

CITY OF DALY CITY

Regular Meeting - CITY COUNCIL

AGENDA

Monday, March 11, 2013 - 7:00 PM

For those wishing to address the City Council on any Item on the Agenda or under Public Appearances/Oral Communications, please complete a Speaker Card located at the entrance to the Council Chambers and submit to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078 as soon as possible.

CALL TO ORDER:

Minutes:

The meeting was called to order by Mayor Buenaventura at 7:05 P.M.

7:05 PM

PLEDGE TO THE FLAG:

ROLL CALL:

Minutes:

Mayor Buenaventura stated Councilmember Klatt is out due to a health related illness.

7:06 PM

PRESENTATIONS:

Check Presentation from the Friends of the Daly City Library (Marie Brizuela)

Minutes:

Marie Brizuela, Friends of the Daly City Library Board Member, presented a check in the amount of \$1,795.58 to Vice Mayor Canepa to be used to enhance the literacy program for the Children's Library at the John Daly Branch.

AVAILABILITY OF PUBLIC RECORDS:

All public record to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body.

APPROVAL OF AGENDA:

Motion to approve the agenda.

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the City Council. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the City Council. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Minutes:

Mayor Buenaventura stated it was requested that Item No. 2, Approving Amendment No. 1 to Water Supply Agreement with the City and County of San Francisco, would be taken at the end of the Consent Agenda.

7:11 PM

Resolutions:

1. Approving Professional Services Agreement for Mussel Rock Landfill Site Feasibility Study and Seawall Maintenance and Site Access Improvements

Motion to adopt Resolution No. 13-29, Approving Professional Services Agreement with URS Corporation for Mussel Rock Landfill Site Feasibility Study and Seawall Maintenance and Site Access Improvements

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

2. Approving Amendment No. 1 to Water Supply Agreement with the City and County of San Francisco

Minutes:

Councilmember Guingona stated this amendment addresses the water supply reliability, water quality and cost allocatin. It is intended to insure that the existing

condition of the reservoir is maintained unless the parties agree to further amendment to the agreement that meets certain conditions. The amendment provides that if the parties do not agree on any such amendment, San Francisco may not drain the Hetch Hetchy Reservoir or abandon or decommission O'Shaughnessy Dam.

Director of Water and Wastewater Resources Patrick Sweetland stated the San Francisco Public Utility Commission on behalf of the County and City of San Francisco has already endorsed this amendment in their January meeting.

7:11 PM

Motion to adopt Resolution No. 13-33, Approving First Amendment to Water Supply Agreement with the City and County of San Francisco

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

3. Accepting and Appropriating a \$1,795.58 Grant from the Friends of the Daly City Public Library

Motion to adopt Resolution No. 13-30, Accepting and Appropriating Grants Funds from the Friends of the Daly City Library

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

4. Authorizing Application to California Department of Housing and Community Development (HCD) for CalHome Program Funds

Motion to adopt Resolution No. 13-31, Authorizing the Submittal of an Application to the California State Department of Housing and Community Development for Funding under the CalHome Program; the Execution of a Standard Agreement if Selected for Funding and any Amendments Thereto; and any Related Documents Necessary to Participate in the CalHome Program

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

5. Setting Time and Place for Public Hearing to Consider Five-Year Consolidated Plan for FY 2014-18 and One-Year HUD Action Plan for Fiscal Year 2013-14

Motion to adopt Resolution No. 13-32, Setting Time and Place of Public Hearing on Daly City's Five-Year HUD Consolidated Plan for Fiscal Years 2014-2018 and the One-Year Action Plan for Fiscal Year 2013-2014 Under the Community Development Block Grant and HOME Programs

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

END OF CONSENT AGENDA

PUBLIC HEARINGS:

6. Update of Fees for Engineering Services and Adoption of an Ordinance Amending Municipal Code Sections 12.040.030, 12.080.040, and 15.62.170 Re: Engineering Fees

Staff:

Nevin

Recommended Action:

Open/Close Hearing

Adopt Resolution

Roll Call

Motion for City Attorney to Read by Title Only

Councilmember Introduce Ordinance

Minutes:

Senior Management Analyst Tim Nevin gave a PowerPoint presentation for Council's consideration, an update of the revised fees for engineering services, along with Management Analyst Jesse Myott providing a more detailed review on the flexibility of the proposed fees as outlined in the agenda report.

Mr. Nevin stated along with the current revision of fees, staff created an Excel model to update fees in the future. We need the hourly rate for Engineering staff time, and the time assumptions for plan reviews and site inspections for each type of engineering service to update the model. Once the model is updated with costs and time assumptions, the new fees will calculate automatically. Another new analysis to the fee schedule is an Addendum report, which explains the basis for each fee and the workflow procedures utilized by engineering staff.

Staff recommends the City Council adopt the proposed fee schedule for various engineering services and adopt an ordinance amending Sections 12.040.030, 12.080.040, and 15.62.170 to allow deposits to be set by resolution.

Mayor Buenaventura opened the public hearing.

7:14 PM

Motion to close the public hearing.

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

Motion to adopt Resolution No. 13-34, Updating Fees for Engineering Services

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

Motion for City Attorney to read by title only.

Councilmember Torres introduced the following ordinance:

Ordinance No. 1366, Amending Sections 12.040.030, 12.080.040 and 15.62.170 of the Municipal Code Re: Engineering Fees

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

7. Adoption of an Ordinance to Amend Municipal Code Section 3.12.50, Methods of Procurement

Staff:

McVey

Recommended Action:

Open/Close Hearing

Motion for City Attorney to Read by Title Only

Councilmember Introduce Ordinance

Minutes:

Director of Finance and Administrative Services Donald W. McVey stated staff requests that the City Council amend the Municipal Code Section 3.12.50, Methods of Procurement, to revise the City's purchasing limits and required approvals.

Mr. McVey reviewed the recommended revisions to dollar limits and the number of annual requisitions as outlined in the agenda report.

Staff suggests doing open market purchases but encourage multiple quotes for anything \$6,000 or below. The next level (\$6,001-\$20,000) would require a requisition through the automating purchasing process with at least three documented verbal quotes, if we can get them. The next level (\$20,001-\$75,000) would require three written quotes. Anything above the \$75,000 would be brought to the City Council for approval.

Mayor Buenaventura opened the public hearing.

Vice Mayor Canepa was concerned about raising the City Council Approval from

\$60,000 to \$75,001. He was in favor of leaving it at the current limit.

City Manager Patricia Martel stated this is consistent with the best practices in other cities. Ms. Martel explained the purpose was to try and find ways to streamline the purchasing process and to allow the departments to routinely purchase things in a certain dollar threshold with more efficiency.

Councilmember Torres suggested getting quarterly overviews of all purchases \$60,000 to \$75,000. Mr. McVey suggested doing a pilot program for a couple of quarters to see if the Council wants to continue it or not.

7:26 PM

Motion to close the public hearing.

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

Motion for City Attorney to read by title only.

Vice Mayor Canepa introduced the following ordinance:

Ordinance No. 1367, Amending Section 3.12.050 of the Municipal Code Re: Methods of Procurement

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

NOTE: Speakers are limited to two minutes, unless modified by the Mayor. The Council cannot take action on any matter raised under this item

Minutes:

Marian Mann announced on Wednesday, March 20, 2013, 7:00 P.M. the Daly City/Colma History Guild will hold a meeting at the Doelger Senior Center. The guest speaker will be Daly City Historian Bunny Gillespie, and she will present a program on the accomplishments of women in our City.

Rosanne Chavez, representing P.I.E. Alliance Network, a non-profit organization that provides free technology instructions to middle and high school students, stated currently we have a program at Thomas Pollicita Middle School in which she helped write and teach the modules. The students have started a mini-social enterprise to help raise money for their afterschool mobile media club. She joined this project because she believes

in the power of alternate sources of learning and exploring different possibilities and careers but help develop the skills to meet their potential.

7:45 PM

APPOINTMENTS: Board/Commission Membership Committee Appointments

Minutes:

There were no appointments.

7:48 PM

REPORTS:

8. Council Committee

Minutes:

There were no reports.

7:48 PM

9. City Council

Minutes:

Mayor Buenaventura stated we were late to the meeting this evening because we were discussing the City Council Goals at the earlier meeting.

Mayor Buenaventura announced the Women's Month Celebration is on Thursday, March 14, 2013 at 5:30 P.M. in the City Hall Rotunda.

7:48 PM

10. Staff

Minutes:

There were no reports.

7:49 PM

ADJOURNMENT:

Motion to adjourn the meeting at 8:40 P.M. in memory of Dorothy Soo, Esther Leno,

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George Louis Riccomi, Tony DeMarchi, Anthony Gonzalez, Maria Letizia Peruzzi, Pauline Poland, Lillie B. Scott and the three family members in the recent tragedy.

**Passed For: Raymond A. Buenaventura, David J Canepa, Michael Guingona, Sal Torres;
Against: (None); Abstain: (None); Absent: Carol Klatt**