

City Council Meeting, May 29, 2018, 7 p.m.

This meeting was on Tuesday because of the Memorial Day holiday.

We opened the meeting with a **Special Presentation** by 511.org, a Bay Area-wide organization to promote ride-sharing. In San Mateo County, commuters can save \$2 on rides originating or terminating in the county. Check the website for more information.

The **Consent Calendar** was next. The items on the consent calendar are thought to need no discussion and are all approved together, unless anyone has an objection or comment.

1. Approval of Disbursements for 4/16/18 through 4/30/18. Checks issued.

2. Approval of Minutes for April 24, 2018.

3. Contract Change Orders for the Wastewater Collections System Project at Crespi and Highway 1.

This project was to replace a sagging sewer main under Highway 1 at Crespi Drive. During excavation, a 24-inch steel casing was discovered around the 12-inch sewer line, which necessitated a wider excavation. Also, Caltrans imposed a special condition for trench patching on the encroachment permit.

The original amount for the project was \$148,000, and with the addition of the two change orders for \$84,000, the total exceeds the contingency. Council approved the change orders and an additional \$65,000 for the project.

4. Notice of Completion for the Sewer Line Replacement at Lockhaven Drive, Juanita Avenue, and Linda Mar Boulevard.

Total project cost was \$675,000, including two change orders previously approved by council.

5. Extend the Expiration Date to June 30, 2019 of Four Residential Development Allocations for 4009 Palmetto Avenue (APN: 009- 402-270).

These were issued under the City's Growth Management Ordinance.

6. In Connection with the Equalization Basin Project, Approve an Amendment to the Consultant Agreement with 4LEAF for \$643,000, and an Amendment to the Consultant Agreement with Freyer & Laureta for \$153,000.

The original agreement with 4LEAF was for \$968,000 for project management and inspections. The amendment was necessary because of technical issues, numerous contractor requests for information and design changes, additional public meetings, modifications to project components, and contractor change order requests for claims of differing site conditions. In addition, a second inspector will be provided for pipeline construction in lower Linda Mar. The total cost of 4LEAF is now \$1.6 million.

The original agreement with Freyer & Laureta was for \$784,000 for engineering services. Two amendments were previously approved, and this amendment was necessary for resolution of field conditions, technical support for claims evaluation, and continued weekly support to the City and Construction Management team to resolve contractor technical questions. The total cost of Freyer & Laureta is now \$1.3 million.

The total cost of the equalization basin project is now \$21.6 million.

7. Quarterly Investment Reports.

Review and accept the Quarterly Investment Reports dated 12/31/2017 and 03/31/2018.

8. Second Reading of the Ordinance to Approve the Condominiums at 801 Fassler Avenue.

The ordinance was approved at the last meeting, and this was the second reading.

9. General Fund Reserve Policy — 2018 Revision.

This established four reserve funds.

1. General Fund — Fund Balance Commitment for fiscal emergencies. This is theoretically set at 6.66% of General Fund expenditures, but initially funded at \$1.7 million.

2. General Fund — Economic Stabilization Fund Balance Commitment for economic contingencies. This is theoretically set at 3.33% of General Fund expenditures, and is currently unfunded.

3. Compensated Absences Fund Balance Commitment for leave payouts when employees separate or retire. This will be initially funded at \$200,000.

4. Facility Maintenance and Replacement Fund Balance Commitment for future facility relocation, reconstruction, or emergency repairs. This will be initially funded at \$150,000.

The \$2.1 million to initially fund the reserve funds will come from the General Fund cash balance.

Council voted 5-0 to approve items 1 through 5, and 7, of the **Consent Calendar**, and then separately approved item 8 by a 4-1 vote (Sue Digre voting against), and items 6 and 9 by a 5-0 vote.

Oral Communications, for members of the public to comment on items not on the agenda, **Council Communications**, and **Staff Communications**, came next.

Next, a **Public Hearing**.

10. An Ordinance Establishing Implementation of a Short-Term Rentals (STR) Regulation Program, Including Collection of Transient Occupancy Tax (TOT).

This ordinance permits STRs in residential neighborhoods, but makes clear that they may be subject to further regulation or prohibition. It prohibits use of an accessory dwelling unit as an STR, and also prohibits rental of vehicles, tents, storage sheds, or garages.

The ordinance requires an STR permit, smoke and carbon monoxide detectors, and fire extinguishers. The operator of an STR must obtain a business license and pay the 12% TOT on the nightly rental rate.

Council voted 5-0 to pass the ordinance.

Next, **Items for Consideration**.

11. An Ordinance Amending Chapter 8, "Tow Services," Within Title 4 of the Municipal Code, Relating to the Rotational Tow Program.

This amendment allows the granting of three franchises in a Rotational Tow Program. It is for non-consensual tows only, for example, impounds, or vehicles driven by drivers who are arrested or incapacitated.

It requires operators to be lawful, have a business location within Pacifica, and pay a \$50 fee per vehicle towed to the city.

Council voted 5-0 to pass the ordinance.

12. Proposed 2018-19 General Fund Budget, Wastewater Budget, and Capital Improvement Program Budget.

No action required.

13. Formation of an Ad Hoc Subcommittee of City Council for Aircraft Noise.

An ad hoc subcommittee consisting of Sue Digre and Mike O'Neill was formed to initiate discussions with Brisbane and Daly City on aircraft noise. The committee will expire after 1 year, unless it is extended.

Council voted 5-0 to approve.

And with that, we **adjourned**.