



“The City With a Heart”

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

CITY COUNCIL SPECIAL MEETING MINUTES

November 27, 2012

6:30 p.m.

- 1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on November 27, 2012 in the Library at the San Bruno Senior Center, 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 6:30 p.m.
- 2. ROLL CALL:** Presiding was Mayor Ruane, Vice Mayor Ibarra, Council Members Medina, O’Connell and Salazar. Recording by Clerk Bonner.
- 3. CONDUCT OF BUSINESS:**

Mayor Ruane said they would conduct interviews to fill vacancies resulting from Resignations and term expirations on the City of San Bruno’s Citizen Advisory Commissions, Boards and Committees. Applicants present were Tim Ross, Jeffrey Tong, Mathew Sum, Mary Lou Johnson and Sujendra Mishra.
- 4. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
- 5. ADJOURNMENT:**

Mayor Ruane closed the meeting at 6:48 p.m. The next regular City Council Meeting will be held on November 27, 2012 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
at the Special City Council Meeting of
December 11, 2012

Carol Bonner, City Clerk

Jim Ruane, Mayor



“The City With a Heart”

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

MINUTES
SAN BRUNO CITY COUNCIL
NOVEMBER 27, 2012
7:00 p.m.

Meeting Location: Senior Center, 1555 Crystal Springs Road, San Bruno

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on November 27, 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.

Mayor Ruane thanked the San Bruno Garden Club for the beautiful floral arrangement.

2. ROLL CALL/PLEDGE OF ALLEGIANCE: Presiding was Mayor Ruane, Vice Mayor Ibarra, Council Members Medina, O’Connell and Salazar. Recording by Clerk Bonner. **Human Resources Director Yuki** led the Pledge of Allegiance.

3. ANNOUNCEMENTS:

Mayor Ruane announced there would not be a City Council Meeting on the Fourth Tuesday in December. The only Regular City Council Meeting in December will be held on December 11, 2012.

4. PRESENTATIONS: None.

5. REVIEW OF AGENDA: None.

6. APPROVAL OF MINUTES: Special City Council Meeting of October 3 and November 15, 2012. **City Clerk Bonner** said there were some minor changes to the minutes of October 3 that did not change the context. **M/S Medina/Ibarra** to approve the minutes and passed with all ayes.

7. CONSENT CALENDAR:

a. **Approve:** Accounts Payable of November 13, 2012.

b. **Approve:** Payroll of October 21, 2012.

c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated October 31, 2012.

d. **Adopt:** Resolution Accepting the On-Call Concrete Repair and Replacement Contract as Complete and Authorizing Release of the Contract Retention.

e. **Adopt:** Resolution Amending the City Classification Plan by Adopting Position Descriptions for CATV Business Manager, CATV System Engineer, CATV Programming Manager, Field Supervisor - CATV, Cable Technician I/II/III, and Lead CATV Customer Service Representative, and Warehouse Clerk Positions.

Vice Mayor Ibarra asked Item 7.d be pulled.

M/S O’Connell/Medina to approve remainder of the Consent Calendar and passed with all ayes.

Vice Mayor questioned the numbers on Item 7.d. and said the contingency was exceeded; even though the contractor came in lower than the bid.

Councilmember Medina asked for an explanation of the change order for \$23,000.

Public Services Director Fabry said the budget was for construction. She said the design; construction management and inspection are not typically included. The \$23,000 construction change order was issued for two residents in the Crestmoor neighborhood who had to move in to their homes prior to the development and implementation of the sidewalk.

M/S Ibarra/O’Connell to approve Item 7.d. and passed with all ayes.

8. **PUBLIC HEARINGS:** None.

9. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:**

John Barrilier, N. San Anselmo talked about fire fighters shopping on City time.

10. **CONDUCT OF BUSINESS:**

a. Appoint Applicants to Fill Vacancies on Commissions, Boards & Committees.

M/S O’Connell/Medina motioned to reappoint all members whose terms expired, as well as Jeffrey Tong and passed with all ayes.

Councilmember O’Connell nominated Matthew Sum to the Citizens Crime Prevention Committee and passed with four ayes.

Councilmember Salazar nominated Tim Ross to the Citizens Crime Prevention Committee and failed with one aye.

Councilmember Medina nominated Colleen Geracimos to the Citizens Crime Prevention Committee and passed with all ayes.

Councilmember Medina nominated Tim Ross to the Traffic and Safety Committee and passed with all ayes.

b. Receive Alternatives and Provide Direction to Staff Regarding the Citywide Current Street Sweeping Program and Related Parking Restrictions.

Human Resources Director Yuki gave an overview of the staff report. **Public Services Director Fabry** gave a more detailed report on the alternatives (four options presented to the Subcommittee) and asked for questions.

Councilmember O’Connell asked if there was a reason Options 3 and 4 couldn’t be used? **Fabry** said when the alternatives were discussed by the subcommittee, a phased in approach can be used. She said right now Option 4 can be implemented and Option 3 can be implemented after public outreach and maybe pilot projects.

Vice Mayor Ibarra added we are clear there is a concern we make sure we clean the streets in the flat areas and if there are no parking restrictions the street sweeper will basically just clean the middle of the street. He said there has always been a concern that the west side does not have parking restrictions and now that this is has been looked at, it is justified it is needed. He said there needs to be a lot of public outreach, a look at the timeline and how it will be budgeted.

Sara Glascock, N. San Anselmo questioned the 72 hour rule, city-wide, regarding parking on the east side of El Camino vs. the west side of El Camino. She liked Options 3 and 4.

Mayor Ruane said there are two situations here, one is street sweeping, the other is the 72-hour parking restriction that does exist. He said unfortunately it is an enforcement issue.

City Manager Jackson said the 72-hour ordinance is in effect and is enforced equitably citywide. Unfortunately, there are a number of incidents where the Police Department is chasing those violations because the City is required to post a notice in advance of towing the vehicle. The only difference between the west and east side of San Bruno in reference to parking vehicles is the parking restriction related to street sweeping. In those street sweeping restricted areas on the eastside of town, there is a limiting feature to the 72-hour ordinance.

Councilmember Medina said living on the east side, he is aware of the parking restrictions. He felt Option 4 would give them an extra hour and benefit them. He believed the rules developed 30 years ago were to keep the streets clean and keep the vegetation out of the sewers to avoid flooding and a clear street gets to be a clean street. He said Option 3 needs to be communicated.

Vice Mayor Ibarra said on Option 4 it means the commercial and industrial areas will be swept every week instead of twice a month.

Councilmember Salazar asked when the subcommittee met was there discussion that the streets are cleared during working hours 9 to 5?

Councilmember Medina said, based on his street, he believed eight o'clock is a mad dash for residents, whereas having the extra hour they have a grace period.

M/S Ibarra/Medina for Option 4, modify the street sweeping program to enhance the route schedules, cleaning frequency, and sweeping times and passed with all eyes.

Councilmember O'Connell asked that street sweeping for the West side be looked at when the next budget sessions are planned.

Mayor Ruane asked how long it would take to implement? **Public Services Director Fabry** said about two months.

c. Adopt Resolution Accepting the San Bruno Grade Separation Archway Design Concept.

City Manager Jackson gave opening remarks. **Frank Fuller of the Field Paoli Design Team** Briefly gave an outline of the concept design for the Archway Design.

Mark Simon of the JPB said the preliminary cost estimate would be somewhere in the vicinity of a million dollars for materials and construction of the archway, which does not include the work done to date.

Councilmember Medina asked about the timeline?

Simon said there is additional time because the changes are not directly on the structure. He said there are details and issues that need to be negotiated with City staff.

Councilmember O'Connell thanked Simon for the efforts his team put together in bringing back a different concept.

Vice Mayor Ibarra thanked the design and advisory team and said this is an investment we need to make. He also commented on the appearance of the W and said maybe it needed to be tweaked.

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

c. Adopt Resolution Authorizing the City Manager to Execute a Contract with West Yost Associates to Provide Engineering Services for the Trenton Drive Sewer Main Project in an Amount Not-to-Exceed \$179,066.

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

Vice Mayor Ibarra asked why West Yost was picked? **Wong** said West Yost was the only consultant that proposed the rerouting of the sewer lateral to the front on Trenton Dr. and reconstructing a new main on Trenton Dr.

Vice Mayor Ibarra asked if there was an explanation for why they placed this sewer main on a side of a hill 60 years ago? **Wong** said in this neighborhood the street elevation is higher than the back of the homes and it goes downhill from there. 60 years ago that was the easiest way for the developer to put it behind the home in the heavy eucalyptus growth.

Councilmember Salazar asked for more of an explanation on how the laterals will be redirected from the rear of the house to the front of the house. **Wong** said Yost provided a template of how the process will be done. He said a direction boring would be done between homes with no disruption to the homeowner.

Councilmember Salazar asked if there is an easement for other utilities where the current sewer line runs? **Wong** said during a site visit he observed a PG&E overhead line but not directly over, he said it crosses.

Councilmember Medina asked for an explanation of what is a more serious category one? **Wong** said a category one is a more serious sso, where there is a discharge of about 1000 gallons or that the overflow sewage could not be recovered from the storm drain.

Councilmember Medina said all our projects read, “not to exceed.” He said it is a mindset and asked how does one interpret that? **Fabry** said the design contract is different than the construction contract. The design contract staff has no authority to issue change orders without additional authorization. She said, “not to exceed” is a distinction between a design contract and a construction contract, which has a contingency. **City Manager Jackson** said in a fixed price contract where contingency is not an issue then it is actually a “not to exceed” amount. She said on construction contracts the intent is to make sure the total appropriation amount being authorized by the City Council is not exceeded.

Councilmember Medina said the eucalyptus trees have been discussed and over time the City has done minimal vegetation removal. Are there any other issues the City is going to have with this project going forward? **Fabry** said nothing known at this time.

Robert Riechel, 7th Ave. asked if there are costs involved with moving the sewer on the street? **Fabry** said the abandonment of the existing line would be included in the cost of the alternative to locate to the street.

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

d. Adopt Resolution Authorizing the City Manager to Execute a Contract with Bellecci & Associates to Provide Engineering Services for the Kains to Angus Sewer Bypass Project in an Amount Not-to-Exceed \$139,855.

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

Councilmember Medina asked if the sewer and water work would meet our needs? **Wong** said the entire sewer system after Phase I, II and III, the pipe size will increase. **Fabry** said this is the last capacity sewer project in our existing master plan.

Vice Mayor Ibarra asked why West Yost was not picked? **Wong** said based on staff's evaluation of the applicable project experience and technical qualifications of the proposed team members; staff determined that Bellecci was best suited for the project.

Robert Riechel, 7th Ave. said he was concerned the report said the Angus sewer pipe was increased meaningfully in diameter. Are there less sanitary overflows moving? **Wong** said the procedure is to construct from downstream up. He said in this case the 7th Ave. sewer main was increased in the year 2002 to a size of 36" diameter and then the Angus sewer between 7th Ave. and 1st Ave. was increased to 27" diameter.

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

c. Receive First Quarter Financial Update Report as of September 30, 2012, and Adopt Resolution Amending the Fiscal Year 2012-13 Operating Budget to Re-Appropriate 2011-12 Carryover Encumbrances.

Finance Director Juran gave a financial update of the staff report in a power point presentation and asked for questions.

Mayor Ruane asked the reason for the 33% increase in liability? **City Attorney Zafferano** said most of the liability increases were from claims for water and wastewater.

Finance Director Juran said the city uses purchase orders to encumber things from the previous budget to make sure the funds are available to keep the project as planned. She said at the end of 11-12 fiscal year, a total of \$942,000 of outstanding purchase orders remained in the operating budget and asked for adoption of the resolution.

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

e. Adopt Resolution Authorizing the Making of a Prepayment Under the Water Supply Agreement with the City and County of San Francisco through the Issuance of Revenue Bonds by the Bay Area Water Supply and Conservation Agency.

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

Councilmember O'Connell clarified the money to prepay off the debt is not money that paid for the capital improvements that are going on now, these are capital improvements that occurred in the past and it is a debt we have now at 5.13%. If they did not approve this, they would still have to pay the debt off. The seismic bill for improvements hasn't come to us yet.

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

h. Adopt Resolution Authorizing the City Manager to Execute a Contract with Whitley Burchett & Associates, Inc. to Provide Engineering Services for the Dry Weather Flow Monitor at 7th Avenue Project in an Amount Not-to-Exceed \$95,400.

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

Councilmember O'Connell the problem is the line is now bigger and the flow changed because the line accumulated silt and how will this be avoided in the future? **Dahu** said either settlement happened after construction or it was constructed with an offset alignment and it was not seen. In the study, there was no complete evidence of either.

Councilmember Salazar said the \$350,000 would address the issue of silt building up? **Dahu** said yes.

Councilmember Salazar asked how much do we estimate we are overpaying SSF? **Fabry** said it is very hard to say. She said how much the City pays is very close to the flow itself. With the new meter, we will know exactly.

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

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

12. COMMENTS FROM COUNCIL MEMBERS:

Councilmember O’Connell gave an Oral Report on her Attendance at the National Pipeline Safety Trust Annual Conference November 7-8, 2012.

Mayor Ruane said the Holiday tree lighting is December 6 at 5:30 p.m.

13. CLOSED SESSION:

Conference with Labor Negotiators Pursuant to Gov’t Code Section 54957.6:
Agency Designated Representatives: City Manager, Human Resources Director,
Finance Director, Geoff Rothman, Negotiator, Employee Organizations: Public Safety Mid
Management.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 9:16 p.m. and asked for a moment of silence in memory of the McGovern and Tandel families. The next regular City Council Meeting will be held on December 11, 2012 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
at the special City Council Meeting of
January 8, 2013

Carol Bonner, City Clerk

Jim Ruane, Mayor