



City Of Burlingame

MINUTES

Mayor Mike Dorr – P
Councilmember Carolyn Lee – P
Councilmember Carolyn Strohm - P
Councilmember Vikki DeMars - P
Councilmember Michelle Mullinix - P
Councilmember Kenna Burns - P

City Attorney Rick Godderz - P
City Clerk Lee Ann Smiley - P
City Superintendent Joey Lamond – P
Police Chief Dudley - P
Building Inspector Jim Welch –Arrived 7:48

Held: **June 02, 2014 at 7:00pm**
Location: **Council Chambers**

1. CALL TO ORDER BY MAYOR – 7:00PM

2. ROLL CALL – See above

Citizens Present: Gabe Faimon, Ray Burns, Don and Roberta Bailey, Patty Freed, Austin Masters, and Jeanne Riggs

3. PUBLIC COMMENTS – There were no public comments.

CONSENT ITEMS

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

4. APPROVAL OF AGENDA – Mayor Dorr stated that there was not a 2277EP on the Claims Ordinance for agenda item #6. Councilmember DeMars made the motion to approve the agenda with the deletion of Claims Ordinance 2277EP. Councilmember Strohm seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

5. APPROVAL OF MINUTES – Councilmember Mullinix made the motion to approve the minutes of the April 21, 2014 meeting, with the amendment of changing the wording for voting from Yeas to Ayes, the motion was seconded by Councilmember DeMars.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

6. APPROVAL OF CLAIMS ORDINANCES – Mayor Dorr stated that the \$5 refunds on the warrants were because of a miscommunication. The rate increases for the swimming pool hadn't been approved by the council but customers were charged the increase, we now need to refund those differences. Councilmember Mullinix made the motion to pay claims ordinance #2277, Councilmember DeMars seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

OLD BUSINESS

7. AUDIT / BUDGET PROPOSALS - Councilmember Burns made the motion to contact Aldrich & Company, LLC to arrange a budget review for \$1000, anything over and above that needs to be discussed with us (the Council), and that each of the department heads start contemplating what they need on their budget, the motion was seconded by Councilmember DeMars. No action was taken engaging a firm for the audit.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

8. INTERSECTION OF JACKSON & DACOTAH - City Superintendent Lamond had contacted Brian Kingsley, P.E., of BG Consultants, Inc. in regards to improvements to the intersection of Jackson and Dacotah. Lamond stated that Kingsley was on the same page as us, once we get asphalt or concrete in place the run off would go through the ditches. Kingsley suggested that he would narrow up the drive coming out of the school to make it a four way intersection to cut costs. Lamond suggested that we create a one percent grade for drainage. Lamond is to get cost proposals for the project and present it to the school to see if they would be willing to pay half of the expenses. Councilmember DeMars made the motion to table this item to the next meeting, until we find out if the school is willing to go half and to get proposals drawn up and find out how much that was going to be, the motion was seconded by Councilmember Mullinix.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

9. 127 W. SANTA FE AVENUE PROPERTY - Building Inspector Welch stated that he had reviewed the Brownfield report and that the building had both friable and non-friable asbestos. The next step would be to have a certified asbestos inspector come in and sign off stating that the asbestos problem has been resolved then send that to the state. Once that has been done the building can be removed. Don and Roberta Bailey are to contact an asbestos inspector for that procedure. DeMars made the motion to table this item until we get the asbestos report back from Bailey's, the motion was seconded by Councilmember Strohm.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

NEW BUSINESS

10. SWIMMING POOL FEES - Motion was made by Councilmember DeMars and seconded by Councilmember Mullinix to approve the new prices as listed (see below).

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

Pool Parties... (2 hours)	
30 Guests	\$60.00
45 Guests	90.00
60 Guests	120.00
75 Guests	150.00
>75 Guests	Talk to Manger

Lessons (5 - 45 minute lessons)	
Private lessons	\$45.00/week
Public Lessons (Min. 3/group)	30.00/week
Aerobics (Tuesday/Thursday)	2.00 /day

Hours of Operation	Monday - Thursday 1-7 Friday - Sunday 1-6
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15 minute break starting at 3:15
Close with less than 5 guests in the evening

Day Pass	\$ 1.50
Single Season Pass	60.00
Family/Babysitter Pass	90.00
(Up to 5 members + \$10 for additional member)	
Punch Pass	\$30/20passes

11. R/S ELECTRIC CORPORATION APPLICATION FOR PAYMENT - Mayor Dorr stated that Morrow Engineering Inc. made an error on the paperwork for the Application for Payment and would be sending a corrected one. Councilmember Strohm made the motion to approve the application for payment to R/S Electric Corporation in the amount of \$167,964.00 once the corrected form is received; the motion was seconded by Councilmember Burns.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

The application for payment accounts for the work completed to date, less a 10% retainage, which will be recovered upon final completion.

12. EXECUTIVE SESSION NON-ELECTED PERSONNEL -Councilmember Mullinix made the motion to go into Executive session for a period of 15 minutes to discuss Non-Elected Personnel, Councilmember Burns seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

The Council exited at 8:04

The meeting reconvened at 8:19, Mayor Dorr stated that no action was taken.

Councilmember DeMars made the motion to go into Executive session for a period of 5 minutes for Non-Elected Personnel, Councilmember Lee seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

The Council exited at 8:21

The meeting reconvened at 8:26, Mayor Dorr stated that no action was taken.

Councilmember Lee made the motion that we appoint Ryan Dudley as Chief of Police, he will be on a 90 day probation period, receiving the same pay as he is receiving as Interim (Police Chief), he is to have his self moved to Burlingame in 90

days and must physically reside in Burlingame city limits. Councilmember DeMars seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

Officer Dudley accepted the position.

Councilmember DeMars made the motion to go into Executive Session with Chief Dudley for a period of 10 minutes for discussion of Non-Elected Personnel, Councilmember Burns seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

The Council exited at 8:29

The meeting reconvened at 8:39, Mayor Dorr stated that no action was taken.

Councilmember Lee made the motion to make James Lovett a full time police officer, his pay will start at \$14.00 until after he receives his full time certification and then he will be reevaluated. Councilmember DeMars seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

Officer Lovett respectfully accepted the position.

13. REPORTS - B

Building Inspector Welch reported that there were a couple of small building permits in progress.

City Superintendent Lamond gave an update on the electric project. In changing everything over on the poles there was an issue with the tie in on Dacotah in the ally way. They (R/S Electric) are planning on bringing another crew in on Saturday and they are going to tie it over hot so they shouldn't shut anybody off. They should have everything done by the 16th for the changeover date, the Power Plant will generate all day on the day of the changeover. Lamond stated that the city crew is now on summer hours working from 7:00am to 3:30pm. We received verification that we have termites in the City Hall. He will call and get bids for extermination. The lights for the pool are not in yet. The mulch is should be in this week. The sign will be up at the dump this week.

Police Chief Dudley reported that the log for the month of May included 11 citations, 7 arrests, 3 assists to citizens, 4 assists to outside agencies, two site calls and an investigation.

City Clerk Smiley stated that she would be attending a Budget work shop Wednesday. A new account has been set up for the Bond Reserve and we will be setting up a monthly transfer to take out future bond payments, probably around \$28,500 a month.

Councilmember Mullinix thanked City Superintendent Lamond for getting the transformer fixed down at the apartments. She voiced concerned about vacant houses and the safety issues. It was stated that she needed to complete a concern form for further follow up.

Councilmember DeMars stated that the shed (on west Santa Fe) was falling in and they were going to have to take it down. She had concerns that when they did that the chimney of the adjoining property would come down with it. Building Inspector Welch stated that the city had permission to remove that chimney. DeMars wanted to make sure that it wasn't on them if the chimney fell, Welch said no.

Councilmember Strohm asked if the old poles would be taken down. City Superintendent Lamond stated that they would but that they were waiting on Mediacom to get their lines moved over.

Councilmember Burns said that the Burlingame Chamber of Commerce had donated a tarp for the swimming pool for shade in the concessions area.

Councilmember Lee asked when they would have figures from the department heads to be able to meet to prepare for the budget.

Councilmember Lee made the motion to have work session June 30th at 5:15 with the budget numbers to be presented by the department heads so we can review them. Councilmember Mullinix seconded the motion.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

Mayor Dorr asked about the Graphics for the Avalanche. It was stated that they thought Hovestadt had put them on in the past.

14. ADJOURNMENT - Motion was made by Councilmember DeMars to adjourn the City Council Meeting. Motion seconded by Councilmember Lee.

Vote: Ayes: Mullinix, Strohm, DeMars, Burns and Lee

Meeting adjourned at 9:05pm.

SUBMITTED BY:

Lee Ann Smiley, 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.