MINUTES
SAN BRUNO CITY COUNCIL
SPECIAL MEETING – STUDY SESSION
February 26, 2019
5:30 p.m.

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

1. CALL TO ORDER

2. ROLL CALL – All Council Members were present.

3. PUBLIC COMMENT ON ITEMS NOT ON AGENDA
   There were no public speakers during Public Comment.

4. STUDY SESSION
   a. FY 2019-20 Council Priorities and Budget Study Session

   Jovan Grogan, City Manager presented the report.

   The City Council discussed the Council Priorities and Budget and provided the following feedback for staff:
     • Add communication engagement with the business community in regards to downtown project initiatives.
     • Research a strategy for short-term parking solutions in the downtown area while a longer-term parking study is being conducted.
     • Review any potential surplus properties in San Bruno.

   Discussion item only. No motion taken.

5. ADJOURNMENT – The meeting adjourned at 6:57 p.m.

Minutes were prepared by Melissa Thurman, City Clerk, and are respectfully submitted for approval at the City Council meeting on March 26, 2019.

Rico E. Medina, Mayor

Melissa Thurman, CMC
City Clerk
MINUTES
SAN BRUNO CITY COUNCIL
February 26, 2019
7:00 p.m.

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

1. CALL TO ORDER

2. ROLL CALL/PLEDGE OF ALLEGIANCE – All Council Members were present.

3. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

   The following member of the public spoke during Public Comment:
   • Barbara LaRaia

4. ANNOUNCEMENTS/PRESENTATIONS – There were no announcements or presentations.

5. CONSENT CALENDAR:

   Marty Medina, Council Member requested Item 5.g. be pulled for further discussion.

   M/S O'Connell/Davis to approve the Consent Calendar, excluding Item 5.g. **Motion carried unanimously by voice vote.**

   M/S O'Connell/Davis to approve Item 5.g. **Motion carried unanimously by voice vote.**

   a. **Accept** Accounts Payable for February 11 and February 19, 2019
   b. **Accept** Payroll for February 26, 2019
   c. **Accept** Draft Meeting Minutes for the Special and Regular Meetings of February 12, 2019, and the Special Meeting of February 19, 2019
   d. **Adopt** a Resolution Authorizing the City Manager to Execute Two Agreements Amending and Establishing Easements in Connection with the Development of a Single Family Residence at 2100 Sneath Lane.
   e. **Adopt** Resolution Authorizing the City Manager to Amend the Agreement with Schaaf & Wheeler for Design Services for the Crestmoor and Lomita Pump Stations Project in an Amount Not to Exceed $40,000 and Appropriating $30,000 from the Wastewater Fund and $10,000 from the Water Fund.
   f. **Adopt** Resolution Authorizing the City Manager to Amend the Agreement with Salas O'Brien for Standby Emergency Generator Design Services for Whitman and Princeton Pump Stations in an Amount Not to Exceed $15,640.
   g. **Adopt** Resolution Authorizing the City Manager to Execute an Extension for Fiscal Year 2018-19 of a Consultant Services Agreement with West Coast Code Consultants, Inc. for Building Division Staffing Services in an Amount Not to Exceed $172,200.
   h. **Waive** Second Reading and Adopt an Ordinance Adding Chapter 12.260 to Title 12 (Zoning) of the San Bruno Municipal Code Establishing Development Impact Fees.

i.
6. **CONDUCT OF BUSINESS:**

a. **Appoint** Citizens to Fill Two Vacancies on San Bruno’s Planning Commission.

   Melissa Thurman, City Clerk provided the report.

   Irene O’Connell, Vice Mayor nominated applicant Valentine Morgan. Laura Davis, Council Member seconded the motion.

   Laura Davis, Council Member nominated applicant Tom Hamilton. Marty Medina, Council Member seconded the motion.

   Marty Medina, Council Member nominated applicant Stephen Seymour. There was no second to this motion.

   Rico Medina, Mayor acknowledged the motion and second for applicant Valentine Morgan. Motion carried unanimously by voice vote.

   Rico Medina, Mayor acknowledged the motion and second for applicant Tom Hamilton. Motion carried unanimously by voice vote.

   Valentine Morgan and Tom Hamilton were appointed to the Planning Commission. Commissioner Morgan’s term will expire on October 31, 2022 and Commissioner Hamilton’s term will expire on October 31, 2020.

b. **Receive** Mid-Year Financial Update Report as of December 31, 2018 and Adopt a Resolution Approving the Second-Quarter Budget Amendment for the FY2018-19 Operating and Capital Budget.

   Keith DeMartini, Finance Director provided the report.

   M/S O’Connell/Davis to receive the mid-year financial update report and adopt a resolution approving the second quarter budget amendment for the FY2018-19 Operating and Capital Budget. Motion carried unanimously by roll call vote.

c. **Adopt** Resolution Authorizing the City Manager to Execute an Agreement with Bellecci & Associates for the Design of the Avenues 3-1 Sewer and Water Main Replacement Project in an Amount Not to Exceed $499,092.

   Jimmy Tan, Public Works Director presented the report.

   M/S O’Connell/Davis to adopt a resolution authorizing the City Manager to execute an agreement with Bellecci & Associates for the design of the Avenues 3-1 Sewer and Water Main Replacement Project in an amount not to exceed $499,092. Motion carried unanimously by roll call vote.

d. **Adopt** Resolution Authorizing the City Manager to Execute an Agreement with Freyer & Laureta, Inc. for Design of the Spyglass Drive Storm Drain Improvements Project in an Amount Not to Exceed $298,600 and Appropriating $70,000 from the General Capital Reserve Fund.

   Jimmy Tan, Public Works Director presented the report.

   M/S Davis/O’Connell to adopt a resolution authorizing the City Manager to execute an agreement with Freyer & Laureta, Inc. for design of the Spyglass Drive Storm Drain
Improvements Project in an amount not to exceed $298,600 and appropriating $70,000 from the General Capital Reserve Fund. **Motion carried unanimously by roll call vote.**

e. **Waive** First Reading and Introduce an Ordinance Adding Chapter 11.40 to Title 11 (Buildings, Construction and Fire Protection) of the San Bruno Municipal Code Establishing Floodplain Management Requirements.

**Darcy Smith, Community and Economic Development Director** provided the report.

The following members of the public spoke regarding this item:
- Robert Riechel
- Brian Perkins, Representative from Congresswoman Jackie Speier’s office

M/S Salazar/O’Connell to waive the first reading of the introduction of the ordinance. **Motion carried unanimously by roll call vote.**

f. Motion by O’Connell to introduce an ordinance adding Chapter 11.40 to Title 11 (Buildings, Construction and Fire Protection) of the San Bruno Municipal Code establishing Floodplain Management Requirements. **Motion carried unanimously by roll call vote.**

7. **COMMENTS FROM COUNCIL MEMBERS**

**Marty Medina, Council Member** alerted residents of an upcoming storm and said storm preparedness tips may be found on the city website.

8. **ADJOURNMENT** – The meeting adjourned at 8:34 p.m.

The next Regular City Council Meeting will be held on March 26, 2019 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Minutes were prepared by Melissa Thurman, City Clerk, and are respectfully submitted for approval at the City Council meeting on March 26, 2019.

**Melissa Thurman, CMC**  
City Clerk

**Rico E. Medina**  
Mayor