



City of Brisbane

City Council Special Meeting Agenda

Saturday, March 21, 2026 at 10:00 AM • Hybrid Meeting 5000 Sierra Point Pkwy, Brisbane, CA

The public may observe/participate in City Council meetings using remote public comment options or attending in person. The City Council may take action on any item listed in the agenda.

To Address the Council

In Person

Location: Doubletree Hotel 5000 Sierra Point Pkwy, Brisbane, CA

The City Council can be addressed during public comment and the workshop discussion.

Remote Participation

Members of the public may participate by logging into the Zoom Meeting listed below.

The agenda materials may be viewed online at brisbaneca.org at least 72 hours prior to a Regular Meeting, and at least 24 hours prior to a Special Meeting.

Remote Public Comments:

Remote meeting participants may address the City Council via Zoom and call in number. We also encourage you to submit public comments in writing in advance of a meeting to ipadilla@brisbaneca.org.

Join Zoom Webinar: zoom.us (please use the latest version: zoom.us/download)

brisbaneca.org/cc-zoom

Webinar ID: 991 9362 8666

Call In Number: 1 (669) 900-9128

Note: Callers dial *9 to “raise hand” and dial *6 to mute/unmute.

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.

10:00 A.M. Call to Order – Pledge of Allegiance

Roll Call

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

Adoption Of Agenda

Public Comment

Workshop

- B. Priority Study Session

(Councilmembers will set priorities to help staff know what projects to consider to support the goal, to help the public understand the Council’s direction and to help the City focus limited resources on the highest need.)

Adjournment



City Council Priority Setting Retreat 2026

FOCUS ON THE FUTURE

MARCH 21, 2026

Agenda

- **10:00 AM** **Roll Call & Welcome from Mayor**
- 10:05 AM City Manager Intro to Council Retreat Overview
- 10:15 AM Results from 2025 Priority Setting Process
- 10:20 AM Discussion of 2026 Priorities & Strategies to Achieve Priorities
- 11:30 PM 10 Minute BREAK
- 12:50 PM Retreat Debrief, Takeaways, and Next Steps
- 1:00 PM Adjournment



To Ensure a Productive Day

- We allow time for **candid** and **honest** feedback that is received as intended
- We seek to hear **ideas and perspectives** of residents in our public comments before deliberations
- We will adhere to schedule and allow the facilitator to move the conversation along



Agenda

- 10:00 AM  **Roll Call & Welcome from Mayor**
- 10:05 AM City Manager Intro to Council Retreat Overview
- 10:15 AM Results from 2025 Priority Setting Process
- 10:20 AM Discussion of 2026 Priorities & Strategies to Achieve Priorities
- 11:30 PM 10 Minute BREAK
- 12:50 PM Retreat Debrief, Takeaways, and Next Steps
- 1:00 PM Adjournment



City Council



Coleen Mackin
Mayor



Madison Davis
Mayor Pro Tem



Frank Kern
Councilmember



Cliff Lentz
Councilmember



Terry O'Connell
Councilmember



What is a Priority?

- Council's strategic initiatives
- A “compass” for operational work plans and the specific projects, programs, and initiatives delivered by city staff
- Achievable, measurable, and time-set
- Provides clear and transparent direction from the collective council to staff
- Sets the policy framework for budget decisions and how City resources are aligned to support priorities



What ISN'T a Priority?

- A specific project
- A concept like “housing” or “public safety” that doesn’t specify a measurable goal
- More than a handful of projects, unless it meets some need such as “clear CIP list” or “improve infrastructure for x purpose”



Why is this Important?

- To have City budget that reflects the Council's goals
- To ensure Council, Commissions, Committees, and staff are all aligned on where time and resources should be focused
- Many significant and resource-heavy projects and initiatives in the coming years
- Last year's priority session was the first in 9 years



Agenda

- **10:00 AM** **Roll Call & Welcome from Mayor**
- 10:05 AM  City Manager Intro to Council Retreat Overview
- 10:15 AM Results from 2025 Priority Setting Process
- 10:20 AM Discussion of 2026 Priorities & Strategies to Achieve Priorities
- 11:30 PM 10 Minute BREAK
- 12:50 PM Retreat Debrief, Takeaways, and Next Steps
- 1:00 PM Adjournment



FY 25/26 Goals

- Fiscal Health of the City
- Increase maintenance for existing City facilities and infrastructure and determine long-term use opportunities for City facilities
- Tap into the Brisbane volunteer spirit by expanding volunteer opportunities

Implementation

- Fiscal – FY 23 and FY 24 audits to Council in April; budget adjustments to year 2 to level set for conversations about use of new funds; hiring positions to allow for full time staffing; hired consultant to support Department during audits and developing new procedures
- Facility – Partially on hold with new PW director; anticipating meetings with Facility Subcom in April-May to reset progress
- Volunteerism – Brisbane Cares



Volunteer Implementation

♥ Volunteerism / Brisbane Cares

Tasks for Brisbane Cares

★ All Tasks ➡ By Status 👤 My Tasks ☰ Checklist

Task name	Status	Assignee	Due date	Priority	Notes	Effort...	URL	Days until due
create "Brisbane Cares" signup	Done		10/17/2025					Overdue
Write monthly STAR article	Ongoing	M Mollie C Chris				Small		
Create new page on website	Done	M Mollie	10/17/2025	Medium	Sent to CF for review 10/6	Large		Overdue
Create Volunteer Individual Form	Done	M Mollie	10/01/2025	Medium	Sent to CF for review 9/22	Small	forms.office.com/g/4...qf5uHS	Overdue
Create Volunteer Group Form	Done	M Mollie	10/01/2025	Medium	Sent to CF for review 10/6	Small		Overdue
Build master list of volunteer opportunities	In progress				On website + Excel spreadsheet	Medium	cityofbrisbaneusa.sharepoint.cc	
Q1: Plogging	Done		01/01/2026 → 03/31/2026	High				Overdue
Q2: Painting Red Curbs	In progress		04/01/2026 → 06/30/2026	Medium	Coordinate w/ PW & B&G	Large		14
Q3: Fire door knockers/Em. preparedness	Not started		07/01/2026 → 09/30/2026	Low		Medium		105
Q3: Adopt-A-Spot	Not started			Low	Byron Anderson is main point o	Large		
Q4: Halloween closure/P&R holiday stuff	Not started		09/01/2026 → 12/31/2026	Low				167

Agenda

- **10:00 AM** **Roll Call & Welcome from Mayor**
- 10:05 AM City Manager Intro to Council Retreat Overview
- 10:15 AM Results from 2025 Priority Setting Process
- 10:20 AM Discussion of 2026 Priorities & Strategies to Achieve Priorities
- 11:30 PM 10 Minute BREAK
- 12:50 PM Retreat Debrief, Takeaways, and Next Steps
- 1:00 PM Adjournment



Fiscal Realities

- Increased mandated services by State without corresponding resources to support
- Fewer federal/state grant opportunities
- Potential impacts from longer-term economic disruptions at the world/national level – inflation, foreign wars
- Most municipal work is non-discretionary
 - 25-40% of typical city expenditure is discretionary (San Francisco is 18%)
- Many major projects anticipated in the coming years

AND

- City's revenue outlook improving after years of budget deficits



FY 2026-27 Suggested Priorities from Council Members

- Additional Council meeting engagements
- Affordable Housing Funds Use
- Baylands Project completion
- Bank of America building- next steps
- Community Center remodel
- Continued Fiscal Transparency, Oversight, Literacy and Reporting
- Economic Vitality – continuing and expanding
- Marina – planning for the future
- Water Reclamation, long-term
- Visitation Avenue visioning



Priority Ideas from Last Year's Session

- Interim Water Reclamation Implementation
- Parks and Recreation Foundation Establishment
- Support Baylands planning process that encourages the public to dream big, demand best practices, and fosters greater connectivity with our existing community
- Continue to promote existing programs that keep the community healthy, safe and joyful while exploring new ways to make our community more inclusive



FY 2026-27 Priorities

Council to discuss Next Year's Priorities



Agenda

- **10:00 AM** **Roll Call & Welcome from Mayor**
- 10:05 AM City Manager Intro to Council Retreat Overview
- 10:15 AM Results from 2025 Priority Setting Process
- 10:20 AM Discussion of 2026 Priorities & Strategies to Achieve Priorities
- 11:30 PM 10 Minute BREAK
- 12:50 PM Retreat Debrief, Takeaways, and Next Steps
- 1:00 PM Adjournment



BACK FROM BREAK

Continue discussion of FY 2026-27 Priorities



Agenda

- **10:00 AM** **Roll Call & Welcome from Mayor**
- 10:05 AM City Manager Intro to Council Retreat Overview
- 10:15 AM Results from 2025 Priority Setting Process
- 10:20 AM Discussion of 2026 Priorities & Strategies to Achieve Priorities
- 11:30 PM  10 Minute BREAK
- 12:50 PM Retreat Debrief, Takeaways, and Next Steps
- 1:00 PM Adjournment



What Happens Next?

- April 2nd – Council will approve Priorities
- Promotion of Priorities with Residents
- Process repeats next year
- Use Priorities to help develop budget and determine future programming to support priorities; “North Star” for staff focus and future projects
- Quarterly monitoring, through public reporting, on priority progress

Brisbane City Council **FY 25-26 PRIORITIES**

During their Goal-Setting Retreat in March 2025, the Brisbane City Council identified three key priorities to guide the City's work in the upcoming fiscal year (July 1, 2025 - June 30, 2026):

- **Safeguarding Fiscal Health**
Continuing to steward City resources responsibly in light of recent budget challenges.
- **Caring for Our Community Spaces**
Maintaining existing City facilities while developing a clear timeline to assess the future use of both current and potential sites.
- **Fostering Community Partnerships**
Building on Brisbane's strong culture of volunteerism by collaborating with local businesses and community organizations to deliver meaningful projects efficiently and cost-effectively.



The Council is committed to fiscal responsibility and will spend the next year carefully reviewing budgets and reporting to develop a FY 2026-27 budget that aligns with these three key priorities.



Priority Tracking Example



7. Civic Participation & Employment

Provide volunteer and employment opportunities for older adults to be engaged and actively involved in the community.

★ Age-Friendly

Aa Strategy	≡ Proposed Action	⬇ Priority	⚙ Status	💵 Cost	⬇ Grant Eligible?
✎ Expand and promote opportunities for older residents to volunteer, counteract isolation, and stay actively engaged in the community.	48. Publicize volunteer options in The Luminary and hold an annual Volunteer Fair where nonprofits, Commissions/Committees, and Councilmembers have tables with information and volunteer opportunities. Promote Commission/Committee vacancies to older adults.	High	● Exists; room for growth	\$	No
✎ Expand and promote opportunities for older residents to volunteer, counteract isolation, and stay actively engaged in the community.	49. Encourage businesses, City departments, and the Chamber of Commerce to develop new volunteer positions geared towards older residents and consider expanding civic participation options by establishing an Age-Friendly Commission/Committee.	High	● In motion	\$	No
✎ Expand and promote opportunities for older residents to volunteer, counteract isolation, and stay actively engaged in the community.	50. Have older adults write articles to be placed in The Blast, the STAR, and the Age-Friendly City page in the community section of the Brisbane website.	High	● Exists; room for growth	\$	No
✎ Expand and promote opportunities for older residents to volunteer, counteract isolation, and stay actively engaged in the community.	51. Partner with schools to establish volunteer opportunities for older adults.	High	● In Motion/Alternate Provi...	\$	No



Agenda

- **10:00 AM** **Roll Call & Welcome from Mayor**
- 10:05 AM City Manager Intro to Council Retreat Overview
- 10:15 AM Results from 2025 Priority Setting Process
- 10:20 AM Discussion of 2026 Priorities & Strategies to Achieve Priorities
- 11:30 PM 10 Minute BREAK
- 12:50 PM Retreat Debrief, Takeaways, and Next Steps
- 1:00 PM Adjournment



Thank You

