

“The City With a Heart”



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

MINUTES – SPECIAL MEETING

SAN BRUNO CITY COUNCIL

CLOSED SESSION

November 12, 2013

6:15 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on November 12, 2013 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 6:15 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor Ruane, Vice Mayor O'Connell, Council Members Medina, Ibarra and Salazar.

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

4. CLOSED SESSION:

Mayor Ruane said they would be going into closed session with no reportable action. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code 54956.9 (d)(1): Rapada v. City of San Bruno.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 7:00 p.m. The next regular City Council Meeting will be held on November 12 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
November 26, 2013

Carol Bonner, City Clerk

Jim Ruane, Mayor



“The City With a Heart”

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

MINUTES
SAN BRUNO CITY COUNCIL
November 12, 2013
7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on November 12, 2013 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 O’Connell, Council Members Medina, Ibarra and Salazar. **Interim Parks and Recreation Director Burns** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

a. **Mayor Ruane** announced there will not be a City Council Meeting on December 24th, the fourth Tuesday in December. The only Regular City Council Meeting in December will be held on December 10, 2013.

b. **Mayor Ruane** announced there will be a Special Meeting for the Purpose of Installing Newly Elected City Officials on Tuesday, December 3, 2013 at 7:30 p.m.

c. **Mayor Ruane** acknowledged the eight and half years of service to San Bruno by Finance Director Kim Juran who has accepted a job in Auburn. She thanked the City.

4. PRESENTATIONS:

a. **Mayor Ruane** Presented a 25-Year Service Award to Ray Perkins, Cable Television Department who thanked the City.

b. **Mayor Ruane** Received the Grand Boulevard Initiative Award for the City of San Bruno’s Transit Corridors Plan.

c. **Mayor Ruane** Presented an Award from the San Mateo County Trial Lawyers Association to Marc Zafferano Recognizing the City of San Bruno’s Fire Department as 2013 Public Safety Officers of the Year.

d. Receive Presentation from the Peninsula Health Care District. **Cheryl Fama** from the Peninsula Health Care District gave a powerpoint presentation on the future plans for the Health Focused Campus Under Development.

e. **Rafael Bono** gave a Presentation from CalTrain Joint Powers Board on the Final Design of Improvements along First Avenue on the East Side of the Grade Separation Structure in a powerpoint presentation.

Councilmember Ibarra questioned the loss of parking at First Avenue. **Bono** said originally there was a net loss of 31 parking spaces, and they were able to bring back 18 of those spots; however, there is still a net loss of 13 spots.

Vice Mayor O'Connell said it appears First Avenue is going to be wider. **Bono** said First Avenue remains the same width as it is today with a sidewalk on the West side.

Vice Mayor O'Connell asked if there is a reason the sidewalk couldn't be made smaller. **Bono** said Caltrain has a right-away at the edge of the existing curb line. He said it could be looked at.

Councilmember Medina asked about the lighting and the ramp. **Bono** said the designers have come up with some conceptual ideas for the ramp. He said the lighting meets acceptable standards but a field sample will be done.

5. REVIEW OF AGENDA: Mayor Ruane moved Item 11. to follow Item 8.

6. APPROVAL OF MINUTES: Special City Council Meetings of October 9, 12 and 22, 2013 and the Regular City Council Meeting of October 22, 2013, approved as submitted.

7. CONSENT CALENDAR:

a. **Approve:** Accounts Payable of October 21 and 28, 2013.

b. **Approve:** Payroll of October 13, 2013.

c. **Adopt:** Resolution Amending the City Classification Plan by Adopting Position Descriptions for Emergency Services Coordinator, Information Technology Manager, and Lead Accounting and Customer Services Representative, and Adopting Salary Ranges for Emergency Services Coordinator and Information Technology Manager Positions.

d. **Approve:** Out-of-State Travel for the City Manager and Vice Mayor to Attend the National Pipeline Safety Trust Annual Conference, November 21-22, 2013.

M/S O'Connell/Ibarra to approve and passed with all ayes.

8. PUBLIC HEARINGS: None.

11. Receive Annual Report from the Parks and Recreation Commission.

Chair Michael Palmer introduced the members of the Parks and Recreation Commission in a powerpoint presentation. He reviewed what the Commission has done over the last year and the plans they have going forward.

Vice Mayor O'Connell asked if applications could be input in Focus for those wishing to have someone be on the Memorial Wall. **Palmer** said he would look into it.

Mayor Ruane thanked the Commission for all they do.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Arlene Shields from the office of San Mateo County Supervisor Adrienne Tessier's came to thank Council for participation in the redistricting process. She said more information can be found at smcdistrictcommittee.org and welcomed anyone to call. **City Manager Jackson** said in general terms District 5 covers the area north of Sneath Lane and West of Skyline, approximate.

Councilmember Ibarra said a concerted effort was made to try to keep San Bruno in District 1. **Shields** said the official date for the exact boundaries is December 5.

10. CONDUCT OF BUSINESS:

a. Receive Oral Report on Results of the November 5, 2013 General Municipal Election and the Schedule to fill City Council Vacancies.

City Clerk Bonner gave the unofficial results of 23 precincts in San Bruno for the November 5 Consolidated Municipal Election. There are approximately 19,891 voters in San Bruno.

Mayor Jim Ruane received 3,489 votes
Councilmember Rico E. Medina received 2,333 votes
Councilmember Ken Ibarra received 2,079 votes
Candidate Marty Medina received 1,617 votes
Candidate Andrew T. Mason received 1,135 votes
City Treasurer John Marty received 3,412 votes
City Clerk Carol Bonner received 3,509 votes

Bonner reviewed the process of the canvassing of municipal election returns. The City Council shall meet in the Council Chambers of the City Hall at 7:30 p.m. on the Tuesday next succeeding the date of each general or special municipal election. At this meeting the City Council shall canvass the returns of the election, declare by resolution the results and administer oaths of office and install newly elected officers.

The Vice Mayor shall be selected from among the members of the City Council who have not served as Mayor or Vice Mayor. If all of the members of the Council have served as either Mayor or Vice Mayor, the vice mayor shall be the person whose service as Mayor or Vice Mayor was least recent. The candidate who was the least recent is Councilmember Medina who last served in 2010.

Councilmember Ibarra asked if the City Council's swearing in ceremony could be combined with the San Bruno School District, also to extend an invitation to our newly elected trustees of the San Mateo County Community College District, also our representative from San Mateo Union High School District. **Mayor Ruane** said he would prefer it stay within Council. **Councilmember Medina** said he thought they should be invited, even if it wasn't the swearing in ceremony. **City Clerk Bonner** and **City Treasurer Marty** concurred with Mayor Ruane that it should stay within the Council but everyone should be invited. **Mayor Ruane** concurred.

Councilmember Ibarra asked an invitation be sent to those he mentioned previously as well as the entire community.

b. Adopt Resolution Approving the 2013-18 Five-Year Capital Improvement Program and Appropriating Funding for the 2013-14 Capital Improvement Project Budget.

City Manager Jackson introduced the Capital Improvement Budget as outlined in the staff report. She asked the budget be approved but she said they will return to Council at the beginning of the year with a more detailed update on the work program. **Finance Director Juran** walked through the details of the Capital Improvement Budget in a powerpoint presentation.

Councilmember Medina said he could not vote in the affirmative on the entire CIP budget. He approved of the City Manager's idea of them coming back in January.

Councilmember Ibarra said every project has to come before Council before it can be approved.

City Manager Jackson asked the budget be approved with the understanding that Council will receive a presentation about the upcoming three to six month work program at the beginning of the year that will give an opportunity to understand those projects that will be receiving Council's attention. There are projects where contracts have already been awarded and that are in progress.

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

c. Receive First Quarter Financial Update Report as of September 30, 2013, and Adopt Resolution Amending the Fiscal Year 2013-14 Operating Budget to Re-Appropriate Fiscal Year 2012-13 Carryover Encumbrances.

Finance Director Juran provided the first quarter financial update as outlined in the staff report, highlighting some of the important points and asked for adoption of a resolution to amend the Fiscal Year 2013-14 Operating Budget.

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

d. Adopt Amendment No. 7 to Franchise Agreement for Integrated Waste Management Services with Recology San Bruno, Implementing an Organics Food Waste Collection Program and Amending the Rate Adjustment Application Date.

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

Kirsten Pinocchi, Recology, gave an update on the organics food waste collection pilot program.

Councilmember Ibarra asked what the customers are saying. **Pinocchi** said there is a good mixture of comments. **Councilmember Ibarra** asked about food waste sitting for a better part of a week. **Pinocchi** said there has only been one problem.

Councilmember Salazar asked if the sample group represented the entire City. **Pinocchi** said the customers who were selected do represent what the City is made up of.

Councilmember Salazar asked when we will see the numbers. **Pinocchi** said not for at least six months and she could come back.

Vice Mayor O’Connell introduced the amendment for adoption and passed with a unanimous vote.

e. Adopt Resolution Authorizing the City Manager to Execute a Multi-Year contract with Proven Management, Inc. for as Needed Sewer System Cleaning and Video Inspection Services in an Amount not to Exceed \$70,000 for Fiscal Year 2013-14.

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

Councilmember Medina asked if any our neighboring cities could be partnered with. **Wood** said South San Francisco does have video equipment and that is an option to explore. He said it is part of the long-term plan.

Councilmember Salazar wanted to be sure the analysis and interpretation go along with the video.

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

f. Adopt Resolution Authorizing the City Manager to Execute a Contract with West Yost for the Development of a Coordinated Infrastructure Replacement Work Plan in an Amount not to Exceed \$77,700.

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

Councilmember Ibarra asked for an example of a coordinated project and if this has been done before. **Kim** said it was done on Mastick Avenue.

Vice Mayor O’Connell asked if there is a time line? **Kim** said the initial schedule funded package within a couple of months.

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

g. Receive Report and Provide Direction to Staff Regarding Acquisition of the Bayshore Circle Median and Alternatives for Use of the Property.

City Manager Jackson gave an overview of the staff report in a powerpoint presentation and asked for questions.

Vice Mayor O’Connell asked if an environmental review will be done before the property is acquired. **City Manager Jackson** said it should be done as soon as possible.

Vice Mayor O’Connell asked if we discussed with residents on either side of the street what they would like to do? **City Manager Jackson** said a formal process has not been done.

Councilmember Ibarra asked if there wasn’t a potential concern about contamination. He said the owner should take care of this now. **City Manager Jackson** said staff is not anticipating any type of public health hazard. She said BART has no interest in the property.

Councilmember Medina the residents in the area reminded him that they are glad to see this being brought forward. The residents feel parking is an issue.

M/S O’Connell/Ibarra that the go forward as directed by the City Manager to talk to BART and passed with all ayes.

Councilmember Salazar said the intent is to move forward with purchasing the property. The City should take ownership. He would like to have a better idea of what we intend to do with it.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Receive Annual Report from the Parks and Recreation Commission. (Moved to follow Item 8.)

12. COMMENTS FROM COUNCIL MEMBERS:

Councilmember Ibarra said he received a couple of calls regarding street were lights that were out in the City and he went on line to the Public Services sites and he received immediate responses.

13. CLOSED SESSION:

Mayor Ruane said they would be going into Closed Session with no reportable action.

a. Conference with Labor Negotiators Pursuant to Gov’t Code Section 54957.6; Agency Designated Representatives: City Manager and Human Resources Director; Employee Organizations: Miscellaneous Bargaining Unit and Police Bargaining Unit.

b. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8
Property: 105 Cabrillo Way, San Bruno
Agency Negotiator: City Manager
Negotiating Parties: City of San Bruno
Under Negotiation: Price and terms of payment.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 9:32 p.m. The next regular City Council Meeting will be held on November 26 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
November 26, 2013

Carol Bonner, City Clerk

Jim Ruane, Mayor