CITY OF BELMONT
INFRASTRUCTURE SUBCOMMITTEE
REGULAR MEETING – OCTOBER 7, 2009
MINUTES

REGULAR MEETING – 9:17 AM

ATTENDANCE

Members Present: Vice Mayor Wozniak; Council Member Lieberman

Others Present: City Manager Crist; Interim Public Works Director Borrmann; Finance Director Fil; PW Administrative Assistant Van Zant; City Attorney Zafferano; Police Chief Mattei; Building Official Nolfi; Project Director Mittelstadt; City Treasurer Violet; Mike Brown (Michael Brown Consulting) Gladwyn d'Souza; Cliff Feldman (SBWMA); Kathleen Beasley (Belmont Library); Rachael McDonnell (San Mateo County Library)

Absent: None

1. Public Comments and Announcements
There were no public comments or announcements.

2. Committee Members Comments and Announcements
   A. Approval of minutes moved to 11/4/09 meeting.
   B. Item 5 – Library Solar Project moved to Item 1.
   C. Thomas suggested adding "Round Table Discussion" to the agenda.

Agenda Items

Item 5 Library Solar Project

Project Director Mittelstadt announced that no proposals were received for the Power Purchasing Agreement (PPA). Project is too small for contractors to bid.

Action: Three options were suggested. 1) Bundle energy for efficiency 2) Review list of the buildings planned for solar 3) Move discussion of the Library Solar Project to February 2010 meeting.

Item 4 Facilities Management Update

Building Official Nolfi shared the objective of the Facilities Management Team is to have an inventory of City Facilities and to assess the condition of the buildings. City has 19 facilities to maintain. Buildings are inspected, assessed, than an action plan developed. The goal is to rate the condition of the buildings; develop and approve Council policy and get directions on the importance of maintenance upkeep.

Action: Continue to internally/externally inspect and assess the buildings and integrate to Hanson Land Base component. Carry item to February 2010 meeting.

Item 9 Solid Waste Update

Consultant Michael Brown indicated that as of October 16th the contract is nearly resolved.

Remaining issues include:

1. Section 4.02 - Removed the exclusion of Federal Facilities as Mark demonstrated that Cities can require Federal facilities to use the franchised hauler based on a recent court case.

2. 5.02D Recology insists that the City must subscribe to service at least 3x per week to get Saturday or Sunday service on a Facility by Facility basis (*Commercial*).

3. 5.03A whether the single family rate payer must pay for additional recycling carts is still open, pending Recology's supply of the costs on Friday

4. 5.03 B4 and 5.03 C3 indicates that Universal (i.e. mandatory) recycling in the multifamily and commercial customers would be at an additional cost as specified on Attachment Q. Mark A. to review Attachment Q to be sure that it is applicable to Belmont.

5. 5.05B and 5.06B Bulky Waste Pick-up-Recology holding firm that each E-Waste component (computer, printer, TV etc) is considered an "event, but agreed to accept keyboards along with a computer at no additional cost. Additional "events" would be for a charge listed on schedule Q. According to Attachment Q, the cost for an additional event is $81.55. Seems reasonable if it is for a special trip, but way too high for collecting additional materials on the same trip. Perhaps Schedule Q should be modified to differentiate the cost of multiple items on the same trip vs., separate trips.

6. 5.06. The standard contract allows one Bulk Waste pick-up per City facility annually. Recology is ok with offering a maximum number of bulky waste collections from City facilities each year, regardless of which facility needs it. We need to provide the number of City buildings with garbage service.

7. 5.09 Recology does not want to do litter pick-up at the frontage of City properties, however they are willing to offer it on an hourly, as needed basis, rather then building the cost into the rates.

8. 8.01 Commercial collection hours. Recology is holding firm on keeping the original SBWMA language-M-F 3am to 6 PM, weekends 6AM to 5 PM, for all commercial facilities except those within 200 feet of a residential properties.

9. 9.06P Mark thinks our proposed changes are ok, but wants to check internally on how these Incentive and Disincentives are handled from year to year in the Maximum rate setting process to avoid compounding these + or - in the Max Rates.

10. We skipped completely Section 11 as it will need to be tailored once the adjustment formula is agreed upon.

11. 13.03 Performance bond-We tentatively put $4,000,000 as the performance bond amount based on the numbers supplied in the original SBWMA breakdown of Recology costs ($2,968,325) rounded to $3,000,000 multiplied times 1.25 to reflect the City Payments. 10 % of this is $375,000, which we increased to $400,000 to reflect a fixed amount rather then one that varies with increasing revenues.

12. Legacy account language-Mark is OK with our most recent language, provided their recovery includes a 5.5% interest rate on outstanding balances.

Item 6 Alameda de las Pulgas (Carlmont HS) Re-Striping Update

No significant changes to traffic congestion. Need another month to compare and evaluate.

Action: Carry over to November 4th meeting. Police Chief Mattei to meet with the Carlmont High School principal, San Carlos and Belmont public Works. Discuss changing sign at south exit.

Item 7 Pedestrian/Bicycle Bridge Project Update

Interim Public Works Director Borrmann stated RFP went out for finding a construction management firm. The Pre-Bid meeting will take place on October 8th. The tentative start date for the project is late spring early summer 2010.

Action: Award contract to construction management firm by December 30, 2009. Begin thinking about ground breaking ceremony.

Item 6 Former Emmett House Site

Interim Public Works Director Borrmann stated that scope of work needs to be reduced more.

Action: Consult with Parks to help reduce the scope of work and develop new plans.

Item 10 Bicycle Lanes

City Manager Crist stated that the bicycle riders are the City's sounding board. It was suggested that the City develop a Bike Lane Master Plan.

Action: Bicycle Committee should play a bigger role. Vice-Mayor Wozniak will bring the Bicycle Lane issue up at a City Council Meeting. It was agreed to use Route 15 for bike signs on Old County Road.

Item 11 Streetlight Selection Revisited – Moved to November 4th meeting.

Meeting Adjourned at 11:15 AM

Respectfully submitted,

Diane Van Zant
Administrative Assistant