

# CITY of BRISBANE City Council Special Meeting

Thursday, February 4, 2021 at 7:30 PM • Virtual Meeting

This meeting is compliant with the Governor's 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. The Council may take action on any item listed in the agenda.

### PUBLIC MEETING VIDEOS

Members of the public may view the City Council Meeting by logging into the Zoom Webinar listed below. City Council Meetings can also 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, http://brisbaneca.org/meetings.

### TO ADDRESS THE COUNCIL

Members of the public may view the City Council Meeting by logging into the Zoom Webinar below. The City Council Meeting will be an exclusively virtual meeting. The City Council agenda materials may be viewed online at <u>www.brisbaneca.org</u> 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. Aside from commenting while in the Zoom webinar, the following email and text line will be also monitored during the meeting and public comments received will be read into the during the Item.

Email: ipadilla@brisbaneca.org Text: 628-219-2922

### Join Zoom Webinar:

https://zoom.us/j/97968031949?pwd=YnFYbVcyNzkvUlcwL1BQbmIyUnhKUT09

Webinar ID: 979 6803 1949 Passcode: 123456 Call in Number: 1 (669) 900 9128

### 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

### 2. CONSENT CALENDAR ITEMS

A. Adopt Resolution Nos.2021-04 through 2021-19 to appoint members of the Parks and Recreation Commission, Planning Commission, Public Art Advisory Committee, Complete Streets Safety Committee, and Open Space and Ecology Committee

### 3. GOAL SETTING WORKSHOP

- B. 2020 Year End Summary
  - i. 2020 Highlights
  - ii. 2020 Projects by Department

### C. Council Goal Setting

- i. 2021 Council Goal Setting
- ii. Baylands Committee Reorganization

### 4. MAYOR AND COUNCIL MATTERS

D. Provide comment and direction to PCE Board Representative on Proposal to Support legislation to allow greater flexibility for Utility User Taxes

### 5. PUBLIC COMMENT

### 6. ADJOURNMENT

### File Attachments for Item:

Adopt Resolution Nos.2021-04 through 2021-19 to appoint members of the Parks and Recreation Commission, Planning Commission, Public Art Advisory Committee, Complete Streets Safety Committee, and Open Space and Ecology Committee



### **CITY COUNCIL AGENDA REPORT**

Meeting Date: February 4, 2021From: Ingrid Padilla, City ClerkSubject: Commission and Committee Appointments

### COMMUNITY GOAL/RESULT

**Community Building** 

### RECOMMENDATION

Adopt Resolution Nos. 2021-04 through 2021-19 Appointing Members to the Parks and Recreation Commission, Planning Commission, Public Art Advisory Committee, Complete Streets Safety Committee and Open Space and Ecology Committee.

### BACKGROUND

Resolution Nos. 2021-04 through 2021-19 were drafted to reflect the Council's direction given to the City Clerk at the City Council Special Meetings of January 21, 2021 and January 26, 2021 which is to appoint the following community members to the following City Commissions and Committees for various lengths of terms:

- Leesa Greenlee, Frank Kern, Renee Marmion and Julie Sims appointed to the Parks and Recreation Commission each for a term through January 2025
- Roel Funke, Douglas Gooding, and Pamala Sayasane appointed to the Planning Commission each for a term through January 2025
- Danette Davis (business owner appointment), Beth Grossman (resident appointment), and Camille Salmon (artist appointment) appointed to the Public Art Advisory Committee each for a term through January 2023
- Cristian Cabrera and Patrick Trainer appointed to the Complete Street Safety Committee each for a term through January 2025
- Barbara Ebel and Jason Nunan appointed to the Open Space and Ecology Committee each for a term through January 2025
- Shanna L. Calmes and Glenn Fieldman appointed to the Open Space and Ecology Committee each for a shortened term through January 2022

#### DISCUSSION

Resolutions are on this agenda for consideration of adoption.

### FISCAL IMPACT

None.

### ATTACHMENTS

Resolution Nos. 2021-04 through 2021-19

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Ingrid Padilla, City Clerk

Clayton Holstine, City Manager

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE MAKING AN APPOINTMENT TO A VACANT POSITION ON THE PARKS AND RECREATION COMMISSION

**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Parks and Recreation Commission for the appointment period February 4, 2021 through January 1, 2025 until their successor is qualified and appointed.

# Leesa Greenlee

Karen Cunningham, Mayor

\* \* \*

ADOPTED at a City Council Meeting held on February 4, 2021, by the City of Brisbane City Council by the following vote:

Ayes:

Noes:

Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

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# Frank Kern

Karen Cunningham, Mayor

\* \* \*

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Ayes:

Noes:

Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

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# **Renee Marmion**

Karen Cunningham, Mayor

\* \* \*

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Abstain:

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Thomas McMorrow, Interim City Attorney

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# Julie Sims

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE MAKING AN APPOINTMENT TO A VACANT POSITION ON THE PLANNING COMMISSION

**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Planning Commission for the appointment period February 4, 2021 through January 1, 2025 until their successor is qualified and appointed.

# Roel Funke

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

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Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

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# **Douglas Gooding**

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

ATTEST:

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Thomas McMorrow, Interim City Attorney

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# Pamala Sayasane

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE MAKING AN APPOINTMENT TO A VACANT POSITION ON THE PUBLIC ART ADVISORY COMMITTEE

**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Public Art Advisory Committee for the appointment period February 4, 2021 through January 1, 2023 until their successor is qualified and appointed.

# **Danette Davis**

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

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**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Public Art Advisory Committee for the appointment period February 4, 2021 through January 1, 2023 until their successor is qualified and appointed.

# Beth Grossman

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

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Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE MAKING AN APPOINTMENT TO A VACANT POSITION ON THE PUBLIC ART ADVISORY COMMITTEE

**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Public Art Advisory Committee for the appointment period February 4, 2021 through January 1, 2023 until their successor is qualified and appointed.

# **Camille Salmon**

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE MAKING AN APPOINTMENT TO A VACANT POSITION ON THE COMPLETE STREETS SAFETY COMMITTEE

**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Complete Streets Safety Committee for the appointment period February 4, 2021 through January 1, 2025 until their successor is qualified and appointed.

# **Cristian Cabrera**

Karen Cunningham, Mayor

\* \* \*

ADOPTED at a City Council Meeting held on February 4, 2021, by the City of Brisbane City Council by the following vote:

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Noes:

Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

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**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Complete Streets Safety Committee for the appointment period February 4, 2021 through January 1, 2025 until their successor is qualified and appointed.

# **Patrick Tainter**

Karen Cunningham, Mayor

\* \* \*

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Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE MAKING AN APPOINTMENT TO A VACANT POSITION ON THE OPEN SPACE AND ECOLOGY COMMITTEE

**RESOLVED** by the City Council of the City of Brisbane that the following citizen is hereby appointed as a Member of the Brisbane Open Space and Ecology Committee for the appointment period February 4, 2021 through January 1, 2025 until their successor is qualified and appointed.

# Barbara Ebel

Karen Cunningham, Mayor

\* \* \*

ADOPTED at a City Council Meeting held on February 4, 2021, by the City of Brisbane City Council by the following vote:

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Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

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# Jason Nunan

Karen Cunningham, Mayor

\* \* \*

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Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

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# Shanna L. Calmes

Karen Cunningham, Mayor

\* \* \*

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ATTEST:

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Thomas McMorrow, Interim City Attorney

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# **Glenn Fieldman**

Karen Cunningham, Mayor

\* \* \*

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Ayes:

Noes:

Absent:

Abstain:

ATTEST:

Ingrid Padilla, City Clerk

Thomas McMorrow, Interim City Attorney

### File Attachments for Item:

2020 Year End Summary

i. 2020 Highlights

ii. 2020 Projects by Department



Dear Community Member,

We wanted to take this opportunity to share with you the highlights that were achieved in 2020...an anything but ordinary year. I am proud of the ways that staff swiftly pivoted, reimagined, and displayed great flexibility despite the pandemic and ever-changing environment in order to continue serving the Brisbane community, whether from the field or remotely from home. The achievements I wanted to highlight have been categorized on the following pages beneath the corresponding Council-adopted Community Result, or Value. We've also grouped them by department towards the end of this document if you wanted to view them that way, as well. The Commissions and Committees that worked on the item(s) with staff have been noted where appropriate. Thank you for reading and we hope this will be of benefit and interest to you, as members of the community, the ones we're here to serve.

Clay Holstine, City Manager

<b>Brisbane's Communit</b>	y Values/Results

★ Safe Community	Residents and visitors will experience a sense of safety
★ Community Building	Brisbane will honor the rich diversity of our city (residents, organizations, businesses) through community engagement and participation
★ Ecological Sustainability	Brisbane will be a leader in setting policies and practicing service delivery innovations that promote ecological sustainability
★ 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



## Safe Community

- 1. The Police Department completed a technology upgrade of their mobile car computers which now allows officers to write their reports in their vehicles, thus spending more time visible out in the community than in the station.
- 2. Officers attended and prepared an Operation Plan in partnership with the event coordinators for a Black Lives Matter peaceful demonstration event at the Community Park to ensure safety for all attendees, which was well-attended and very peaceful.
- Police, Fire, and the Department of Public Works (DPW) all participated in Parks and Rec's Light Parade, which was a new component of this year's Festival of Lights.
- Both departments also sent personnel on Mutual Aid requests to the multiple major wildfire incidents throughout California to assist with residential evacuations and structure protection.
- North County Fire Authority updated the evacuation plan for Brisbane, as well as coordinated with the County on moving forward with an online countywide electronic platform slated to be operation in 2021.
- 6. Firefighters continued safety inspections of land parcels through the "Vegetation Abatement and Management Program" as well as completed annual life-safety and fire code compliance inspections and plan check reviews.
- DPW finished the Water Main Replacement Project, Phase 2, improving fire flow and water



pressure for the upper streets of Kings, Margaret, Paul, and Harold.



- DPW also made safety improvements on Guadalupe Canyon Parkway, which included modified striping plans and added rumble strips to prevent shoulder "run-offs" and median head-on accidents.
- DPW finalized designs of Utility Station Shore Power – a plan to get ready for future public safety power shutoffs that exceed the designed run times for our utility stations' backup power.
- 10. DPW installed a retaining wall on the 400 block of Kings, mitigating concerns for a failing slope.
- DPW updated the Sewer System Management Plan (as required by State) to minimize the potential for sewage overflows.
- 12. As part of the Safe Routes to Schools project, DPW oversaw improvements along the City's official Walk Routes, which were chosen based on sidewalk clearance, visibility, and observed walking trends. The improvements included: new curb ramps, re-striping intersections with high-visibility "piano key"-style crosswalks, adding related signage, and insetting wayfinding markers along the Walk Routes to Schools. The Walk Routes are intended to provide designated routes for students, families, and other pedestrians to get around Central Brisbane on foot as safely and comfortably as possible. On several street segments near BES and Lipman, a new 15 MPH speed limit will be in effect only when children are present at the







start and end of the school day. (Complete Streets Safety Committee)



### **Community Building**

- 13. Brisbane's Parks & Recreation Department was one of the very first agencies in the District & State to launch their virtual recreation platform in response to the pandemic. The #smileBrisbane campaign sought to achieve much more than online class resources and activity ideas for Brisbane residents. #smileBrisbane is an initiative focused on continued service to residents intending to combat social isolation, engage the community, address food insecurity, support community health & wellness, and unify residents during this trying time. The Parks & Recreation Department has received two awards from the California Parks & Recreation Society for the #smileBrisbane campaign and their solidarity poster series. (Parks and **Recreation Commission**)
- 14. Nine (9) City events & programs were reimagined this year, so that they could be experienced safely while also bringing a semblance of normalcy to community members, and important resources.
  - Senior Lunches, with the help of the Lions and Samaritan House, were distributed not just once, but twice a week via drive-thru pickup and delivery to those that needed assistance.
  - ii. The LUNAFEST film festival, which was held virtually, raised \$24,000+ and 13 young women pursuing careers in maledominated fields were awarded scholarships by the Brisbane Lions Club, a key event partner with this year being no different. (Parks and Recreation Commission)

# SHOW US YOUR SMILE



#smileBrisbane





- iii. A socially-distanced Easter Egg Hunt, where paper eggs were posted up around town and a map provided for those hunting to take a photo with the eggs and tag us using #smileBrisbane.
- iv. The City's traditional Fire Hydrant Painting & Restoration event, which was moved to the fall, allowed residents the opportunity to participate in a sociallydistanced event while flexing their creativity muscles and sprucing up some hydrants.
- v. During October (Fire Prevention Month), crews recorded a series of "Storytime at Station 81" where, in lieu of in-person tours









and the NCFA Fire Service Day annual Open House event, crews read stories, provided Safety Tips, and had the fire engine on display.

vi. As part of "Spooktober", treat bags were prepared & distributed during a

Farmers' Market, with the cornhole boards set up near the Gazebo. Players were provided with their town bean bags to toss & take home.

- vii. The Veteran's Flag-Raising Ceremony was live-streamed from the Park, with former Councilmember Conway on-site, along with our officers and a handful of community members.
- viii. A Library Dedication Ceremony was held and also live-streamed from the new 163
   Visitacion site, where the full City Council, as well as County Supervisor Canepa and former Supervisor Tissier were in attendance for the occasion.
  - ix. The Festival of Lights, recorded using several mobile devices and streamed via Zoom on the City's YouTube and Ch. 27,





included a car Light Parade through town for residents to take in from the safety of their homes, along with the traditional tree lighting by Volunteers of the Year Vicki Lewis, Joe Sulley, and Mayor O'Connell, North Pole Parcels for purchase (which sold out), and Leanne Borghesi singing all the songs and more that the traditional carolers would have while coming down Visitacion. (Parks and Recreation Commission)



Updated: 2/5/2021

- 15. IT staff converted the city to Microsoft 365 to ensure employees can stay connected remotely, and set up a system to ensure that employees can work remotely by providing laptops, cell phones, and LogMeIn connections.
- 16. At a time when many cities were putting website redesigns on the backburner, we felt that it was crucial for ours to proceed forward, knowing that many residents would be visiting the site for local information and resources concerning

County Returns to Purple Tier, Please Call (415) 508-2100 If You Need to Reach Us Brisbane GOVERNMENT DEPARTMENTS COMMUNITY BUSINESS SEARCH Q  $(\mathbf{T})$ ₩C **CITY NEWS** ONLINE SERVICES CALENDAR PROJECT Sitemap Staff Login Webmail Time Reporting a municode de 50 Park Place, Brisbane, CA 94005 Contact Us

the pandemic. Communications staff completed the redesign in the spring with Municode for less than \$15K, whose codification services we happened to be already using for housing & updating the City's Municipal Code. We now have a more streamlined meeting & agenda management system, mobile-friendly website, and municipal code library with further cross-enhancements easily possible in the future.

17. Realizing that we would be conducting virtual meetings well into 2020, Communications staff made it a priority to address the background buzzing on Ch. 27. The issue was resolved with staff troubleshooting with MCTV from the Council Chambers. Another item that was able to be upgraded free of cost was



the video quality of meetings & events shown on our YouTube channel. We began



streaming meetings directly from Zoom to YouTube in the fall which has allowed for sharper, HD video quality (without the nascent buzz)! See: youtube.com/BrisbaneCA.

### **Ecological Sustainability**

- 18. The City received the Reach Code Award for Innovation from Sustainable San Mateo County for adoption of local green building codes resulting in safer & more comfortable buildings, increase EV charging infrastructure, and reduce emissions. (Open Space and Ecology Committee)
- 19. Brisbane's first Recycled Arts & Crafts Contest was hosted. Nearly 30 community members submitted their projects, highlighting reuse opportunities and demonstrating that one man's trash can truly be another person's treasure! (Open Space and Ecology Committee)
- 20. As part of the Safe Routes to Schools Project was a Green Infrastructure component. This included implementing bio-retention basins, or bioswales, that use native & drought-tolerant plants to help treat stormwater. These basins were installed at various locations along the Walk Routes and serve a dual purpose – stormwater capture and flood prevention, as well as safer intersections by way of the bulb-outs which provide for safe crossings and greater visibility into the intersections used frequently for walking to school. A "mature" bioswale can be seen at City Hall, where adjacent to the parking lot is one of the County's first demonstration projects (also shown here). (Complete Streets Safety Committee)
- 21. DPW began the implementation phase of the Brisbane Building Efficiency Program, which was created in 2019 to help make local buildings more energy & water efficient and curb emissions driving climate change. Most owners of local buildings 10,000 square feet or more must benchmark their building and report results to the City annually starting May 15, 2021. BiRite Foodservice Distributors became the first building to do so in November 2020 by completing their compliance effort. (Open Space and Ecology Committee)









- 22. The Baylands continues to be a major project of the City. We worked diligently throughout the year safeguarding the City's position on environmental and legal issues, including all aspects of density, cleanup/remediation, and the financial impacts of growth. The City's comments on the Draft Feasibility Study/Remedial Action Plan for OU-2 and OU-SM were submitted to the State Water Board and Department of Toxic Substances Control as part of the agencies' public comment period for the plans and can be found on our website.
- 23. The City also firmly opposed the California High-Speed Rail Authority's proposal to locate a railyard in Brisbane, providing extensive comments, as did many of our citizens and other groups. We are waiting now for those comments to be addressed in any Final EIR and planning documents by the Authority. The City's full response can also be found on our website, www.brisbaneca.org.



### **Fiscally Prudent**

- 24. The Finance Department prepared a <u>high-level 2-year budget for fiscal years 2020/21 and</u> <u>2021/22</u> which the Council adopted on June 4<sup>th</sup>, meeting the June 30<sup>th</sup> deadline. The budgets for both years were balanced within the available resources.
- 25. Finance staff also tracked expenditures for COVID-19 in order to apply for reimbursement from the State and Federal government when possible.
- 26. The City's Community Development Department (CDD) obtained a funding grant for \$215,000 to assist in implementing state housing requirements.
- 27. DPW received over \$245,000 from the City/County Association of Governments to help complete the combined Safe Routes to Schools/Green Infrastructure Project. (Complete Streets Safety Committee)
- 28. Thanks to our mix of businesses in town being more construction-related and businesses that sell products to other

businesses (B2B) vs. businesses that sell finished products and services directly to consumers (B2C), such as shopping malls, Sales Tax, which is the City's largest revenue source, is up

Sales Tax – Up To \$1,000,000 – More Construction and Business to Business than Retail Oriented – Also, Larger Percentage of Overall County

Property Tax – Up to 400,000 – Staff was very conservative not anticipating increases – Received increases from new construction on Sierra Point

Business Taxes – Did not anticipate value of Cannabis Delivery in Town since this is a new businesses category – Up to \$350,000

about \$1,000,000 more than what the Finance Director would have anticipated. And as a direct result of COVID, Brisbane became a larger percentage of the County's overall



countywide sales tax collection (normally, we're about 3% of the County's overall sales tax, but in recent guarters, we've been closer to 5-6%).

29. Another area we've been doing better is in Property Tax, where the City is up \$400,000 more than what was anticipated due to the new construction happening at Sierra Point. Staff was very conservative in making their projections and hadn't projected any increases in this area due to not being sure how COVID would affect property taxes. You're probably aware that property taxes get paid to a variety of agencies, of which the City is one; we receive approximately 20% of the property tax paid



for on a house. And with construction being an "essential activity", it was able to continue after just a short delay at the start of the pandemic, with the healthcare campuses coming along nicely near the Marina. (Planning Commission)

### **Economic Development**

- CDD implemented an enhanced and expanded range of online customer services including planning submittals and building permit processing from the City's new website.
- 31. With Healthpeak's "The Shore" nearing completion on Sierra Point Parkway, DPW is overseeing project compliance, including their design and installation of offsite improvements such as a new sewer line in Sierra Point Parkway and sewage lift station #4.
- 32. With Phase 3's "GENESIS Marina" project breaking ground at nearby 3500 Marina, DPW & CDD staff confirmed the project complies with requirements of the Development Agreement and Mitigation & Monitoring Reporting Plan. (Planning Commission)
- Out at 501 Tunnel, DPW participated in a Bi-County review of the planned major remodel at the Recology facility.
- 34. The City continues to subsidize G3 for the purchase of supplies from Brisbane Hardware for all of their beautification efforts done along our downtown drag, Visitacion Ave., whose holiday decorations brought a lot of joy and cheer to our local restaurants, businesses, as well as community members.



## 2020 Year in Summary by Department

## General:

- The City responded to the global social movement calling an end to police brutality and racial injustice with the adoption of a Resolution affirming the City's commitment to stand in solidarity with the Black community and condemn racism. The City again raised the Pride Flag for the entire month of June, and for the first time ever, raised the Black Lives Matter flag at City Hall, the Marina, and in the Community Park where a special, socially-distanced flag-raising ceremony was held on July 1<sup>st</sup> under the Gazebo.
- The City of Brisbane received the Reach Code Award for Innovation from Sustainable San Mateo County for adoption of local green building codes that will result in safer and more comfortable buildings, increase EV charging infrastructure, and reduce carbon emissions.
- The Open Space and Ecology Committee, together with Sustainability and Parks and Rec staff and South San Francisco Scavenger, hosted Brisbane's first Recycled Arts and Crafts Contest. Nearly 30 community members submitted their projects, highlighting reuse opportunities and demonstrating that one man's trash can truly be another person's treasure!
- The City firmly opposed the California High Speed Rail Authority's proposal to locate a railyard in Brisbane, providing extensive comments, as did many of our citizens and other groups, and we are waiting now for those comments to be addressed in any Final EIR and planning documents for HSR.
- The Baylands continues to be a major project of the City. We have worked diligently this year in safeguarding the City's position on environmental and legal issues, including all aspects of density, cleanup/remediation, and the financial impacts of growth.
- Realizing that we would be conducting virtual meetings well into 2020, Communications staff
  made it a priority to address the background buzzing on Ch. 27. The issue was solved with
  staff troubleshooting with MCTV, from the Council Chambers. Another item that was able to
  be upgraded without needing to purchase any new equipment was the video quality of
  meetings & events shown on the City's YouTube channel. We began streaming meetings
  from Zoom to YouTube in the fall which has allowed for sharper, HD video quality (without the
  nascent buzz)! Check out the difference on our YouTube channel, youtube.com/BrisbaneCA.

## Administrative Services Department:

- The Finance Department prepared a high-level 2-year budget for fiscal years 2020/21 and 2021/22 which the Council adopted on June 4<sup>th</sup>, meeting the June 30<sup>th</sup> deadline. The budgets for both years were balanced within the available resources;
- Finance staff also tracked expenditures for COVID-19 in order to apply for reimbursement from the State and Federal government when possible;
- IT staff converted the city to Microsoft 365 to ensure employees can stay connected remotely, and set up a system to ensure that employees can work remotely by providing laptops, cell phones, and LogMeIn connections.

## Parks and Recreation Department:

- Brisbane's Parks & Recreation department was one of the very first agencies in the County & State to launch their virtual recreation platform in response to the pandemic. The #smileBrisbane campaign sought to achieve much more than online class resources and activity ideas for Brisbane residents. #smileBrisbane is an initiative focused on continued service to residents intending to combat social isolation, engage the community, address food insecurity, support community health & wellness, and unify residents during this trying time. The Parks & Recreation department has received two awards from the California Parks & Recreation Society for the #smileBrisbane campaign and their solidarity poster series;
- The City's traditional Fire Hydrant Painting & Restoration event, which was moved to the Fall, allowed residents an opportunity to participate in a socially-distanced event while flexing their creativity muscles the hydrants are absolute masterpieces in and of themselves;
- With support from Samaritan House and the Brisbane Lions Club, staff have distributed over 4,000 meals to seniors, and counting;
- They also successfully and safely reopened the Community Pool for lap swim and water aerobics and operate at 100% capacity every week;
- The LUNAFEST film festival, which was held virtually, raised more than \$24,000 and 13 young women pursuing careers in male-dominated fields were awarded scholarships by the Brisbane Lions Club, a key event partner with this year being no different;
- Staff distributed Halloween treat bags, organized a virtual family campout, planned a fun and socially distanced Easter Egg Hunt, and led a reimagined Festival of Lights which included a car Light Parade through town for residents to enjoy from the safety of their homes, while enjoying with treats from their North Pole Parcels if they pre-ordered (they sold out!);
- The department has also offered childcare for essential workers and the broader community throughout this time with their preschool and afterschool elementary-aged "pod squad" programs.

## **Community Development Department:**

- Obtained a funding grant for \$215,000 to assist in implementing state housing requirements;
- Staff implemented an enhanced and expanded range of online customer services including
  planning submittals and building permit processing from the City's new website. When most
  cities put website redesigns on hold, the City believed that a new website would be of great
  value to the community, knowing many residents would be visiting the site for local COVID-19
  information and resources. Please visit: <u>brisbaneca.org/coronavirus</u>;
- Pushed forward on the implementation of life sciences projects at Sierra Point, with Healthpeak's "The Shore" nearing completion and the Phase 3 Genesis project breaking ground;
- Staff continued engagement on Measure JJ/Brisbane Baylands implementation, including review of site clean-up plans;
- They also reviewed the High Speed Rail project to ensure that impacts to Brisbane are identified and mitigated;

- Continued administration of the City's Affordable Housing program and adopted regulations simplifying the permitting process of accessory dwelling units;
- Lastly, staff commenced work on General Plan Housing Element updates and continued negotiations with regional agencies to ensure that the City's future housing obligations are realistic and achievable.

## **Police Department:**

- Completed a technology upgrade of their mobile car computers which now allows officers to write their reports in their vehicles, thus spending more time visible out in the community than in the station;
- Hired and trained their newest academy recruits and brought them on board without much delay and met their Peace Officer Standard and Training (POST) end-of-year requirements despite the pandemic (using Zoom as an alternative training method);
- Attended and prepared an Operation Plan in partnership with the event coordinators for a Black Lives Matter peaceful demonstration event at the Community Park to ensure safety for all attendees, which was well-attended and very peaceful;
- Sent officers on Mutual Aid requests to the raging fires in Pescadero and Santa Cruz where they assisted with residential evacuations;
- Participated in and led the Light Parade as part of this year's reimagined Festival of Lights;
- Collaborated with San Mateo County's Core Service Agency, the YMCA Youth Services Bureau, as well as the local Lions Club, by donating gifts from our Toys for Tots program for this year's Holiday Gifts/Food Distribution Program for residents that reached out for assistance during the holidays. Due to COVID this year, we could not host our Toys for Tots program as we have in years past.

## North County Fire Authority:

- Assisted and participated in the Statewide Fire Mutual Aid by deploying fire engine strike teams and Chief Officers to the multiple major wildfire incidents throughout California;
- Continued to provide fire company based paramedic pre-hospital advance life support care and intervention for medical emergencies;
- Achieved an average of five minutes and forty-nine seconds total reflex time, from dispatch, turnout and travel to arrival by a single fire company for all emergency incidents;
- Updated the evacuation plan for Brisbane, as well as coordinated with the county on moving forward with an online countywide electronic platform slated to be operation in 2021;
- Provided the community with resources on COVID-19, fire and home safety checklists, senior citizen fall prevention, and other health information via social media and the STAR;
- Completed annual required and mandated Fire and Life Safety inspections for all occupancies, as well all new construction and tenant improvement pre-fire engineering reviews, plan checks and inspections;
- Continued inspections of land parcels through the "Vegetation Abatement and Management Program";

• Recorded "Storytime at Station 81" videos during Fire Prevention Month (October) in lieu of inperson tours and NCFA Fire Service Day annual Open House event, crews read stories, provided Safety Tips, and had the fire engine on display.

## Public Works Department:

In regards to major Capital Improvement Projects, Public Works:

- Completed the Pedestrian Safe Routes to Schools/Green Infrastructure Project with the help of grant funding from the City & County Association of Governments (C/CAG), which was a combined project that included efforts from our Complete Streets Safety Committee to provide designated walk routes for students, families, and other pedestrians to get around Central Brisbane, and implemented bio-retention basins that use native and drought-tolerant plants to help treat stormwater before it drains to the Bay as well as serve as an innovative flood prevention measure;
- Made safety improvements on Guadalupe Canyon Parkway, which included modified striping plans and added rumble strips to prevent shoulder "run-offs" and median head-on accidents;
- Finished the Water Main Replacement Project, Phase 2, improving fire flow and water pressure for the upper streets;
- Installed a retaining wall on the 400 block of Kings, mitigating concerns for a failing slope;
- Finalized designs of Utility Station Shore Power a plan to get ready for future public safety power shutoffs that exceed the designed run times for our utility stations' backup power;
- Completed the new Brisbane Library;
- Regulatory compliance included meeting CalRecycle's requirements to educate customers on mandatory organics recycling and mandatory commercial recycling, submitting the required Green Infrastructure (GI) Plan to Regional Water Quality Control Board to demonstrate how GI will be incorporated in the City over the next several decades, beginning development of an ADA transition plan to identify access barriers and a plan to correct them, complying with San Mateo County Environmental Health's requirement to develop a utility structure monitoring program at Sierra Point (which also included passage of a Prop 218 fee to fund this work), updating the Sewer System Management Plan (as required by State Water Resources Control Board to minimize the potential for sewage overflows), and beginning the implementation phase of the Brisbane Building Efficiency Program.

In terms of major development review and oversight, Public Works staff worked with:

- Healthpeak to oversee project compliance, including their design and installation of offsite improvements such as a new sewer line in Sierra Point Parkway, construction of new sewage lift station #4, and various intersection improvements.
- As for 3500 Genesis, it was confirmed that the project complies with requirements of the Development Agreement and Mitigation & Monitoring Reporting Plan.
- Out at 501 Tunnel, staff participated in a Bi-County review of the planned major remodel at the Recology facility.
- Staff also oversaw and confirmed compliance of bay mud import to that of Council's requirements for import of this future Title 27 landfill barrier material.

### File Attachments for Item:

Council Goal Setting

- i. 2021 Council Goal Setting
- ii. Baylands Committee Reorganization



# 2021 Council Goal Setting List of Projects

### SB 1383 Implementation

SB 1383 Implementation covers a wide range of bills to reduce organics into waste and landfills. This is handled through Public Works and assigned to the Infrastructure Subcommittee. Key date: June 30, 2021

### Holiday Lighting on Visitacion

Holiday Lighting on Visitacion is a project to provide electricity to light poles for Holiday decorations. This is handled through Public Works. Key date: November 2021

### **Beautification Committee Recommendations**

Prior to COVID-19, the Beautification Committee, consisting of Mayor Cunningham and community members working with staff, came up with a number of recommendations to enhance the aesthetic quality of Brisbane. The committee will reconvene as needed. At this time, it is more of a financial issue. This is handled through Public Works. Key date: Ongoing project.

### Plan Lines for Lower Acres

Plan Lines for lower acres is focused on identifying road plan lines to facilitate orderly development as applications from property owners are submitted. At this time no applications are on file. Plans will be reviewed by the Planning Commission prior to recommendations coming to the City Council. This is handled through Community Development. Key date: On-going project.

### **Review Short Term Rental Program**

The Short Term Rental (STR) Program has signed a contract with Host Compliance to monitor STR in Brisbane. We anticipate that it will be fully operational by Spring. This is handled through Community Development, the City Manager and the City Attorney, and is assigned to the Planning Issues Subcommittee as needed. Key date: Timely in 2021.



# 2021 Council Goal Setting List of Projects

### Cannabis Retail Store Front

The City is considering a Cannabis Retail Store Front ordinance. After input from Council and the public, the Community Development Department is currently outlining appropriate areas for Retail Cannabis business and an accompanying permit process. This is handled through Community Development and is assigned to the Cannabis Issues Subcommittee as needed. Key date: TBD

### Grading Ordinance

Community Development, Public Works, the City Manager and the City Attorney are working to update and modernize the City grading ordinance. This is to be scheduled for City Council review. Key date: February/March

### Small Lot Garage Exemption

Community Development is reviewing an update to the City ordinance to include a small lot garage exemption. City Council requested additional data, which will be brought back to Council. Key date: March

### Affordable Housing Strategy Inclusionary Ordinance

The Community Development Department is developing a new strategy in context of new state laws for the Affordable Housing Strategy Inclusionary Ordinance. Staff is also looking at the Baylands Project and what we may wish to pursue. Staff is working on an RFP and then will strategize Spring/Summer with Council subcommittee before bringing back to City Council.

### Utility Rate Increases for Capital Projects and Operations

Finance and Public Works will continue with the Council plan to complete \$5,000,000 worth of Capital Projects every 5 years for the water and sewer system through the sale of bonds. With the approval of City Council, staff will hire an outside agency to complete a Water and Wastewater rate study to determine what operational rates should be. The Infrastructure, Utilities and Franchise Subcommittee will review for Council adoption through the Proposition 218 process. Key date: Summer



# 2021 Council Goal Setting List of Projects

### Sierra Point Park Plan Development

Sierra Point Park Plan Development is overseen by Public Works and Community Development with input from Park & Rec and OSEC. An RFP will be crafted to hire a design firm to develop a long-term park plan that ties in the City's properties and the adjacent businesses' exterior design plans to the Bay Trail. The Sierra Point Parkway Ad hoc Subcommittee will review the design firms then bring to Council in the Spring/Summer.

### **Baylands Development**

The Baylands Development is overseen by Community Development, Public Works and the City Manager with input from Park & Rec, OSEC and Public Art Committee. Staff will continue to work with Baylands Development Inc. to work towards a Specific Plan. The Baylands Committee is assigned to review any progress with the developer and has continuous report outs to City Council. Key date: On-going project.



# **Council Baylands Committee**

The Committee will include:

- 2 City Council Members
- 1 Planning Commissioner
- 1 Open Space & Ecology Committee Member
- 1 Park & Recreation Commissioner
- 1 Public Arts Committee Member
- 1 Complete Streets Safety Committee Member



- Baylands Development Inc. (BDI) will present updates to the Baylands Committee
- Baylands Committee will review and provide comment to BDI
- Baylands Committee may request Council committees to review specifics related to their responsibilities and report back to the Baylands Committee and full City Council
- Baylands Committee will bring updates to full City Council on a regular basis

Consider one Youth Advisory Member and one Member-at-Large

### File Attachments for Item:

Provide comment and direction to PCE Board Representative on Proposal to Support legislation to allow greater flexibility for Utility User Taxes



### PUBLIC COMMENT for Peninsula Clean Energy Board of Directors

From Bruce Karney, Mountain View, CA Tue, Jan 19, 2021 at 8:13 AM BRUCE KARNEY <<u>bkarney@comcast.net</u>>

### https://docs.google.com/document/d/1DA5ffEmYnc0m7M3a6QeQ2AvnBI-NQGVUFmkGXUA7PMI/edit?usp=sharing

This document can be edited by anyone and I hope that PCE Board members will sign it in their capacity as City and Town Council members and County Supervisors.

### **Requesting Your Support for a Bill Idea**

This document describes a proposal that would let cities and counties implement a Utility User Tax (UUT) that taxes natural gas at a different rate – preferably a higher rate -- than electricity. They cannot currently do in Pacific Gas and Electric (PG&E) territory and possibly also in San Diego Gas and Electric (SDG&E) territory. State Senator Josh Becker's office is interested in the proposal but wants to see how much support there is from elected city and county officials. I am reaching out to you and other City Council members and County Supervisors to read this proposal and **indicate your support for the concept by going to the end of this document to "sign on" as a supporter.** 

### **Proposed Legislation**

We request that Senator Becker sponsor legislation in the 2021 Session that would require PG&E (and possibly SDG&E) to modify their billing software by March 1, 2022 to make it possible for it to support different UUT rates for electricity and natural gas within a customer class for any City or County that chooses to adopt such taxes. That deadline has been chosen so that UUT proposals that are put on the ballot in November 2022 or later can have rate-setting flexibility that is currently lacking.

In order not to penalize an affected utility financially, we request that the legislation allow the utility to put the costs of the software modifications into its rate base in 2022 if, and only if, the March 1, 2022 deadline is met. The amount included in the rate base would be the lesser of actual project costs or \$800,000.

### Background on UUTs

One-third of California cities and three counties impose a UUT on electricity and natural gas. Voter approval is required to adopt a UUT or to change the tax rate of a UUT. Existing UUT rates on gas and electricity range from 1% to 11% with a median of 5%.

In cities where customers receive a combined gas and electric bill from PG&E the utility's billing software currently requires that the UUT tax rate be the same for natural gas and electricity within



each of the three customer classes of residential, agricultural, and industrial/commercial. This is true even when the electricity provider is a Community Choice Aggregator. PG&E's software currently allows cities to exempt low-income households from paying UUT. Some cities do this, most do not.

We do not know if the same is true for the billing software used by SDG&E, but if so then this proposal would apply to it too. There is no intention to apply the proposal to investor-owned utilities that provide only natural gas or only electricity. It would not apply to municipal utilities, even those like Palo Alto's which provide both electricity and natural gas, because the City itself can modify its billing software's ability to handle any combination of tax rates its voters approve.

Because California is committed to decarbonizing its economy, and because some cities and counties are moving to decarbonize faster than the state requires, it makes sense to give local jurisdictions the flexibility to tax natural gas and electricity at different rates if their elected officials and residents wish to do so.

City and County budgets have been badly strained by the pandemic, and many jurisdictions will need to raise new revenue. Given the widespread awareness of the damaging impacts of greenhouse gas emissions from fossil fuels like natural gas, measures that call for new or increased UUTs only on natural gas would be more likely to be approved than ones that tax both energy sources. Having this flexibility would benefit cities that do not currently have energy UUTs as well as those that want to increase their gas UUT but not the electricity UUT.

### **Environmental Impact**

The proposed legislation simply gives cities and counties more flexibility in setting UUT rates, so in and of itself it has no environmental impact. However, recent research (*Natural Gas Price Elasticities and Optimal Cost Recovery Under Consumer Heterogeneity: Evidence from 300 Million Natural Gas Bills*, Maximillian Auffhammer and Edward Rubin, January 2018 https://haas.berkeley.edu/wp-content/uploads/WP287.pdf ) has shown that a 5% increase in the price of natural gas leads to a 1% reduction the amount of gas used by residential rate payers. A typical PG&E residential customer pays \$115/month for 500 kWh of electricity, so would pay \$5.75/month more if a 5% UUT on electricity were in effect. Similarly, the typical residential customer with gas service pays about \$55/month for 32 therms of natural gas, so would pay \$2.75/month more if a 5% UUT on natural gas were in effect.

### Example of Modifying a UUT to Achieve Local Policy Goals

In November 2012, voters in Arcata imposed a 45% UUT on residential electricity consumption that exceeded 600% of PG&E's baseline amount. The purpose was to drive marijuana grow houses out of Arcata. Grow houses could be identified by the huge amount of electricity they used for lighting. To implement the tax change, Arcata had to pay PG&E \$626,700, which was a substantial investment for a city of 17,000 residents. The tax increase had the desired effect and the number of grow houses fell dramatically within two years of implementation.



No other city benefited from Arcata's investment. Under the proposed legislation, a similar investment would give California's cities and counties the flexibility to raise new revenue for general purposes or to achieve local environmental goals.

### References

Utility User Tax Facts (PDF) and UUTs by City as of July 2020 (Excel): <a href="http://www.californiacityfinance.com/index.php#UUT">http://www.californiacityfinance.com/index.php#UUT</a>

# Supporters of this bill idea:

Lisa Schmidt, Council Member, Los Altos Hills