



"The City With a Heart"

Jim Ruane, Mayor
Michael Salazar, Vice Mayor
Ken Ibarra, Councilmember
Rico E. Medina, Councilmember
Irene O'Connell, Councilmember

MINUTES SAN BRUNO CITY COUNCIL

June 23, 2015

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on June 23, 2015 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 7:00 p.m. **Mayor Ruane** thanked the San Bruno Garden Club for the flowers.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor Ruane, Vice Mayor Salazar, Councilmembers Ibarra, Medina and O'Connell. **City Manager Jackson** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

a. **Mayor Ruane** said The City Council reminds all residents that the continuing drought conditions create heightened concern for fire safety over the upcoming 4th of July holiday. Anyone found using illegal fireworks within the City limits will be cited and fined up to \$1,000. Information about City regulations concerning proper use of safe and sane fireworks is available on the City website: www.sanbruno.ca.gov.

b. **Mayor Ruane** announced The Beautification Task Force is Accepting Nominations for the Annual Beautification Awards Program. Applications can be found on the City website and in the City Clerk's office. **Councilmember O'Connell** said the award criteria is being changed because of the drought. She said they would only be looking for zero-scaping (new drought tolerant) in the front yards (large and small sections) completed between August, 2014 and August, 2015. Something new they will be trying this year is the brownest lawn in San Bruno.

4. PRESENTATIONS:

Mayor Ruane said we will Receive a Presentation from Sares-Regis Regarding the Redevelopment of the Former San Bruno Cinema Site.

Drew Hudacek, Sare-Regis Group said they were here tonight as the owners of the former cinema site on San Mateo Avenue. On Wednesday, July 15 they plan to have a demolition kick-off party at 11:30 a.m. The demolition will start as early as the next day. After demolition, there will be construction documents that will need to be processed. The construction of the project, 83 units and 7000 of commercial space. A claw and large back-hoe will be the means of removal.

Councilmember O'Connell asked a phone number be displayed with someone on the other end to answer.

5. REVIEW OF AGENDA:

Mayor Ruane moved Item 11. to follow Item 8.

6. APPROVAL OF MINUTES: Special Council Meetings of June 8 and 10, 2015 and Regular Council Meeting of June 9, 2015, approved as submitted.

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of June 8 and 15, 2015.
- b. **Approve:** Payroll of June 5, 2015.
- c. **Adopt:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated May 31, 2015.
- d. **Waive:** Second Reading, and Adopt Ordinance Repealing Chapter 4.40 (Massage Establishments) and Enacting New Chapter 4.40 (Massage Businesses.)
- e. **Adopt:** Adopt Resolution Accepting the Kains Avenue and San Mateo Avenue Sewer Bypass Improvements Project as Complete, Authorizing the Filing of a Notice of Completion with the San Mateo County Recorder's Office, and Authorizing Release of the Construction Contract Retention in the Amount of \$56,710.
- f. **Receive:** Report and Approve Process for Appointment to the Vacant Planning Commissioner Position.
- g. **Receive:** Report and Direct Staff to Cancel the Regular August 11, 2015 City Council Meeting.

Councilmember Medina asked to remove Item f.

M/S Medina/Ibarra to approve the balance of the Consent Calendar and passed with all ayes.

Councilmember Medina gave Vice Mayor Salazar and Councilmember O'Connell credit for the time they spent coming up with a process. He asked when was the last time the subcommittee met. He asked if there is a different application form than the one currently being used. **City Manager Jackson** said the last meeting of the subcommittee was in March and they did not discuss the specifics of the application. The report envisions a simple application form, one that is presently used for all the Boards and Commissions.

Discussion took place between the members of the sub-committee and the City Manager as to what they understood would happen. It was concluded this item would be approved and each applicant on file would be contacted and given a questionnaire as well as those new applicants would get the questionnaire when applying.

Councilmember Ibarra said he reviewed the questions and found them very appropriate.

M/S Medina/O'Connell to approve Item f. and passed with all ayes.

8. PUBLIC HEARING:

- a. Hold Public Hearing and
 1. Adopt Resolution Approving the Fiscal Year 2015-16 Proposed Operating Budget;
 2. Adopt Resolution Approving the 2015-20 Five Year Capital Improvement Program and Appropriating Funding for the 2015-16 Capital Improvement Budget;
 3. Adopt Resolution Approving the City's Appropriations Limit (Gann Limit) of \$37,016,046 for 2015-16.

Finance Director Kraetsch gave an overview of the staff report in a powerpoint presentation.

City Manager Jackson said there are specific supplemental expenditures that are added. The items listed in the staff report include all of those proposed in the budget study session.

Mayor Ruane opened the public hearing.

Marty Medina, Garden Ct. asked how much of the capital improvement projects are unfunded. **Kraetsch** said 192.

Barbara, Hip Housing thanked the City for their support. **City Manager Jackson** said as we have done in past years, a \$30,000 allotment has been included in the budget for HIP Housing.

M/S Salazar/O'Connell to close the public hearing and passed with all ayes.

Vice Mayor Salazar requested the budget be split out to not include the enhancements. He asked the Council entertain the idea.

M/S Salazar/O'Connell to close the public hearing

Councilmember Medina thanked staff for producing the budget and CIP together in a timely fashion. He talked about enhancements, specifically a police officer and we are short about \$63,000 plus dollars to fund that new officer. He said in the Human Resources Department when we had an Assistant City Manager we made it an HR Manager instead of HR Director. In the budget after that it became an HR Director again. He understood the City Manager appointed the Assistant City Manager on June 2 of 2014. He said the difference between a Manager vs. Director is about \$45,396. With that savings, he would like to see that used for the enhancement of the officer to help fund that. He talked about little things can be tweaked to fund the balance for that officer. He thanked the Finance Department and staff for the equipment reserve.

Councilmember Medina asked, once again, for the monies coming back from the trust for staff time. He said some needed to be allocated to the enterprise fund and some needs to go to the general fund. He said he would like to see some of those monies set aside for one-time usage and focus on the streets of San Bruno.

Councilmember Medina expressed his concerns for the unfunded liabilities in the City and what types of steps for the self-insurance are being taken.

Kraetsch said in FY 14-15 they were able to reduce the deficit from about \$800,000 to \$500,000. She also said her and her staff have attended some training to look at ways to start reducing that. She said the percentage allocated to FY 15-16 for unfunded liability is 12.78%

Councilmember Ibarra said this budget is a good one and staff has taken an approach to address some needs that needed to be addressed.

Councilmember Ibarra introduced the resolution for adoption and passed with a unanimous vote.

Mayor Ruane thanked staff.

Vice Mayor Salazar asked for a study session on the enhancements and he preferred not to act on it tonight. **Councilmember O'Connell** concurred, as well as the rest of the Council.

b. Hold Public Hearing and Adopt Resolution Amending the Master Fee Schedule for 2015-16 Establishing Fees for Municipal Services.

Finance Director Kraetsch gave a powerpoint overview of the Master Fee Schedule and asked for questions.

Councilmember Medina asked if all the Parks and Recreation Commission or the Senior Advisory Board vote on the fee increases. **Community Services Director Burns** said yes with the exception of the fee increase at Beckner Shelter.

Councilmember Ibarra said there are fees being charged greater than the San Bruno School District. He said San Bruno organizations that are benefiting the community should get a better break. He asked the Parks and Recreation Commission study this. He also said he is not in favor of increasing after school adventures.

Burns said for the anticipation of the Master Fee Schedule, staff did an extensive survey of San Mateo County that had similar programs. She said our community is getting a very fair price for a very good service.

Councilmember Ibarra and **Burns** talked about the deposit on Beckner Shelter vs. no deposits on the other picnic areas.

Councilmember Medina asked the surveys of the other cities be provided to Council.

Mayor Ruane opened the Public Hearing. No one wished to speak.

M/S Ibarra/Medina to close the public hearing

Councilmember Ibarra introduced the resolution for adoption and asked that #14, after school adventures not be increased and passed with a unanimous vote. **City Manager Jackson** said they will bring back the information on what other communities are charging.

11. Receive Annual Report from the Citizens Crime Prevention Committee. (Moved to follow Item 8.)

Mary Mahon introduced members of the Citizens Crime Prevention Committee. After introducing the members of the Committee and thanking staff, **Mary Mahon** and **Marie Kayal** gave an overview of the things the Committee has done over the past year. They invited everyone to participate in National Night Out on August 4. They talked about what they plan to do in the future.

Police Officer Hoyer said a big night is being planned for National Night Out, Tuesday, August 4 at 6:00 p.m. He said on that night the Citizens Crime Prevention Committee will be at Grundy Park passing out packages.

Mayor Ruane thanked them for all the work they do.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Robert Riechel, 7th Ave. asked when the City will be giving us an update on the grade separation and the latest on our arch.

Hani Kaileh, Trenton Dr. talked about the concrete ramps in his driveway. He said today he received a notice and a phone call notifying him this item would not be discussed in this meeting, and it was deferred until further notice. Asked if there will be a time and place for a meeting to all the people affected by this decision.

Gary Delatone, Trenton Dr. said all the things stated in the letter he received were non-factual. He has no idea what is going on up there. He talked about fire safety and said all the debris on the road behind his house was left in the center of the eucalyptus trees.

Michael Hella, Claremont Dr. talked about the modification to his driveway approach and the fact it is not blocking anything. He said he has counted over 26 of these approaches installed.

Ryan Mrsny, Kains Ave. read a letter from John Polletti who said they are underselling the space at the Crossing Hotel. It should be on the open market so the citizens of San Bruno can get the most for the land they are selling. The land is greatly undervalued.

Guy Wright, Trenton Avenue said he received a letter from San Bruno's Chief Engineer and he was very surprised at the allegations within it. He could not find factual backing behind it. He asked all the information he asked for be provided.

Marty Medina, Garden Ave. talked about the hotel and how the City could give about 4 million dollars to a billion dollar developer. He asked the questions asked by Mr. Mrsny be held in a public forum. He announced the San Bruno Community Foundation would be meeting on June 29 at the Senior Center at 6:30 p.m. He announced his candidacy for San Bruno's City Council for 2015. Please visit Medina for San Bruno 2015.com, his phone number is (650) 741-1055 or email at sanbrunotruth@gmail.com.

City Manager Jackson addressed the letter that went to residents throughout the City, not uniquely on Trenton Drive. Staff received a request that an item be brought forward to the City Council yesterday in recognition of the resident's interest. In having an opportunity to discuss this item further, staff has disseminated a letter that identifies a time and a place for a public meeting where this item can be discussed in more detail.

10. CONDUCT OF BUSINESS:

a. Adopt Resolution:

- Calling for the Holding of an All-Mailed Ballot General Municipal Election to be Held on Tuesday, November 3, 2015, for the Election of Certain Officers as Required by the Provisions of Laws of the State of California Relating to General Law Cities;
- Requesting the Board of Supervisors of the County of San Mateo Render Specified Services to the City Relating to the Conduct of a General Municipal Election to be Held on Tuesday, November 3, 2015;
- Requesting the Board of Supervisors of the County of San Mateo to Consolidate a General Municipal Election to be Held on November 3, 2015, with Other Elections to be Held on the Same Date Pursuant to §10403 of the Elections Code;
- Requesting the Consolidation to Include Notice of the Measures to be Voted on Regarding Making the Positions of City Clerk and City Treasurer Appointive;
- Adopting Regulations for Candidates for Elective Officer Pertaining to Candidates' Statements Submitted to the Voters at an Election to be Held on Tuesday, November 3, 2015.
- Giving Notice of Election

City Clerk Bonner gave an overview of the staff report and asked questions.

Councilmember Ibarra asked when the County will know if their pilot program will be accepted. **Bonner** said she would get back to him with an answer.

b. Adopt Resolution Approving Cable Television Service Rates Effective September 1, 2015.

Acting Director Firpo gave an overview of the staff report and asked for questions.

Vice Mayor Salazar commended the staff. He asked if this could be deferred until we have our Study Session on the budget enhancements. He wants to look at the big picture.

Councilmember O'Connell introduced the resolution for adoption and passed with a unanimous vote.

c. Adopt Resolution Authorizing the City Manager to Purchase a Video Inspection Truck from Aires Industries, Inc. in the Amount of \$249,984 and Appropriating \$34,984 from the Wastewater Enterprise Fund.

Public Services Deputy Director Burch gave an overview of the staff report, opening with a short video showing the sewer system and asked for questions.

Councilmember O’Connell asked if this can also be used to look through storm drains. **Burch** said yes. **Councilmember O’Connell** asked if it could look at a small diameter or a large diameter and still have a good picture. **Burch** said it is really high definition with a rotating head.

Councilmember Medina asked how much of the \$70,000 is being used. **Burch** said when the contract was approved in 2013, the figure was determined for what we thought we had to do for sso’s as well as a few incidents during the year. **Councilmember Medina** asked about the cost for training staff and how many staff and who would be maintaining the vehicle and what would be the annual cost. **Burch** said the vendor will provide some training and they will do PAPC training which is a couple of thousand dollars for our crew. He said most of the time there will be two men in the truck, there are other lines that one person can take care of. The vehicle is a truck body and would require regular maintenance from our garage, the equipment has a one-year warranty and is pretty maintenance free.

Councilmember Ibarra asked how much more we will be able to do the work with this investment, as well as staffing/training, etc. **Burch** said in talking with other cities everyone is pretty much in the same boat. He said they plan on having staff reductions in two areas. When the contractor comes to town, we have to dedicate staff on hand to clean, direct them where to go or what to do. That staff time will be reallocated. It is going to be a busy time on the front end until follow-up to the 2012 work. He said the other efficiency we will gain is the ability to monitor the activities and better adjust the schedule which will make our cleaning more efficient which will allow us time to spend with CCTV.

Vice Mayor Salazar said this would have been more credible had we seen a program rather than being presented with a vehicle. He said he believed there were a number of pieces that are critical to understanding the bottom line. He also said he would like our real cost and what will be saved by doing this. He said the more new lines that are installed, the less need there will be for this type of equipment.

Councilmember O’Connell asked if the Baykeepers wants this done every five years. **Burch** said Baykeepers required the City to do an initial inspection and assessment. We are also required to inspect after any sso but it also required us to monitor all of the Grade 5’s.

Councilmember O’Connell said this still looks like a bargain and introduced the resolution for adoption with Mayor Ruane, Councilmembers Ibarra and O’Connell voted yes and Vice Major Salazar and Councilmember Medina voted no.

Mayor Ruane called a short recess.

d. Receive Report and Provide Direction Regarding the City Council Meeting Agenda Format.

City Manager Jackson gave an overview of the staff report and asked for questions.

Robert Riechel, 7th Ave. asked why a citizen requesting an item to be pulled would be detrimental to openness of a meeting.

Mayor Ruane asked this be changed to streamline the process.

Councilmember Medina says it looks like it was removed on March 10. He talked about formats and he believed this should have come up to the Council. Going forward he would like this go before Council as a whole. He requested citizen be put back in.

Councilmember O’Connell said the part being discussed isn’t clear and maybe it needs to be more clear.

Councilmember Ibarra said there could be someone who wants to talk and he would like it back.

Mayor Ruane said the information on the consent calendar is readily available. He said he didn’t believe the Consent Calendar should be a reason to go through this whole thing. His intent was to streamline the process.

Councilmember Medina said any changes should come to the Council.

Councilmember O’Connell said all questions should be requested prior to the vote, then all items could be voted on after. She stated “no separate discussion unless requested prior to the vote.” Implying anyone can question before a vote.

City Attorney Zafferano said the Council has broad discretion as to how they want their meetings to run.

Vice Mayor Salazar said he liked the idea of having one vote with questions up front. The remainder of Council was in agreement.

Adopt Resolution Authorizing the City Manager to Execute a Construction Contract with Oliver DeSilva Inc. dba Gallagher & Burk, Inc. for the 2015 Street Rehabilitation Project in the Amount of \$2,170,219, Approving a Construction Contingency of \$325,600, and Approving a Total Budget in the Amount of \$2,737,919.

Deputy Director Tan gave an overview of the staff report and asked for questions.

Councilmember O’Connell asked if the additional streets came from resident complaints. She said do more complaints get more action? **Interim Director Razavi** said these streets have been on the radar for several years. **Councilmember O’Connell** said there were streets which she thought were more appropriate, specifically Huntington. **Tan** said it would not be cost-effective to replace that street at this time because of other sewer work that will be taking place there.

Councilmember O’Connell said the map that shows the streets gets very confusing and difficult to explain to anyone that might ask what we are doing.

Councilmember Medina shared the thoughts that Councilmember O’Connell presented. He said there is a perception other streets are getting done. He said it needs to be more user friendly for us as well as the residents.

Mayor Ruane suggested an overlay that can show the streets that are going to be done and the projected streets that will be done after those projects.

Vice Mayor Salazar introduced the resolution for adoption and passed with a unanimous vote.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Receive Annual Report from the Citizens Crime Prevention Committee. (Moved to follow Item 8.)

12. COMMENTS FROM COUNCIL MEMBERS:

Mayor Ruane said the Mayor's Council on Pipeline Safety Site is now up and can be found at www.mayorscouncilpipelinesafety.com. He said he did a presentation at the Mayor's Convention in San Francisco last weekend.

13. CLOSED SESSION:

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 9:58 p.m. The next regular City Council Meeting will be held on July 14, 2015 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
at the City Council Meeting of
July 14, 2015



Carol Bonner, City Clerk



Jim Ruane, Mayor

