

# Storm Drainage Program Citizens Oversight Committee Meeting Minutes

Meeting Date and Time: February 4, 2014 / 3:00 pm – 4:00 pm  
Meeting Location: Conference Room A, City Hall

## 1. Call to Order and Roll Call:

Members present: Rosalie O'Mahony  
Rudy Horak  
Neal Kaufman

Members absent: None

Staff Present: Syed Murtuza, Public Works Director  
Art Morimoto, Assistant Public Works Director  
Matt Zucca, Program Manager (EKI Consultants, Inc.)  
Doug Bell, Senior Engineer

## 2. Status of Current Projects

- a. Easton Creek Outfall and Creek Widening
  - i. 5-year plant survivability monitoring will be required until 2016 in accordance with resource agency permits.
  - ii. Most recent annual inspection showed plantings are performing well.
- b. Neighborhood Projects
  - i. Phases 1 through 5 of construction completed
  - ii. Phase 6 project is 60% construction complete.
  - iii. Phase 7 design estimated to begin in Spring 2014.
  - iv. Review of progress to date on the Neighborhood Projects (see attached table).
- c. Marsten Pump Station
  - i. Pump Station project is complete and the project was accepted by City Council in November 2013.
  - ii. A ribbon cutting ceremony was held in November 2013 and was well attended.
- d. Laguna Gravity Culvert
  - i. The Laguna project includes dredging of an existing drainage channel adjacent to California Drive between Sanchez Creek and Majilla Ave and a new box culvert within Carolan Avenue. The two projects will be bid separately in Spring 2014.
  - ii. PG&E has relocated a gas line that was interfering with the box culvert alignment. The box culvert alignment was lowered to allow the box culvert to be installed beneath a Sprint telecommunication line.
  - iii. Permitting and CEQA documents are completed.
  - iv. Construction anticipated to be completed by Fall 2014.
- e. Rollins Area Projects
  - i. The Rollins Area Project consists of the following elements:
    1. Highway 101 Crossing
    2. Pump Station
    3. Collection System Improvements

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- 4. The design and construction is being completed as two projects. One project is the pump station and Highway 101 crossing. The second project is local collection system improvements
  - ii. Pump Station and Highway 101 Crossing Project
    - 1. Schaaf & Wheeler will prepare preliminary and final design for this portion of the project.
    - 2. The preliminary design contract will be approved at the February 18, 2014 council meeting.
    - 3. Construction anticipated in Summer 2015.
  - iii. Collection System Improvements
    - 1. Freyer & Laureta developing the preliminary design.
    - 2. The collection system improvements design will dictate the design criteria of the pump station design being prepared by Schaaf & Wheeler.
    - 3. Construction anticipated in Summer 2015.
- f. Burlingame Creek Bypass
- i. Pipeline profile has been designed in conjunction with work conducted for the Rollins Road Pump Station.
- g. El Camino Real
- i. CalTrans has completed a storm drain improvements project at the intersection of El Camino Real and Oak Grove.
  - ii. CalTrans has completed replacement of five catch basins along El Camino Real.
- h. Rehabilitation of Deteriorated Bridges and Culverts
- i. Field evaluation of the Phase 1 Bridge and Culvert locations has been completed.
  - ii. Rehabilitation of portions of the Lorton Ave box culvert in downtown Burlingame are being incorporated into the Burlingame Avenue Streetscape Project.
  - iii. A final report with recommendations for the remaining Phase 1 sites is being prepared.

**3. Approved 2013/2014 Capital Improvement Projects**

	<u>FY 2013/2014</u>	<u>FY 2014/2015</u>
a. Program Management:	\$ 200,000	\$ 200,000
b. Mills Creek Improvements:	\$ 200,000	\$ 0
c. Rollins/US Hwy 101 Crossing:	\$3,200,000	\$ 0
d. New Rollins Pump Station:	\$3,500,000	\$ 0
e. Neighborhood Projects:	\$ 700,000	\$ 700,000
f. Bridge and Culvert Facilities:	\$ 200,000	\$ 200,000
g. Pump Station Improvements/ <u>1740 Rollins and Cowan PS</u>	\$ 200,000	\$ 200,000
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h. Total Budget:	\$8,200,000	\$1,300,000

**4. Review of 2013/2014 Budget versus Encumbrances and Expenditures**

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5. **Update on Storm Drain Fee Collection**
6. **Discussion of Public Works Activities with FEMA**
7. **Meeting Adjournment**