Boulevard, the Geneva Avenue extension, and interchanges along the 101 freeway that address the effects of regional through traffic within Brisbane and enhances mobility for Brisbane residents and businesses through a combination of roadway and intersection, transit, bicycle, and pedestrian facility improvements that would not cause a substantial increase in vehicle miles travelled (VMT) on Bayshore Boulevard or other routes through the City. As part of this design plan, evaluate (1) whether changes in design speeds along Bayshore Boulevard could improve mobility within the City; (2) the feasibility of shifting a portion of regional through traffic from Bayshore Boulevard onto other routes, such as Sierra Point Parkway by extending that roadway north to the 101 freeway interchange at Beatty Avenue, and (3) appropriate routing of trucks to and from the Crocker Park area.</i></p> <p><i>c. Prepare, adopt, and implement a mobility improvement fee program to fund the multi-modal improvements called for in the design plan for Bayshore Boulevard and interchanges along the 101 freeway.</i></p> <p><i>d. Rather than undertake multiple traffic impact analyses to evaluate individual intersections along Bayshore Boulevard, Geneva Avenue, and at intersections along the 101 freeway, require new development projects that would generate 50 or more peak hour trips at any intersection along Bayshore Boulevard, Geneva Avenue, or at intersections along the 101 freeway to comply with the design plan developed pursuant to Program C.1.c and either provide physical improvements consistent with the plan or pay established traffic impact fees as directed by the Public Works Director.</i></p>		X		

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.2.a	<i>Require development projects that would generate 50 or more peak hour trips at an arterial street intersection to prepare a traffic impact analysis.</i>				X
C.2.b	<i>In lieu of requiring individual development projects to prepare traffic impact analyses to evaluate intersections and require mitigation measures for impacts at intersections along principal and minor arterials streets, consider developing a program of impact fees to fund multi-modal improvements and reduce automobile traffic generation in coordination with the San Mateo County Congestion Management Plan, as applicable.</i>		X		
C.4	<ul style="list-style-type: none"> a. <i>Pursue an extension of Geneva Avenue, connecting with the Candlestick Highway 101 Interchange that provides for bus rapid transit and connection to the Bayshore Caltrain station.</i> b. <i>Consult with Caltrans in the design of the Candlestick Highway 101 Interchange to assure the best connection with the Geneva Avenue Extension.</i> c. <i>Require that all east-west corridor rail crossings are separated (i.e. not at-grade) to the extent permitted by law.</i> 		X		
C.5.a	<i>Require the upgrade of Tunnel Avenue to current codes and safety standards.</i>		X		
C.8.a	<i>Consult with Caltrans in regard to street standards when a City street is a connector or ramp to a State route.</i>				X
C.9.a	<i>Permit exceptions that meet the required findings set forth in the Municipal Code.</i>				X
C.10	<ul style="list-style-type: none"> a. <i>Continue to implement street development standards that establish requirements for right-of-way dedication, street width, length, turnarounds, and access to parcels.</i> b. <i>Continue to implement street engineering design and construction standards that establish requirements for horizontal alignment and vertical alignment, pavement and pavement crown, concrete curb, and structural section design.</i> c. <i>Continue to implement standards for sidewalks, bikeways, signalization, striping, and street lighting.</i> 				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.11.a	<i>Consider incorporation of small scale parking bays, rolled curbs, and other means of including parking and providing safe clearance on hillside streets.</i>				X
C.14	<i>a. Investigate the feasibility of undergrounding utilities to mitigate potential traffic hazards, such as downed lines in a fire.</i> <i>b. Consider opportunities and funding to enhance safety on steep streets.</i>				X
C.17	<i>a. Limit and control the number and location of driveways into arterial streets as needed to maintain mobility within the City. Encourage adjacent properties to develop common access. See also Program C.22.2 in Complete Streets section.</i> <i>b. Use landscaped medians and islands to direct and channel traffic, where needed to provide for mobility for Brisbane residents and businesses, as well as to provide safe separation and visual respite.</i>				X
C.18.a	<i>In conjunction with design planning for Bayshore Boulevard and the Geneva Avenue extension, undertake a review of appropriate truck routes within Brisbane, including truck routes to serve Crocker Park.</i>		X		
C.20	<i>a. Encourage creation of assessment districts where appropriate, for needed circulation improvements.</i> <i>b. Utilize gas tax, sales tax and other funding sources to implement circulation improvements.</i>				X
C.22	<i>a. Review and where needed, update the City's engineering design standards to implement Complete Streets infrastructure elements.</i> <i>b. Incorporate Complete Streets infrastructure elements into new streets, street retrofits and certain maintenance projects to encourage multiple modes of travel, as appropriate to the context and determined reasonable and practicable by the City. Depending on the context, these elements may include:</i> <ul style="list-style-type: none"> • <i>Infrastructure that promotes a safe means of travel for all users along the public right-of-way, such as sidewalks, shared use of paths, bicycle lanes, and paved shoulders;</i> • <i>Infrastructure that facilitates safe pedestrian crossings of the right of way, such as accessible curb ramps, crosswalks, refuge islands, and signals to meet the needs of children,</i> 				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.22	<p><i>people with disabilities and the elderly;</i></p> <ul style="list-style-type: none"> • <i>Street design features that promote safe and comfortable travel by pedestrians, bicyclists and users of public transportation, such as traffic calming features and physical buffers between vehicular traffic and other users;</i> • <i>Inclusion of amenities that improve the comfort and addresses the safety needs of pedestrians and bicyclists, such as, but not limited to, signs, pavement markings, pedestrian-scale lighting, benches, seat walls, bike lockers and racks;</i> • <i>Improvements to public transit and multi-modal connections, to enhance City-wide transit access and connections to regional destinations;</i> • <i>Minimizing vehicular ingress and egress points on major arterials and consolidating private driveway entries to enhance bicycle, pedestrian and automobile safety along these arterials;</i> • <i>Inclusion of street trees and other landscaping features, to enhance the appearance of the streetscape and to encourage pedestrian and bicycle use. Landscaping should use San Bruno Mountain native plants where feasible. In any case, plants should be non-invasive and drought resistant. (See also the Green Streets section of this element.)</i> • <i>Balance on-street parking as appropriate to the context, to promote the Complete Streets Act goals and encourage economic vitality. (See also the Parking section of this element.)</i> <p><i>c. Where possible, work with MTC to secure regional funding for Complete Streets projects.</i></p>				X
C.23.a	<p><i>Identify roadways where retrofits may reasonably be accomplished in balance with existing and planned land uses, giving priority to arterial and collector streets and to projects that would provide greater connectivity between key areas of the City, such as, but not limited to, between the Northeast Ridge, Sierra Point and Central Brisbane.</i></p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.23	<p><i>b. Program C.23.b Identify roadways where Complete Streets retrofits may provide for enhanced place-making and contribute to the City's vitality.</i></p> <p><i>c. Program C.23.c Seek regional, state, and/or federal funding sources to retrofit roadways to create Complete Streets.</i></p>				X
C.24	<p><i>a. As part of the design review permit process, require documentation of how the routine accommodation of bicyclists and pedestrians will be satisfied.</i></p> <p><i>b. As part of the project design review process, ensure that the project objectives and purpose are consistent with current MTC directives on Complete Streets and Routine Accommodation.</i></p>				X
C.26.a	<i>Continue to apply for Transportation Development Act (TDA), successors to TDA, and other funding sources.</i>				X
C.27	<p><i>a. Continue to identify improvement projects and seek funding for Safe Routes to School infrastructure improvements.</i></p> <p><i>b. Continue non infrastructure-related activities that encourage walking and bicycling to school, through outreach on the City's website, informational articles in the local City news publications, communications through community leaders, partnering with non-profit entities, promoting walk and bike to school days, and supporting partnerships with the schools to provide education directly to students and parents on the benefits of walking and bicycling to school.</i></p> <p><i>c. Develop and promote a traffic safety education program for the schools.</i></p> <p><i>d. Continue to provide a crossing guard program.</i></p>				X
C.28	<p><i>a. Identify areas of the City where bikeways may be constructed, as both recreational and transportation amenities, with the aim of connecting all areas of the City with a network of bikeways.</i></p> <p><i>b. Design and install bikeways to meet best current engineering practices.</i></p>				X
C.29.a	<i>Install as many bikeways as can safely be accommodated and are economically feasible.</i>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.31.a	<i>As a part of the budget and Capital Improvement Program development, seek opportunities to upgrade existing bikeways and to install new bikeways.</i>				X
C.32	<ul style="list-style-type: none"> a. <i>Include bicycle lockers in park-and-ride facilities.</i> b. <i>Encourage business and employment centers to provide bicycle-parking facilities for their employees.</i> c. <i>Design and install bicycle-parking facilities to meet best current engineering practices.</i> 		X		
C.33	<ul style="list-style-type: none"> a. <i>Promote bicycle use through a public information program, at special events, and through City publications.</i> b. <i>Establish an educational program on safe bicycle use.</i> c. <i>Make bicycle network maps available.</i> 		X		
C.34	<ul style="list-style-type: none"> a. <i>Identify sidewalks, walkways, and trails throughout the City to improve with pedestrian amenities as funds are made available; and continue to apply for new grant funding.</i> b. <i>Consider opportunities to enhance and expand pedestrian access between Central Brisbane, the Caltrain station, Sierra Point Marina and other regional destinations and transit connections.</i> c. <i>As part of the budget and Capital Improvement Program preparation, seek funding to upgrade and expand the system of pedestrian sidewalks, walkways and trails, especially in conjunction with street improvement projects.</i> d. <i>For newly designed and constructed sidewalks, disallow automobile parking thereon; and for existing sidewalks adjacent to rolled or vertical curbs, encourage residents to park such that sidewalks are kept clear for pedestrians in accordance with the Americans with Disabilities Act (ADA) width standards.</i> e. <i>Where practicable and where funds are available, establish and improve mid-block and block-end, public right-of-way pedestrian paths, in order to provide direct off-street pedestrian access between the upper and lower parts of Central Brisbane.</i> 				X
C.35.a	<i>Adopt standard requirements for sidewalk improvements along property frontages, taking into consideration constraints imposed by topography, and where sidewalks are not appropriate, consider in-lieu fees for new development for funding pedestrian amenities elsewhere in the City.</i>			X	

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.35.b	<i>Consider accepting sidewalk improvements beyond the frontage of a development site as a means to help mitigate traffic and parking impacts.</i>			X	
C.36	<p>a. <i>Continue active participation in the implementation of the San Mateo County-wide Transportation Plan to improve circulation systems, to develop alternatives to automobile dependence and to make transportation-sensitive land use decisions.</i></p> <p>b. <i>Request more frequent scheduling of Caltrain stops at the Bayshore station as warranted by demand.</i></p> <p>c. <i>Support, improve, and expand transit to serve the business and residential communities and provide connections to major transportation hubs.</i></p> <p>d. <i>Cooperate with San Mateo County Transit District (SamTrans), and other appropriate agencies, to establish bus rapid transit (BRT) systems where practicable.</i></p> <p>e. <i>Cooperate with and provide input to transit agencies to provide increased bus scheduling to a greater network of destinations (especially to regional destinations, such as work, shopping, entertainment centers and medical facilities).</i></p> <p>f. <i>Cooperate with and provide input to transit agencies to provide more comprehensive transfer connections with other bus routes outside of Brisbane and with other transit systems, such as Caltrain and BART.</i></p> <p>g. <i>Work with SamTrans to install improvements at existing bus stops and designated routes.</i></p> <p>h. <i>Provide information to citizens on the availability of transit.</i></p> <p>i. <i>Require new development that are subject to the City's transportation demand measures (TDM) ordinance to also incorporate measures that facilitate Complete Streets compliance measures, such as transit stops, shuttle stops, and bicycle facilities.</i></p>				X
C.38.a	<i>Continue active participation in the Congestion Management Program.</i>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.38	<p>b. Continue active participation in the Peninsula Traffic Congestion Relief Alliance Joint Powers Authority (Commute.org), as a means to cooperatively encourage residents and employees to reduce demand on transportation infrastructure.</p> <p>c. Provide information to citizens, employers, and employees on the alternatives to the single-occupant commute vehicle and the benefits of using the alternatives.</p> <p>d. Provide local incentives for participation in Transportation System Management (TSM) and Transportation Demand Management (TDM) programs and continue to implement same.</p> <p>e. Require Transportation System Management and Transportation Demand Management</p>				X
C.39	<p>a. Periodically review residential parking requirements in the Zoning Ordinance, to maintain parking availability in Brisbane's residential districts and to ensure consistency with the latest adopted Housing Element.</p> <p>b. Seek means to encourage residents to use their garages for vehicles rather than other purposes.</p>				X
C.40	<p>a. Consider opportunities to add public parking to underserved areas and investigate establishing a public parking lot or lots.</p> <p>b. Pursue, as feasible and needed, a downtown parking assessment district.</p>				X
C.41.a	Review the parking regulations for office, commercial and industrial uses and consider setting minimum and maximum parking standards where transit alternatives are readily available.		X		
C.47.a	In reviewing building permit, subdivision and other development applications, distinguish whether the subject property has access from public streets, private streets, or easements. Obtain from applicants evidence of a legal right of access to their properties. Require that such access meet applicable standards.				X
C.48	<p>a. Continue to accept offers to dedicate existing private roadways as public streets, where they meet City standards.</p> <p>b. Where appropriate, require exactions or impact fees for new development and improvements to property to improve substandard streets to minimum safety standards.</p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VI Circulation					
C.48	<ul style="list-style-type: none"> c. Investigate requiring secondary access for long cul-de-sac streets. d. Investigate requiring mid-block turnarounds on all streets with cul-de-sacs longer than 500 feet. e. Investigate requiring that substandard intersections be improved, in conjunction with new development, to provide adequate turning radius. f. Consider an impact fee program to fund acquisition of additional rights-of-way, widening of existing streets to provide additional on-street parking and construction of other safety improvements. g. Continue to require parking and safety improvements in conjunction with new residential development and major additions or remodels that meet defined thresholds. h. Encourage the formation of assessment districts where appropriate, for needed circulation improvements. 				X
C.51	<ul style="list-style-type: none"> a. Continue to evaluate and update the approved plant species list and standards for streetscape plantings. b. Consider where Green Streets retrofits may be incorporated into capital improvement projects and seek funding sources for Green Streets projects. 				X
54	<ul style="list-style-type: none"> a. Consider revisions to the Brisbane Municipal Code to require vehicle charging stations for development projects. b. Encourage the use of electric, fuel cell and other clean energy vehicles and provide charging stations at public facilities and encourage installation of charging stations at existing private sites, as reasonable and feasible. c. Seek grant funding opportunities and other funding sources to install publicly accessible vehicle charging stations and other infrastructure to support and enhance alternative means of transportation. d. Encourage the maintenance of existing rail-spur lines to continue their use in transporting goods. (See also policies and programs under the Transit section for public transportation) e. Monitor and consider new technological advances such as driverless shuttles and how sharing based transportation (car and bike sharing) can be accommodated in the City's circulation system. 				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VII Open Space					
82.a	<i>Educate the public of the continued threat of invasive species through the Brisbane Star.</i>				X
83	<p><i>a. In the official actions of the City, including resolutions and ordinances, recognize the importance of maintaining and preserving the natural eco-system and beauty of San Bruno Mountain.</i></p> <p><i>b. Comply with the provisions of the Habitat Conservation Plan to protect endangered species habitat.</i></p> <p><i>c. Cooperate with public and private groups involved in rare plant protection, habitat restoration and maintenance of mountain eco-systems to preserve open space on San Bruno Mountain.</i></p> <p><i>d. Provide an annual report to the City Council on Federal, State and private opportunities for open space acquisition on San Bruno Mountain and elsewhere in the City.</i></p>				X
84	<p><i>a. Cooperate with the County and State to enhance San Bruno Mountain Park and adjacent lands in Brisbane by joint public information programs about the Mountain and by encouraging supervised volunteers in protection and preservation efforts.</i></p> <p><i>b. Through public school programs, encourage and promote San Bruno Mountain as an educational resource.</i></p> <p><i>c. Lobby and work with environmental and conservation groups, and State, County and Federal agencies to ensure the preservation and maintenance of San Bruno Mountain State and County Park.</i></p> <p><i>d. Through the Recreation Program, provide educational and volunteer programs to adults and youth regarding San Bruno Mountain.</i></p> <p><i>e. Provide information on the natural ecology of the Canyons through publications and presentations, and encourage citizens to respect the fragility of these eco-systems.</i></p> <p><i>f. Provide an annual report to the City Council and the community of all activities pertaining to the acquisition, preservation and appreciation of San Bruno Mountain, including information from the HCP manager.</i></p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VII Open Space					
85	<ul style="list-style-type: none"> a. <i>Seek opportunities to utilize aquatic areas for recreational and educational activities consistent with the sensitivity of the resource.</i> b. <i>Develop provisions in the Zoning Ordinance, including setback requirements, to protect the natural ecology of aquatic resources.</i> c. <i>Provide information to citizens on the eco-systems of the Bay, the Lagoon and the Wetland Marsh and how citizens can participate in respecting and conserving these resources.</i> d. <i>Work with responsible agencies, property owners and environmental and conservation groups to ensure preservation of aquatic eco-systems.</i> 				X
86	<ul style="list-style-type: none"> a. <i>Develop and maintain a network of trails and pathways throughout the City to provide appropriate access to open space and to link City trails with County and regional trail systems.</i> b. <i>Extend the trail system to include aquatic areas and provide access to public transportation systems.</i> c. <i>Examine the potential to extend a pedestrian and bicycle trail between Sierra Point and the Candlestick Recreation Area along the Bay to the east of Highway 101 in cooperation with regional efforts to obtain the same objective.</i> 		X		
87.a	<i>Use the standards in Table 6 as guidelines for the provision of parks and open space for the community.</i>				X
88	<ul style="list-style-type: none"> a. <i>Encourage local businesses, citizens, and public and/ or private landowners to participate in the planning, acquisition, development, maintenance and use of park facilities.</i> c. <i>Require impact fees or exactions as contributions to the acquisition, development and maintenance of passive open space, park and recreation facilities in conjunction with the mitigation requirements for development projects.</i> 				X
88.b	<i>Continue to work with citizens to plan and develop a community park on the Old County Road site.</i>			X	
89.a	<i>Examine the potential for obtaining funding, including open space, park, and recreational impact fees, to provide benefits for the non-resident population. Consider joint development of facilities.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VII Open Space					
91	<p>a. <i>On an ongoing basis, explore and pursue funding sources for acquisition of open space lands with habitat, recreational or other natural resource value.</i></p> <p>b. <i>In conjunction with all new development and the redevelopment of existing uses, where appropriate, require dedication of lands with habitat or other natural resource value to remain as open space and/or in-lieu fees for open space acquisition.</i></p>				X
93	<p>a. <i>Consider legally available means of funding open space acquisition, such as taxing, assessment districts and other funding mechanisms.</i></p> <p>b. <i>Establish an open space fund to consolidate in-lieu fees, donations, and grants so as to be ready to acquire open space as funds are sufficient and opportunities arise.</i></p> <p>c. <i>Encourage volunteer efforts in supporting open space acquisition, through such activities as initiating legislation, fund-raising and generating philanthropic dedications.</i></p> <p>d. <i>Provide an annual report to the City Council on the state of the open space resources in the community, the amount and type of open space land, the needs for operating and maintaining existing lands, and new acquisitions and funding sources.</i></p> <p>e. <i>Review and establish open space priorities annually as part of the budget and Capital Improvement Program development process.</i></p> <p>f. <i>As a part of the open space acquisition plan, provide updated information on County, State and Federal open space plans and programs.</i></p> <p>g. <i>In setting priorities and programs for open space acquisition, review proposals for conformance with the County, State and Federal plans.</i></p> <p>h. <i>For reference and assistance in establishing open space priorities, prepare a comprehensive map of vacant lands in the planning area and update the map annually.</i></p> <p>i. <i>Investigate establishing or joining special open space acquisition districts.</i></p> <p>j. <i>Investigate the possible benefits and disadvantages of an expansion of the Golden Gate National Recreation Area into the eastern and northern peninsula of San Mateo County.</i></p> <p>l. <i>On an annual basis, send out a letter to all property owners of potential open space, to see if they would like to donate it to the public.</i></p>				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
93.k	<i>Consider establishing an environmental commission of local citizens to help advise the City Council on open space acquisitions and environmental matters in general.</i>			X	
Chapter VIII Recreation and Community Services					
95.a	<i>Prepare a list of public facilities available for community uses, the hours they are open to the public, and the requirements for use. Periodically update and distribute the facility list throughout the community.</i>			X	
100	<ul style="list-style-type: none"> a. <i>Develop a needs analysis for recreational facilities including a study of various means of funding the acquisition, as well as the operation and maintenance of the facilities.</i> b. <i>Consider a recreation impact fee program for all new development.</i> d. <i>Discuss with the Boys and Girls Club, YMCA, YWCA or other non-profit youth agency the feasibility of a youth activity center to serve Brisbane and other neighboring cities.</i> 			X	
100.c	<i>Encourage new commercial development and-renovation to include shower and locker room facilities in order to promote employees' physical fitness, encourage use of public and private recreational opportunities in the community, and reduce dependence on the automobile for transportation.</i>				X
103	<ul style="list-style-type: none"> a. <i>Establish a City Council subcommittee to work jointly with the Brisbane Elementary School District and the Jefferson High School District and other entities to determine the feasibility of and make recommendations regarding a high school in Brisbane.</i> b. <i>Establish a City Council subcommittee to promote and encourage educational facilities to locate in Brisbane.</i> c. <i>Develop a program to require impact and mitigation fees from developers, as appropriate, for constructing and/or operating a local high school.</i> d. <i>Continue and expand joint use of facilities with the Brisbane School District and encourage and assist the District, as feasible, in upgrading the conditions of school grounds and multi-use spaces.</i> 				X

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		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VIII Recreation and Community Services					
103	<p>e. Consider a Joint Powers Agreement or other appropriate arrangement with the Brisbane School District, in order to develop, maintain and program recreational facilities.</p> <p>f. Develop and implement with the Brisbane School District a program for year-round and evening use of public recreational facilities.</p>				X
108	<p>a. Conduct an annual public hearing on recreational, artistic, cultural, environmental, educational and civic programming in order to obtain public input.</p> <p>b. Provide adults with the opportunity for active recreation and team sports competition through the adult sport leagues.</p> <p>c. Organize special events, including fun runs, volleyball and tennis tournaments.</p> <p>d. Provide special interest classes, workshops and seminars, such as nutrition, exercise, dance, health, etc.</p> <p>e. Coordinate, plan, organize and supervise special community events.</p> <p>f. Publish, in conjunction with the City Council, a quarterly newsletter of City services, information and events.</p>				X
109	<p>a. Provide a comprehensive recreation program for pre-school and school-age youth, which includes sports instruction, recreational activities, and social and artistic classes.</p> <p>b. Provide school-age youth with special activities during school vacations, holidays, and other breaks which provide for artistic, physical, academic and social growth.</p> <p>c. Consider providing youth special interest programs, including artists in residence, sports coaching and education enrichment.</p> <p>d. Continue to support the pre-school age childcare programs and the school-age before and after school care programs at Brisbane Elementary School.</p> <p>e. Work with the School District to develop additional transportation for students who participate in after school programs so that all students have the opportunity to participate.</p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter VIII Recreation and Community Services					
110	<ul style="list-style-type: none"> a. Sponsor a periodic recreation and social needs survey of senior citizens to investigate the range of needs and interests in the senior community. b. Organize social and cultural outings and provide transportation for senior citizens. c. Provide a local referral program that provides information on educational, economic, recreational, nutritional and social opportunities for seniors and work with service clubs, churches, and the community to collaboratively provide specific services, assistance and support. d. Provide financial and physical (meeting space and transportation) assistance to promote the continued independent operation of the Brisbane Senior Club. e. Encourage and offer programs that foster opportunities for intergenerational, cultural and ethnic exchanges between seniors and children. f. Investigate the development of a facility that provides dedicated time for expanded senior programming. g. Provide recreational programs that appeal to a wide range of interests for Brisbane seniors. 				X
112.a	Consider the creation of a Youth Advisory Council composed of a representative cross-section of teenagers.			X	
112.c	Provide a variety of paid and volunteer after school and summer job opportunities for teens.				X
112	<ul style="list-style-type: none"> b. Provide a local information and referral program for teens regarding after school and summer employment, crisis counseling, educational, recreational, artistic and social opportunities, and work with service clubs, churches and the community to provide assistance, guidance and support. d. Investigate and develop a facility that provides dedicated time for teen programming. e. Consider amendments to the requirements for qualifications to serve as a Parks, Beaches and Recreation Commissioner to allow teens to apply for appointment to the Commission. 	X			

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Program No.	Implementation Program Objective	Implementation Status			
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Chapter VIII Recreation and Community Services					
113.a	<i>Consider new recreational and educational programs to encourage and enhance opportunities for residents to more fully utilize the amenities of the Marina and shoreline.</i>				X
114	<p><i>a. Serve as a liaison to service clubs, churches, families, etc., regarding events, services or conflict resolution and by facilitating ongoing forums for the planning and coordination of community events and activities.</i></p> <p><i>b. Collaborate with community service organizations when appropriate, such as by co-sponsoring events, to enhance the service they provide to residents.</i></p>				X
115	<p><i>a. Investigate available programs that provide opportunities for affordable childcare for low-income families and provide this information to the public.</i></p> <p><i>b. Provide information to assist childcare providers to establish facilities and obtain licenses.</i></p> <p><i>c. Investigate provisions for drop-in, after-school recreation opportunities for youth.</i></p> <p><i>d. Establish a local information and referral service for parents seeking licensed childcare information.</i></p> <p><i>e. Work with the School District to promote the use of school impact fees for childcare facilities/services.</i></p>				X
117	<p><i>a. Provide local information and referral for the frail elderly and the disabled that assists them in accessing County and community services for food, shelter, transportation, personal assistance, and nutritional or other special needs.</i></p> <p><i>b. Work jointly with volunteers, service clubs, churches, families and the community to collaborate on ways to provide services, assistance and support to those with special needs.</i></p> <p><i>c. Provide local information and referrals that support the families and caregivers of the frail elderly and the disabled.</i></p> <p><i>d. Provide opportunities for intergenerational and able/disabled activities and exchanges.</i></p> <p><i>e. Expand police programs to check on the welfare of the frail elderly and the disabled.</i></p>				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
117.f	<i>Develop programs to enhance safety and security for those with special needs.</i>				X
Chapter IX Conservation					
122	<p><i>a. Work with the Habitat Conservation Plan Operator, the State Department of Fish and Game, the U.S. Fish and Wildlife Service, and other agencies as appropriate regarding plans and programs that may affect biological resources in the planning area.</i></p> <p><i>b. Consult the maps in the technical background reports and information supplied by responsible agencies to determine potential for environmental impacts to biological resources and take appropriate action.</i></p> <p><i>c. Consult with local, State and Federal agencies to determine when field studies are required to supplement or update existing data.</i></p> <p><i>d. Work with appropriate agencies to prevent motor bikes and other unauthorized off-road vehicles on San Bruno Mountain.</i></p> <p><i>e. Encourage applicants to initiate early CEQA consultation on conservation issues</i></p>				X
123	<p><i>a. In land use development applications, consider the siting of structures and utilities so as to conserve identified biological communities.</i></p> <p><i>b. Request that the HCP Operator study the Brisbane Acres to determine whether there is the potential to meet the 40% requirement for conserved habitat by dedication of large areas of land rather than small portions of parcels.</i></p>				X
125.a	<i>Refine the ordinance that establishes requirements for protection of heritage trees in the urban setting.</i>			X	
128.a	<i>Encourage conservation groups to provide public information on plant materials.</i>				X
129.a	<i>Encourage all property owners, especially of the Quarry, to address erosion on their properties through revegetation or other measures.</i>				X
130	<p><i>a. As an ongoing part of land use planning and CEQA analysis, determine whether proposals could affect water resources.</i></p> <p><i>b. Require, as appropriate, project analysis of drainage, siltation, and impacts on vegetation and on water quality.</i></p>				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter IX Conservation					
130	<ul style="list-style-type: none"> c. Consult with responsible agencies for design parameters and potential mitigation measures for the conservation of all water resources, especially pertaining to wetlands conservation. d. Work with the U.S. Geological Survey to identify the water resources in the planning area. e. Obtain maps of drainages and aquifers in and around the City as they become available. f. Brisbane will review the San Francisco Bay Estuary Plan to determine whether any amendments to the Brisbane General Plan are appropriate. 				X
130.3.a	As a part of the annual reviews called for in the General Plan, such as in the Open Space Plan, determine the feasibility of cooperative grant applications for wetland restoration or enhancement and proceed appropriately.				X
131.a	Encourage studies by responsible agencies and conservation groups of the environmental values and conservation and maintenance requirements of the various water courses in the planning area.				X
133	<ul style="list-style-type: none"> a. Participate in programs to improve water quality in the Lagoon and the Bay. b. Require all development, especially that involving grading, to exercise strict controls over sediment. c. Require the Quarry, as a major source of sediment for the Lagoon, to closely monitor its containment systems to ensure their effectiveness. 				X
134	<ul style="list-style-type: none"> a. Cooperate with the Water Quality Control Board and County Department of Environmental Health and participate in the NPDES Program to monitor and regulate point and non-point discharges. b. Provide public information on how individual citizens can contribute to the reduction of pollutants in the storm drain and sewer systems. c. Encourage wetlands restoration projects to remove or fix toxicants and reduce siltation. d. Utilize wetlands restoration projects to remove or fix toxicants and reduce siltation where appropriate. 				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter IX Conservation					
135	<p>a. Request that the County of San Mateo regularly monitor the Quarry operation to assure that the operator is meeting all health and safety obligations and required management practices.</p> <p>b. Contact the County of San Mateo, the Bay Area Air Quality Management District and the Water Quality Control Board if it appears that there are violations of local, State or Federal requirements at the site.</p> <p>c. Actively participate in County permit review to develop conditions of approval that address air pollution and water quality issues in conjunction with mineral resource conservation.</p> <p>d. In conjunction with any application for annexation of the Quarry to the City, develop and adopt a Mineral Resources Element to the General Plan to establish parameters and conditions for short-term Quarry operation and long-term reclamation.</p>				X
136	<p>a. Provide assistance to owners of historic property in planning rehabilitation projects.</p> <p>b. Provide information to property owners on loan and grant funds and tax incentives.</p> <p>c. Provide local incentives, such as the Brisbane Star awards, to maintain historic places.</p>	X			
137.a	Consider amendments to the Zoning Ordinance to require resource surveys in conjunction with land use development applications and to establish procedures in the event of discovery to protect Native American Cultural Resources consistent with the standardized procedures given in Appendix K of CEQA.				X
138	<p>a. Require the use of water conserving fixtures in new construction and remodeling projects.</p> <p>b. Encourage the use of water conserving landscape and irrigation systems.</p> <p>c. Utilize, if safe and appropriate, recycled water for landscape irrigation and dust control.</p> <p>d. Provide public information on water conservation practices.</p> <p>e. As a part of the land use planning process, consider how water conserving features are incorporated into project design.</p>				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter IX Conservation					
140	<p>a. Continue to administer building codes that contain State requirements for energy conservation.</p> <p>b. As a part of the review of land use applications for subdivisions, specific plans and new non-residential and multi-family projects, encourage the design and siting of structures and the use of landscape materials in terms of utilizing natural resources for heating and cooling.</p>				X
141.a	Cooperate with PG & E in promoting energy conservation by providing information and referral on energy-efficient appliances and heating and cooling systems.				X
143	<p>a. Continue to participate in joint planning and collection programs with other agencies, such as those required by AB 939, to manage solid waste in order to maximize reclamation and reuse of the resources contained in the solid waste stream and reduce the impacts on landfills.</p> <p>b. In negotiating franchise agreements with scavenger companies, require that they provide recycling incentives to both residential and business customers.</p> <p>c. In negotiating franchise agreements with scavenger companies, require a curb-side collection of large items several times a year. Coordinate with non-profit agencies so that opportunities for reuse are provided.</p> <p>d. Purchase goods containing recycled materials for City use.</p> <p>e. In the review of land use development applications, consider design factors pertaining to the storage and disposal of recycling materials.</p> <p>f. Consult with refuse disposal contractors or other recycling services on applicable land use development applications regarding the adequacy of the proposed measures.</p> <p>g. Stay informed about new programs and technologies.</p> <p>h. Provide public information about the benefits of recycling and encourage participation by residents and businesses.</p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
144	<p>a. Actively consult with these governmental agencies regarding the location and safety requirements in conjunction with the processing of any land use development permit or City project.</p> <p>b. Verify annually with responsible agencies the status of regulated facilities in Brisbane and any new safety requirements that have been imposed and cooperate with those agencies to ensure the earliest possible installation of any new safety equipment required.</p>				X
145.a	As a part of the City's annual budget process and Capital Improvements Planning, evaluate the City's ability to provide infrastructure and safety services and review fees and charges to assure adequate revenues.				X
148	<p>a. Through continuing participation in the coalition of San Mateo County cities and special districts, maintain the Local Hazard Mitigation Plan (LHMP) consistent with State Assembly Bill 2140 and applicable subsequent state and/or federal legislation. The LHMP is included X-6 by reference as part of this General Plan element and should be consulted when addressing known hazards to ensure the general health and safety of people within Brisbane.</p> <p>b. Update the Emergency Operations Plan as necessary and appropriate and consistent with the Local Hazard Mitigation Plan and maintain a state of readiness. This includes but is not limited to the following:</p> <ol style="list-style-type: none"> i. Provide emergency response training to staff and volunteers. ii. Update and refine the City's evacuation plan, as necessary.(2) iii. Maintain the operations center in a state of readiness for an emergency response. iv. Be prepared to supplement City-owned equipment with that available from the private sector. v. Periodically hold exercises, including evacuation drills, using the instructions in the Plan. vi. Utilize the Community Emergency Response Team to provide community support and to assist emergency personnel during a disaster. vii. Purchase and maintain necessary emergency equipment. 				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
148	<ul style="list-style-type: none"> viii. <i>Provide periodic information to citizens about the Plan.</i> ix. <i>Develop materials and hold meetings to train and advise on emergency preparations that individuals, families and businesses can make toward their personal safety.</i> x. <i>Develop disaster plans for all City facilities, for example, the Community Center and City Hall.</i> xi. <i>Encourage public preparedness through the dissemination of literature and by presenting CPR and first aid classes.</i> xii. <i>Work with the Brisbane School District to plan for the provision of emergency services to District facilities in Brisbane.</i> <p>c. <i>Coordinate with the evacuation plans of surrounding cities affecting U.S. 101 and Bayshore Boulevard to facilitate traffic flow through Brisbane in times of emergency.</i></p>				X
149	<ul style="list-style-type: none"> a. <i>Require that all new construction meet current codes for seismic stability.</i> b. <i>Consider a requirement, in conjunction with both residential and non-residential rehabilitation or reconstruction, that some portion of the improvements be devoted to improving seismic safety.</i> c. <i>Provide information to citizens on the necessity for seismic retrofit and on typical methods of upgrading existing structures.</i> d. <i>Continue to implement the City's Ordinance 354 regarding unreinforced masonry and pre-1973 tilt-up structures.</i> e. <i>Require soils reports and engineering recommendations for structural stability in conjunction with building permit applications in areas which have been identified as prone to seismically-induced landslides or subsidence in seismic events.</i> 				X
150.a	<i>Develop programs to increase public awareness of seismic hazards and to educate the community on procedures that can help to minimize injury and property loss before, during, and after an earthquake.</i>				X
152.a	<i>Require soil and geologic investigations in areas identified as prone to slope instability. Consider both on-site and off-site impacts.</i>				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
152	<p><i>b. Unless adequate mitigating measures are undertaken, prohibit land alteration, including any grading and structural development, in identified areas of slope instability.</i></p> <p><i>c. Require topographical and soils information for all projects on slopes identified over 20%. (See Figure X-G.)</i></p> <p><i>d. Certificates of compliance shall be conditioned upon a comprehensive and detailed slope analysis.</i></p> <p><i>e. Encourage placement of structures away from areas identified as prone to slope failure or erosion unless effective mitigation measures are proposed as a part of the project design.</i></p> <p><i>f. Require erosion control programs and revegetation on all disturbed slopes.</i></p> <p><i>g. Strictly enforce the provisions of the City's Grading Ordinance.</i></p>				X
153.a	<i>Construct improvements to the GVMID storm drainage system to accommodate stormwater from the Northeast Ridge and increase the overall capacity of the drainage system, as required in the conditions of approval for the Northeast Ridge Development Project.</i>			X	
153	<p><i>b. Work with Daly City and affected property owners to design improvements to alleviate flooding on the section of Bayshore Boulevard between Geneva Avenue and Main Streets.</i></p> <p><i>c. In conjunction with design of infrastructure to serve the Baylands, require that the property owner address the issue of flooding around the open drainage channel that flows west to east across the property.</i></p>		X		
154	<p><i>a. Apply to FEMA to update the FIRM maps to remove raised areas fixed by virtue of drainage improvements that are no longer within the 100 year flood boundary. Distribute updated maps to the public.</i></p> <p><i>b. On a regular basis, update the City's storm drain base maps to include new facilities and information.</i></p>			X	
155.a	<i>Schedule regular maintenance to remove silt and debris from storm drain facilities.</i>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
155	<p>b. As a part of Capital Improvements Planning, replace and repair, as economically feasible, storm drain facilities as needed to prevent flooding.</p> <p>c. Study the drainage basins to determine responsibility for siltation of storm drain facilities. Consider methods of assessing maintenance costs to responsible properties.</p>				X
156	<p>a. Consider adopting additional requirements for built-in safety systems, such as fire sprinklers and sensors or alarms, in all new construction.</p> <p>b. Consider adopting requirements for built-in safety systems in conjunction with building improvements.</p> <p>c. Continue requirements for fire-resistant roofing materials for all new buildings and for re-roofing of existing buildings.</p> <p>d. Encourage residential fire-sprinkler installation in conjunction with residential improvements along the urban wildland interface.</p> <p>e. Underground utilities throughout the City, as economically feasible. Require undergrounding of all utilities for all new development and the undergrounding of service drops where existing service is in place.</p> <p>f. Consider the adoption of landscaping standards for structures at the urban/wildland interface to reduce fuel loading between the structures and the property line.</p> <p>g. On an ongoing basis, provide information to citizens on landscaping materials and maintenance practices that contribute to fire safety.</p>			X	
157	<p>a. Continue to notify property owners of hazardous conditions on their properties and enforce abatement of these conditions.</p> <p>b. Enforce the provisions of the Uniform Building Code and the Uniform Fire Code and the Zoning Ordinance to address access, exiting, setbacks, materials and other design factors that contribute to fire safety.</p> <p>c. Cooperate with the California Department of Forestry in the implementation of the Bates Bill, AB 337, to map areas of Very High Fire Hazard Severity Zones, and to adopt the maps required by the legislation.</p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
158	<p>a. In conjunction with development applications, evaluate fire service requirements, response times and levels of risk. Require impact fees and exactions to maintain the level of service and to provide for any special equipment needs.</p> <p>b. Coordinate with other agencies to maintain existing access roads to the Mountain.</p> <p>c. Continue to participate in the automatic and mutual aid greater alarm and other reciprocal response plans to provide the availability of adequate fire suppression capacity.</p>				X
159	<p>a. Provide training and information to citizens on fire safety and evacuation plans through community meetings and informational materials.</p> <p>b. Encourage businesses to prepare pre-emergency plans and to train their employees on emergency response procedures and evacuation.</p>				X
160	<p>a. In conjunction with land use development applications, evaluate police service requirements and response times. Require impact fees and exactions to maintain the level of service.</p> <p>b. Continue to develop ongoing and accurate means of assessing the community's law enforcement needs and evaluating Police Department performance in addressing these needs.</p>				X
164	<p>a. Continue to provide drug education and other programs that encourage constructive activities and positive values for the City's youth.</p> <p>b. Continue to develop public education programs in response to the needs and interests expressed by community members through the Neighborhood Contact Program or other community outreach programs.</p>				X
165	<p>a. Continue to provide training to police personnel in the community-oriented, problem-solving approach to policing.</p> <p>b. Continue and consider expanding foot patrols as part of officers' daily activity and investigate feasibility of use of bicycles.</p> <p>c. Where appropriate, continue to encourage non-arrest interventions, such as mediation, that promote community-based problem solving.</p>				X

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		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
165	<p>d. <i>Develop a system of evaluation and rewards for police personnel that reflects community development and problem-solving accomplishments in addition to more traditional law enforcement achievements.</i></p> <p>e. <i>Continue to develop community partnerships between the Police Department and other community groups and organizations to address the causes of crime, fear, and other issues regarding the welfare of the community.</i></p> <p>f. <i>Continue to work with community organizations to develop an awareness of the problems in the community as well as the services provided by the City to address these problems.</i></p> <p>g. <i>Establish a permanent police facility that is inviting and accessible to the community.</i></p>				X
166	<p>a. <i>Work closely with County, State and Federal agencies in the regulation of hazardous materials.</i></p> <p>b. <i>Continue administration of Hazardous Materials Management Plans through the Brisbane Fire Department.</i></p>				X
166.1.a	<i>In connection with any application for a proposed specific plan or land use development project involving biotechnical research activities, determine the nature and extent of any regulations that should be adopted to protect the public health and safety before any such specific plan or land use development application is approved.</i>				X
172	<p>a. <i>Communicate this priority to responsible State and Federal agencies and encourage these agencies to establish remediation plans and programs.</i></p> <p>b. <i>Seek to direct State and Federal funds to remediate contaminated lands in Brisbane.</i></p> <p>c. <i>Require private property owners to remediate contaminated lands consistent with State and Federal requirements.</i></p> <p>d. <i>Continue to maintain good communications and working relationships with the Cal-EPA Department of Toxic Substances Control, the Water Quality Control Board and other agencies regulating remedial actions.</i></p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
174	<ul style="list-style-type: none"> a. <i>Take into account risk assessments and other technical studies prepared by governmental agencies when making land use determinations for contaminated lands.</i> b. <i>Condition all final approval of development projects on full compliance with all orders, remediation programs and mitigation measures imposed by regulatory agencies.</i> c. <i>Require applicants to provide for analysis by environmental engineers, toxicologists or other technical specialists deemed necessary by the City to process development applications and complete environmental review for projects on contaminated lands.</i> 				X
175	<ul style="list-style-type: none"> a. <i>Exchange information with the California Integrated Waste Management Board, San Mateo County Environmental Health Division and other responsible agencies regarding the requirements for safe and successful landfill development, utilizing the experience of Sierra Point.</i> b. <i>Require evidence that scientific testing and verification has taken place to the satisfaction of regulatory agencies.</i> c. <i>Encourage property owners of filled lands to complete all testing and related requirements of the Federal, State and local agencies well in advance of requesting land use permits from the City</i> 				X
176.a	<i>Discourage new sources that generate excessive noise.</i>				X
178	<ul style="list-style-type: none"> a. <i>Investigate obtaining from San Francisco Airport and/or Federal Aviation Administration better monitoring information on overflight noise impacts on the community, including single-event noise.</i> b. <i>Provide information to citizens on overflight impacts, airport operations and how to contact officials and agencies responsible for decisions that could result in overflights.</i> c. <i>Cooperate with other jurisdictions affected by aviation noise to insist that noise impacts are considered when decisions are made regarding airport operations.</i> 				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
178.d	<i>Communicate to local, State and Federal officials the City's position regarding the unwarranted impacts of overflights on the community.</i>				X
184	<ul style="list-style-type: none"> <i>a. Use the State Guidelines for land use compatibility to determine noise impacted uses.</i> <i>b. Require acoustical studies for development applications in areas identified as noise impacted and potential noise generators.</i> <i>c. For such projects, require a noise attenuation or a mitigation program to be submitted as a part of the project design.</i> 				X
186.a	<i>Maintain an alternative dispute resolution program to allow neighbors to resolve issues in the first instance, if possible.</i>				X
189	<ul style="list-style-type: none"> <i>a. Continue to incorporate regulations in the Municipal Code to provide a framework to enforce noise standards and impose penalties for violations.</i> <i>b. Periodically review the Municipal Code to update regulations based on new information and new technologies.</i> <i>c. Periodically hold training sessions for City personnel to provide noise information and review enforcement procedures.</i> <i>d. Provide information to citizens on how noise can be controlled and about City regulations and enforcement procedures.</i> <i>e. Cooperate with other agencies with authority to monitor and regulate noise, such as the Department of Transportation and OSHA, in order to reduce noise impacts on individuals, neighborhoods and businesses.</i> 				X
190	<ul style="list-style-type: none"> <i>a. To the extent that the City is knowledgeable, inform the BAAQMD of point source violations of air quality standards and poor management practices and request that they proceed with strict enforcement.</i> <i>b. Refer to the BAAQMD all applications for land use permits that need permit review by that agency, including but not limited to gasoline stations, dry cleaning plants, print shops and auto body shops.</i> <i>c. Encourage the Bay Area Air Quality Management District to establish an air quality monitoring station in Brisbane.</i> 				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
191.a	<i>Request the BAAQMD to provide the City, on a periodic basis, with updated information on air quality conditions, emissions sources, public health risks, and air quality regulations to assist the City in decision-making.</i>				X
192.a	<i>Encourage the BAAQMD to publish and distribute information and conduct training sessions on low-emission construction and industrial practices, air quality impact assessment methods, and effective mitigation controls.</i>				X
193	<p><i>a. Consider the design of roadways, transit facilities, bikeways and pedestrian access in all subdivisions, specific plans and other land use proposals to evaluate whether and to what extent the design addresses air quality issues.</i></p> <p><i>b. In conjunction with land use development applications and CEQA review, evaluate whether a proposal may have a significant effect on air quality because of mobile emissions. Require environmental impact analysis and mitigation plans and monitoring, as appropriate.</i></p> <p><i>c. Discourage drive-up service windows and similar uses that generally result in vehicle idling.</i></p>				X
194	<p><i>a. Provide park-and-ride facilities to facilitate use of transit.</i></p> <p><i>b. Provide bicycle and pedestrian access to all areas of the City to provide alternatives to automobile use.</i></p> <p><i>c. Require all new development to include design principles that are transit oriented and otherwise reduce dependence on the automobile.</i></p>		X		
197.a	<i>Use traffic management systems, such as signage and timed signals, to facilitate traffic flow and reduce congestion.</i>				X
198	<p><i>a. Support the implementation of transportation demand management measures by private businesses, such as transit and carpool subsidies, preferential carpool/vanpool parking, flexible work schedules and ride matching services.</i></p> <p><i>b. Encourage the installation of bicycle lockers, changing rooms and showers, guaranteed ride home, the provision of on-site support services in private businesses and other measures to reduce vehicular trips by employees.</i></p>		X		

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
198.c	<i>Consider providing incentives as a part of land use development permit approvals for the use of TSM and TDM measures.</i>		X		
199.a	<i>Support efforts to improve efficiency and reduce emissions in the CalTrain system.</i>				X
201.a	<i>Provide information on the effects on air quality from inefficient burning in old fireplaces and encourage citizens to clean fireplaces regularly.</i>				X
202	<ul style="list-style-type: none"> a. <i>Strictly enforce the City's Grading Ordinance provisions for dust control.</i> b. <i>Require that demolition and construction projects conform to the BAAQMD recommended dust control measures.</i> c. <i>On a periodic basis, review the City's ordinance requirements to assure conformance with BAAQMD standards.</i> 				X
203	<ul style="list-style-type: none"> a. <i>As part of land use planning, establish buffer zones between sensitive receptors and significant emissions sources, including uses that cause offensive odors or dust.</i> b. <i>In conjunction with any surface mining, oil and gas operation or industrial development land use permit, place strict conditions for compliance with best management practices for control of dust, odors and other emissions that have air quality impacts.</i> 			X	
204	<ul style="list-style-type: none"> a. <i>Working with the BAAQMD and regional transportation agencies, develop and provide information to citizens on the air quality impacts of automobile emissions and encourage citizens to reduce automobile trips for the benefit of the community.</i> b. <i>With the assistance of the BAAQMD and environmental groups, provide information to citizens on the air emissions impacts of materials such as paints, solvents and spray cans, and encourage citizens to substitute safer materials.</i> c. <i>Inform citizens, through water bill inserts and other publications, of how to contact the BAAQMD to file complaints regarding air quality violations and encourage citizen involvement in enforcement of air quality regulations.</i> 				X

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
206	<p>a. Program 206a: As a part of the annual budget and Capital Improvements Program, schedule ongoing replacement and maintenance of the existing system.</p> <p>b. On an ongoing basis, review water connection and service rates to assure sufficient revenues to provide for maintenance and upgrading of the system.</p> <p>c. Take advantage of opportunities to apply special funds, such as grants, to the upgrade of the existing system.</p>				X
208.a	In conjunction with land use development applications for vacant lands, require studies to estimate the needs for domestic water and fire protection and require infrastructure to be designed and installed, at the developer's expense, to the satisfaction of the City.				X
211.a	Require additional water storage for fire protection to be provided to service Crocker Park and the Quarry in conjunction with any redevelopment of Quarry lands.		X		
211.b	Consider requirements for additional protective devices, such as residential sprinklers and alarms, for residences on Paul Avenue, Thomas Avenue and Harold Road.			X	
212	<p>a. As a part of the annual budget and Capital Improvements Program, schedule ongoing replacement and maintenance of the trunk line system, as needed.</p> <p>b. On an ongoing basis, review sewer connection and service rates to assure sufficient revenues to provide for the maintenance and replacement of the system.</p> <p>c. Take advantage of opportunities to apply special funds, such as grants, to improvements of the existing system.</p>				X
213.a	In conjunction with land use development applications for vacant lands, require studies to determine capacity and design requirements for sanitary sewer services and require infrastructure design and installation to the satisfaction of the City at developer's expense.				X
217	<p>a. Review the provisions in the Municipal Code to determine if amendments would make septic tank regulations easier to understand and enforce.</p> <p>b. Require immediate removal of any septic tank that requires pumping more than once per year.</p>			X	

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Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter X Community Health and Safety					
217.c	<i>Require all existing septic tanks to be inspected and receive a permit from the County Department of Environmental Health</i>			X	
219	<p>a. <i>As a part of the annual budget and Capital Improvements Program, schedule maintenance, repair and replacement as needed.</i></p> <p>b. <i>Consider fee assessments to provide for the maintenance and repair of the system.</i></p> <p>c. <i>Coordinate programs to control siltation with the Regional Water Quality Control Board, Daly City and San Mateo County.</i></p>				X
221.a	<i>In conjunction with land use development applications for vacant lands, require studies to determine design requirements to collect and remove stormwater from the property or reuse stormwater to benefit the public. Require facilities to be designed and installed to City standards, at developer's expense.</i>				X
224.a	<i>Install stormwater system improvements to Valley Drive and Bayshore Boulevard as set forth in the Conditions of Approval for the Northeast Ridge Development Project.</i>		X		
226.a	<i>Consider environmental sensitivities in conjunction with drainage studies.</i>				X
228	<p>a. <i>Require new construction and substantial renovation projects to provide roof gutters and leaders that direct stormwater through the curb to the City street so that the water can be collected in City facilities.</i></p> <p>b. <i>Require drainage plans to be submitted in conjunction with land use development applications, including those for building permits, as applicable to the project.</i></p> <p>c. <i>Provide public information on the safety aspects of dealing with stormwater and encourage homeowners and businesses to make necessary improvements and repairs.</i></p> <p>d. <i>Comply with National Pollutant Discharge Elimination System, as required.</i></p>				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter XII Policies and Programs by Subarea					
SP.3.a	<i>Pursue better connections between Sierra Point and Brisbane, including pedestrian/bicycle over-crossing of the railroad tracks.</i>				X
SEB.1.a	<i>Encourage development of a native plant or non-invasive plant landscape buffer to screen the industrial development from the Lagoon.</i>				X
SEB.2.a	<i>Request information from regulatory agencies on the history and past uses of the properties in the Southeast Bayshore subarea.</i>			X	
SWB.1	<p>a. <i>After adoption of the General Plan, review the Zoning District regulations to better define an appropriate mix of uses and address incompatible land use.</i></p> <p>b. <i>Examine opportunities to provide greater amenities for the residences in the Mobile Home Park through installation of public and private improvements such as curb, gutter, sidewalk, off-street parking and landscaping.</i></p> <p>c. <i>Require visual impact analysis for all construction on steep slopes.</i></p>			X	
SWB.2.a	<i>Discourage multiple individual driveways onto Bayshore Boulevard.</i>				X
SAB.BA.2	<p>a. <i>In conjunction with any subdivision or other development application, a landscape program and plan shall be submitted to the City and include the following:</i></p> <ul style="list-style-type: none"> <i>a. identification and retention of heritage trees;</i> <i>b. identification and retention of rare plants;</i> <i>c. plant species that are not invasive to the habitat;</i> <i>d. water-conserving plants and irrigation systems;</i> <i>e. reduced fuels adjacent to the wildland;</i> <i>f. screening of structures to blend with the natural landscape;</i> <i>g. areas for Conserved Habitat and/or other provisions required by the Habitat Conservation Plan Operator.</i> <p>b. <i>Examine ways to improve the existing density transfer program so that a developer/owner can be granted increased density on sites already served by infrastructure in conjunction with the dedication of more remote sites as Open Space.</i></p> <p>c. <i>Retain a trail system through the Brisbane Acres to connect the area to Central Brisbane and the San Bruno Mountain State and County Park.</i></p>		X		

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter XII Policies and Programs by Subarea					
SAB.BA.2	<p>d. Map the canyons, intermittent streambeds and banks in the Brisbane Acres and designate such areas for protection.</p> <p>e. Develop clear regulations that can be enforced to preserve the natural ecology of the canyons, intermittent streambeds and banks.</p>		X		
BA.3	<p>a. In conjunction with any subdivision or other development application, the property owner shall be required to supply detailed information on slope, access, water, sanitary sewer and storm drain infrastructure, soils, geology, cultural resources, significant vegetation and endangered species habitat.</p> <p>b. Geologic studies for parcels in the Brisbane Acres shall be performed by a licensed engineer and shall pay special attention to slope, landslide and subsurface water. Such studies shall include a detailed evaluation of the stability of the proposed site, the potential effects of construction on the site and adjacent and downslope areas, and the effects of any construction or installation of infrastructure on the site. Specific recommendations for project design to ensure safety and mitigate impacts shall be included in the report and incorporated into construction documents by the project engineer.</p> <p>c. Phase grading and construction to coincide with periods of dry weather as set forth in the City's Grading Ordinance.</p>				X
BA.4	<p>a. Information should be supplied in conjunction with any application for development or a building permit on how the infrastructure proposed for the project relates to existing and future infrastructure development.</p> <p>b. Assure that safe and adequate access can be provided to properties when access is dependent upon connecting to existing streets.</p> <p>c. If any development of private land in the Brisbane Acres would disturb or restrict existing access for fire or rescue personnel or equipment to areas above or beyond, then adequate alternative access shall be provided and maintained.</p>				X
CB.3.a	Consider amendments to the Sign Ordinance to simplify the process and otherwise address the needs of small businesses, as well as balancing other community needs and objectives.	X			

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter XII Policies and Programs by Subarea					
CB.4	<ul style="list-style-type: none"> a. <i>Work with the Chamber of Commerce to develop a program to assist new and existing businesses to market their services.</i> b. <i>Work with the Chamber of Commerce to analyze the constraints and opportunities for downtown revitalization.</i> c. <i>Work with the Chamber of Commerce to find how the City can be more facilitative of meeting the needs of small businesses.</i> 				X
CB.5	<ul style="list-style-type: none"> a. <i>Encourage a modest scale and density character to residential development through standards established in the Zoning Ordinance.</i> b. <i>Look at ways to encourage innovative uses and structures to provide for greater economic return and community benefit.</i> 			X	
CB.6	<ul style="list-style-type: none"> a. <i>Study the impacts of off-street parking requirements on residential and commercial site and structural design.</i> b. <i>Revise the Zoning Ordinance to facilitate the upgrading and proper maintenance of structures with legal nonconformities.</i> c. <i>Evaluate the aesthetic, psychological and social losses that could result from zoning ordinances which would discourage diversity and individual expression in residential construction.</i> 			X	
CB.8	<ul style="list-style-type: none"> a. <i>In conjunction with the City's development review process and Capital Improvement Program, examine ways to improve existing bottlenecks and cul-de-sacs and improve safety in the upper residential streets. (See Policies 45, 46.)</i> b. <i>Develop municipal off-street public parking lots.</i> c. <i>Develop a direct street connection between Central Brisbane and Crocker Park.</i> 		X		
CB.10	<ul style="list-style-type: none"> a. <i>In conjunction with the City's development review process and Capital Improvement Program, examine ways to improve existing bottlenecks and cul-de-sacs and improve safety in the upper residential streets. (See Policies 45, 46.)</i> b. <i>Develop municipal off-street public parking lots.</i> c. <i>Develop a direct street connection between Central Brisbane and Crocker Park.</i> 				X

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter XII Policies and Programs by Subarea					
CB.13.a	<i>Identify, through signage, parks and recreation facilities and the hours they are open to the public.</i>		X		
CB.18	<ul style="list-style-type: none"> <i>a. Facilitate utilization of grant and assistance programs for retrofitting existing structures.</i> <i>b. Take into account the unique constraints of older structures in applying requirements for conservation measures.</i> <i>c. Assemble educational reference materials to be provided to permittees when conditions are imposed requiring drought tolerant landscaping or water conserving irrigation.</i> 		X		
CB.20.a	<i>Study the possibility of developing green merchant and green resident programs.</i>				X
CB.20.b	<i>Consider improvements to the Franchise Agreement to include a more comprehensive collection program, consistent with the City's Source Reduction and Recycling Element.</i>			X	
CB.21	<ul style="list-style-type: none"> <i>a. Seek input from merchants and the public on how SamTrans service might be made more useful.</i> <i>b. Support continued development and improvement of shuttle service for Sierra Point, Crocker Park and future development in areas such as the Baylands, and consider ways to extend such service into Central Brisbane.</i> <i>c. Consider modifications to signal timing to relieve lunch-hour congestion at the entrance to Central Brisbane.</i> 		X		
CB.22	<ul style="list-style-type: none"> <i>a. Provide bicycle racks at public meeting facilities and public offices.</i> <i>b. Develop and implement a plan for providing benches at key locations for pedestrian rest stops.</i> 		X		
CP.4	<ul style="list-style-type: none"> <i>a. In developing design guidelines, study options for the use of color and materials, the screening of mechanical equipment, and the use of landscape to make rooftops more attractive when seen from above.</i> <i>b. In developing design guidelines, study the impacts of the relationship of structure parking to building design, land coverage and floor area ratio.</i> <i>c. Develop and implement a sign program.</i> 			X	

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter XII Policies and Programs by Subarea					
NWB.2.a	<i>In the case of proposed redevelopment, comply with applicable CEQA guidelines with regards to Historical Resources.</i>				X
GH.14.a	<i>In conjunction with any subdivision or other development application, a landscape program and plan must be submitted to the City and include the following:</i> <ul style="list-style-type: none"> <i>i. identification and retention of heritage trees;</i> <i>ii. identification and retention of rare plants;</i> <i>iii. plant species that are not invasive to the habitat;</i> <i>iv. water-conserving plants and irrigation systems;</i> <i>v. reduced fuels adjacent to the wildland;</i> <i>vi. screening of structures to blend with the natural landscape;</i> <i>vii. areas for Conserved Habitat and/or other provisions required by the Habitat Conservation Plan Operator.</i> 				X
BL.3	<p><i>a. Environmental review for the required Specific Plan shall include a visual impact analysis which shall include an evaluation of the impacts of building heights, including the impact of the proposal on view corridors.</i></p> <p><i>b. The required Specific Plan shall address the heights of buildings and building groups to achieve the following:</i></p> <ul style="list-style-type: none"> <i>i. diversity of height within the subarea;</i> <i>ii. creative excellence in architectural and site design;</i> <i>iii. visual acceptability when seen from above;</i> <i>iv. a complementary relationship to the overall topography, especially the Lagoon, San Bruno Mountain and the Bay, and the entrance to Central Brisbane;</i> <i>v. open space and open areas.</i> <p><i>Development south of the Bayshore Basin drainage channel shall maintain a low profile permitting low or mid rise buildings, not to exceed six stories in height, in order to preserve the existing views of San Francisco and San Francisco Bay as seen from Central Brisbane, and to maximize the amount of landscape and open space or open area in this portion of the subarea .</i></p> <p><i>The following design approaches shall not be included in the required specific plan or any development proposal:</i></p> <ul style="list-style-type: none"> <i>i. Buildings or building groups that block view corridors to the Bay, or appear as "fortresses" or "walls" lining the Bayfront, the Lagoon or any arterial street.</i> 		X		

Attachment A

Program No.	Implementation Program Objective	Implementation Status			
		No Action/ Hold	Underway/ Partially Complete	Complete	Ongoing
Chapter XII Policies and Programs by Subarea					
BEA.2.a	<i>There shall be an extensive southern landscape buffer which may also include a berm or other separating device.</i>		X		
OBC.2.a	<i>Educate the public of the continued threat of invasive species through the Brisbane Star.</i>				X
Q.1.a	<i>Environmental review for all specific plans shall include a visual impact analysis which shall include an evaluation of the impacts of building heights, including the impact of views of the development from Central Brisbane and the Northeast Ridge.</i>				X
Q.5	<ul style="list-style-type: none"> a. <i>Insist that a regularly scheduled monitoring program of the ongoing quarry operation is instituted to assure that the operator is meeting all permit and health and safety obligations.</i> b. <i>Insist that erosion control programs are instituted and maintained and revegetation takes place for all disturbed slopes.</i> c. <i>In conjunction with the surface mining permit, insist that the County of San Mateo place strict conditions for compliance with best management practices for control of dust and other emissions that have air quality impacts.</i> 				X
Chapter XI Housing (See Attachment B) 2019 Housing Element Annual Progress Report					

F.

File Attachments for Item:

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



CITY COUNCIL AGENDA REPORT

Meeting Date: June 4, 2020

From: City Manager Clay Holstine

Subject: Resolution Establishing the 2020 Business License Tax for Liquid Storage Facilities as to Kinder Morgan/SFPP

Community Goal/Result

Fiscally Prudent - Brisbane's fiscal vitality will reflect sound decisions which also speak to the values of the community

Economic Development - Brisbane will work with the businesses and residents to provide for economic vitality/diversity

Purpose

To establish for calendar year 2020 the amount of the business license tax charged to Kinder Morgan/SFPP for its liquid storage facilities in Brisbane under Section 5.20.011 of the Brisbane Municipal Code

Recommendation

Adopt Resolution 2020-42 imposing a business license tax in the amount of \$351,040 as to Kinder Morgan/SFPP.

Background

At the general election in November 2013 Brisbane voters approved an annual business license tax on persons engaged in the business of operating, leasing, supplying or providing a liquid storage facility in the City of Brisbane. The ballot measure added Section 5.20.011 to the Brisbane Municipal Code, allowing the City to impose up to a maximum business license tax of \$115.28 per year for each 1000 cubic feet of liquid storage capacity.

In 2014 and 2015, the City Council imposed by resolution a business license tax of \$38.91 for each 1000 cubic feet of storage capacity. In 2016 and 2017, the Council imposed by resolution a business license tax of \$115.28 for each 1000 cubic feet of storage capacity. As to Kinder Morgan/SFPP, LP, the owner of the only liquid storage facility currently in Brisbane, this rate translated to a tax of \$135,000 in 2014 and 2015 and to a tax of \$400,000 in 2016 and 2017. The company paid the \$135,000 for 2014 under protest in December 2014, paid the \$135,000 for 2015 in January 2016 under protest, and paid the \$400,000 in December 2016 under protest. The company did not pay the license tax for 2017 but filed a civil suit against the City in the San Mateo County Superior Court seeking reimbursement for the taxes paid in 2014, 2015 and 2016.

The litigation was settled in 2017. Under the terms of the settlement agreement, the City and Kinder Morgan/SFPP agreed that for 2017, the liquid fuel storage tax rate would be set by the Brisbane City Council at an amount that is equivalent to 3.5 cents per barrel of liquid fuel transported through the Brisbane Terminal for delivery at the terminal (“over the rack”), that for 2018, the tax rate would be equivalent to 4 and 1/3 cents per barrel and for 2019, the tax rate would be 5 and 1/3 cents per barrel.

Accordingly, based on the number of barrels “over the rack”, Kinder Morgan/SFPP paid \$261,093 for 2017, \$323,332 for 2018 and \$365,458 for 2019.

The settlement agreement also provides that at the November 2019 municipal election, Council would place before the voters a revision to the then current business license tax concerning liquid storage facilities that would provide that the tax rate will be up to 6 cents per barrel, with the exact rate to be determined annually by the Council. If the voters so approve, that liquid storage tax formula would then be applied for subsequent years but in no event would the tax be greater than \$400,000.

Discussion

Kinder Morgan/SFPP has provided the City with bill of lading (“BOL”) reports for 2019. These show that in 2019 there were 5,850,678 of barrels “over the rack”. These numbers are generally consistent with the estimates that are reflected in the settlement agreement. Adoption of the attached resolution will impose for 2020 a business license tax for Kinder Morgan/SFPP in the amount of \$351,040.

Fiscal Impact

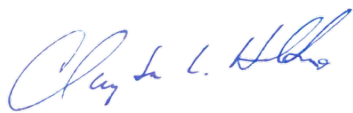
As to Kinder Morgan/SFPP, Council’s adoption of the attached resolution will result in a business license tax of \$351,040 for calendar year 2020.

Measure of Success

Kinder Morgan’s/SFPP’s payment of \$351,040 to the City, which is expected by June 30, 2020.

Attachment:

Resolution No. 2020-42.



Clayton Holstine, City Manager

RESOLUTION NO. 2020-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE ESTABLISHING THE BUSINESS LICENSE TAX CHARGED TO KINDER MORGAN/SFPP LLC FOR CALENDAR YEAR 2020 UNDER SECTION 5.20.011 OF THE BRISBANE MUNICIPAL CODE

WHEREAS, Section 5.20.011 of the Brisbane Municipal Code imposes an annual business license tax on persons engaged in the business of operating, leasing, supplying or providing a liquid storage facility in the City; and

WHEREAS, Kinder Morgan/SFPP LLC, a business in Brisbane engaged in the business of operating, leasing, supplying or providing a liquid storage facility, and the City have agreed that for calendar year 2020 the liquid fuel storage tax will be set by the City Council based on a formula in an amount of six cents per barrel of liquid fuel transported through the Brisbane Terminal for delivery at the terminal (“over the rack”) during calendar year 2019; and

WHEREAS, for calendar year 2019, Kinder Morgan/SFPP LLC provided data to the City indicating that the number of barrels “over the rack” for calendar year 2019 were 5,850,678.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRISBANE AS FOLLOWS:

1. The annual business license tax charged to Kinder Morgan/SFPP LLC for 2020 shall be \$351,040.
2. Payment of the business license taxes for 2020 shall be due and payable in full by June 30, 2020.

Terry O’Connell, Mayor

I hereby certify that the foregoing Resolution No. 2020-42 was duly and regularly adopted at the regular meeting of the Brisbane City Council on June 4, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ingrid Padilla, City Clerk

G.

File Attachments for Item:

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



CITY COUNCIL AGENDA REPORT

Meeting Date: June 4, 2020

From: Community Development Director via City Manager

Subject: Building Safety Inspection Mutual Aid Agreement

Community Goal/Result

Safe Community - Residents and visitors will experience a sense of safety

Fiscally Prudent - Brisbane's fiscal vitality will reflect sound decisions which also speak to the values of the community

Purpose:

To enter into a mutual aid agreement with the County of San Mateo and other cities within the County for building safety inspection services in the event of an emergency.

Recommendation:

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

Background:

Although not related to the current emergency that cities throughout San Mateo County are experiencing, other types of emergencies may occur that may overwhelm a particular city's building safety inspection services and resources. For example, the heavy winter storms of late 2016/2017 affected adversely several communities within San Mateo County. During that storm event emergency, the San Mateo County Office of Emergency Services (OES, acting in its capacity as the Operational Area) encountered difficulties in obtaining building safety inspection mutual aid assistance for impacted jurisdictions.

Accordingly, building officials in San Mateo County expressed an interest in establishing a plan to facilitate and encourage mutual aid and agreements among building officials in the County so that emergency personnel, equipment and facility assistance could be provided from one public entity to another if a particular public entity's own resources, facilities and services were depleted. To that end, in 2017 a proposed Mutual Aid Agreement was circulated among the cities in the County and the County itself to accomplish that purpose. The City Council approved such Agreement in 2017.

Not all cities in the County, however, approved the form of that Agreement as some cities apparently felt the Agreement did not provide sufficient guidance as to what triggered the need for mutual aid while other cities apparently felt the Agreement was too limiting. Accordingly,

the County, as the originator of the document, requested that cities that had not approved the Agreement put the item on hold in order for the Agreement to be revised.

Over the course of several months, building officials and city attorneys revised the Agreement in order to meet the concerns of all cities and the County. The revised Agreement is now presented to the City Council for its consideration. City staff recommends it be approved.

Discussion

The salient provisions of the Agreement are as follows:

1. The Agreement identifies the Director of the San Mateo County Office of Emergency Services as the “Operational Area Coordinator” who shall coordinate the Local Building Officials for the Safety Assessment Program, the California Office of Emergency Services that provides professional engineers, architects and certified building inspectors to assist local governments in safety evaluation of their building environment following a disaster.
2. Where a governing body has declared a Local Emergency, that jurisdiction’s Coordinator may request assistance from other jurisdictions in accordance with the Procedures Guide (discussed below). (In extreme situations, the County may waive the need for a declaration of a Local Emergency prior to assistance being requested/provided.)
3. Mutual aid will be extended provided that it does not compromise a jurisdiction’s ability or capacity to respond to its own calls for services or resources; no jurisdiction receiving a request for assistance has an obligation to provide such assistance or incur any liability for not complying with a request for assistance.
4. The jurisdiction receiving resources has the responsibility to keep the resources safe, to remain in charge of the incident, and maintain control and direction of the resources, including making arrangements for the feeding of personnel and fueling, servicing and repairing equipment.
5. The personnel of the jurisdiction who provides personnel shall not be considered employees of the jurisdiction who has received assistance and each jurisdiction is to provide workers compensation coverage to its own employees who may be injured while providing assistance to another jurisdiction.
6. The jurisdiction that requested assistance is to pay for all reasonable costs, including administrative and contracted costs, that the jurisdiction who provides assistance incurs as a result of providing assistance.
7. Each jurisdiction agrees to defend and indemnify any other jurisdiction against any claims or proceeding if the acts giving rise to the claim were the acts of that jurisdiction. If a claim arises from concurrent acts, each jurisdiction will defend itself, although the jurisdictions may agree to provide a joint defense, subject to an allocation of liability and costs under a settlement agreement or judgment.
8. Prior mutual aid agreements concerning this issue, such as the one the City Council approved in 2017, are null and void.

As mentioned, attached to the Agreement is a Procedures Guide, whose purpose is to provide the parties to the Agreement with a practical set of guidelines on how to effectively provide and receive building safety inspection assistance. If a jurisdiction receives assistance, the Guidelines are to be followed. The salient provisions of the Guidelines are as follows:

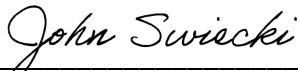
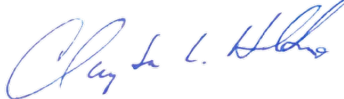
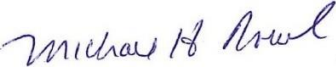
1. As general principles, assistance is voluntary, assistance will be reimbursed by the receiving jurisdiction, jurisdictions must commit their own resources before requesting mutual aid, and a Proclamation of Emergency is necessary (unless waived in an extreme situations).
2. Each jurisdiction is to designate a Coordinator, who is authorized to request Safety Assessment Program resources and is in a position to authorize a jurisdiction to release personnel and equipment to another jurisdiction.
3. A jurisdiction must put in place a planned method of communicating requests using WebOEC as the primary means to process requests and maintain lines of communication.
4. The jurisdiction should prepare a list of building safety inspection resources such as quantity and types of personnel, equipment and materials. This list should be reviewed regularly and the information updated to the Operational Area Coordinator.
5. Each jurisdiction must keep accounting records of personnel, equipment and materials required by FEMA so that the receipt of reimbursement can be maximized.
6. Each jurisdiction is encouraged to develop checklists for the Coordinator to use to assure that all required steps are properly followed. For example, these checklists would establish who is to carry out each essential function both internally to the jurisdiction and externally, with contact numbers and means to contact those individuals.

Fiscal Impact:

The Agreement requires that the “Requesting Party” reimburse the “Assisting Party” for all of its costs of providing assistance within sixty days. The advantage provided to the “Requesting Party” by the Agreement is that pre-existing arrangements for the provision of services are often necessary to promptly obtain reimbursement from state (i.e., California Disaster Assistance Act) or federal (i.e., Federal Emergency Management Agency) funds.

Measure of Success

Protecting public safety by proactively establishing the means and procedures to ensure that mutual aid of building services can be provided/requested in an efficient and effective manner in the event of a disaster.

		
_____ John Swiecki Director of Community Development	_____ Clay Holstine City Manager	_____ Michael Roush Legal Counsel

Attachment: Resolution 2020-43 authorizing the execution of a Building Safety Inspection Mutual Aid Agreement

RESOLUTON NO. 2020-43

A RESOLUTION OF THE CITY OF BRISBANE AUTHORIZING THE EXECUTION OF A BUILDING SAFETY INSPECTION MUTUAL AID AGREEMENT

Whereas, the County of San Mateo and the cities in San Mateo County have expressed a mutual interest in establishing a plan to encourage a building safety inspection mutual aid agreement among the County’s various jurisdictions; and

Whereas, the City Council has determined that it would be in the best interest of the City to participate in such an agreement; and

Whereas, Section 8630 and following of the Government Code grants local agencies full power to provide mutual aid under established agreements; and

Whereas, the City Council has reviewed and considered a proposed Building Safety Inspection Mutual Aid Agreement and finds that such Agreement is in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BRISBANE RESOLVES AS FOLLOWS:

Section 1. The Building Safety Inspection Mutual Aid Agreement is approved and the Mayor is authorized to sign the Agreement on behalf of the City.

Section 2. Resolution No. 2017-36 which approved an earlier version of this Agreement is rescinded.

Terry O’Connell, Mayor

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Brisbane on June 4, 2020 by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN

Attest:

Ingrid Padilla, City Clerk

File Attachments for Item:

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



CITY COUNCIL AGENDA REPORT

Meeting Date: June 4, 2020

From: Abby Partin, Human Resources Administrator

Subject: 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

Community Goal/Result

Fiscally Prudent

Purpose

To ensure qualified, stable and dedicated workforce for the community.

Recommendation

- Adopt a Resolution of Intention to amend the City's contract with the California Public Employees Retirement System (CalPERS) to include a monthly employee contribution of 2.0% of salary as provided under Government Code Section 20516, applicable to all classic members represented by the International Association of Firefighters (IAFF)-Local 2400, AFL-CIO.
- Introduce an Ordinance amending the City's contract with the California Public Employees Retirement System (CalPERS) to include a monthly employee contribution of 2.0% of salary as provided under Government Code Section 20516, applicable to all classic members represented by the International Association of Firefighters-Local 2400, AFL-CIO. This ordinance will return to the City Council on second reading in accordance with state law.

Background

On April 16, 2020, the City Council adopted Resolution 2020-09 approving a Memorandum of Understanding with IAFF-Local 2400, AFL-CIO for the period of July 1, 2019 - June 30, 2022. The approved contract included a cost sharing provision in which "Classic" CalPERS represented employees contribute additional percentages of their salaries in varying amounts towards their CalPERS retirement benefits. The proposed cost sharing provision for IAFF-Local 2400, AFL-CIO is as follows:

- 2% effective upon approval of the amendment of the contract between CalPERS and the City
- 1% effective July 2021

In order for the City to implement this cost-share provision, it is necessary for the City to amend its contract with CalPERS. On May 24, 2020, staff initiated the CalPERS contract amendment process to include Section 20516 (Cost Share) of 2.0% for classic local fire members represented by the IAFF-Local 2400, AFL-CIO on the basis described in the Resolution of Intention.

Discussion

CalPERS requires that specific procedures established by the State statute to be followed to initiate retirement contract amendments. Approval of the Resolution of Intention (Attachment 1) initiates the process for the contract amendment. CalPERS requires that the City adopt this Resolution of Intention at least twenty (20) days prior to adopting an Ordinance that approves the contract amendment. Attachment 2 is the proposed Ordinance authorizing an amendment to the contract between the Board of Administration of CalPERS and the City Council of the City of Brisbane. This is the first reading of the Ordinance, a second and final reading will follow for adoption. Introduction of the attached Ordinance allows for a timely notice prior to City Council action adopting the final Ordinance.

CalPERS requires the following additional steps to amend the existing IAFF-Local 2400, AFL-CIO contract:

1. Conduct an employee election for all IAFF-Local 240, AFL-CIO members on the official CalPERS ballot after the Resolution of Intention is adopted by the City Council
2. Certify election results to CalPERS
3. Consider Second and Final Reading of the Ordinance for adoption
4. After 31 days following adoption of the Ordinance, at the beginning of the next pay period, new cost share rate will be reported to CalPERS

Staff recommends that the City Council adopt the Resolution of Intent and hold a first reading of the Ordinance by separate actions, thereby implementing staff's recommendation as referenced above.

Fiscal Impact

The additional employee contribution to CalPERS is anticipated to save the City CalPERS payments and the savings are factored into the budget.

Measure of Success

The City is able to retain a qualified, stable and dedicated workforce.

Attachments

1. Resolution of Intention
2. Ordinance amending IAFF, Local 2400, AFL-CIO CalPERS contract
3. Exhibit of Amendment to CalPERS Contract

Abby Partin

Abby Partin, HR Administrator

Clay L. Holstine

Clay Holstine, City Manager

RESOLUTION NO 2020-44

l.

RESOLUTION OF INTENTION
TO APPROVE AN AMENDMENT TO CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
CITY COUNCIL
CITY OF BRISBANE

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To provide Section 20516 (Employees Sharing Additional Cost) of 2% for classic local fire members in the International Association of Firefighters Local 2400, AFL-CIO.

NOW, THEREFORE, the City Council of the City of Brisbane resolves as follows:

Give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

Terry O'Connell, Mayor

I hereby certify that the foregoing Resolution No. 2020-44 was duly and regularly adopted at a regular meeting of the Brisbane City Council on June 4, 2020, by the following vote:

- Ayes:
- Noes:
- Absent:
- Abstain:

Ingrid Padilla, City Clerk

AN ORDINANCE OF THE CITY COUNCIL OF CITY OF BRISBANE AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY OF BRISBANE AND THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM

THE CITY COUNCIL OF THE CITY OF BRISBANE DOES ORDAIN AS FOLLOWS:

Section 1.

That an amendment to the contract between the City Council of the City of Brisbane and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said amendment being attached hereto, marked Exhibit 1, and by such reference made a part hereof as though herein set out in full.

Section 2.

The Mayor of the City Council of the City of Brisbane is hereby authorized, empowered, and directed to execute said amendment for and on behalf of said Agency.

Section 3.

This Ordinance shall be in full force and effect thirty (30) days after its passage and adoption.

** *

The above and foregoing Ordinance was regularly introduced and after the waiting time required by law, was thereafter passed and adopted at a regular meeting of the City Council of the City of Brisbane held on the _____ day of _____, 2020, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

APPROVED:

Mayor of the City of Brisbane

ATTEST:

City Clerk



EXHIBIT 1

California
Public Employees' Retirement System



AMENDMENT TO CONTRACT

**Between the
Board of Administration
California Public Employees' Retirement System
and the
City Council
City of Brisbane**



The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective February 1, 1965, and witnessed January 6, 1965, and as amended effective July 1, 1967, October 1, 1973, October 12, 1977, November 16, 1984, August 3, 1987, October 13, 1994, June 23, 1997, June 10, 1999, June 30, 2002, August 19, 2002, June 23, 2008 and August 27, 2009 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 16 are hereby stricken from said contract as executed effective August 27, 2009, and hereby replaced by the following paragraphs numbered 1 through 18 inclusive:
 - 1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members entering membership in the miscellaneous classification on or prior to June 23, 2008, age 60 for classic local miscellaneous members entering membership for the first time in the miscellaneous classification after June 23, 2008, age 62 for new local miscellaneous members, age 55 for classic local safety members and age 57 for new local safety members.

2. Public Agency shall participate in the Public Employees' Retirement System from and after February 1, 1965 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.
3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Local Fire Fighters (herein referred to as local safety members);
 - b. Local Police Officers (herein referred to as local safety members);
 - c. Employees other than local safety members (herein referred to as local miscellaneous members).

5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

NO ADDITIONAL EXCLUSIONS

6. This contract shall be a continuation of the benefits of the contract of the Brisbane Fire District, hereinafter referred to as "Former Agency", pursuant to Section 20508 of the Government Code, Former Agency having ceased to exist and succeeded by Public Agency on March 11, 1964. Public Agency, by this contract, assumes the accumulated contributions and assets derived therefrom and liability for prior and current service under Former Agency's contract with respect to the Former Agency's employees. Legislation repealed Section 20508, Statutes of 1949, effective January 1, 1988.
7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment before and not on or after June 23, 2008 shall be determined in accordance with Section 21354 of said Retirement Law, subject to the reduction provided therein for service prior to September 30, 1977, termination of Social Security, for members whose service has been included in Federal Social Security (2% at age 55 Full and Modified).
8. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment on and not after June 23, 2008 shall be determined in accordance with Section 21354.5 of said Retirement Law, subject to the reduction provided therein for service prior to September 30, 1977, termination of Social Security, for members whose service has been included in Federal Social Security (2.7% at age 55 Full and Modified).
9. The percentage of final compensation to be provided for each year of credited current service for those classic local miscellaneous members entering membership for the first time in the miscellaneous classification after June 23, 3008 shall be determined in accordance with Section 21353 of said Retirement Law (2% at age 60 Full).
10. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
11. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local safety member shall be determined in accordance with Section 21363.1 of said Retirement Law (3% at age 55 Full).

12. The percentage of final compensation to be provided for each year of credited prior and current service as a new local safety member shall be determined in accordance with Section 7522.25(d) of said Retirement Law (2.7% at age 57 Full).
13. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 20042 (One-Year Final Compensation) for classic members only.
 - b. Section 21573 (Third Level of 1959 Survivor Benefits).
 - c. Section 21427 (Improved Nonindustrial Disability Allowance) for those members who retired on non-industrial disability after June 14, 1975.
 - d. Section 21222.1 (One-Time 5% Increase - 1970). Legislation repealed said Section effective January 1, 1980.
 - e. Section 20965 (Credit for Unused Sick Leave).
 - f. Section 21024 (Military Service Credit as Public Service).
 - g. Section 21027 (Military Service Credit for Retired Persons).
 - h. Section 20475 (Different Level of Benefits). Section 21354.5 (2.7% @ 55 Full and Modified Formula) is applicable to only those classic local miscellaneous members in the miscellaneous classification on June 23, 2008. Section 21353 (2% @ 60 Full Formula) is applicable to local miscellaneous members entering membership for the first time with this agency in the miscellaneous classification after June 23, 2008.
 - i. Section 20903 (Two Years Additional Service Credit) for local miscellaneous members only.
 - j. Section 21118 (Partial Service Retirement).
 - k. Section 21623.5 (\$5,000 Retired Death Benefit).
 - l. Section 20516 (Employees Sharing Additional Cost):

From and after the effective date of this amendment to contract, 2% for classic local fire members in the International Association of Firefighters Local 2400, AFL-CIO.

The portion of the employer's contribution that the member agrees to contribute from his or her compensation, over and above the member's normal contribution ("Cost Sharing Percentage"), shall not exceed the Employer Normal Cost Rate, as that rate is defined in the CalPERS Actuarial Valuation for the relevant fiscal year. If the Cost Sharing Percentage will exceed the relevant Employer Normal Cost Rate, the Cost Sharing Percentage shall automatically be reduced to an amount equal to, and not to exceed, the Employer Normal Cost Rate for the relevant fiscal year.

14. Public Agency, in accordance with Government Code Section 20790, ceased to be an "employer" for purposes of Section 20834 effective on October 12, 1977. Accumulated contributions of Public Agency shall be fixed and determined as provided in Government Code Section 20834, and accumulated contributions thereafter shall be held by the Board as provided in Government Code Section 20834.
15. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.
16. Public Agency shall also contribute to said Retirement System as follows:
 - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21573 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members and local safety members.
 - b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
17. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.

18. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the _____ day of _____, _____.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

CITY COUNCIL
CITY OF BRISBANE

BY _____
ARNITA PAIGE, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk

File Attachments for Item:

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

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

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

City of Brisbane

Agenda Report

To: City Council via City Manager

From: Stuart Schillinger, Administrative Services Director

Subject: Adoption Resolutions to Approve the Fiscal Year 2020/21 and 2021/22 Budgets

Date: Meeting of June 4, 2020

Purpose:

To provide a fiscal plan which provides flexibility to City Council and the Community to provide for services during the time of unknown circumstances while planning for the long-term recovery.

Recommendation:

Adopt the attached resolutions to approve the budget for Fiscal Year (FY) 2020/21 and FY 2021/22.

Background:

The City adopts a two year budget. It last adopted a budget in June 2018. With uncertainty surrounding the impact of COVID19 and the reduced ability to hold in-person meetings the City manager this year is proposing a high level budget with the understanding that he and the Finance staff will monitor revenues and expenditures and bring changes to the City Council as needed.

Discussion

The major financial impacts from COVID19 are projected to be decreases in Sales Tax, Transient Occupancy Tax, and Charges for Services.

For the current Fiscal Year (2019/20) staff is projecting that revenues will be down approximately \$1.1 million from our expectation at mid-year. We anticipate that we will be down about \$700,000 in Transient Occupancy Tax and \$400,000 in Sales Tax. Our Economic Development Manager has spoken with the hotels who say their occupancy is down 80 to 90 percent. Our Sales Tax will be down for the quarter due to the shelter in place. This will mean that we anticipate the City's General Fund starting Fund Balance for FY 2020/21 will be \$7.8 million.

Staff projection on revenues for FY 20/21 for the General Fund without COVID19 would have been approximately \$23 million. We anticipate a decrease of about \$4.4 million due to the economic impact of COVID19.

J.

Major Revenue Sources impacted by COVID 19	FY 2018/19 Actual	FY 2020/21 Projected (prior to COVID19 Outbreak)	FY 2020/21 Projected (After COVID 19 Outbreak)
Property Tax	\$4,202,000	\$4,548,000	\$3,905,000
Sales Tax	\$5,606,000	\$6,000,000	\$5,000,000*
Transient Occupancy Tax	\$2,890,000	\$3,200,000	\$1,600,000
Business Licenses	\$4,938,000	\$4,379,000	\$4,305,000
Recreation Fees	\$646,000	\$596,000	\$216,000
Totals	\$18,282,000.00	\$18,723,000.00	\$15,026,000.00

*Avenu (City's Sales Tax Auditor) estimates FY 20/21 \$5.166 million and FY 21/22 \$5.385 million

Due to the reduction in revenues staff is making the following suggestions in regarding expenditures:

- Continue to provide necessary services for FY 20/21
- Plan for a return to normal operations in FY 2021/22 and FY 2022/23.
- Freeze open positions where possible and use existing staff to fill necessary positions
- Use reserves as required to meet the above initiatives.
- Delay funding pension reserve and new program initiatives until full impact of COVID19 is known.

Based on open positions and delaying new programs, reducing or eliminating non-essential programs or services it is anticipated that the City will need to use \$2.5 million of reserves in FY 2020/21 and \$2.4 million in FY 2021/22.

Over the past decade the City has built up its reserves to be able to continue to provide necessary services during times of economic stress. The City Council has looked at a three prong reserve policy

- Recession Reserve – To be used during times of national economic downturns.
- Emergency Reserve – To be used during times of local events which increases the City's need to spend money or decreases the City's ability to collect anticipated revenues.
- Annual Reserve – To be used for one-time events which either increase expenditures or decreases revenues.

Staff recommends using both the Recession Reserve and Emergency Reserve to meet the objectives outline above. The COVID19 event has both National and local implications.

Based on budgeted projections staff anticipates the available reserves as shown below.

Reserve	June 30 ,2020	June 30, 2021	June 30, 2022
Recession Reserve	\$3,225,000	\$2,004,000	\$767,000
Emergency Reserve	\$3,225,000	\$2,004,000	\$767,000
Annual Reserve	\$2,100,000	\$2,020,000	\$2,162,000

Different Economic Scenarios

The above projections are based on conservative estimates of the impact of COVID-19 on the economy.

Staff has looked at two additional scenarios which would increase revenues without impacting expenditures. In the case of just getting additional revenue from the current development at Sierra Point and receiving business license revenue from cannabis businesses staff would anticipate \$700,000 in additional revenues in FY 21/22 increasing our ending fund balance to about \$4.4 million.

If the economy begins to recover in FY 21/22 staff would anticipate approximately \$1.2 million in additional revenue over the base projection for an ending fund balance of about \$5.0 million dollars.

Additionally, the House of Representatives has passed a bill which would provide the City \$1,540,000 in FY 20/21 and \$770,000 in FY 21/22. If the City receives even half of this funding it would add an additional \$1.1 million in revenues.

Future Considerations:

After the City begins to financially recover from the impact of COVID19 there are some long-term financial implications.

- **PERS Rates** – It is anticipated that by June 30, 2020 the PERS portfolio will not achieve its anticipated 7% rate of return for the year. For each percentage point below the 7% the City will accrue approximately \$860,000 more in unfunded liability and need to pay approximately \$81,000 in additional payments. These payments will not start until FY 2022/23. If PERS achieves a 0% growth for the year we would see an increase of approximately \$560,000 in our unfunded liability payment.
- **Replacing reserves** – If staff's projections are accurate the City will have used approximately \$4,900,000 of reserves to continue to provide services to the Community. Staff would recommend beginning to reimburse these starting in FY 2022/23 as well.
- **Pension Trust Fund Reserves** – Staff recommends not funding this until FY 22/23 as well. The goal was to reach \$5,000,000 which would have covered two years worth of our unfunded liability payment. With the anticipated growth in our Unfunded Liability Payment staff will recommend this Trust Fund grow accordingly as well

When taken together staff anticipates an additional \$1,760,000 will need to be allocated to these three uses starting in FY 2022/23. This is broken down as follows:

- PERS - \$560,000
- Reimburse Reserves \$700,000 a year for 7 years
- Pension Trust Fund \$500,000 for 10 years

This will continue to have impacts on our ability to begin new programs going forward.

Fiscal Impact:

The General Fund budget for both years are balanced within the available resources.

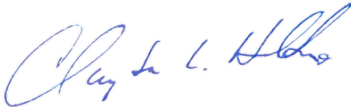
J.

Attachments:

Resolution 2020-23
Resolution GVMID 2020-01

Stuart Schillinger

Stuart Schillinger
Administrative Services Director



Clay Holstine
City Manager

RESOLUTION NO. 2020-23

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF BRISBANE
ADOPTING THE ANNUAL BUDGET
FOR THE FISCAL YEAR 2020-2021 and FISCAL YEAR 2021-2022 AND
MAKING APPROPRIATIONS FOR THE AMOUNTS BUDGETED**

WHEREAS, a proposed annual budget for the City of Brisbane for the Fiscal Years commencing July 1, 2020 and ending June 30, 2021 and July 1, 2021 and ending June 30, 2022 was submitted to the City Council

NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVE, that the proposed budget, as submitted is adopted as the annual budget for the Fiscal Year commencing July 1, 2020 and ending June 30, 2021 and commencing July 1, 2021 and ending June 30, 2022 and thereby appropriates the amounts budgeted.

PASSED, APPROVED AND ADOPTED this 4th day of June 2020.

Terry O'Connell
Mayor

I hereby certify that the foregoing **Resolution No. 2020-23** was duly and regularly adopted at a regular meeting of the Brisbane City Council on June 4th, 2020 by the following vote:

AYES:
NOES:
ABSENT:

Ingrid Padilla
City Clerk

RESOLUTION NO. GVMID 2020-01

**A RESOLUTION OF GUADALUPE VALLEY
MUNICIPAL IMPROVEMENT DISTRICT (GVMID)
ADOPTING THE ANNUAL BUDGET
FOR THE FISCAL YEARS 2020-2021 and 2021-2022
MAKING APPROPRIATIONS FOR THE AMOUNTS BUDGETED**

WHEREAS, a proposed annual budget for the Guadalupe Valley Municipal District (GVMID) for the Fiscal Years commencing July 1, 2020 and ending June 30, 2021 and commencing on July 1, 2021 and ending on June 30, 2022 was submitted to the Board of Directors, and

WHEREAS, a public hearing and proceedings for the adoption of said budget have been duly held and

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the GVMID that the proposed budget, as submitted, is adopted as the annual budget for the Fiscal Year commencing July 1, 2020 and ending June 30, 2021 and Fiscal Year commencing on July 1, 2021 and ending on June 30, 2022 and thereby appropriates the amounts budgeted.

PASSED, APPROVED AND ADOPTED this 4th day of June 2020.

Terry O'Connell
President of the Board

I hereby certify that the foregoing **Resolution No. GVMID 2020-01** was duly and regularly adopted at a regular meeting of the Guadalupe Valley Municipal Improvement District on June 4th, 2020 by the following vote:

AYES:
NOES:
ABSENT:

Ingrid Padilla
District Secretary

Fiscal Year 20/21

	General Fund	Gas Tax Fund	Traffic Congestion Fund	Measure A	Sierra Point Lighting and Landscaping	National Pollution Discharge Elimination System	COPS - State Personnel Grant	Public Art	Utility Fund	Marina Fund	Dental Self Insurance	Self Insurance	Self Insured Workers Compensation	Motor Vehicle Replacement
Revenues	18,847,044	183,000	5,300	200,000	590,000	53,000	140,000	-	5,454,300	1,939,000	136,000	686,000	600,000	259,459
Transfers In	190,000					515,043	-							
Fund Balance	8,550,000	-	-	-	550,000	-	-	800,000	6,000,000	1,300,000	(80,000)	-	-	180,000
Total Available Resources	27,587,044	183,000	5,300	200,000	1,140,000	568,043	140,000	800,000	11,454,300	3,239,000	56,000	686,000	600,000	439,459
Expenditures														
City Council	173,043													
City Clerk	352,672													
City Manager	756,343													
Event Cosponsorship	25,190													
Open Space	365,806													
Finance	1,381,327													
Human Resources	595,431													
Legal Services-City Attorney	450,000													
Community Development	1,923,504													
Library	64,600													
Police--Administration & Personnel	880,719													
Police--Communications & Records	540,855													
Police--Police Patrol	3,251,101													
Fire--Administration & Personnel	3,881,555													
Public Works--Admin. & Engineering	618,456													
Public Works--Streets & Storm Drains	782,165													
Public Works--Buildings & Grounds	528,008													
Public Works--Parks Maintenance	116,223													
Public Works--Landscape Maintenance	284,697													
Public Works - Sierra Point Lighting and Landscape					613,360									
Public Works- Water									1,936,892					
Public Works- GVMID									2,077,424					
Public Works - NPDES						568,043								
Public Works - Sewer									1,916,123					
Public Works -- Office of Emergency Services	140,845													
Recreation--Admin & PB&R Comm.	304,089													
Recreation--Parks & Facility Maint.	351,902													
Recreation--Preschool, Youth & Teen	646,945													
Recreation--Adult Recreation	79,487													
Recreation--Senior Citizens	121,646													
Recreation--Special Events	147,633													
Recreation--Teen Activities	116,181													
Recreation--Aquatics	227,832													
Marina										1,227,605				
Non-Departmental/Central Services	613,770													
Capital Projects		183,000	5,300	200,000										
Debt Service	970,203									482,073				
Motor Vehicle Replacement	200,000													200,000
Facility Maintenance	50,000													
Transfer for NPDES	515,043													
Transfer for Low Income Rate Assistance	100,000													
Liability Insurance												686,000		
Wokers Compensation													600,000	
Dental Payments											145,000			
OPEB Trust														
Pension Trust														
Total Expenditures	21,557,270	183,000	5,300	200,000	613,360	568,043	-	-	5,930,439	1,709,678	145,000	686,000	600,000	200,000
Available Resources	6,029,774	-	-	-	526,640	-	140,000	800,000	5,523,861	1,529,322	(89,000)	-	-	239,459
Recession Reserve	2,004,779													
Emergency Reserve	2,004,779													
Regular Reserve	2,020,216													

Fiscal Year 21/22

	General Fund	Gas Tax Fund	Traffic Congestion Fund	Measure A	Sierra Point Lighting and Landscaping	National Pollution Discharge Elimination System	COPS - State Personnel Grant	Public Art	Utility Fund	Marina Fund	Dental Self Insurance	Self Insurance	Self Insured Workers Compensation	Motor Vehicle Replacement
Revenues	20,357,476	183,000	5,300	200,000	590,000	53,000	140,000	-	5,704,300	1,939,000	136,000	382,884	634,410	259,459
Transfers In	190,000					606,226								
Fund Balance	6,029,774	-	-	-	526,640	-	140,000	800,000	5,523,861	1,529,322	(89,000)	-	-	239,459
Total Available Resources	26,577,250	183,000	5,300	200,000	1,116,640	659,226	280,000	800,000	11,228,161	3,468,322	47,000	382,884	634,410	498,918
Expenditures														
City Council	175,246													
City Clerk	376,862													
City Manager	693,801													
Event Cosponsorship	25,894													
Open Space	252,348													
Finance	1,506,536													
Human Resources	626,985													
Legal Services-City Attorney	450,000													
Community Development	1,534,848													
Library	64,600													
Police--Administration & Personnel	966,893													
Police--Communications & Records	576,555													
Police--Police Patrol	3,942,056													
Fire--Administration & Personnel	4,111,600													
Public Works--Admin. & Engineering	682,342													
Public Works--Streets & Storm Drains	827,089													
Public Works--Buildings & Grounds	569,673													
Public Works--Parks Maintenance	139,571													
Public Works--Landscape Maintenance	297,573													
Public Works - Sierra Point Lighting and Landscape					672,137									
Public Works- Water									2,118,001					
Public Works- GVMID									2,418,779					
Public Works - NPDES						659,226								
Public Works - Sewer									2,079,824					
Public Works -- Office of Emergency Services	140,205													
Recreation--Admin & PB&R Comm.	333,741													
Recreation--Parks & Facility Maint.	390,729													
Recreation--Preschool, Youth & Teen	656,389													
Recreation--Adult Recreation	82,886													
Recreation--Senior Citizens	127,298													
Recreation--Special Events	169,550													
Recreation--Teen Activities	120,754													
Recreation--Aquatics	505,155													
Marina										1,254,067				
Non-Departmental/Central Services	606,770													
Debt Service	970,203									483,764				
Motor Vehicle Replacement	200,000													
Facility Maintenance	50,000													
Transfer for NPDES	606,226													
Transfer for Low Income Rate Assistance	100,000													
OPEB Trust														
Pension Trust														
Total Expenditures	22,880,381	-	-	-	672,137	659,226	-	-	6,616,604	1,737,831	-	-	-	-
Available Resources	3,696,868	183,000	5,300	200,000	444,504	-	280,000	800,000	4,611,556	1,730,491	47,000	382,884	634,410	498,918
Recession Reserve	767,488													
Emergency Reserve	767,488													
Regular Reserve	2,161,893													

K.

File Attachments for Item:

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



CITY COUNCIL AGENDA REPORT

Meeting Date: 5/27/2020

From: Stuart Schillinger, Administrative Services Director

Subject: Adoption of Resolution No. 2020-24 Amending the Master Fee Schedule.

Community Goal/Result

Fiscal Sustainability.

Purpose

Ensure the users of those services as outlined in the City’s Cost Recovery Policy pay for the services provided by the City while recognizing the financial difficulties caused by the COVID19 pandemic.

Recommendation

Adopt Resolution 2020-24, which keeps the fees the same as fiscal year 2019/20.

Background

On May 30, 2002, City Council reviewed and approved target recovery percentages for the City’s fee schedule. On June 10, 2002 during the presentation of the first reading of Ordinance 468 staff stated, the City Council would have the opportunity to review and approve fees annually. Staff presents the master fee schedule each fiscal year.

Resolution 2020-24 is the annual revision recommended by staff. Inflation increased by 2.9% in 2019. Staff would normally recommend an across the board 2.9% rate increase to keep fees in line with providing the cost of services. The COVID19 ad hoc subcommittee has asked staff to look at various ways the City could assist residents and businesses during these difficult economic times. One recommendation that staff has is to hold the line on increases fees for services for the current fiscal year. Depending on what services are used this will save our residents and businesses about \$20,000 - \$30,000 overall.

Staff will review the financial position of the City and the community throughout the upcoming fiscal year and make a recommendation next June regarding what adjustments will need to be made to the fee schedule.

Fiscal Impact

Depending on the use of our services maintaining the fees at the FY 2019/20 level will use approximately \$20,000 - \$30,000 of reserves.

Measure of Success

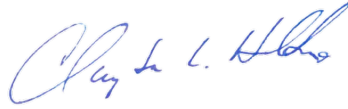
Adoption of Resolution No. 2019-31 Amending the Master Fee Schedule adopted on July 19, 2018.

Users of City services pay for the appropriate portion of the cost of providing the service.

Attachments

Resolution 2020-24
Master Fee Schedule

Stuart Schillinger



Stuart Schillinger, Administrative Services Director Clay Holstine, City Manager

**RESOLUTION NO. 2020-24
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BRISBANE ADOPTING A MASTER FEE SCHEDULE**

WHEREAS, Section 3.32.010 of the Brisbane Municipal Code requires the City Council to establish, by resolution, a percentage of cost recovery for user fees and service charges collected by the City which was done by Resolution 2003-23; and

WHEREAS, on June 4, 2020, the City Council conducted a public hearing to consider the proposed cost recovery percentages and Master Fee Schedule, at which time any person interested in the matter was given an opportunity to be heard; and

WHEREAS, the City Council finds that:

The proposed user fees and service charges set forth on the Master Fee Schedule do not exceed the actual cost of providing the services to which they relate, as determined by the user fee study; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brisbane as follows:

1. The Master Fee Schedule attached hereto as Exhibit "A" is hereby approved and adopted.
2. The Master Fee Schedule adopted by this Resolution shall supersede all prior schedules pertaining to the same subject matter, and all such prior schedules, regardless of the manner in which the same may have been established or adopted, are hereby repealed and declared to be of no further force or effect.
3. This Resolution shall become effective sixty (60) days following the date of its adoption and shall be applicable to all user fees and service charges described therein which are payable to the City from and after such effective date.

Terry O'Connell Madison Davis, Mayor

I hereby certify that the foregoing Resolution No. 2020-24 was duly and regularly adopted at the regular meeting of the Brisbane City Council on June 4, 2020 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Ingrid Padilla, City Clerk

**CITY OF BRISBANE
2020/21
MASTER FEE SCHEDULE**

**Adopted 6/4/2020
Effective 8/3/2020**

Planning Fees	2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
Full Cost Hourly Rates by Staff Position:				
Director	\$215.00	\$221.00	\$215.00	expressed for 100% cost recovery; applicable cost recovery on a permit for which a fee is charged on an hourly basis
Senior Planner	\$167.00	\$172.00	\$167.00	
Associate Planner	\$116.00	\$119.00	\$116.00	
Administrative Assistant	\$114.00	\$117.00	\$114.00	
Office Specialist	\$99.00	\$102.00	\$99.00	
Accessory Dwelling Unit Permit:				
P1 Accessory Dwelling Units	\$323.00	\$332.00	\$323.00	
Use Permits:				
P2 Conditional uses listed in District Regulations not listed below	\$1,090.00	\$1,122.00	\$1,090.00	
P3a Transfer of development rights within the R- BA district	\$2,703.00	\$2,781.00	\$2,703.00	
P3b Clustered development within the R-BA district	\$2,703.00	\$2,781.00	\$2,703.00	
P4 Exceptions to Fence Regulations				
- Residential Uses	\$949.00	\$977.00	\$949.00	
- Retaining Walls	\$949.00	\$977.00	\$949.00	
- All Other Uses	\$1,264.00	\$1,301.00	\$1,264.00	
P5 Greenhouses on substandard lots	\$1,090.00	\$1,122.00	\$1,090.00	
P6 Horses in any district (with exceptions)	\$1,090.00	\$1,122.00	\$1,090.00	
P7 Public buildings, schools, parks, churches:				
- New Construction	\$1,090.00	\$1,122.00	\$1,090.00	
- Use Only	\$1,090.00	\$1,122.00	\$1,090.00	
P8 Hospitals, etc.	\$1,090.00	\$1,122.00	\$1,090.00	
P9 Philanthropic or charitable institutions				
- New Construction	\$1,090.00	\$1,122.00	\$1,090.00	
- Use Only	\$1,090.00	\$1,122.00	\$1,090.00	
P10 Public utilities in all districts	\$1,457.00	\$1,499.00	\$1,457.00	
P11 Temporary uses of not more than 45 days duration - all districts	\$1,141.00	\$1,174.00	\$1,141.00	
P12 Condominiums, cooperatives, new construction and conversion	\$1,462.00	\$1,504.00	\$1,462.00	
P13 Non conforming parking				
- in R and NCRO districts	\$1,221.00	\$1,256.00	\$1,221.00	
- in other districts	\$1,626.00	\$1,673.00	\$1,626.00	
P13a Use Permit to Expand Nonconforming Residential Uses	\$1,221.00	\$1,256.00	\$1,221.00	
Home Occupation Permits:				
P14 Home occupations in residential districts	\$38.00	\$39.00	\$38.00	
Design Permits				
P15a Design Permit for new construction: residential	\$1,796.00	\$1,848.00	\$1,796.00	
P15b Design Permit for new construction: non-residential or mixed use	\$2,999.00	\$3,086.00	\$2,999.00	

Planning Fees		2019/20			Basis
		Adopted Fee	2020/21 Proposed Fee	2020/21 Proposed Fee	
P16	Design Permit for remodeling existing structures	\$1,676.00	\$1,725.00		
P16a	Design Permit Extension	\$1,384.00	\$1,424.00	\$1,384.00	
Variances:					
P17	Variance to code provisions for new construction to all structures	\$1,354.00	\$1,393.00	\$1,354.00	
P18	Variance to code provisions for remodel of existing structures				
	- residential structures	\$1,015.00	\$1,044.00	\$1,015.00	
	- other structures	\$1,354.00	\$1,393.00	\$1,354.00	
Sign Permits:					
P19	Sign permits in all districts				
	- with Hearing	\$791.00	\$814.00	\$791.00	
	- without Hearing	\$332.00	\$342.00	\$332.00	
P20	Sign Programs	\$126.00	\$130.00	\$126.00	
Planned Development Permits:					
P21	Planned Development Permit				deposit required
Development Agreements:					
P22	Development Agreement				deposit required
Specific Plans:					
P23	Specific Plan				deposit required
Exceptions to the Code:					
P25a	Height limits per BMC 17.32.060.B	\$1,349.00	\$1,388.00	\$1,349.00	
P25b	Height limits per BMC 17.32.060.C	\$1,349.00	\$1,388.00	\$1,349.00	
	- residential structures	\$609.00	\$627.00	\$609.00	
	- other structures	\$813.00	\$837.00	\$813.00	
P60	Accessibility Improvement Permits	\$208.00	\$214.00	\$208.00	
P61aPC	Setback Exception Modification - residential properties	\$784.00	\$807.00	\$784.00	
P61aZA	Setback Exception Modification - residential properties	\$610.00	\$628.00	\$610.00	
P61bPC	Setback Exception Modification - all other properties	\$1,044.00	\$1,074.00	\$1,044.00	
P61bZA	Setback Exception Modification - all other properties	\$813.00	\$837.00	\$813.00	
Minor Modifications:					
P26	Minor modifications per BMC 17.56.090	\$537.00	\$553.00	\$537.00	
Grading Permits:					
P27	Grading Permit Review by Planning Commission	\$1,523.00	\$1,567.00	\$1,523.00	
Amendments:					
P28	General Plan Map	\$1,725.00	\$1,775.00	\$1,725.00	
P29	General Plan Text	\$1,725.00	\$1,775.00	\$1,725.00	
P30	Zoning Map	\$1,725.00	\$1,775.00	\$1,725.00	
P31	Zoning Ordinance Text	\$1,710.00	\$1,760.00	\$1,710.00	
Subdivisions:					
P32	Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	\$2,988.00	\$3,075.00	\$2,988.00	Plus \$275 per lot

Planning Fees		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
P34	Tentative Parcel Map and Condominium Plans with 4 or less lots/units	\$2,988.00	\$3,075.00	\$2,988.00	
P35	Final Parcel Map			\$0.00	
P36	Time Extension for Approved Tentative Map	\$1,433.00	\$1,475.00	\$1,433.00	
P37	Amendment to Approved Tentative Map	\$1,350.00	\$1,389.00	\$1,350.00	
P38	Correction/ Amendment to Final Map	\$405.00	\$417.00	\$405.00	
P40	Modifications to Subdivision Provisions	\$1,486.00	\$1,529.00	\$1,486.00	
P41	Vesting Tentative Subdivision Map	\$5,983.00	\$6,157.00	\$5,983.00	
P42a	Certificate of Compliance per GC 66499.35(a) and (b)	\$1,041.00	\$1,071.00	\$1,041.00	
P42b	Certificate of Compliance per GC 66499.35 (c)	\$374.00	\$385.00	\$374.00	
P43	Lot Line Adjustment	\$995.00	\$1,024.00	\$995.00	
P43a	Parcel Map Waivers	\$995.00	\$1,024.00	\$995.00	
P44	Reversions to Acreage	\$906.00	\$932.00	\$906.00	
P45	Lot Merger	\$374.00	\$385.00	\$374.00	
Appeals:					
P46	Tie-vote at Planning Commission				
P47	All other appeals	\$390.00	\$401.00	\$390.00	
Environmental Review:					
P48	Categorical Exemption				
P49	Initial Study/Negative Declaration (fee includes those cases in which a Determination of HCP Compliance by the Planning Commission is needed, where no other Planning Permit is required.)	\$2,644.00	\$2,721.00	\$2,644.00	reimbursement for peer review may be required
P50	Environmental Impact Reports	consult. cost +10%	consult. cost +10%	consult. cost +10%	deposit required
P51	Mitigation Monitoring-Inspections etc.	hourly	hourly	hourly	
Other Services:					
P52	Pre-application Review				
	- single family dwelling on lot of record	hourly	hourly	hourly	
	- all other applications	hourly	hourly	hourly	
P53	Administrative review subsequent documents from Con. of Appr.	hourly	hourly	hourly	
P54	Parking lot redesign/landscape plan review (per BMC section 15.70.030)	\$595.00	\$612.00	\$595.00	
P55	Research record search	hourly	hourly	hourly	
P56	Technical report review	consult. cost +10%	consult. cost +10%	consult. cost +10%	
P57	Zoning enforcement penalty	10x orig fee	10x orig fee	10x orig fee	
P59	Archiving of records	hourly	hourly	hourly	
P62a	Concept review (greater 20,000 sq. feet commercial or 10 units or more of residential)	hourly	hourly	hourly	
P62b	Concept review (less than 20,000 sq. feet or less than 10 residential units)	hourly	hourly	hourly	
P63	Telecommunications Administrative Permit	\$1,091.00	\$1,123.00	\$1,091.00	
P64	Alcohol PCN			\$100.00	
P65	Tree Permit			\$348.00	
P66	Administrative Appeal			\$100.00	

Parks and Recreation Fees	2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
Facility Rentals:				
Athletic Fields				
Lights	\$26.00	\$27.00	\$26.00	per hour
Non Profit Closed to Public				
- Brisbane Non Profit	\$17.00	\$17.00	\$17.00	per hour
- Non Brisbane Non Profit	\$26.00	\$27.00	\$26.00	per hour
Residential	\$42.00	\$43.00	\$42.00	per hour
Non-Residential	\$73.00	\$75.00	\$73.00	per hour
Game Preparation	\$26.00	\$27.00	\$26.00	per game
Mission Blue				
Residential				
1 Room - Weekday	\$126-\$168		\$126-\$168	per hour
Entire Facility - Weekday	\$259.00	\$267.00	\$259.00	per hour
1 Room - Weekend	\$157-\$209		\$157-\$209	per hour
Entire Facility - Weekend	\$324.00	\$333.00	\$324.00	per hour
Non-Residential				
1 Room - Weekday	\$ 182-\$243		\$ 182-\$243	per hour
Entire Facility - Weekday	\$370.00	\$381.00	\$370.00	per hour
1 Room - Weekend	\$ 228-\$297		\$ 228-\$297	per hour
Entire Facility - Weekend	\$463.00	\$476.00	\$463.00	per hour
Community Center Rental: Resident	\$60.00	\$62.00	\$60.00	per hour
Community Center Rental: Non-Resident	\$155.00	\$159.00	\$155.00	per hour
Community Park Rentals:				
Picnic Use Permit: Resident				
Area 2 and 3 (4 tables)	\$5.00	\$5.00	\$5.00	per area per hour
Area 1 (individual tables)	\$19.00	\$20.00	\$19.00	per hour (3 hour minimum)
Area 1 (individual tables)	\$7.00	\$7.00	\$7.00	per table per hour (3 hour minimum)
Picnic Use Permit: Non-Resident				
Area 2 and 3 (4 tables)	\$10.00	\$10.00	\$10.00	per area per hour
Area 2 and 3 (4 tables)	\$42.00	\$43.00	\$42.00	per hour (3 hour minimum)
Area 1(individual tables)	\$15.00	\$15.00	\$15.00	per table per hour (3 hour minimum)
Lawn Area: Resident under 50				
Lawn Area: Resident under 50	\$9.00	\$9.00	\$9.00	per hour (3 hour minimum)
Lawn Area: Resident under 100				
Lawn Area: Resident under 100	\$24.00	\$25.00	\$24.00	per hour (3 hour minimum)
Lawn Area: Resident over 100				
Lawn Area: Resident over 100	\$42.00	\$43.00	\$42.00	per hour (3 hour minimum)
Lawn Area: Non-Resident under 50				
Lawn Area: Non-Resident under 50	\$29.00	\$30.00	\$29.00	per hour (3 hour minimum)
Lawn Area: Non-Resident under 100				
Lawn Area: Non-Resident under 100	\$70.00	\$72.00	\$70.00	per hour (3 hour minimum)

Parks and Recreation Fees	2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
Lawn Area: Non-Resident over 100	\$126.00	\$130.00	\$126.00	per hour (3 hour minimum)
Gazebo Area: Resident	\$71.00	\$73.00	\$71.00	per hour
Gazebo Area: Non-Resident	\$209.00	\$215.00	\$209.00	per hour
Preschool/Youth Activities:				
Club Rec: Resident	not offered	not offered	not offered	per person, per day
Club Rec: Non-Resident	not offered	not offered	not offered	per person, per day
Club Rec Monthly	\$149.00	\$153.00	\$149.00	per person, per month
Club Rec Monthly: Non-Resident	\$187.00	\$192.00	\$187.00	per person, per month
Winter and Spring Camps	\$32.00	\$33.00	\$32.00	per person, per day
Winter and Spring Camps:Non-Resident	\$39.00	\$40.00	\$39.00	per person, per day
Summer Day Camp	\$167.00	\$172.00	\$167.00	per person, per session
Summer Day Camp: Non-Resident	\$193.00	\$199.00	\$193.00	per person, per session
Preschool:Resident	\$4.00	\$4.00	\$4.00	per person, per hour
Preschool:Non-Resident	\$4.00	\$4.00	\$4.00	per person, per hour
Kinder Care	\$55.00	\$57.00	\$55.00	per person, per month
Kinder Care:Non-Resident	\$66.00	\$68.00	\$66.00	per person, per month
Club Rec: Enrichment Clubs	\$5-20	\$5-20	\$5-20	per person, per activity
Youth Classes	Based on cost of class	Based on cost of class	Based on cost of class	per person, per activity
Youth Sports	\$71.00	\$73.00	\$71.00	per person, per season
Processing Fee	Based on cost of class	Based on cost of class	Based on cost of class	Per class session or sports
Transaction Fee - Drop in Class	\$1.00	\$1.00	\$1.00	Per class for drop in only
Transaction Fee - For classes under \$100	\$10.00	\$10.00	\$10.00	Per class session or sport
Transaction Fee - For Classes \$100 and over	\$21.00	\$22.00	\$21.00	Per class session or sport
Adult Sports:				
Adult Basketball	\$802.00	\$825.00	\$802.00	per team, per season
Adult Volleyball	\$393.00	\$404.00	\$393.00	per team, per season
Adult Softball	\$768.00	\$790.00	\$768.00	per team, per season
Adult Open Gym	\$4.00	\$4.00	\$4.00	per person, per class
Teen Center:				
Teen Programs	\$10.00	\$10.00	\$10.00	per person, per activity
Middle School Dances	\$5.00	\$5.00	\$5.00	per person, per activity
Aquatics:				
Daily Admission: Adult Resident	\$6.00	\$6.00	\$6.00	per person
Daily Admission: Adult Non-Resident	\$8.00	\$8.00	\$8.00	per person
Daily Admission: Adult Non-Resident Summer	\$10.00	\$10.00	\$10.00	per person
15-Day Punch Pass: Adult Resident	\$72.00	\$72.00	\$72.00	per pass
15-Day Punch Pass: Adult Non-Resident	\$96.00	\$96.00	\$96.00	per pass
Monthly Pass: Adult Resident	\$60.00	\$60.00	\$60.00	per pass
Monthly Pass: Adult Non-Resident	\$84.00	\$84.00	\$84.00	per pass
Daily Admission: Youth/Senior Resident	\$4.00	\$4.00	\$4.00	per person
Daily Admission: Youth/Senior Non-Res.	\$6.00	\$6.00	\$6.00	per person

Parks and Recreation Fees	2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
15-Day Punch Pass: Youth/Senior Res.	\$48.00	\$48.00	\$48.00	per pass
15-Day Punch Pass: Youth/Senior Non-Res.	\$72.00	\$72.00	\$72.00	per pass
Monthly Pass: Youth/Senior Non-Resident	\$58.00	\$58.00	\$58.00	per pass
Swim Lessons (8): Resident	\$71.00	\$71.00	\$71.00	per lesson package
Swim Lessons (8): Non-Resident	\$85.00	\$85.00	\$85.00	per lesson package
Semi-Private Swim Lessons (4): Resident	\$108.00	\$111.00	\$108.00	per lesson package
Semi-Private Swim Lessons (4): Non Resident	\$130.00	\$134.00	\$130.00	per lesson package
Private Swim Lesson (4): Resident	\$150.00	\$154.00	\$150.00	per lesson package
Private Swim Lesson (4): Non-Resident	\$181.00	\$186.00	\$181.00	per lesson package
B-Days: Resident (silver)	\$129.00	\$133.00	\$129.00	
B-Days: Resident (gold)	\$263.00	\$271.00	\$263.00	
B-Days: Non-Resident (silver)	\$158.00	\$163.00	\$158.00	
B-Days: Non-Resident (gold)	\$317.00	\$326.00	\$317.00	
Summer Pass: Resident	\$251.00	\$258.00	\$251.00	
Summer Pass: Non-Resident	\$300.00	\$309.00	\$300.00	
Lifeguard Certification Class	\$200.00	\$206.00	\$200.00	per person, per session
Piranha Swim Club: Resident	\$5.00	\$5.00	\$5.00	per person, per class
Piranha Swim Club: Non-Resident	\$7.00	\$7.00	\$7.00	per person, per class
Special Events:			\$0.00	
Derby Kit	\$26.00	\$27.00	\$26.00	per derby kit
Pop-Up Events	\$5-\$20	\$5-\$20	\$5-\$20	per person, per activity
Day in the Park - Event Tickets	\$1.00	\$1.00	\$1.00	per ticket
Community Night with the Giants Tickets	\$18.00	\$19.00	\$18.00	per ticket
Concerts in the Park - Sponsorships	\$100-\$2,500	\$100-\$2,500	\$100-\$2,500	

Finance Fees		2019/20 Adopted Fee			2020/21 Fee if Inflation applied			2020/21 Proposed Fee			Basis
F1	Deposit for Water and Service: Single/Commercial (\$20 non-refundable)									refundable deposit continues as current; \$20 non-refundable fee	
F1	Deposit for Water and Service: Duplex (\$20 non-refundable)										
F2	Deposit after 2nd Disconnection										
F3	Penalty for delinquent payment (5 days prior to shut off)		\$5.00		\$5.00		\$5.00		\$5.00	max of fee or 5% of balance	
F5	24 hour notice (tagging) - (within 24 month period): 10th		\$49.00		\$50.00		\$50.00		\$49.00		
F6	Water Turn On - After payment of delinquent account: 8a-4p		\$50.00		\$50.00		\$50.00		\$50.00		
F6	Water Turn On - After payment of delinquent account: after 4p		\$127.00		\$127.00		\$127.00		\$127.00		
F6a	Water Turn On - After 3rd notice for backflow recertification		\$281.00		\$281.00		\$281.00		\$281.00		
F7	Copy of Annual Budget		\$75.00		\$77.00		\$75.00		\$75.00		
F8	Annual Financial Report		\$17.00		\$17.00		\$17.00		\$17.00		
F9	Returned Check Charge (All Departments)		\$57.00		\$57.00		\$57.00		\$57.00		

City Clerk Fees		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
C1	Agenda Packet Subscription: Regular	\$0.00			
C1	Agenda Only: Regular (no packet, SASE from subscriber)	\$0.00	\$0.00	\$0.00	
C1	Agenda by Email	\$0.00	\$0.00	\$0.00	
C1	Agenda Subscription: Seniors/Students	\$0.00	\$0.00	\$0.00	
C4	Copy of Election Documents	\$0.00	\$0.00	\$0.00	
C5	Copy of Municipal Code Book	\$0.00	\$0.00	\$0.00	
C6	Document Certification	\$2.00	\$2.00	\$2.00	in addition to per page fee
C7	Annual Minutes Subscription: Regular Mail	\$139.00	\$143.00	\$139.00	
C7	Minutes Subscription: Email	\$0.00	\$0.00	\$0.00	
C8	Photocopying	\$0.35	\$0.35	\$0.35	per page; no labor time allowed
C10	Tapes of Meetings (per tape)	\$17.00	\$17.00	\$17.00	
C11	Transcription of Minutes	\$6.00	\$6.00	\$6.00	in addition to \$50/hr contract
C12	Campaign Statements				\$0.10 per page max by law
C13	General Research (per hour) - City Clerk				cannot charge for labor time
C13	General Research (per hour) - Deputy City Clerk				cannot charge for labor time

Police Fees		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
PO1	Copies of Reports	\$0.00		\$0.00	
PO2	Alarm System Permits	\$0.00		\$0.00	
PO3	Bicycle Registration	\$0.00		\$0.00	
PO4	Booking Fee	\$0.00		\$0.00	Not charged to book suspects
PO5	Clearance & Good Conduct Letters: Resident	\$6.00	\$6.00	\$6.00	
PO5	Clearance & Good Conduct Letters: Non-Resident	\$34.00	\$35.00	\$34.00	
PO6	Subpoena Dues / Tecum Processing (per hour)	\$34.00	\$35.00	\$34.00	
PO7	Concealed Weapons Permit Process	\$64.00	\$66.00	\$64.00	
PO8	Concealed Weapons Renewal Fee	\$0.00		\$0.00	
PO9	Copies of Tape Recordings	\$32.00	\$33.00	\$32.00	plus actual cost
PO10	Court Appearance All Personnel	As per State Law	As per State Law	As per State Law	\$275 deposit
PO11	Removed due to redundancy with PO 10				
PO12	Removed due to redundancy with PO 10				
PO13	Removed due to redundancy with PO 10				
PO14	False Alarms - Structure	\$0.00			
PO15	Fingerprinting Resident: Adult	\$31.00	\$32.00	\$31.00	
PO15	Fingerprinting Resident: Minor	\$0.00		\$0.00	
PO16	Fingerprinting Non-Resident	\$96.00	\$99.00	\$96.00	
PO17	Massage Certificate of Registration	\$117.00	\$120.00	\$117.00	
PO18	Massage Certificate of Registration Early Renewal	\$30.00	\$31.00	\$30.00	
PO19	Special Event Permit (per hour)	\$0.00		\$0.00	
PO20	Photograph Copies (plus actual costs)	\$88.00	\$91.00	\$88.00	
PO21	Photograph Enlargements (plus actual costs)	\$88.00	\$91.00	\$88.00	
PO22	Private Patrol Permit Fee	\$0.00		\$0.00	
PO23	Repeat Nuisance Call (per hour)	\$0.00		\$0.00	
PO24	Vehicle Releases / Enforcement	\$54.00	\$56.00	\$54.00	
PO25	Vehicle Releases / Abandonment	\$54.00	\$56.00	\$54.00	
PO26	Film Crew	\$535.00	\$551.00	\$535.00	
PO27	Reposessed Vehicle Release	\$15.00	\$15.00	\$15.00	Capped by State Law

Fire Fees "A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
FD1	Aerosol Products	\$241.00	\$248.00	\$241.00	A
FD4	Asbestos/Lead Coating Removal	\$371.00	\$382.00	\$371.00	
FD5	Automobile Wrecking Yard	\$249.00	\$256.00	\$249.00	A
FD6	Apartment House (incl. condos & congregate res.)				
	3 units to 10 units	\$249.00	\$256.00	\$249.00	A
	11 units to 20 units	\$314.00	\$323.00	\$314.00	A
	Greater than 20 units	\$314.00	\$323.00	\$314.00	A, plus \$1.30 per unit over 20
FD7	Battery system	\$124.00	\$128.00	\$124.00	A
FD8	Candles or Open Flames in Assembly Areas (may combine with assembly permit	\$124.00	\$128.00	\$124.00	A/EO
FD9	Carnivals or Fairs	\$371.00	\$382.00	\$371.00	EO
FD11	Cellulose Nitrate Storage	\$310.00	\$319.00	\$310.00	A
FD12	Combustible Fiber Storage	\$249.00	\$256.00	\$249.00	A
FD13	Combustible Material Storage	\$249.00	\$256.00	\$249.00	A
FD14	Compressed Gases (in excess of the amts. listed in CFC, Table 105-A)	\$249.00	\$256.00	\$249.00	A
FD15	Commercial Rubbish Handling Plant	\$361.00	\$371.00	\$361.00	A
FD16	Cryogen's (in excess of the amounts listed in CFC, Table 105-B)	\$371.00	\$382.00	\$371.00	A
FD17	Dry Cleaning Plants	\$249.00	\$256.00	\$249.00	A
FD18	Dust Producing Operations	\$249.00	\$256.00	\$249.00	A/EO
FD19	Explosives or Blasting Agents	\$371.00	\$382.00	\$371.00	EO
FD21	Fireworks Display (fees for standby Fire staff, when req'd, are add'l)	\$371.00	\$382.00	\$371.00	EO
FD22	Flammable or Combustible Liquid Pipeline	\$371.00	\$382.00	\$371.00	A
FD23	To Store, Handle or Use Flam/Combust. Liquids	\$185.00	\$190.00	\$185.00	A
FD24	Flammable or Combustible Liquids in Tanks, vessels > 60 gal. capacity); largest	\$371.00	\$382.00	\$371.00	A
	To 10,000 gallons tank size:				
	1 tank	\$359.00	\$369.00	\$359.00	A
	2-3 tanks	\$359.00	\$369.00	\$359.00	A, plus \$125.00 per tank over the first
	3 + tanks	\$479.00	\$493.00	\$479.00	A, plus \$290.00 per tank over the first
	Over 10,000 to 100,000 gallons tank size:				
	1 tank	\$540.00	\$556.00	\$540.00	A
	2-3 tanks	\$540.00	\$556.00	\$540.00	A, plus \$290.00 per tank over the first
	3+ tanks	\$718.00	\$739.00	\$718.00	A, plus \$290.00 per tank over the first
	Over 100,000 gallons tank size:				
	1 tank	\$1,079.00	\$1,110.00	\$1,079.00	A
	2-3 tanks	\$1,079.00	\$1,110.00	\$1,079.00	A, plus \$312.00 per tank over the first
	3+ tanks	\$1,079.00	\$1,110.00	\$1,079.00	A, plus \$312.00 per tank over the first
FD26	Tank Vehicles	\$185.00	\$190.00	\$185.00	A
FD27	Install, Alter, Remove, Abandon, Place Temporarily Any	\$497.00	\$511.00	\$497.00	EO
FD30	Fumigation or Thermal Insecticidal Fogging:	\$185.00	\$190.00	\$185.00	

Fire Fees "A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
FD 31	Hazardous Materials (to store, disperse, handle amounts in excess of the				refer to Hazardous material table HM-1 below
FD32	High-Piled Combustible Storage	\$371.00	\$382.00	\$371.00	A
FD33	High-Rise Building Annual Inspection	\$371.00	\$382.00	\$371.00	A
FD34	Hot work operations:	\$186.00	\$191.00	\$186.00	A
FD35	Hotels, Motels and Lodging Houses	\$249.00	\$256.00	\$249.00	A
FD36	Liquefied Petroleum Gases (except portable containers <125 gal. cap.)	\$249.00	\$256.00	\$249.00	A
FD37	Liquid/Gas-Fueled Vehicles or Equipment in Assembly Buildings	\$186.00	\$191.00	\$186.00	EO
FD38	Lumber Yards (over 100,000 board feet)	\$249.00	\$256.00	\$249.00	A
FD39	Magnesium Working	\$186.00	\$191.00	\$186.00	A
FD40	Mall, Covered	\$371.00	\$382.00	\$371.00	A
FD41	Motor vehicle fuel dispensing stations:	\$371.00	\$382.00	\$371.00	A
FD42	Occupant Load Increase	\$249.00	\$256.00	\$249.00	EO
FD43	Open Burning	\$249.00	\$256.00	\$249.00	EO
FD45	Ovens, Industrial Baking or Drying	\$249.00	\$256.00	\$249.00	A
FD47	Places of Assembly (churches, schools, NPOs permitted at no fee)	\$30.00	\$31.00	\$30.00	A
	A-1, A-2, A-2.1	\$293.00	\$301.00	\$293.00	A
	A-3, A-4	\$240.00	\$247.00	\$240.00	A
	Special Assembly events	\$240.00	\$247.00	\$240.00	EO
FD48	Pyrotechnic Special Effects Material (fees for standby Fire staff, when required,	\$367.00	\$378.00	\$367.00	EO
FD50	Refrigeration Equipment	\$186.00	\$191.00	\$186.00	A
FD51	Repair Garage	\$249.00	\$256.00	\$249.00	A
FD52	Spraying or Dipping	\$249.00	\$256.00	\$249.00	A
FD53	Temporary membrane structures, tents, and canopies	\$249.00	\$256.00	\$249.00	EO
FD54	Tire Storage	\$249.00	\$256.00	\$249.00	A
FD55	Wood Products (over 200 cu. ft.)	\$249.00	\$256.00	\$249.00	A
Construction Fire Permit Fees:					
Automatic Sprinkler System Permit (installation of suspended piping larger than					
FD56	For other than 1 and 2 family dwellings:				
	- New (per sq. ft.)	\$0.22	\$0.23	\$0.22	per square foot; \$330 minimum fee
	- Alteration (per sq. ft. of protected area,)	\$0.22	\$0.23	\$0.22	per square foot; \$206 minimum fee
FD57	One and Two-family dwellings:				
	- New (per sq. ft.)	\$0.22	\$0.23	\$0.22	per square foot; \$218 minimum fee
	- Alteration (per sq. ft. of protected area)	\$0.22	\$0.23	\$0.22	per square foot; \$136 minimum fee

Fire Fees		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both					
FD 58	Fixed Extinguishing System Permit: New and Upgrade Installations	\$395.00	\$406.00	\$395.00	This includes one on site inspection \$150 initial and each resubmittal per 3,000 sq. ft.
FD 59	Fire Plan Check and resubmittal				
FD60	Fire Alarm Permit:	\$195.00	\$201.00	\$195.00	per 3,000 sq. ft.
FD61	Construction, Alteration & Renovation Permit - Construction alteration	\$171.00	\$176.00	\$171.00	
FD62	Gas Piping System Installation Permit	\$310.00	\$319.00	\$310.00	
FD63	Underground Fire Protection Piping Permit	\$440.00	\$453.00	\$440.00	
Miscellaneous Fees:					
FD64	Consultant Service Fee (actual cost plus admin fee)	\$49.00	\$50.00	\$49.00	per hour in addition to cost
FD67	Document Review (per hour)	\$124.00	\$128.00	\$124.00	per hour
FD68	Copy of Fire Report	\$19.00	\$20.00	\$19.00	
FD69	False Alarm in Excess of 3 per Calendar Year (accidental or equipment)	\$155.00	\$159.00	\$155.00	
FD70	Fire Hazard Abatement performed by City or City Contractor (including, but not limited to, combustible or flammable vegetation removal)				Abatement cost plus administrative fee
FD71	Hydrant Flow Test	\$553.00	\$569.00	\$553.00	
FD72	New Business Fire Inspection	\$188.00	\$193.00	\$188.00	
FD73	Other Services (per half hour and portion thereof)	\$62.00	\$64.00	\$62.00	per half-hour
FD74	Re-Inspection Fee (for each following second re-inspection)	\$126.00	\$130.00	\$126.00	
FD75	Standby Engine Company	\$318.00	\$327.00	\$318.00	for 1st hour; \$108 ea. add'l. 1/2 hr.
FD76	Standby Firefighter (1 hour minimum)	\$103.00	\$106.00	\$103.00	per hour
FD77	Work Performed after Normal Working Hours (Callback is a 3-hr min)	\$186.00	\$191.00	\$186.00	per hour
HM-1	Hazardous Materials Table Schedule:				
	Range Solids (pounds)				
	1 0 to 500	\$351.00	\$361.00	\$351.00	A
	2 >500 to 5,000	\$491.00	\$505.00	\$491.00	A
	3 >5,000 to 25,000	\$657.00	\$676.00	\$657.00	A
	4 >25,000 to 50,000	\$958.00	\$986.00	\$958.00	A
	5 >50,000 to 80,000	\$1,386.00	\$1,426.00	\$1,386.00	A
	6 >80,000 to 120,000	\$2,006.00	\$2,064.00	\$2,006.00	A
	7 >120,000	\$2,611.00	\$2,687.00	\$2,611.00	A
	Range Liquids (gallons)				
	1 0 to 55	\$351.00	\$361.00	\$351.00	A
	2 >55 to 550	\$491.00	\$505.00	\$491.00	A
	3 >550 to 2,750	\$656.00	\$675.00	\$656.00	A
	4 >2,750 to 5,500	\$958.00	\$986.00	\$958.00	A
	5 >5,500 to 10,000	\$1,386.00	\$1,426.00	\$1,386.00	A
	6 >10,000 to 15,000	\$2,006.00	\$2,064.00	\$2,006.00	A
	7 > 15,000	\$2,611.00	\$2,687.00	\$2,611.00	A

Fire Fees		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both					
1	0 to 200	\$272.00	\$280.00	\$272.00	A
2	>200 to 2,000	\$491.00	\$505.00	\$491.00	A
3	>2,000 to 10,000	\$656.00	\$675.00	\$656.00	A
4	>10,000 to 20,000	\$958.00	\$986.00	\$958.00	A
5	>20,000 to 40,000	\$1,386.00	\$1,426.00	\$1,386.00	A
6	>40,000 to 60,000	\$2,006.00	\$2,064.00	\$2,006.00	A
7	>60,000	\$2,611.00	\$2,687.00	\$2,611.00	A

Public Works Fees "F/A" designates the need for a Force Account		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
PW 1	Grading Permit Plan Check				
	- 6-50 cub. yds.	\$99.00	\$102.00	\$99.00	
	- 51-100 cub. yds.	\$99.00	\$102.00	\$99.00	
	- 101-1,000 cub. yds.	\$399.00	\$411.00	\$399.00	
	- 1,001-10,000 cub. yds.	\$798.00	\$821.00	\$798.00	
	- 10,001-100,000 cub. yds.	\$4,292.00	\$4,416.00	\$4,292.00	
	- 100,001-200,000 cub. yds.	\$7,154.00	\$7,361.00	\$7,154.00	
	- 200,000 or more cub. yds.	\$14,311.00	\$14,726.00	\$14,311.00	
PW 1a	Geotechnical Peer Review				Force Account minimum \$5,000
PW 2	Grading Permit - Inspection:				
	- 0-5 cub. yds. (no permit required)				
	- 6-50 cub. yds.	\$396.00	\$407.00	\$396.00	
	- 51-100 cub. yds.	\$792.00	\$815.00	\$792.00	
	- 101-1,000 cub. yds.	\$14,207.00	\$14,619.00	\$14,207.00	or create a Force Account and billed on actual time
	- 1,001-10,000 cub. yds.	\$21,315.00	\$21,933.00	\$21,315.00	or create a Force Account and billed on actual time
	- 10,001-100,000 cub. yds.				actual cost w/ F/A min \$10,000
	- 100,000 - 200,000 cub. yds.				actual cost w/ F/A min \$10,000
	- 200,000 + cub. yds.				actual cost w/ F/A min \$10,000
PW 2a	Grading Permit - SWPPP Compliance				
	Single Parcel (assessed every 2 reviews)	\$139.00	\$143.00	\$139.00	plus actual cost insp w/F/A min \$591
	Subdivision subject to Map Act Provisions (assessed every 2 reviews)	\$560.00	\$576.00	\$560.00	plus actual cost insp w/F/A = actual cost of erosion control plan
	Development subject to C.3 Provisions (assessed every 2 reviews)	\$1,123.00	\$1,156.00	\$1,123.00	plus actual cost insp w/F/A = actual cost of erosion control plan
PW 3	Blasting Permit	\$798.00	\$821.00	\$798.00	
PW 4	Special Permit (after hours work), plus actual cost of inspection/work	\$200.00	\$206.00	\$200.00	F/A min \$500 for Inspection
PW 5	Grading Permit (paving), plus actual cost of inspection/work	\$200.00	\$206.00	\$200.00	F/A min \$500 for Inspection
PW 6	Grading Permit (drainage alteration), plus actual cost of inspect/work	\$200.00	\$206.00	\$200.00	F/A min \$500 for Inspection
PW 7	Truck Haul Permit	\$99.00	\$102.00	\$99.00	
PW 7a	Truck Haul Impact Fee (per cubic yard, \$90 minimum fee)	\$0.52	\$0.54	\$0.52	
PW 7b	Late Fee related to Truck Haul Permits	1%		1%	per month on outstanding of more than 60 days
PW 8	Encroachment Permit (hourly inspect. cost)	\$99.00	\$102.00	\$99.00	plus actual cost insp w/F/A min \$500
PW 9	Site Work Permit - Engineering Review (assessed every 2 reviews)	\$397.00	\$409.00	\$397.00	
PW 9a	Site Work Permit - Retaining Wall Design				Force Account minimum \$5,000
PW 9b	Site Work Permit - Fast Track Review (each occurrence)	\$379.00	\$390.00	\$379.00	
PW 10	Tentative Parcel Map Review	\$540.00	\$556.00	\$540.00	
PW 11	Final Parcel Map Review	\$540.00	\$556.00	\$540.00	plus actual cost LS reviw (requires \$1,500 F/A min)

Public Works Fees "F/A" designates the need for a Force Account		2019/20 Adopted Fee	2020/21 Fee if Inflation applied	2020/21 Proposed Fee	Basis
PW 12	Water Installation - Inspection and Meter - 5/8" meter - 3/4" meter - 1" meter - 1.5" Meter - 2" meter				2 Hours PW Inspector time plus cost of meter 2 Hours PW Inspector time plus cost of meter 2 Hours PW Inspector time plus cost of meter 2 Hours PW Inspector time plus cost of meter 4 Hours PW Inspector time plus cost of meter
PW 13	Sanitary Sewer Lateral Installation - Inspection Single Family Unit Multiple Unit Dwelling Commercial, Industrial, Public & Other Uses				2 Hours PW Inspector time 4 Hours PW Inspector time 4 Hours PW Inspector time
PW 14	Final Subdivision Map	\$6,898.00	\$7,098.00	\$6,898.00	Plus \$500 per lot

* The Director of Public Works/City Engineer may at his discretion accept a full-cost recovery Force Account in lieu of imposing this fee.