



"The City With a Heart"

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

**SPECIAL MEETING  
MINUTES  
CITY COUNCIL CLOSED SESSION**

**January 24, 2012**

**6:00 p.m.**

- 1. ROLL CALL:** The meeting was called to order at 6:00 p.m. Presiding was Mayor Ruane, Vice Mayor Salazar, Council Members Ibarra, Medina and O'Connell. Recording by Clerk Bonner.
- 2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:** None.
- 3. CONDUCT OF BUSINESS:**

**Mayor Ruane** said they would have a Conference with Legal Counsel, Anticipated Litigation (one case) Significant Exposure to Litigation Pursuant to Government Code 54956.9 (b) with no reportable action.

**4. ADJOURNMENT:**

The next Regular City Council Meeting will be held on January 24, 2012, at 7:00 pm at the Senior Center, 1555 Crystal Springs Road.

Respectfully submitted for approval  
at the regular City Council Meeting of  
February 14, 2012

  
\_\_\_\_\_  
Carol Bonner, City Clerk

  
\_\_\_\_\_  
Jim Ruane, Mayor



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**MINUTES**  
**SAN BRUNO CITY COUNCIL**  
**&**  
**SAN BRUNO REDEVELOPMENT AGENCY**

**January 24, 2012**

**7:00 p.m.**

1. **CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on January 24, 2012 at the San Bruno Senior Center, 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:00 p.m.
2. **ROLL CALL/PLEDGE OF ALLEGIANCE:** Presiding was Mayor/Chair Ruane, Vice Mayor/Vice Chair Salazar and Council/Board Members Ibarra, Medina and O'Connell. Recording by Clerk Bonner. **City Clerk Bonner** led Pledge of Allegiance.  

Mayor Ruane thanked the San Bruno Garden Club for the beautiful flower arrangement.
3. **ANNOUNCEMENTS: Mayor Ruane** announced there will be a Crestmoor/Glenview meeting to talk about the extent of proposed improvements and the schedule of work planned on Thursday evening at 7:00 at Church of the Highlands. He also said there would be a Crestmoor/Glenview gathering on Saturday from 2:00 to 4:00 at the San Bruno Senior Center where coffee and dessert will be served. City staff will be on hand to answer questions.  

Wastewater Services Manager Bosch gave an update on the gas pipe leak that took place at 556 Chestnut Ave. today and reported all residents should have gas service by 11:00 p.m. tonight.
4. **PRESENTATIONS: Mayor Ruane** presented a 25<sup>th</sup> anniversary proclamation to Senior Advisory Board Member Goff who thanked the City for all they do.
5. **REVIEW OF AGENDA: Mayor Ruane** moved Item 11. to follow Item 8.
6. **APPROVAL OF MINUTES:** None.
7. **CONSENT CALENDAR:**
  - a. **Approve:** Accounts Payable of January 9 and 17, 2012.
  - b. **Approve:** Payroll of January 1, 2012.
  - c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated December 31, 2011.

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

**8. PUBLIC HEARINGS:**

Hold Public Hearing, Waive Reading and Introduce an Ordinance of the City of San Bruno Repealing San Bruno Municipal Code Sections 2.36.070 through 2.36.140 and Amending Section 2.36.150 Relating to the Personnel Board.

**Human Resources Director Yuki** gave an overview of the staff report and asked for questions.

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

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

**Councilmember Medina** said he approved all the changes except for the elimination of the membership going from five to three. He said there were people from the community who were interviewed and prepared to serve and fill the vacancy we have. He said we are asking our citizens to be engaged and active in this community and this is one part to get a cross-section of diversity of our community to serve. He said by us eliminating it down to three, a sub-committee of one and a quorum of two was not in the best interest of the Board nor for us as a precedent by this Council encouraging those residents in our community to serve.

**Councilmember O'Connell** said the Personnel Board has had a big turnover and after they serve, they realize what they thought they were going to be doing is not actually what they have done. She also said there isn't a lot of business to be done on the Board at this time. She said it is time to move on to this venue.

**Councilmember Medina** noted the Board would be going to quarterly meetings but he also believed if the Board was asked they would be willing to take on additional tasks, which they could tell us if they were available.

**M/S O'Connell/Ibarra** to waive the first reading and passed with all ayes.

**Councilmember O'Connell** introduced the ordinance for adoption and passed with four ayes and one no, Councilmember Medina.

**11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:** (moved to follow Item 8.)

Receive Annual Report from the Personnel Board.

**President Ed Fuentes** introduced the members of the Board and gave a review of what they have done over the last year and what they plan to do going forward.

**9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.

**10. CONDUCT OF BUSINESS:**

a. Receive and Accept the Annual Audit and Financial Statements for the City and the Redevelopment Agency.

Adopt Resolution Accepting the City's Comprehensive Annual Financial Report (CAFR), Single Audit, and Measure A Funds Audit Report for the Fiscal Year Ended June 30, 2011.

Adopt Resolution Accepting the City's Comprehensive Annual Financial Report (CAFR) and the San Bruno Redevelopment Agency Audit Report for the Fiscal Year Ended June 30, 2011.

**Finance Director Juran** introduced Ahmad Gharaibeh from Vavrinek, Trine, Day & Company, LLP who gave a powerpoint presentation summarizing the findings of the City's comprehensive annual financial audit.

**Councilmember Medina** asked about segregation of duties. **Gharaibeh** said they were segregated as it relates to cash receipts, disbursements and accounts payable and it passed 100%. As it relates to payroll, it was noted they could access human resources and human resources could access payroll and this was corrected.

**Councilmember Medina** asked if there were any assessment views on policies and procedures. **Gharaibeh** said they look only to the extent they apply to the financial situation.

**Vice Mayor Ibarra** introduced the resolution accepting the City's Comprehensive Annual Financial Report (CAFR), Single Audit, and Measure A Funds Financial Report for adoption and passed with a unanimous vote.

**Vice Chair Ibarra** introduced the resolution accepting the City's Comprehensive Annual Financial Report and the San Bruno Redevelopment Agency Audit Report for adoption and passed with a unanimous vote.

b. Adopt Resolution Amending the Enforceable Obligation Payment Schedule for the San Bruno Redevelopment Agency.

**Finance Director Juran** gave an overview of the staff report and asked for questions.

**Councilmember Medina** asked if more information would be provided regarding the duties of the oversight committee? **Finance Director Juran** said this would come back at a separate meeting. The seven member board is made up of two appointed by the Mayor, two members come from the County Board of Supervisors, one comes from the County Superintendent of Education, one is an appointee of the Chancellor of the California Community College District and one other member is an appointee of the largest special district entity in the County.

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

c. Adopt Resolution Approving City of San Bruno Investment Policy.

**City Treasurer Marty** gave an overview of the staff report and asked for questions.

**Councilmember Salazar** introduced the resolution for adoption and passed with a unanimous Vote.

d. Adopt Resolution Authorizing the City Manager to Execute a Two-Year Sewer Spot Repair Contract with Trinet Construction, Inc. in an Amount Not to Exceed \$1,203,500.

**Public Services Director Fabry** gave an overview of the staff report and introduced **Wasterwater Manager Bosch** who gave a powerpoint presentation of the sewer lines and asked for questions.

**Councilmember Salazar** asked if there was an opportunity to use different material to prevent those types of conditions? **Fabry** said in each situation an assessment will be made of how many locations there are on a segment of pipe, how many spot repairs need to be performed, then those spots are not repeated but the whole section of the main is replaced thereby not making it a spot repair, but a main replacement.

**Bosch** gave an explanation of pipebursting to **Councilmember O'Connell**.

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

e. Adopt Resolutions Authorizing Construction and Design Work Associated with the Crestmoor (Glenview) Neighborhood Reconstruction Project.

Resolution Authorizing the City Manager to Execute a Construction Contract for the Crestmoor (Glenview) Neighborhood Reconstruction – Phase I Water System Improvement Project with Casey Construction, Inc. in the Amount of \$517,457 and Approving a Construction Budget of \$645,000.

Resolution Amending the Contract with BKF Engineers, Inc. for Design Engineering Services Related to the Crestmoor (Glenview) Neighborhood Reconstruction and Increasing the Contract Amount by \$405,100.

**Mayor Ruane** asked if we have flexibility in requiring these contractors be union? **City Attorney Zafferano** said the City is required to pay prevailing wage.

**Project Manager Burrowes** gave an overview of the staff report in a powerpoint presentation.

**Mayor Ruane** asked what comes after Phase I? **Burrowes** said the future phases would include the replacement of water/sewer lines/storm drain lines throughout the entire neighborhood, based on direction from Council.

**Mayor Ruane** asked if the BFK amendment encompassed the entire neighborhood? **Burrowes** concurred.

**Councilmember O'Connell** asked about potholing of utilities? **Burrowes** said it is excavating down to verify the depth and location of utilities. He also noted that if the Council decided to go underground with utilities, those costs are not included.

**Councilmember O'Connell** introduced the resolution authorizing a construction contract with Casey Construction and passed with a unanimous vote.

**Councilmember O'Connell** introduced the resolution amendment the contract with BKF Engineers and passed with a unanimous vote.

f. Receive Report Regarding Bay Area Water Supply and Conservation Agency's (BAWSCA) Sustainable Landscape Project at Fire Station 51.

**Community Services Director Schwartz** gave an overview of staff report and asked for questions.

**Councilmember O'Connell** expressed her excitement over the project and suggested maybe sign-ups could take place at Operation Clean Sweep. **Schwartz** said that could be done and there also will be a lot of advertisement.

g. Adopt Resolution Approving the Final Map and Accepting Dedication of Land for Public Use for the Cedar Mills Subdivision.

**Interim City Engineer Razavi** gave an overview of the staff report in a powerpoint presentation and asked for questions.

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

**11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:**

Receive Annual Report from the Personnel Board (moved to follow Item 8.)

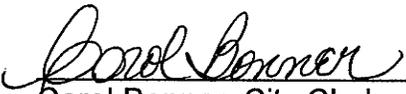
**12. COMMENTS FROM COUNCIL MEMBERS:**

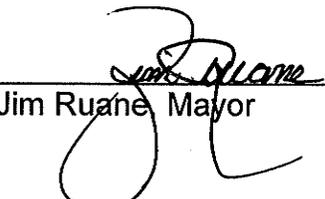
**13. CLOSED SESSION:**

**14. ADJOURNMENT:**

**Mayor Ruane** closed the meeting at 8:22 p.m. The next regular City Council Meeting will be on February 14, 2012 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval  
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