



**“The City with a Heart”**

Rico E. Medina, Mayor  
Michael Salazar, Vice Mayor  
Sandy Alvarez, Councilmember, District 1  
Tom Hamilton, Councilmember  
Marty Medina, Councilmember, District 4

**MINUTES  
SAN BRUNO CITY COUNCIL SPECIAL MEETING  
February 2, 2024  
11:30 AM**

**1. CALL TO ORDER**

The meeting was called to order at 11:30 am

**2. ROLL CALL**

3. Councilmembers Alvarez, Hamilton, M. Medina, Vice Mayor Salazar and Mayor R. Medina were all present

**4. STUDY SESSION**

a. City Council’s Annual Strategic Initiatives & Prioritization Retreat

**City Manager Alex D. McIntyre** introduced the item.

The following department directors provided presentations to the City Council:

Assistant City Manager Darcy smith

Chief Financial Officer Nick Pegueros

**The City Council Meeting Recessed at 1:40 pm and reconvened at 1:53 pm**

Interim Director/Chief People Officer Jennifer Dianos

**The City Council Meeting Recessed at 2:55 pm and reconvened at 3:04 pm**

**No members of he public wished to address the City Council under Public Comment**

**No reportable action was taken**

**5. ADJOURNMENT**

This meeting adjourned at 3:51 pm to the next Regular City Council Meeting on February 13, 2024 at 7:00 p.m.

These City Council meeting minutes were prepared by Lupita Huerta, City Clerk, and presented to the City Council for approval at the regular meeting of February 13, 2024.

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Lupita Huerta  
City Clerk

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Rico E. Medina  
Mayor



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Michael, Salazar, Councilmember

### MINUTES

### SAN BRUNO CITY COUNCIL REGULAR MEETING

July 25, 2023

7:00 PM

1. **CALL TO ORDER**

The meeting was called to order at 7:03 p.m.

2. **ROLL CALL**

Councilmembers Alvarez, M. Medina, Salazar, Vice Mayor Hamilton and Mayor R. Medina were all present.

3. **PLEDGE OF ALLEGIANCE**

Mayor R. Medina led the pledge.

4. **PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

**Member of the Public Chris Bogios** spoke about in adequate striping in crosswalks, the cost of the Posy Parade and the status of CityNet Services.

**Member of the Public Pat Chan Miller** spoke about two future housing projects and asked what the qualifications are to purchase below market rate housing.

**Members of the Public Josh & Sadana** spoke as downtown business owners and how beautification and events would increase foot traffic.

**Member of the Public Paul Wapensky** spoke about food trucks at Tanforan on Tuesdays, AB 645 which would put speeding cameras on local freeways, and a housing project update.

**Member of the Public Jason** spoke as a downtown business owner about opportunities to revitalize the downtown and that it would attract San Bruno residents to support the businesses.

5. **ANNOUNCEMENTS/PRESENTATIONS**

a. National Night Out 2023 is on Tuesday, August 1, 2023. National Night Out is an annual community-building campaign that promotes police/community partnerships and neighborhood camaraderie to make our neighborhoods safer and more caring places to live. For more information on National Night Out, visit their website at [natw.org](http://natw.org). If you are interested in hosting an event in your neighborhood for National Night Out, contact Officer Garrison Sexson by July 28th at [gsexson@sanbruno.ca.gov](mailto:gsexson@sanbruno.ca.gov) or (650) 616-7100.

b. Each Friday night in August, enjoy good music and fun company at the Summer Concert Series! Concerts start at 6 p.m. near the tennis courts in San Bruno City Park.

c. Join us for the Crestmoor Multi-Use Fields Master Plan upcoming community workshop #2 scheduled for August 7, 2023, from 6 p.m. – 8 p.m. at the San Bruno Senior Center. This workshop is the next step in defining the future vision for a new public sports field facility on the former site of Crestmoor/Peninsula High School, where a draft master plan will be presented. More information is available at [sanbruno.ca.gov/CrestmoorFields](http://sanbruno.ca.gov/CrestmoorFields).

**Item c. was added and read during the City Council meeting.**

d. Receive Construction Update on the New Recreation and Aquatic Center Project.

**Project Manager Rod Macaraeg** presented a project update and answered questions.

**Member of the Public Paul Wapensky** spoke about soil contamination at the site of the Recreation & Aquatic Center Project.

e. Receive Presentation on 4th of July Fireworks Public Safety Operations Results.

**Chief of Police Johansen and Fire Chief Delay** reported on the results of the 4th of July.

**No Members of the Public wished to speak on the other items in this section.**

**6. CONSENT CALENDAR**

- a. Approve Draft Special Meeting Minutes of June 9, 2023, June 13, 2023, and June 20, 2023.
- b. Approve Accounts Payable for June 26, 2023, July 3, 2023, July 10, 2023 and July 17, 2023.
- c. Accept Payroll for July 2, 2023.
- d. Approve Investment Report May 31, 2023 & Reconciliation of General Ledger to Bank Report.
- e. Receive the Building Division Customer Service Survey Results for Quarter 4th Fiscal Year 2022-23.
- f. Consider Adoption of a Resolution:
  - Approving the Design of the San Bruno Citywide Bicycle Route Installation Project;
  - Authorizing the City Manager to Execute a Construction Contract with Chrisp Company for the San Bruno Citywide Bicycle Route Installation Project in an Amount Not to Exceed \$532,407.00;
  - Approving a Construction Contingency of \$80,000.00;
  - Approving a Total Project Budget in the Amount of \$748,000.00; and
  - Determining the Project is Exempt Under the California Environmental Quality Act
- g. Consider Adoption of a Resolution Authorizing the City Manager to Execute an Amendment to the On-Call Agreements for Project Management Services with CSG Consultants, Inc. and Swinerton Management & Consulting to Exercise the First One Year Option in Amounts Not to Exceed \$1,000,000 for Each Agreement.
- h. Consider Adoption of a Resolution Authorizing the Purchase of 12 Vehicles with Equipment Installation and Customization in an Amount Not to Exceed \$1,545,000.
- i. Appoint Mayor Rico E. Medina as the Voting Delegate and Vice Mayor Tom Hamilton as the Alternate Delegate, to Represent the City of San Bruno at the Annual Business Meeting of the 2023 League of California Cities Annual Conference in Sacramento, CA on September 20-22, 2023.
- j. Consider Adoption of a Resolution Authorizing the Community Services Technician I/II Position Job Class Specification and Establishing a Salary Range.
- k. Consider Adoption of a Resolution Approving the Revised Chief Financial Officer Job Class Specification.
- l. Consider Adoption of a Resolution Authorizing the Building Division Supervisor Job Classification and Establishing a Salary Range for the Position.
- m. Consider Adoption of a Resolution Approving the Newspaper Rack and Enclosure Models and Location and Determining the Project is Exempt Under the California Environmental Quality Act.
- n. Consider Adoption of a Resolution Authorizing the City Manager to Procure Furnishings for the New Recreation and Aquatic Center in the Amount of \$549,810.42.

**No items were pulled for a separate vote.**

**Councilmember Medina pulled Item 6.m. for discussion.**

**Member of the Public Nancy Foreman** asked if the racks would be ceramic coated for easy cleaning, would the enclosures be lockable and easy to remove the trash that collects in them.

**Direction Given:** That staff bring Item 6.m. back to the August 22nd City Council Meeting.

**No Members of the Public wished to speak on the other items on the Consent Calendar.**

**M/S Hamilton/Salazar** to approve the Consent Calendar with the exception of Item 6.m. which will be brought back to the August 22nd meeting. The motion passed unanimously.

**7. PUBLIC HEARING**

- a. Hold Public Hearing and Consider Adoption of a Resolution to Extend the Interim Authority for the Master Fee Schedule for Fiscal Year 2023-24 Previously Adopted as an Urgency Measure Effective July 1, 2023.

**Community Development Director Peter Gilli** presented the item to the City Council and answered questions.

**Mayor R. Medina** opened the Public Hearing.

**Member of the Public Thomas Joseph** asked what the original reason for the delay was.

**M/S Salazar/Alvarez** to close the Public Hearing

**M/S Salazar/Alvarez** to adopt the resolution

**The City Council Recessed at 8:42 p.m. and Reconvened at 8:50 p.m.**

**8. CONDUCT OF BUSINESS**

- a. Consider Appointments to the San Bruno Community Foundation Board of Directors.

**Member of the Public, Board Member & Treasurer of the Foundation Pak Lin** gave a brief overview of the item to the City Council.

**M/S R. Medina/Salazar** to re-appoint the three incumbents whose current terms will expire on December 31, 2023, to another four-year term which will expire on December 31, 2027. The motion passed unanimously.

**M/S Hamilton/M. Medina** to nominate **applicant Belinda Wong** to serve a partial term which will expire on December 31, 2025. The vacancy was created by the resignation of a former board member. She was appointed by a majority vote of Councilmembers Salazar, M. Medina and Vice Mayor Hamilton voting - yes and Councilmember Alvarez and Mayor Medina voting – no.

**9. STUDY SESSION**

- a. Conduct a Study Session and Provide Feedback on Economic Development Program.

**Economic Development Manager Maria Langbauer** presented the item to the City Council and answered questions.

**Member of the Public Thomas Joseph** asked that focus be kept on housing.

**Member of the Public and Downtown Business Owner Jason and his wife** spoke in support of the item and encouraged the City Council to walk the downtown to say hello.

**Member of the Public (No name given)** hopes that Maria can be the ambassador for the community.

**Member of the Public and Downtown Business Owner Sadana** is hopeful that Maria can help with some issues that will accomplish a more vibrant downtown.

**10. COUNCIL COMMITTEE REPORT OUT**

**Vice Mayor Hamilton** attended the Board of Directors meeting for BAWSCA (Bay Area Water Supply & Conservation Agency) and was pleased to report that the Hetch Hetchy Reservoir levels are at 100% capacity, the combined total for all of the reservoirs in California 89.2%. They received a draft report from the SFPUC on the alternate water supply plan which extends into 2045.

**Mayor R. Medina attended:**

7/12 SamTrans Board of Directors meeting and reported that ridership has increased 20% over last year at this time.

7/14 As a regional representative and vice chair he was honored to sit on an interview panel to assist in the selection of the San Mateo County Emergency Management Director.

7/18 he attended the CalTrain Citizen Advisory Committee and on 7/20 the Transportation Authority Citizen Advisory Committee and both of these bodies currently have vacancies they are recruiting to fill. He encouraged San Bruno residents to submit an application that can be found their respective websites, to be considered for appointment.

**No Members of the Public wished to speak during Council Committee Report Out.**

**11. COMMENTS FROM COUNCIL MEMBERS**

**a. Mayor Rico E. Medina:**

- Was pleased to welcome the Westerstede Germany U19 Girls Soccer Team at City Hall that morning. They are visiting San Bruno as part of a Cultural Exchange Program with the San Bruno AYSO Region 249 which has been in place since 1981, they will be here for two weeks. He thanked staff for organizing this morning's welcome event.
- On July 4th there was another successful Dale Wilson Tournament in which San Bruno won their divisions, he congratulated and thanked all those involved.
- Announced that on July 5th a delegation from the City of San Bruno left for Narita, Japan. We have had a Sister City partnership with Narita for 33 years. He thanked Assistant to the City Manager, Jennifer Dianos for all the work she did to coordinate the trip, there will be a delegation debriefing this week and a full report will be presented at the August 22nd City Council Meeting.
- On July 18th Mayor Medina was honored to attend the Police Swearing In Ceremony for new officers and also those receiving promotions.
- The Mayor invited everyone to join himself, State Senator Josh Becker and Assemblymember Diane Papan for coffee, community and lite refreshments this Saturday, July 29th from 9:00 – 10:30 a.m. at 540 West San Bruno Avenue.

**Vice Mayor Hamilton:**

- This coming Saturday is the monthly pancake breakfast at the American Legion Hall located at 757 San Mateo Avenue, from 8:00 – 11:00 a.m.

**Councilmember Medina:**

- Marty encouraged people to attend the American Legion pancake breakfast and emphasized what a good cause it is and that it supports our veterans.
- This Thursday, at Belle Air Elementary School, located at 450 3rd Avenue, the Second Harvest Silicone Valley grocery distribution will take place from 2:00 to 4:00 p.m. The numbers of families served has increased in a little over a year ago from 200 families served to 280 families. To receive groceries you can sign up on the spot and volunteers are needed so any amount of your time is appreciated.
- On Saturday, July 22nd the Bay Area Entrepreneur Center at 458 San Mateo Avenue hosted a Summer Pop-Up featuring 15 local vendors, he thanked Leah and Olivia from the BAEC for coordinating this amazing day for our downtown.

**No Members of the Public wished to speak during Comments from Council Members.**

**12. ADJOURNMENT**

The meeting adjourned at 10:20 p.m. The next Regular City Council Meeting will be held on Tuesday, August 22, 2022 at 7:00 p.m.

These City Council Meeting Minutes were prepared by Vicky Hasha, Deputy City Clerk, and submitted for approval at the Regular City Council Meeting of February 13, 2024.