MINUTES
SAN BRUNO CITY COUNCIL SPECIAL MEETING
March 13, 2018
6:00 p.m.

1. CALL TO ORDER:

THIS IS TO CERTIFY THAT the San Bruno City Council met on March 13, 2018 at the Senior Center, located at 1555 Crystal Springs Road, San Bruno CA. The Special City Council meeting was called to order at 6:00 p.m.

2. ROLL CALL:

Presiding was Mayor R. Medina, Vice Mayor Davis, Councilmembers M. Medina, O'Connell and Salazar. Recorded by Acting City Clerk Hasha.

3. PUBLIC COMMENT ON ITEMS NOT ON AGENDA: None

4. CLOSED SESSION:
   b. Public Employee Appointment/Employment pursuant to Government Code section 54957: City Manager.

5. ADJOURNMENT:

Mayor R. Medina closed the meeting at 6:48 p.m. with no reportable action. The next Regular City Council Meeting will be held on March 13, 2018 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval at the Regular City Council Meeting of March 27, 2018

Vicky S. Hasha, Acting City Clerk

Rico E. Medina, Mayor
MINUTES
SAN BRUNO CITY COUNCIL
March 13, 2018
7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on March 13, 2018 at San Bruno’s Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The Council meeting was called to order at 7:00 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor R. Medina, Vice Mayor Davis, Councilmembers Salazar, M. Medina, and O’Connell. The Pledge of Allegiance was led by the City Attorney Marc L. Zafferano. Recording under the direction of Acting City Clerk Vicky Hasha.

3. ANNOUNCEMENTS:

Mayor R. Medina made the following announcements:

a. The City of San Bruno and Group 4 Architects will be holding the first public engagement meeting for the development of the conceptual design for the new Recreation and Aquatic Center on Thursday, March 22nd at 6:30 p.m. at the Veterans Memorial Recreation Center in City Park. An informal Open House will also be held the same day at 3:00 p.m.

b. The Annual Pancake Breakfast and Easter Egg Hunt will be held on Saturday, March 24th, 9:00 to 11:00 a.m. at San Bruno City Park. The Easter Egg Hunt begins promptly at 10:30 a.m.

c. Announced the arrival of Sister City Narita, Japan Delegation to the City of San Bruno on March 23, 2018.

4. PRESENTATIONS: None.

5. CONSENT CALENDAR:

a. Approve: Minutes of Special and Regular City Council Meetings of February 27, 2018.

b. Approve: Accounts Payable of February 26 and March 5, 2018.


e. Waive: Second Reading and Adopt an Ordinance Amending Chapter 12.96 of Title 12 (Land Use) of the San Bruno Municipal Code to Establish a Planned Development District, Update the Zoning Map and Adopt a Development Plan for the Skyline College Residential Project.

f. Adopt: Resolution Accepting the Senior Center Deck Replacement Project as Complete, Authorizing the Filing of Notice of Completion with the San Mateo County Recorder's Office, and Authorizing Release of the Construction Contract Retention in the Amount of $8,833.

g. Adopt: Resolution Approving Agreement between the City of San Bruno and the San Bruno
Police Bargaining Unit, and Authorizing its Execution by the City Manager.

h. **Adopt:** Resolution Authorizing the City Manager to Execute the Master Agreement Entitled "Administering Agency-State Agreement For Federal-Aid Projects" and Program Supplements with State of California Department of Transportation (Caltrans).

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

6. **PUBLIC HEARING:** None.

7. **REPORT OF COMMISSIONS, BOARDS & COMMITTEES:** None.

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

9. **CONDUCT OF BUSINESS:**

a. **Adopt Resolution Initiating Property Owner Notice and Protest Process as Required by Proposition 218 for 2018-19 Garbage Rate Increase Proposed by Recology San Bruno.**

Interim Finance Director O'Leary gave an overview of the staff report and asked for questions.

Councilmember M. Medina asked for confirmation on the rate increases being part of the contract.

O'Leary confirmed rate increases are included in the contact as part of annual increases.

Robert Riechel, 7th Avenue spoke on the notices going to property owners and renters regarding the increases by Recology San Bruno. **City Manager Jackson** confirmed Proposition 218 requires the notices to go to property owners only; however, the City was previously requested to provide notices to both property owners and property renters and is something that needs to be approved by City Council.

Councilmember O'Connell requested clarification on the City sending Recology San Bruno increase notices to property renters as well even though they are not able to protest the Recology San Bruno increase like property owners are. **City Manager Jackson** confirmed yes, Proposition 218 only requires property owners to be notified.

City Attorney stated under proposition 218 only one vote per parcel is allowed.

Vice Mayor Davis asked if it was possible to send property owners a bill insert or bill message regarding notices. Interim Finance Director O'Leary confirmed the City is required to provide a 45-day notice and the timing may conflict with the current mailing cycle.

City Manager Jackson proposed the City could send notices with the current mailing cycle to inform property owners to reference a website to obtain updates regarding the matter.

Councilmember Salazar asked for clarification if sending notices to only ratepayers would possibly cause the notices to be received by property owners. **City Manager Jackson** clarified that due to Proposition 218 the City is required to send notices to inform property owners of the opportunity to protest.

Councilmember Salazar declared he preferred sending notices to both property owners and ratepayers in order to follow law requirements and provide ratepayers with the opportunity to protest even if they are not able to vote on the matter.

Councilmember Salazar introduced the resolution for adoption with the added new addition of also notifying ratepayers. The resolution passed with three ayes, Councilmembers Salazar, M. Medina, and O'Connell and two noes, Mayor R. Medina and Vice Mayor Davis.
Kristen Pinochi, General Manager, Recology San Bruno, discussed efforts to reduce the quantity of contaminated recyclables and explained public outreach and notification process. Pinochi asked for questions.

Councilmember Salazar asked if the mailed sent to the public would include an explanation of the additional garbage fee. Pinochi confirmed yes and offered to have Recology San Bruno provide the City a draft sample of the notice before distributing it to the public.

Pinochi said will work with Cable TV to generate a video for Cable TV to inform the public.

b. Receive Investment Report and Adopt Resolution Approving Amendment to the City Investment Policy.

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

Councilmember Salazar asked for clarification on funds connected with the settlement agreement with PG&E not being a part of policy; however, further language in the same policy implies different. Interim Finance Director O’Leary will update the wording.

Councilmember Salazar introduced the resolution for adoption. It passed unanimously.

c. Adopt Resolution Authorizing the City Manager to Execute a Construction Contract with Bear Electrical Solutions, Inc. for the Streetlight Pole Replacement Project in the amount of $247,100, Approving a Construction Contingency of $49,420, Appropriating $71,230 from the Measure A Fund Balance, and Approving a Total Budget in the Amount of $321,230.

Public Works Director Tan gave an overview of the staff report and asked for questions.

Councilmember Salazar asked if the light poles found with deficiencies were upgraded to LEDs. Tan confirmed the LED conversion has been completed.

Councilmember Salazar asked if the electrical light posts found with deficiencies were up to par. Tan said there is no way of confirming that information until the poles are dug up and wires are exposed.

Councilmember Salazar asked if the Capital Improvement Project would include the similar amount of funds budgeted to replace defective light poles. Tan said current year there was $250,000 budgeted and the following year staff is proposing $400,000.

Councilmember O’Connell asked for the estimated date staff planned on starting on the project. Tan said end of April to early May 2018.

Councilmember M. Medina said the city will eventually replace a total of 680 light poles, the current project will fix 5%, 36 of the 680 poles, costing $320,000. The remaining 95%, 644 poles will cost approximately 5.5 million dollars. The City has a shortfall with currently having 1.2 million budgeted replacing of the remaining poles.

Irvin Torres, 5th Avenue, thanked City Council and City Staff for their work and time regarding the project.

Kimble Torres, 5th Avenue, commented on the current conditions of the area where the project will improve the light situation.

Councilmember Salazar introduced the resolution for adoption. It passed unanimously.
d. Approve Design and Adopt Resolution Authorizing the City Manager to Execute a Construction Contract with O'Grady Paving, Inc. for the Downtown Parking Lot Resurfacing Project in the Amount of $433,603, Approving a Construction Contingency of $65,040, Appropriating $103,039 from the Measure A Fund and Approving a Total Budget in the Amount of $603,039.

Public Works Director Tan gave an overview of the staff report and asked for questions.

Councilmember Salazar asked if there were any known utilities underneath the lots that may need to be checked in order to confirm they will last ten years before being covered by asphalt. Tan said he would confirm.

Councilmember Salazar asked if there was any work that would need to be completed while conducting this current project to prepare for possible installation of parking meters. Tan said there would be no additional conduits or electrical services needed to prepare for possible future parking meters in the area.

Councilmember O'Connell asked to include Sylvan in the project and requested for staff to continue looking for grant opportunities to aid in funding to similar projects.

Vice Mayor Davis commented on the quality of work on previous pavement project in the City and asked on the proposed approach to service streets such as Sylvan. Tan said there was no plan to service the three lots presented, but is something that can be included in the future.

Councilmember M. Medina expressed concerns about current parking situation the downtown area and asked to coordinate with the contractor on other possible parking structure locations.

Councilmember Salazar asked how long it would take to for construction of the parking structure. City Manager Jackson said 3 to 5 years.

Councilmember M. Medina introduced the resolution for adoption with the modification of having the contractor studying other lots to see if they can also be utilized for a parking structure. The resolution passed with four ayes, Councilmembers M. Medina and Salazar, Vice Mayor Davis and Mayor R. Medina and one no, Councilmember O'Connell.

10. COMMENTS FROM COUNCIL MEMBERS: None.

11. CLOSED SESSION:

12. ADJOURNMENT:

Mayor R. Medina closed the meeting at 8:25 p.m. and adjourned to resume earlier closed session. The next Regular City Council Meeting will be held on March 27, 2018 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval at the Regular City Council Meeting of March 27, 2018

Vicky Hasha, Acting City Clerk

Rico E. Medina, Mayor