



"The City With a Heart"

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

**CITY COUNCIL
SPECIAL MEETING – CLOSED SESSION
MINUTES**

June 24, 2014

6:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on June 24, 2014 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 6:00 p.m.

2. ROLL CALL:

Presiding was Mayor Ruane, Vice Mayor Medina, Councilmembers Ibarra, O'Connell and Salazar. Recording by City Clerk Bonner.

3. PUBLIC COMMENT ON ITEMS NOT ON AGENDA: None.

4. CONDUCT OF BUSINESS:

Mayor Ruane said they would be going into closed session with no reportable action.

Conference with Legal Counsel--Existing Litigation pursuant to Government Code section 54956.9(d)(1): City of San Bruno v. California Public Utilities Commission.

4. ADJOURNMENT:

The next Regular City Council Meeting will be held on June 24, 2014; at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno, CA.

Respectfully submitted for approval
at the City Council Meeting of
July 8, 2014



(Carol Bonner, City Clerk)



Jim Ruane, Mayor



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MINUTES SAN BRUNO CITY COUNCIL

June 24, 2014

7:00 p.m.

1. **CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on June 24, 2014 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:00 p.m. **Mayor Ruane** thanked the Garden Club for the beautiful flower arrangement.
2. **ROLL CALL/PLEDGE OF ALLEGIANCE:**

Presiding was Mayor Ruane, Vice Mayor Medina, Council members Ibarra, O’Connell and Salazar. **City Clerk Bonner** led the pledge of allegiance.
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 July 4th holiday. Information about City regulations concerning proper use of safe and sane fireworks is available on the City website at www.sanbruno.ca.gov.
 - b. **Mayor Ruane** said the Regular City Council Meeting of August 12, 2014 is cancelled.
4. **PRESENTATIONS:** None.
5. **REVIEW OF AGENDA:** **Mayor Ruane** asked 10e. and 10d. be reversed.
6. **APPROVAL OF MINUTES:** Special Council Meeting of June 3, 9, and 11 and Regular Council Meeting of June 10, 2014, approved as submitted.
7. **CONSENT CALENDAR:**
 - a. **Approve:** Accounts Payable of June 9 and 16, 2014.
 - b. **Approve:** Payroll of June 1, 2014
 - c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated May 31, 2014.

M/S Medina/Ibarra to approve the Consent Calendar and passed with all ayes.
8. **PUBLIC HEARINGS:**
 - a. Hold Public Hearing and Adopt Resolution Amending the Master Fee Schedule for 2014-15 Establishing Fees for Municipal Services.

Interim Finance Director O’Leary gave an overview of the staff report and summarized some of the changes and asked for questions.

Vice Mayor Medina had several suggestions:

- 1) There be a written provision to refund money for a candidate if the candidate fee is less than \$550;
- 2) On Page 47 he asked miscellaneous uniformed officers if it was for San Bruno police officers or security personnel? **O'Leary** said where off-duty officers are called in. **Vice Mayor Medina** asked at \$80.00 an hour, on time and a half, does that cover the cost to the City? **O'Leary** said at \$80.00 for the average police officer would cover the overtime cost. **Chief Telford** concurred;
- 3) On Page 43 when it comes to violations are the dollar amounts set by statutes? **City Manager Jackson** said those numbers are based on California law.
- 4) On Page 48 there are various fees for various rooms. He noted at the Senior Center the Fridays are being eliminated and asked why that change occurred. He also noted facility attendant's costs are not included to group one and two. **O'Leary** said the direct cost is the \$15. attendance fee. The senior various time periods and different days of the week have been stricken at the recommendation of the department and the way the center is facilitated and the rates shown here are the proposed rates at all times;
- 5) Going back to the gym there is a charge of \$50. plus another \$15. **O'Leary** said it is \$65. and in the final production they will attempt to make it more clear;
- 6) On the outdoor rentals, Page 49, the sites should be stipulated as to what is a small, what is a medium and what is a large;
- 7) Regarding the alcohol permit and the whether the \$15 fee is for administrative staff time. **O'Leary** said that reflects the cost of both issuing the permits and clean-up costs.
- 8) Under the pool, to bring things to the correct status, he said three lifeguards required for a private party of up to 49 and four lifeguards for 50 or more. He said 100 people would still require just the four.
- 9) On the concession stand it states, per two weeks, and if a group wishes to use it on a special occasion, could it be rented for a weekend? **O'Leary** said no.
- 10) On the lighting costs for the athletic field, he wanted to be sure the fees cover the cost for the usage of lights.

Councilmember Ibarra asked that the alcohol permit clearly states what it is for. He also said at a future meeting he would like to discuss some of these group categories.

Mayor Ruane opened the public hearing. No one wished to speak.

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

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

b. Hold Public Hearing and Adopt Resolution Approving the 2014-15 City Manager's Recommended Operating Budget for General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds.

Adopt Resolution Approving the City's Appropriations Limit (Gann Limit) of \$34,720,090 for 2014-15.

Councilmember Ibarra asked if there was going to be any more elaboration on the questions asked from the study session. **City Manager Jackson** said it was not staff's intent to produce any additional information although there are a couple of topics that warrant a more robust discussion.

Vice Mayor Medina said he saw the code action plan and he said he believed that needed more detail. He said if this budget is approved and that position goes out, he said a further study session is appropriate.

Interim Finance Director O'Leary said the proposed budget was delivered to Council on May 31, 2014 and two study sessions followed. He gave an overview of the budget in a powerpoint presentation and asked for questions.

Councilmember Ibarra asked about the 62% for public safety and how does that compare to other cities. **O'Leary** said historically he believed 50% is where it should be and he believed the PERS rates have driven these numbers up.

Mayor Ruane opened the public hearing.

Clarice Veloso, Development Director, HIP Housing thanked the City for their ongoing support of affordable housing and highlighted San Mateo County housing statistics.

Marty Medina, Garden Ave. said it was great to hear there was a budget surplus. He wished there was additional funding to provide San Bruno an emergency notification system, more technology. He commended the City for the addition of another code enforcement officer. He suggested additional funding for the medians and a kiddie-park at 324 Florida. He also talked about a kiddie-park downtown. Lastly, he suggested selling the property on Catalpa as a means of additional resources.

M/S Ibarra/Medina to close the public hearing and passed with all ayes.

Mayor Ruane said we are part of the CAN System, Community Alert Network and there was a presentation by the Police Chief at one of the study sessions where he shared their new alert system. He said they would take a look at Florida Ave. and he believed there was something at Catalpa that precludes them from building. **City Manager Jackson** said the PG&E line runs next store to the Catalpa building.

Vice Mayor Medina said there was a presentation at one of the study sessions by Chief Telford where people will be able to go on line to see what is going on in their neighborhood. He said as far as the budget is concerned, staff goes through a lot of detail, as he himself did, and his due diligence comes from caring how our monies are spent. He was concerned about the recreation center coordinators. He asked before the code enforcement officer is finalized, staff come back with an action plan. He said PERS should be a topic of discussion. He said he would like to see how things are going when staff changes are made. He said our part-time temporary staff should be looked at and brought back to Council. He also thanked staff for their time in getting the budget done timely.

Councilmember Ibarra thanked staff for what has been done in the past ten years to improve everything and said he was in favor of this budget.

Councilmember O'Connell clarified Mr. Medina's reference to surplus monies of \$700,000. plus, and once the new costs and possible tentative costs are subtracted, it is down to \$159,000. She talked about San Mateo Ave. and the more you get people involved in their surroundings, the more pride they have in that. She also thanked staff for all they have done.

Councilmember O'Connell talked about grants to replace trash containers on San Mateo Ave. Public parking on the East Side of San Mateo Ave. needs to be looked at, the parking striping, etc. She asked how this could go together with the transportation corridor plan. She said she didn't know if we needed to amend the budget or add it to transportation.

Mayor Ruane asked something come back to Council on those requests.

Councilmember O'Connell introduced the resolution approving the 2014-15 City Manager's Recommended Operating Budget for General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds and passed with a unanimous vote.

Councilmember O'Connell introduced the resolution approving the City's Appropriations Limit (Gann Limit) of \$34,720,090 for 2014-15 and passed with a unanimous vote.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Robert Riechel, 7th Ave. updated Council on information from the San Mateo County Mosquito and Vector Control District. He said recent results have been negative and at this time there is no further treatment needed.

10. CONDUCT OF BUSINESS:

a. Receive Oral Report from Recology on Establishment of the Organics Program.

Kristen Pinochi, General Manager, Recology gave a powerpoint presentation on San Bruno's Organics Program. **Councilmember Ibarra** and **O'Connell** and **Vice Mayor Medina** thanked Recology. **Councilmember O'Connell** asked if Recology could come back in a year.

Councilmember Salazar questioned the number in the tables. He said he didn't see much change in the garbage. **Pinochi** said she could come back to Council with answers.

b. Adopt Resolution Accepting the Recommendation from the Culture and Arts Commission to Change the Location for the Installation of the Centennial Mosaic Mural from Sneath Lane to Posy Park and Authorize a Project Change Order of \$6,400 from the City's Art Fund.

Assistant Community Services Director Alita gave an overview of the staff report which asked to change the location of the Centennial Mosaic Mural from Sneath Lane to Posy Park with an increased cost and asked for questions.

Councilmember Ibarra asked if there were any visuals. **Alita** said the artist has been given elevation plans which will be brought back for viewing.

Culture and Arts Commissioner Parker asked for faith on the part of Council.

Councilmember O'Connell asked if we needed permission from Caltrain and City Manager Jackson said no.

Culture and Arts Commissioner Tobin said if the mural were placed on Sneath Lane it would not be able to be lit. She said they were asking for Council's approval to move it to Posy Park.

Mayor Ruane shared his experience meeting with the artist at the Culture and Arts Commission meeting and said she shared her excitement over the relocation.

Vice Mayor Medina said anything that can be given to Council visually in an expedited manner should be done so.

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

City Manager Jackson said they would return to Council as soon as they have a visual, hopefully by July 22.

c. Receive a Grant Request from the San Bruno Lions Club to Complete Repairs and

Improvements at the Portola Performing Arts Center.

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

Councilmember Ibarra made comments about the proposed improvements and asked if the City could provide a grant of some funds.

Councilmember Salazar said this was identified as a needed repair by staff and asked had the Lions not come forward and volunteered to do some of this work, at what point would the City have undertaken this project? **City Manager Jackson** said probably in the next couple of months we would have proceeded with the necessary actions to engage the contract through the competitive bidding process.

Councilmember O'Connell clarified if the Lions are willing to do all the work they outlined before and do a new roof also with some financial help within the timeline discussed before?

Councilmember Ibarra said this is why the letter came in and the window is July.

City Manager Jackson said the Lions estimated the value of the improvements to be at \$30,000. with additional costs to be added to do the roof. Staff will return at the next meeting with a resolution in the \$10,000 to \$20,000 range.

Vice Mayor Medina suggested this come back to Council with an appropriate amount.

d. Adopt Resolution Authorizing the City Manager to Execute an Amended Agreement between the City of San Bruno, City of Millbrae, and the Central County Fire Department for Shared Fire Chief Services.

e. Adopt Resolution Amending the Agreement for Shared Deputy Fire Chief, Fire Marshall and Division Chiefs Between the Cities of Millbrae and San Bruno.

Fire Chief Ladas gave an overview of the staff report with a history of what has occurred and asked for questions.

Vice Mayor Medina introduced the resolution amending the agreement for shared Deputy Fire Chief, Fire Marshall and Division Chiefs Between the Cities of Millbrae and San Bruno with Side letters with six months and passed with a unanimous vote.

Fire Chief Ladas gave an overview of extending the agreement between the City of San Bruno, City of Millbrae and the Central County Fire Department for Shared Fire Chief Services.

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

f. Adopt Resolution Authorizing the City Manager to Execute Contracts and Appropriating Funds for the Kains Avenue and San Mateo Avenue Sewer Bypass Improvements Project:

1. Authorizing Construction Contract with KJ Woods Construction, Inc. in the Amount of \$1,018,000. with a Construction Contingency of \$152,700;

2. Authorizing Contract with Vali Cooper & Associates, Inc. for Construction Inspection Services in an Amount not to Exceed \$75,565;

3. Appropriating an Additional \$274,000 in Wastewater Capital Funds to the Project for a Total Project Budget of \$1,510,100.

Associate Engineer Dahu gave an overview of the staff report and asked for questions.

Councilmember O'Connell suggested the contractor have a phone number available so the residents have a place to call. She suggested maybe there could be a meeting at the Legion Hall to let the residents know what is happening.

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

g. Receive Report 10-year Capital Improvement Program Work Plan for Sewer and Water Main Replacement.

Public Services Director Fabry gave opening remarks and introduced **West Yost Associate's Consultant Polly Boissevain** who gave a powerpoint presentation and asked for questions.

h. Receive Report and Provide Direction Regarding Alternatives for Repair and Replacement of Private Sewer Laterals.

Public Services Director Fabry and **Deputy Director Birch** gave an overview of the staff report, discussed warranty programs, grant programs, and other alternatives and asked for acceptance of the report and guidance on staff's next steps.

Councilmember Salazar said in the case where the City does not respond to a blockage (as an alternative), the homeowners would then have to call a private plumber.

Vice Mayor Medina whatever path the Council takes, it needs public input/education, really getting out there. He asked the headquarters of the warranty programs. **Birch** said one is on the east coast, the other in the middle of the country. He said they could provide that information. **City Attorney Zafferano** said neither of the companies had any deductibles for coverage, it was monthly premium and they paid whatever the cost was.

Vice Mayor Medina suggested we look at our neighboring cities for guidance.

Councilmember O'Connell said they were trying to find a happy medium. She said the City has been taking care of it since 1986 and people are used to it and expect it and this would be a drastic change.

Robert Riechel, 7th Ave. said the citizens were led to believe if they had the right clean out the City was going to take ownership up to a certain point. If that is going to change, the City needs to be really strong in their justification. The people really need to be advised with a meeting or two.

Mayor Ruane said the City has done a number of things that have been free gratis for the citizens, but now it is costing way more than we are able to absorb. He said other cities have the homeowner take responsibility for that and he believes that is what we need to do going forward.

Councilmember Salazar said homeowners who took advantage of that program and had cleanouts installed, still have a huge advantage in reduction of cost.

Councilmember Ibarra said we need to get into a simple education process to let everyone know what this means and maybe there should be a study session.

Vice Mayor Medina said this should have been on our radar based on the figures from 2011 to 2012. He said the public needs to be brought to the table along with the rest of us.

Councilmember O'Connell said she believed she heard everyone say we needed to move, but it needed to be slow in the direction of having the homeowner take more responsibility. She said the

warranty and grant programs need to be looked at. **Birch** said maybe a community meeting could be held with one of the warranty companies.

i. Adopt Resolution Accepting Roadway Improvements Along Pacific Bay Vistas Circle, Susan Drive and Highland Drive.

Associate Engineer Cervantes gave an overview of the staff report and asked for questions.

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

j. Adopt Resolution Authorizing the Purchase of Four Ford F-350 Trucks and Three Ford Explorer Police Vehicles from Downtown Ford of Sacramento, California in the Total Amount of \$260,100.

Management Analyst Wood gave an overview of the staff report and asked for questions.

Councilmember Salazar asked about the dump truck. **Fabry** said at the time the CIP was approved, staff looked at reducing the size of the fleet including sharing with parks.

Councilmember Salazar said the Police SUV’s are about 50% higher than we paid for the Crown Victoria. He asked if some of the cost is attributable to equipping them with specialized equipment and can some of that equipment be recycled? **Police Chief Telford** said the police explorer is about \$6000. more than the Crown Victoria. He said the equipment going into the explorer is not compatible with the Crown Victoria; however, going forward, it will be able to be used with future vehicles purchased.

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

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

12. COMMENTS FROM COUNCIL MEMBERS:

Vice Mayor Medina said he had visited Chris Pallas and he was turning 90 this month and he wished him a happy birthday.

13. CLOSED SESSION:

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 10.07 p.m. The next regular City Council Meeting will be held on July 8, 2014 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 8, 2014


Carol Bonner, City Clerk


Jim Ruane, Mayor