



# City Of Burlingame

## MINUTES

Mayor Vikki DeMars – P  
Councilmember Doug Moon - P  
Councilmember Leslie Holman - P  
Councilmember Sheila Curtis - P  
Councilmember Michelle Mullinix - P  
Councilmember Kenna Burns - P

City Attorney Rick Godderz - A  
City Clerk Lee Ann Smiley - P  
City Superintendent Joey Lamond – P  
Police Chief Baker – P  
Building Inspector Jim Welch – A

Held: **July 6, 2015 at 7:00pm**

Location: **Burlingame City Hall Council Chambers**

1. **CALL TO ORDER BY MAYOR DEMARS**

2. **ROLL CALL** – See above

Citizens Present: Ron Shaffer, Ray Burns, Jerry Hill and Jeremy Gaston

3. **PUBLIC COMMENTS** – Joel Williams asked for a utility waiver for 105 W Santa Fe Ave. The waiver request was added to the agenda as item #11a.

### **CONSENT ITEMS**

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

4. **APPROVAL OF AGENDA** – Councilmember Moon made the motion to approve the agenda with the change of the address on item #10 to 114 W. Santa Fe Ave., the addition of 11a waiver request, moving item 11 Budget to 11b and adding an Executive Session as item 14a. Councilmember Burns seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

5. **APPROVAL OF MINUTES** – Councilmember Mullinix made the motion to approve the minutes of the June 15, 2015 meeting and the June 23, 2015 and June 29, 2015 Special meetings the motion was seconded by Councilmember Holman.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

6. **APPROVAL OF CLAIMS ORDINANCE** – Councilmember Moon made the motion to pay Claims Ordinance #2304 in the amounts of \$86,799.32 and \$16,364.62 Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

## **OLD BUSINESS**

7. **AUDIT** – Councilmember Mullinix made the motion to approve the 2014 audit, Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

8. **VARIANCE OF ORDINANCE #2190** - Councilmember Burns made a motion to approve the Ordinance presented to allow the Farmers Market at Sumner Park. Councilmember Holman seconded the motion. The new Ordinance is #2217.

Vote: Ayes: Holman, Mullinix, and Burns    Nays: Curtis and Moon

9. **WATER LINE REQUEST** – City Superintendent Lamond presented an estimate dated 10/12/2011 in the amount of \$8101.21 that had previously been discussed but never approved for replacement of water lines at 6860 W 189<sup>th</sup>. Councilmember Moon made the motion to deny Dennis Reamer's request for the replacement of the water lines, Councilmember Curtis seconded the motion

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

10. **114 W. SANTA FE AVE BUILDING** – City Clerk Smiley stated that Building Inspector Welch had spoken to the owner of the property located at 114 W. Santa Fe Ave. and gave him names of contacts for demolition. It sounded like he was moving forward in getting some estimates for the demolition. The owner was aware of the damage done to the building adjacent to his. Councilmember Moon made a motion to waive demolition fees for the project. Councilmember Holman seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

## **NEW BUSINESS**

- 11a. **WAIVER REQUEST** - Councilmember Moon made a motion to waive the utility deposit for Joel Williams at 105 W Santa Fe Ave., Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

- 11b. **BUDGET** - Councilmember Mullinix made a motion to retain Cindy Jenson of Aldrich and Company LLC for assistance in budget preparation and set Tuesday July 14, 2015 for a Special Meeting for a budget work session, Councilmember Burns seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

12. **KMGA BOARD OF DIRECTORS APPOINTMENT:** – Councilmember Mullinix made the motion to leave City Superintendent as appointee for Primary Director of KMGA and David Panches as the alternate and to give the alternate voting powers. Councilmember Moon seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

13. **CASH FOR INVESTIGATION PURPOSES**– Councilmember Holman made the motion to approve the Police Department to obtain \$500 cash from the city for investigation purposes. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

14. **EXECUTIVE SESSION NON-ELECTED PERSONNEL** – Councilmember Burns made the motion to go into Executive Session for a period of 10 minutes for Non-Elected Personnel. Councilmember Mullinix seconded the motion. City Superintendent Lamond and City Clerk Smiley were asked to join the Session.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

The Council entered Executive Session at 7:53

The meeting reconvened at 8:03, Mayor DeMars stated that no action was taken in the Executive Session.

Councilmember Moon made the motion to hire Wendy Hinck at \$10 an hour with a probation period of 90 days and then increase her rate of pay .25 to \$10.25 for the position of Utility Clerk. Councilmember Mullinix seconded the motion.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

14. **EXECUTIVE SESSION NON-ELECTED PERSONNEL** – Councilmember Mullinix made the motion to go into Executive Session for a period of 10 minutes for Non-Elected Personnel. Councilmember Burns seconded the motion. City Superintendent Lamond and City Clerk Smiley were asked to join the Session.

Vote: Ayes: Moon, Holman, Curtis, Mullinix, and Burns

The Council entered Executive Session at 8:04

The meeting reconvened at 8:14, Mayor DeMars stated that no action was taken in the Executive Session.

## 15. **REPORTS**

City Superintendent Lamond stated that they had cleaned ditches out the last couple of weeks. They were trying to get started on some roads. They will tear the shelter house down in the next a couple of weeks.

Police Chief Baker reported that he would be gone July 12 through August 1 for training and military service. He said they were seeing progress of the code violations being corrected.

City Clerk Smiley reported CIC would be coming on the 10<sup>th</sup> to go over the computer software information. Information has been sent to GEICO in regards to the insurance claim reimbursement, we are now waiting to hear from them.

Councilmember Mullinix asked how we billed out for the damage that happened to a gas meter over the 4<sup>th</sup> of July. City Superintendent stated that we would bill for our time and for a new meter or whatever it takes.

Councilmember Moon stated that they need to set a paint night for Sumner Park. He reported the pool roof is 1600 square feet, the hips are 704 square feet. A flat roof

would need about 55 sheets OSB boards and rubber would run about \$1500. Councilmember Mullinix is to check with the Rec Commission to see if they would donate money toward a roof replacement.

Councilmember DeMars reported that she was planning a fund raiser for the swimming pool the first weekend in September (Labor Day). She's planning a horse shoe tournament, a volleyball tournament and a lot of other activities. She will need a lot of help. She asked what the council wanted to offer a new business and asked for this to be added to the next agenda.

**16. ADJOURNMENT** – Motion was made by Councilmember Burns to adjourn the City Council Meeting, motion seconded by Councilmember Moon.

Vote: Ayes: Moon, Curtis, Mullinix, and Burns

Nay: Holman

Meeting adjourned at 8:33p.m.

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 for necessary accommodations.