



"The City With a Heart"

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

**MINUTES – AMENDED to reflect different location
SAN BRUNO CITY COUNCIL – SPECIAL MEETING**

July 28, 2015

6:30 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 28, 2015 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 6:30 p.m.

2. ROLL CALL:

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

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

4. CONDUCT OF BUSINESS:

5. CLOSED SESSION:

Mayor Ruane said they would be going into closed session: Conference with Labor Negotiators Pursuant to Gov't Code Section 54957.6; Agency Designated Representatives: City Manager, Assistant City Manager, Employee Organizations: Miscellaneous Bargaining Unit and Mid-Management Bargaining Unit.

5. ADJOURNMENT:

Mayor Ruane closed the meeting at 7:00 p.m. with no reportable action. The next regular City Council Meeting will be held on July 28, 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
August 25, 2015



Carol Bonner, City Clerk



Jim Ruane, Mayor



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MINUTES SAN BRUNO CITY COUNCIL

July 28, 2015

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 28, 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. **William Goff** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

a. **Mayor Ruane** announced the Regular City Council Meeting of August 11 is cancelled.

b. **Mayor Ruane** said the Beautification Task Force is accepting nominations for the Annual Beautification Awards Program. Applications can be found on the website as well as in the City Clerk's office. The deadline is Friday, August 14, 2015 at 5:00 p.m.

4. PRESENTATIONS:

a. **Mayor Ruane** said we will receive a Presentation from the General Manager Chindi Peavey of the San Mateo County Mosquito Abatement District who gave advice on the things that can be done to prevent mosquitoes.

b. **Mayor Ruane** Presented a Proclamation for the 32nd Annual National Night Out on August 4, 2015. Marie Kayal accepted the proclamation on behalf of the Citizen's Crime Prevention Committee. Joined by some members of the Committee, she explained what they will be doing on National Night Out.

c. Receive Introduction of the San Bruno Park School District's Newly Appointed **Superintendent Cheryl Olson**, who shared her background and enthusiastically told us of her future plans and the Board's top priorities.

5. REVIEW OF AGENDA:

Mayor Ruane moved Item 11. To follow Item 8.

6. APPROVAL OF MINUTES: Special Council Meetings of May 26, June 9 and 23 and Regular Council Meeting of July 14, 2015, approved as submitted.

Steve Ritchie, Assistant General Manager from the PUC shared the 54' waterline break that occurred around 9:30 p.m. last night. He said there was a continuous water flow in order that those homes in the area were not without water.

7. CONSENT CALENDAR:

a. **Approve:** Accounts Payable of July 13 and 20, 2015.

b. **Approve:** Payroll of June 19 and July 17, 2015.

c. **Adopt:** Resolution Approving Out of State Travel for Cable Department Staff to Attend Cable Television Industry Conferences in FY 2015-16.

d. **Adopt:** Resolution Authorizing the Closure of 200 Linear Feet of the 200 Block of Santa Inez Avenue on Friday August 14, 2015 Between the Hours of 10:00 AM and 7:00 PM for Happy Hall School's 64th Anniversary Party.

e. **Receive:** Report on the Pavement Management Program.

f. **Adopt:** Resolution Authorizing the Purchase of Cable Television High Definition and High Definition Digital Video Recorder (HD/DVR) Set-top Boxes and Internet Modem Equipment in the amount of \$203,650.

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

8. PUBLIC HEARING:

Hold Public Hearing, Waive First Reading and Introduce Ordinance Adding Chapter 11.34 to the San Bruno Municipal Code Relating to Expedited Permitting Procedures for Small Residential Rooftop Solar Systems.

Community Development Director Woltering gave an overview of the staff report and asked for questions.

Councilmember Ibarra asked how it can all be done in one inspection. **Woltering** said staff has been trained and certified to inspect when all the components are in place.

Vice Mayor Salazar asked how many inspections they anticipate. **Woltering** said staff has seen two or three a week.

M/S Ibarra/Medina to close the Public Hearing and passed with all ayes.

M/S Ibarra/Medina to waive the first reading and passed with all ayes.

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

11. Receive Annual Report from the Senior Citizens Advisory Board.

William Goff, Chair of the Senior Citizens Advisory Board gave a powerpoint presentation reviewing all the things the Board has done over the last year. He talked about their future plans.

Mayor Ruane thanked the Board and volunteers for all they do.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Marty Medina, Garden Ave. talked about the hotel space and its worth. He talked about millions of dollars slipping away without public review. He asked for public access to view the report for financial assistance.

10. CONDUCT OF BUSINESS:

a. Waive Second Reading and Re-Adopt an Ordinance Amending Chapter 8.24, Section 8.24.200 of the San Bruno Municipal Code Relating to Private Sewer Laterals.

City Attorney Zafferano gave an overview of the staff report and asked for questions. He said the 27th of August will be the effective date of the new ordinance.

Councilmember Ibarra said the City should make a policy where conforming clean-outs are installed.

M/S O’Connell/Salazar to waive the second reading and passed with all ayes.

Councilmember O’Connell re-introduced the ordinance and passed with three ayes, Councilmember O’Connell, Vice Mayor Salazar and Mayor Ruane. No votes by Councilmembers Ibarra and Medina.

b. Adopt Resolution Authorizing the City Manager to Execute a Contract Amendment with HB Consulting Group, Inc. to Provide Overall Project Management, Engineering Services, Construction Contract Administration, and Construction Inspection Services for the Crestmoor Neighborhood Reconstruction Project in an Amount Not to Exceed \$1,847,500.

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

Councilmember Ibarra said he was concerned that this was all budgeted.

City Manager Jackson said the costs have been included in the cost projections for all the projects. He said those costs do exceed the amount available out of the \$50 million dollar trust. She said there will be additional decisions that will need to be made.

Councilmember Medina asked when Council will know where we are.

City Manager Jackson said they are happy to provide current information at any time. There are some projects where our cost estimates have not changed because we have not obtained the pre-development information that allows us to price those costs. She said staff would be coming back to Council in three to four months to award the contract for Phase 4 construction.

Vice Mayor Salazar said looking at the schedules provided in our packets, he asked how far off are we from our original projections. He said originally we were looking at completion in 2014 and now we are looking at 2017. He would like to see us move a little faster to minimize the disruption to the neighborhood. He also expressed his concern over not being sure about the cost of these things. He asked if this should be revisited and prioritized and then move forward with some of the smaller ones that we know we can afford. He also said maybe the fire station should be made a lower priority if we are unable to fund it.

Consultant Burrowes said the push of the schedule from the original and revised schedule was because of phase three, underground utilities turned out to be a lot more time consuming than anticipated. The sanitary sewer lateral program was sandwiched between the completion of the phase three project and the surface improvement project. He said there has been some refinement on the surface improvement project and he hopes that the work will be done in the neighborhood by the end of 2016. He said the fire station and other improvements are pushed beyond 2016. He said there is a lot of environmental constraints with the Sneath trees.

Vice Mayor Salazar praised Burrowes for his work and reiterated he would like to see things move faster.

Mayor Ruane said he also would like to see some of this move faster.

Councilmember Ibarra said we’re not up to date on what consultants are involved in some of these new projects.

Councilmember Medina said he would like updates. He asked if the Parks and Recreation Commission have been involved. **City Manager Jackson** said they will be coordinating with the Parks and Recreation Commission and the neighborhood.

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

c. Adopt Resolution Approving Template Bylaws for City Boards, Commissions and Committees.

City Attorney Zafferano said staff developed and standardized a template that can be adjusted and used by all the City Boards, Commissions and Committees. He reviewed the staff report and asked for questions.

Councilmember Medina said based on the needs of that Commission, Committee or Board, can it be tweaked if a chair is asked to serve a second year term? **Zafferano** said the chair and vice chair can serve more than one term.

Vice Mayor Salazar said he did not see every single City Commission, Committee and Board referenced in the muni code. **Zafferano** said he was correct. He said aside from the Planning Commission, there is no particular reason to include them all.

Robert Riechel, 7th Ave. asked about the Secretary on the Committee and he believed it should be someone from the City. He also asked about the need to have the meetings recorded. **Zafferano** said he would look into it.

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

d. Adopt Resolution Approving Service Level Enhancements for the FY 2015-16 Operating Budget.

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

Councilmember O'Connell asked if ongoing could be moved to one-time. She asked the Community Day in the Park be moved to one-time. It can then be thoroughly evaluated as to whether it will be continued. She said she did not see anything she would take off the list.

Vice Mayor Salazar said he would like to have Council vote on one-time and ongoing separately.

Councilmember Medina said he wanted to vote for ongoing and one-time costs separately.

M/S O'Connell/Ruane to move Community Day in the Park from the ongoing cost to the one-time cost and passed with four ayes and one no.

City Manager Jackson clarified that Council approved all the one-time costs including Community Day in the Park. Council concurred.

M/S O'Connell/Salazar to approve \$84,800 in costs as listed on the right side of the chart which passed with all ayes.

MS O'Connell/Ibarra to approve Associate Planner and passed with one additional aye, Mayor Ruane and two noes, Vice Mayor Salazar and Councilmember Medina.

M/S Salazar/O'Connell to approve the balance of the remaining items and passed with one additional aye, Mayor Ruane and two noes, Vice Mayor Salazar and Councilmember Medina.

In summary, **City Manager Jackson** said Council has approved all of the one-time items including Community Day in the Park. Council also approved \$84,800 worth of all on-going non-personnel items. The City Council has approved all of the remaining listed/recommended personnel items that does not include items that were proposed but not recommended.

Councilmember Medina brought up the police officer which he felt is important to the community. There will be money back from the San Bruno Parks School District, \$32,000.

M/S Councilmember Medina/Ibarra to bring back the title of an HR Director to HR Manager with an approximate \$42,000 to \$45,000 savings which would then in essence pay for the police officer.

City Manager Jackson asked if the motion is intended to approve addition of the police officer Position, amend the budget to reflect reclassification of the HR Director position to HR Manager and to reflect the use this budget would not include monies from San Bruno Parks School District to include a note that funds received from the school district for 2016-17 are intended to be used for part of the funding for the police officer. She asked in summary is the motion intending approval of the police officer position. **Councilmember Medina** concurred.

Discussion ensued with staff and Council regarding the budget and funding a police officer.

Councilmember Ibarra said we need to start building our police force.

City Manager Jackson clarified the motion on the floor is to approve the police officer position and direct staff to reclassify the HR Director position to HR Manager and to amend the budget to reflect those cost savings and to identify in the budget that the Council's intent is to recognize the monies going back to the City beginning in 2016-17 for maintenance of the school fields as an offset to the ongoing cost of the police officer position.

Continuing with the motion, Mayor Ruane voted aye and Vice Mayor Salazar voted no and Councilmember O'Connell voted no.

e. Receive Report and Provide Direction Regarding Appointment to the Vacant Planning Commissioner Position.

City Manager Jackson asked to extend the Planning Commission application process.

Councilmember Ibarra asked a link to the questionnaire be put on San Bruno's web page.

f. Adopt Resolution Authorizing Appropriation of \$13,500 from the Equipment Reserve Fund for Purchase of Replacement Furniture for the Police Department Patrol Watch Commander's Office.

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

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

Receive Annual Report from the Senior Citizens Advisory Board.

12. **COMMENTS FROM COUNCIL MEMBERS:**

13. **CLOSED SESSION:**

14. **ADJOURNMENT:**

Mayor Ruane closed the meeting at 9:16 p.m. The next regular City Council Meeting will be held on August 25, 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
August 25, 2015



Carol Bonner, City Clerk



Jim Ruane, Mayor