



City Of Burlingame

MINUTES

Committee: Mayor Mike Dorr – p
Councilmember Carolyn Lee – p
Councilmember Carolyn Strohm - p
Councilmember Christopher Moon - p
Councilmember Michelle Mullinix - p
Councilmember Vikki DeMars - p

Staff: City Attorney Rick Godderz - p
Police Chief Jon Shaffer - p
Interim City Clerk Janene Fry - p
City Superintendent Joey Lamond - p
Building Inspector Jim Welch - p

Held: **June 17, 2013 at 7:00pm**

Location: **Council Chambers**

1. CALL TO ORDER BY MAYOR - 7:00PM

2. ROLL CALL - See above

Citizens Present: Ron Shaffer, Bill Zabokrtsky, Rosie Parker, Larry Smith, Kathy Smith, Stephanie Watson, Grizz Lee and Sheila Curtis. Diane Wilkins entered at 7:08pm.

3. PUBLIC COMMENTS - N/A

CONSENT ITEMS

These items can be voted on with one motion or individually by the city council.

4. APPROVAL OF AGENDA - Motion by Councilmember DeMars to approve the agenda with the additions of 7A, Sewer Project Closeout and 10A, Executive Session Non-Elected Personnel. Motion seconded by Councilmember Moon.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

5. APPROVAL OF MINUTES - Motion by Councilmember Strohm, seconded by Councilmember DeMars to approve the minutes from the regular meeting of June 3, 2013 and the Special Meeting of June 11, 2013.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

6. APPROVAL OF CLAIMS ORDINANCE – Councilmember DeMars made the motion to authorize the payment of claims ordinance 2253 and 2253A. Councilmember Strohm made the second motion.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

OLD BUSINESS

7. PROPERTY AT 105 E SANTA FE AVENUE – Building Inspector Welch presented an update regarding the property at 105 E Santa Fe Ave. Councilmember DeMars made the motion to table further discussion until the July 1, 2013 council meeting, requesting the presence of Mr Nika. Motion seconded by councilmember Lee.

Yeas: Michelle Mullinix
Vikki DeMars
Chris Moon
Carolyn Lee
Nays: Carolyn Strohm

7A. SEWER PROJECT CLOSEOUT –Councilmember Strohm made the motion to accept the project planned scope of work as completed and authorize the mayor to sign the closeout forms after corrections are made according to the engineers report. Motion seconded by councilmember Moon.

Yeas: Michelle Mullinix
Vikki DeMars
Chris Moon
Carolyn Lee
Carolyn Strohm

NEW BUSINESS

8. FIREWORK EXTENSION REQUEST - DAVE PUNCHES – Councilmember Moon made the motion to extend the discharge of fireworks until midnight on June 6th. Councilmember Mullinix seconded the motion.

Yeas: Michelle Mullinix
Chris Moon
Carolyn Lee
Carolyn Strohm

Vikki DeMars abstained

9. GROCERY STORE STATUS - Councilmember Strohm made the motion to proceed with preliminary surveys of the property at 107 and 109 E Santa Fe Avenue. Motion failed due to lack of a second.

10. ATTORNEY CLIENT EXECUTIVE SESSION - Motion made by Councilmember DeMars to enter into executive session until 8:05pm. Seconded by Councilmember Lee.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

No action taken

10A. NON-ELECTED PERSONNELL EXECUTIVE SESSION - Motion made by Councilmember DeMars to enter into executive session until 8:15pm. Seconded by Councilmember Lee.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

No action taken

Motion made by Councilmember DeMars to enter back into executive session until 8:25pm. Seconded by Councilmember Moon.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

No action taken

11. OLD WATER TOWER PROPERTY - Motion made by Councilmember Lee to authorize the transfer of deed for property at 310 W Banks Ave to be divided equally, 25 ft each, between Ron Shaffer and Dix Smith. The City will have rights to leave the siren on the property as long as they so desire and will continue to maintain it. Motion seconded by Councilmember DeMars.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

12. CITY CLERK INTERVIEWS – Motion made by Councilmember Lee to continue with the interview process for the city clerk position. Motion seconded by Councilmember Mullinix.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

13. CONCEALED CARRY BRIEFING – Motion made by Councilmember DeMars to complete the exemption letter of Section 2(i) of Senate Substitute for House Bill 2052. Motion seconded by Councilmember Lee.

Yeas: Michelle Mullinix
Vikki DeMars
Carolyn Strohm
Chris Moon
Carolyn Lee

15. REPORTS – Building Inspector Welch: Requesting authorization to park Fire Department training trailer at Sumner Park for duration of training. Item will be placed on the next agenda.

City Superintendent Lamond: Asphaltting will begin early the week of June 24th. Replacement light pole, located in front of 105 E Santa Fe Ave will be delivered August 3rd.

Police Chief Shaffer: Asked direction and authorization to sell the Police Ford Explorer. Asked authorization to continue ad for Police Officer in the local newspaper. Updated the City Council on weed ordinance properties. Contracted mowing will begin later this week. Fast property is taxed as agriculture, in the City limits, would like direction on how to proceed.

Interim City Clerk Fry: Reminder of Emergency Management Meeting to be held on June 29th. Clarified procedure regarding Special Meetings.

Councilmember DeMars: Concern regarding maintenance of alley ways. Concern regarding “drag racing” downtown.

Councilmember Lee: Asked to have clarification regarding letters mailed out for weed ordinance.

Mayor Dorr: “Thank You” for diligent work on software clean up.

16. ADJOURNMENT – Motion made by Councilmember DeMars to adjourn June 17, 2013 City Council Meeting. Motion seconded by Councilmember Moon.

Yeas: Michelle Mullinix
Vikki DeMars

Carolyn Strohm
Chris Moon
Carolyn Lee

SUBMITTED BY: _____
Janene Fry, Interim City Clerk Date

Americans with disabilities act (A.D.A.): The City of Burlingame intends to comply with A.D.A. If you are physically challenged or disabled and need special accommodations to participate in this town meeting, please contact the city clerk forty-eight (48) hours prior to the meeting to arrange necessary accommodations.