

**CITY OF SAN MATEO PUBLIC WORKS COMMISSION
WEDNESDAY, DECEMBER 10, 2014, 7:30 p.m.
CITY HALL, CITY COUNCIL CHAMBERS**

MINUTES

1. PLEDGE OF ALLEGIANCE. Anna Kuhre led the pledge of allegiance.

2. ROLL CALL. Members present were Anna Kuhre, Chair; Garrett Rice, Laurie Watanuki, and Erika Powell. Staff in attendance included Brad Underwood, Public Works Director; Gary Heap, Engineering Manager; Gary DeJesus, Deputy Director; Susanna Chan, Deputy Director; and Kevin Buchanan, Management Analyst.

3. APPROVAL OF THE NOVEMBER 12, 2014 STUDY SESSION AND REGULAR MEETING MINUTES. The November 2014 study session and regular meeting minutes were approved as submitted **4-0**.

4. PUBLIC COMMENT. None

5. 2014 ANNUAL RAIL CORRIDOR TRANSPORTATION MANAGEMENT AGENCY UPDATE. Gary Heap, Engineering Manager, presented the report and asked that the Public Works Commission review the 2014 Annual Rail Corridor Transportation Management Agency (TMA) Annual Report and provide a recommendation to the City Council for approval.

After questions from the Commissioners the item was open for Public Comment as follows:

- Greg St.Clair commented on the impact of increased traffic in the Fiesta Garden's neighborhood, and lack of parking on the first few blocks of the neighborhood. Vehicles are short-cutting through the neighborhood; Bermuda is particularly congested.

After public comment, the Commissioners discussed the item and made the following motion to recommend that the City Council approve the 2014 San Mateo Rail Corridor Transportation Management Agency (TMA) Annual Report.

Motion passed **4-0**.

6. REVIEW OF NO PARKING STREET CLEANING SIGN PROGRAM POLICIES AND PROCEDURES MANUAL DRAFT. Gary DeJesus, Deputy Director and Kevin Buchanan, Management Analyst, presented the report and asked that the Public Works Commission review and provide comment on the draft "No Parking Street Cleaning" Sign Program Policies and Procedures Manual.

After questions from the Commissioners the item was open for Public Comment. The following made comments supporting signage: Jay Kuhre, Ben Toy, Stoddard Lambertson, John Ebnetter, Rick Bonilla, and Greg St. Clair, with the following comments:

- Signage will force abandoned cars and non-resident cars to be relocated; leaves and twigs have an impact as they clog the storm drain creating flooding at intersections, causing traffic and safety issues; streets cannot be properly swept when there are parked cars.
- Time of sweeping should be on signs.
- Support one vote per address; need clean streets and clean water.
- Suggestion to look at other successful street sweeping programs.

Opposition to street signage came from Harry Phillips, Julio Faundez, Phillip Fitting, and Richard (*no last name provided*) with following comments:

- If there is no funding and no support, why is this being considered?
- There were over 200 signatures submitted to Public Works opposing street sweeping signage; concern regarding ability of a neighborhood association to vote on something without complete support of that neighborhood.
- What neighborhood is part of the pilot program? (*Public Works responded that the pilot program will be 3rd and 4th Avenue.*)
- Poles are unsightly and do not want on streets.
- 25% doesn't seem like high enough number, a more responsible percentage would be 30% – 35%; important to have wide support from neighborhood.
- Petition form needs to be revised to include space for printed name, signature of collector and date; also suggestion to make petition clearer, ie; "By signing below I am asking the City to install No Parking signs."
- Street sweeping at 5:00 AM is too early; sweepers should follow same time as construction zone sites.
- Property owner should have vote even if property is a rental.

- What happens if there are not enough signatures and petition fails? (*Currently will model the RPPP appeal process, so will take 2 years to get another petition signed*).
- Street sweepers don't really sweep, just travel down middle of street.
- Suggestion to send letters to homeowners to clean their own gutters.

After public comment, the Commissioners discussed the item with following comments:

- Public needs to be informed on importance of keeping debris out of the gutters with educational pamphlet or informational paragraph on the survey sheet.
- Owner occupied residents have more vested interest but rentals should have a voice.
- Residents and property owners should both be notified of any changes.
- Overflow parking from other neighborhoods may result from signage.
- When listing advantages versus disadvantages, important that list of advantages is more than disadvantages.

No motion is needed for this updated item. Public Works will incorporate comments and suggestions and bring back to the Commission in a few months.

7. CLEAN WATER PROGRAM UPDATE. Susanna Chan, Deputy Director presented the report and asked the Commission to receive an update on the Draft Integrated Wastewater Master Plan for the San Mateo's sanitary sewer collection and wastewater treatment systems.

After questions from the Commissioners the item was open for Public Comment from Ben Toy, Paul Konasewich and Rick Bonilla as follows:

- Happy to see this moving forward but shares concern of odor leakage; ventilation is key.
- Bonding is the way to go for funding.
- Suggestion to look at idea of using several smaller storage facilities.
- Look at overall costs.

After public comment, the Commissioners discussed the item with some of the following comments.

- Suggestion to look at more than one location.
- Concern that Bay Meadows park area is going to be dug up and replaced with giant water tank. (*This is only one option.*)
- The key is importance of ventilation alleviating odors generated from the sewers. (*Public Works responded that the City will have to go through the environmental process before this is approved.*)
- Concern of construction impacts and taking up open space. (*The space above the tank can be covered with a soccer field.*)

No motion needed for this informational item and Public Works responded that concerns can all be mitigated.

8. OTHER BUSINESS. None.

9. ANNOUNCEMENTS

- Chair Anna Kuhre informed the Commission that Commissioner Jay Michlin resigned effective December 1, 2014. The Clerk's office will start the interview process after the 1st of the year.
- Election of the Chair and Vice Chair will take place at the beginning of the January 14 meeting.
- Director Underwood informed the Commission that with the impending storm tomorrow, the EOC will be open.

10. ADJOURNMENT. There being no further business, the meeting adjourned at 10:00 PM.

RESPECTFULLY SUBMITTED,



DKIE KAPLAN
EXECUTIVE ASSISTANT