



# City Of Burlingame

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## MINUTES

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**Committee:** Mayor Dorr – P  
Councilmember Lee – A  
Councilmember Strohm - P  
Councilmember Moon - P  
Councilmember Mullinix - P  
Councilmember DeMars - P

**Staff:** City Attorney Godderz - P  
Police Chief Shaffer - A  
Interim City Clerk Fry - P  
City Superintendent Lamond - P  
Building Inspector Welch - A

Held: **July 15, 2013 at 7:00pm**

Location: **Council Chambers**

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

**2. ROLL CALL** - See above

Citizens Present: Carl Rice, Charles Shirley, Donna Young, Rosie Parker and Jeremy Gaston

**3. PUBLIC COMMENTS** - Carl Rice voiced concern regarding the Fireworks Ordinance.

**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 as presented. Motion seconded by Councilmember Mullinix.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon

**5. APPROVAL OF MINUTES** - Motion by Councilmember Moon, seconded by Councilmember DeMars to approve the minutes from the Regular Meeting of July 1, 2013, Special Meeting of July 10, 2013 and Special Meeting of July 11, 2013.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon

**6. APPROVAL OF CLAIMS ORDINANCE** - Councilmember DeMars made the motion to authorize the payment of claims ordinance 2255. Councilmember Moon made the second motion.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon

### OLD BUSINESS

**7. PROPERTY AT 105 E SANTA FE AVENUE** - Council received update regarding property at 105 E Santa Fe Ave.

No action taken

**8. PROPERTY AT 413 SOUTH PROSPECT AVE** - Motion made by Councilmember DeMars to proceed with grant application process for Senior Duplex project for a time period of one year. Motion seconded by Councilmember Strohm.

Yeas: Vikki DeMars  
Carolyn Strohm  
Chris Moon

Nays: Michelle Mullinix

**9. ZONING REGULATIONS-** Councilmember DeMars made the motion to table discussion on the Zoning Regulations until the August 5, 2013 meeting. Motion seconded by Councilmember Moon.

Yeas: Michelle Mullinix  
Vikki DeMars  
Carolyn Strohm  
Chris Moon

### NEW BUSINESS

**10. ROAD OIL PURCHASE** - Councilmember Strohm made the motion to authorize the purchase of road oil for chip and seal purposes. Councilmember DeMars seconded the motion with the addition of fund verification.

Yeas: Michelle Mullinix  
Chris Moon  
Carolyn Strohm  
Vikki DeMars

**11. PHASE II SEWER PROJECT** - Motion made by councilmember Strohm to authorize the final payment and closeout of the Phase II Sewer Project. Motion seconded by councilmember DeMars.

Yeas: Michelle Mullinix  
Chris Moon  
Carolyn Strohm  
Vikki DeMars

**12. THE BUG GUYS** – Motion made by Councilmember DeMars to table the authorization of termite pre-treatment by The Bug Guys. Seconded by Councilmember Moon.

Yeas: Michelle Mullinix  
Carolyn Strohm  
Chris Moon  
Vikki DeMars

**13. NON-ELECTED PERSONNEL EXECUTIVE SESSION** – Motion made by Councilmember DeMars to enter into executive session until 7:50pm to discuss non-elected personnel. Seconded by Councilmember Moon.

Yeas: Michelle Mullinix  
Carolyn Strohm  
Chris Moon  
Vikki DeMars

No action taken

Motion made by Councilmember Strohm to offer the City Clerk position to LeeAnn Smiley, starting at \$13.50 per hour with a 90 day probation period and then a pay increase to \$14.00 per hour, contingent on clean background check and negative drug testing. Motion seconded by Michelle Mullinix.

Yeas: Michelle Mullinix  
Carolyn Strohm  
Chris Moon  
Vikki DeMars

**14. NON-ELECTED PERSONNEL EXECUTIVE SESSION** – Motion made by Councilmember DeMars and seconded by Councilmember Mullinix to enter into executive session until 8:03pm to discuss non-elected personnel to include City Superintendent Lamond. Seconded by Councilmember Moon.

Yeas: Michelle Mullinix  
Carolyn Strohm  
Chris Moon  
Vikki DeMars

No action taken

**15. REPORTS** – City Superintendent Lamond: Updated Council on Electrical Project.

Councilmember Mullinix: Voiced concerns regarding no stop/yield signs at Jackson and Osage, trees needing trimmed around town and the possibility of hiring a contractor to do some of the work.

Mayor Dorr: Police Update. Voiced concerns regarding street salesmen in town.

**16. ADJOURNMENT** - Motion made by Councilmember DeMars to adjourn July 15, 2013 City Council Meeting. Motion seconded by Councilmember Mullinix.

Yeas: Michelle Mullinix  
Carolyn Strohm  
Chris Moon  
Vikki DeMars

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.