



“The City with a Heart”

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

MINUTES
SAN BRUNO CITY COUNCIL
February 28, 2023
7:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ROLL CALL

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

3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Member of the public Robert Ruff would like very much to have tennis courts at Skyline College.

4. ANNOUNCEMENTS/PRESENTATIONS

a. Receive General Update From the Peninsula Clean Energy

Jan Pepper with Peninsula Clean Energy gave a presentation to the City Council.

Member of the public Robert Ruff is very excited about the points made in the presentation and appreciates the program and its cost savings.

5. CONSENT CALENDAR

a. Approve the Draft Meeting Minutes for the Special Meetings of May 17, 2022, May 19, 2022, May 24, 2022 and May 31, 2022 and for the Regular Meeting of May 24, 2022.

b. Approve Accounts Payable for February 13, 2023 and February 21, 2023.

c. Accept Payroll for February 12, 2023.

d. Receive Written Update on the City’s Response Efforts to COVID-19 and Adopt Resolution Terminating the Local Emergency Declared by the City in Response to the COVID-19 Pandemic.

e. Adopt Resolution Approving Revisions to the City’s Conflict of Interest Code.

f. Receive Written Update on the City’s Response Efforts to the Late 2022/Early 2023 Winter Storms.

g. Consider Adoption of an Ordinance of the City of San Bruno Amending Title 3 (Revenue and Finance) of the Municipal Code to Increase the Tax Imposed on Cannabis Businesses. No items were pulled by the City Council for a separate vote.

Item a – Councilmember Alvarez said that she would abstain from voting on this item because she wasn’t on the Council yet and therefore had not attended those meetings.

Item d – Mayor R. Medina looked back at all that transpired during the pandemic and how suddenly it all happened. He sincerely thanked and commended all City staff adding that every effort made a difference and kept the City operating during a difficult time.

No member of the public wished to address the City Council under Consent Calendar.

M/S Hamilton Salazar to approve the Consent Calendar. The motion passed unanimously.

6. **PUBLIC HEARING**

- a. Introduce, Read by Title Only, and Waive Further Reading of an Ordinance Amending Title 8 (Streets, Sidewalks, and Rights-Of-Way) to Add Regulations Relating to Parklets; Adopt a Resolution Adopting the San Mateo Avenue Parklet Program Regulations; Hold Public Hearing to Adopt a Resolution Adding Fees Related to Parklets to the Master Fee Schedule; and Find Such Project Exempt From the California Environmental Quality Act

Deputy Director, City Engineer Ritchie presented the item to the City Council and answered questions.

Mayor R. Medina opened the public hearing.

No members of the public wished to address the City Council on this item.

M/S Hamilton/Salazar to close the public hearing. The motion passed unanimously.

City Manager Grogan answered questions.

M/S Hamilton/Alvarez to introduce the ordinance. The motion passed unanimously.

7. **CONDUCT OF BUSINESS**

- a. Receive Mid-Year Financial Update Report for FY2022-23 as of December 31, 2022 and Adopt a Resolution Approving a Second-Quarter Budget Amendment for the FY2022-23 Operating and Capital Budget.

City Manager Grogan presented the item to the City Council and answered questions.

Interim Finance Director Bobby Magee also presented the item to the City Council and answered questions.

No members of the public wished to address the City Council on this item.

M/S Salazar/Alvarez to approve the resolution. The motion passed unanimously.

- b. Authorize the City Manager to Negotiate and Enter Into an Agreement With Tyler Technologies, Inc. for the Upgrade to Enterprise Resource Planning (ERP) Munis Software, Along With Related Business Process and Implementation Services, and Support Services; and Authorize the City Manager to Negotiate and Enter Into an Agreement With OpenGov for Procurement Software, Along With Related Business Process and Implementation Services, and Support Services, for a Total Amount Not to Exceed \$800,000.

City Manager Grogan presented the item to the City Council and answered questions.

Interim Finance Director Bobby Magee also presented the item to the City Council and answered questions.

City Attorney Ortiz answered questions.

No member of the public wished to address the City Council on this item.

M/S Salazar/Alvarez to amend the resolution as presented and move forward with the Tyler Munis portion of the item excluding OpenGov, a study session will be conducted at a later date to receive an OpenGov presentation from the vendor for more information. Therefore the resolution is amended to be in an amount not to exceed \$700,000. The motion passed unanimously.

- c. Consider Adoption of a Resolution Adopting Pay Scale for the City Manager Job Classification.

Human Resources Director Dino presented the item to the City Council and answered questions.

No members of the public wished to address the City Council on this item.

M/S Salazar/Alvarez to amend the resolution changing the effective date of the salary range of \$275,141 – \$385,000 annually from June 1, 2023 to March 1, 2023 instead. The motion passed unanimously.

The City Council Meeting Recessed at 9:32 p.m. and Returned at 9:38 p.m.

d. Conduct Study Session for the Draft Final Local Roadway Safety Plan.

Public Works Director Lee gave an overview of the item to the City Council, introduced our new Senior Civil and Traffic Engineer Harry Yip and answered questions.

Engineer Yip presented the item to the City Council and answered questions.

City Manager Grogan answered questions.

No members of the public wished to address the City Council on this item.

8. COUNCIL COMMITTEE REPORT OUT

Mayor R. Medina:

- He and Councilmember Salazar attended a Recreation & Aquatics Center (RAC) meeting where they received the same presentation recently given to the City Council. It was asked how the bike path that ran thru the park will be worked into the plan.
- He attended a Commute.org meeting and has nothing to report on.
- He went on a tour of the American Medical Response (AMR) headquarters on Rollins Road in Burlingame. It was very interesting to see their internal operation.
- He and Councilmembers Marty Medina and Sandy Alvarez attended a Council Selection Committee meeting hosted by the Town of Hillsborough where State Senator Jackie Speier introduced her new foundation for women and children that will address poverty, lack of housing and childcare and domestic violence in San Mateo County.

No members of the public wished to address the City Council on this item.

9. COMMENTS FROM COUNCIL MEMBERS

a. Mayor R. Medina:

- Thank You to the Sammut Family Foundation for the Recent \$10,000 Donation to the San Bruno Public Library. This Generous Donation Will Be Used to Expand the Library's Wi-Fi Hotspot Lending Program, as Well as Enhance Its Ebook Collection. This Donation Will Directly Improve the Quality of Life for Many San Bruno Residents. He noted that their contributions to the library have been ongoing for a very long time totaling over \$150,000.
- He and the other Councilmembers attended Java with Josh in San Bruno, with State Senator Josh Becker and answered questions.
- He met with Supervisor Dave Canepa in Daly City.
- He is working on coffee events to be held in San Bruno with San Mateo County Board of Supervisors, Dave Canepa, Dave Pine and State Assemblymember Diane Papan.
- Attended the opening of the beautiful new field at Capuchino High School and watched the ceremonial game between the alumni and varsity.

- Attended Caffeine with Canepa in Westborough, with San Mateo County Board of Supervisor Dave Canepa. Also in attendance were San Bruno Park School District Trustee Jennifer Blanco, former Trustee John Moreno and San Mateo Union High School District Trustee Teri Chavez. The focus of the meeting was mental health.
- He had a conversation with Linda Patterson who is the coordinator of the Adopt a Unit Program for the 101st Airborne Division, she has been involved for over 50 years. They will be deployed in March and she is asking for assistance and support from the in the community in the form of letters and care packages.
- He attended the Rotary's 5th Annual, Cash for Class where over 80 teachers from San Bruno Schools enjoyed food, refreshments, a raffle and cash prizes thanks to the generosity of the San Bruno business community and the San Bruno Rotary Club.
- He and the rest of the City Council also attended a ribbon cutting at Hotel 1550 on El Camino Real where the owner announced that he would pay his employees for up to 16 hours each for volunteering in the community outside of their jobs.

No members of the public wished to address the City Council on this section.

4. **ADJOURNMENT**

This meeting adjourned at 10:21 p.m. The next Regular City Council Meeting will be on Tuesday, March 14, 2023 at 7:00 p.m.

These City Council meeting minutes were prepared by Vicky Hasha, Deputy City Clerk, for approval at the regular meeting of March 14, 2023.

Vicky S. Hasha,
Deputy City Clerk

Rico E. Medina
Mayor