



**"The City With a Heart"**

Jim Ruane, Mayor  
Michael Salazar, Vice Mayor  
Ken Ibarra, Councilmember  
Rico E. Medina, Councilmember  
Irene O'Connell, Councilmember

## **AGENDA – SPECIAL MEETING – CLOSED SESSION SAN BRUNO CITY COUNCIL**

**February 24, 2015**

**6:15 p.m.**

**Meeting Location: San Bruno Senior Center, 1555 Crystal Springs Road, San Bruno, CA**

**1. CALL TO ORDER:**

**2. ROLL CALL:**

**3. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** Individuals allowed three minutes, groups in attendance, five minutes. If you are unable to remain at the meeting, ask the City Clerk to request that the Council consider your comments earlier. It is the Council's policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Council from discussing or acting upon any matter not agendized pursuant to State Law.

**4. CLOSED SESSION:**

Conference with Legal Counsel: Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)

Names of Cases:

California Public Utilities Commission Order Instituting Investigation Matters:

I.12-01-007

I.11-02-016

I.11-11-009

California Public Utilities Commission Rulemaking Matter:

R.11-02-019

**5. ADJOURNMENT:**

The next regular City Council Meeting will be held on February 24, 2015 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



**“The City With a Heart”**

Jim Ruane, Mayor  
Michael Salazar, Vice Mayor  
Ken Ibarra, Councilmember  
Rico E. Medina, Councilmember  
Irene O’Connell, Councilmember

## **AGENDA**

### **SAN BRUNO CITY COUNCIL**

**February 24, 2015**

**7:00 p.m.**

**Meeting Location: San Bruno Senior Center, 1555 Crystal Springs Road, San Bruno, CA**

City Council meetings are conducted in accordance with Roberts Rules of Order Newly Revised and City Council Rules of Procedure. You may address any agenda item by standing at the microphone until recognized by the Council. All regular Council meetings are recorded and televised on CATV Channel 1 and replayed the following Thursday, at 2:00 pm. You may listen to recordings in the City Clerk’s Office, purchase CD’s, access our web site at [www.sanbruno.ca.gov](http://www.sanbruno.ca.gov) or check out copies at the Library. We welcome your participation. In compliance with the Americans with Disabilities Act, individuals requiring reasonable accommodations or appropriate alternative formats for notices, agendas and records for this meeting should notify us 48 hours prior to meeting. Please call the City Clerk’s Office 650-616-7058.

Thank the **San Bruno Garden Club** for providing the beautiful floral arrangement.

**1. CALL TO ORDER:**

**2. ROLL CALL/PLEDGE OF ALLEGIANCE:**

**3. ANNOUNCEMENTS:**

**4. PRESENTATIONS:**

Receive Introduction of San Bruno Community Foundation’s Newly Appointed Executive Director, Leslie Hatamiya.

**5. REVIEW OF AGENDA:**

**6. APPROVAL OF MINUTES:** Regular Council Meeting of February 10, 2015 and Special Council Meeting of February 10, 2015.

**7. CONSENT CALENDAR:** All items are considered routine or implement an earlier Council action and may be enacted by one motion; there will be no separate discussion unless requested by a Councilmember, citizen or staff.

a. **Approve:** Accounts Payable of February 9 and 17, 2015.

b. **Approve:** Payroll of February 13, 2015.

c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated January 31, 2015.

**8. PUBLIC HEARING:**

**9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** Individuals allowed three minutes, groups in attendance, five minutes. If you are unable to remain at the meeting, ask the City Clerk to request that the Council consider your comments earlier. It is the Council's policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Council from discussing or acting upon any matter not agendaized pursuant to State Law.

**10. CONDUCT OF BUSINESS:**

- a. Receive Quarterly Financial Update Report as of December 31, 2014 and Adopt Resolution Approving a Mid-Year Amendment for the 2014-15 General Fund, Special Revenues Funds, Enterprise Funds, and Capital Improvement Budgets.
- b. Adopt Resolution Supporting Merimont Subdivision Resident Petition to Transfer Territory from the South San Francisco Unified School District to the San Bruno Park School District and the San Mateo High School Unified District.
- c. Adopt Resolution Authorizing the City Manager to Execute an Energy Services Agreement with Tanko Lighting, Inc. for LED Streetlight Conversion Services in the Amount of \$993,664 and Appropriating \$942,790 from the Capital Fund Reserve to cover the Agreement Cost and a \$99,366 Contingency Amount.
- d. Receive Report and Provide Direction Regarding a Resolution Repealing Resolution 1986-64 and an Ordinance Amending Chapter 8.24.200 Implementing a Modified Policy for Inspection, Maintenance, and Replacement of Private Sewer Laterals.
- e. Adopt Resolution Authorizing the City Manager to Execute a Contract with National Plant Services, Inc. for Closed Circuit Television (CCTV) Inspection of Sanitary Sewer Laterals in the Sharp Park Basin in an Amount Not to Exceed \$54,214.

**11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:**

Receive Annual Report from the Traffic Safety and Parking Committee.

**12. COMMENTS FROM COUNCIL MEMBERS:**

**13. CLOSED SESSION:**

Public Employee Performance Evaluation Pursuant to Government Code Section 54957: City Attorney.

**14. ADJOURNMENT:**

The next regular City Council Meeting will be held on March 10, 2015 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



**"The City With a Heart"**

Jim Ruane, Mayor  
Michael Salazar, Vice Mayor  
Ken Ibarra, Councilmember  
Rico E. Medina, Councilmember  
Irene O'Connell, Councilmember

## **MINUTES – SPECIAL MEETING – CLOSED SESSION**

### **SAN BRUNO CITY COUNCIL**

**February 10, 2015**

**6:00 p.m.**

**1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on February 10, 2015 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 6:00 p.m.

**2. ROLL CALL:**

Presiding was Mayor Ruane, Vice Mayor Salazar, Councilmembers Ibarra, Medina and O'Connell. Recording by City Clerk Bonner.

**3. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.

**4. CLOSED SESSION:**

**Mayor Ruane** said they would be going into closed session with no reportable action.

a. Conference with Legal Counsel: Existing Litigation Pursuant to Government Code Section 54956.9(d)(1)

Names of Cases:

California Public Utilities Commission Order Instituting Investigation Matters:

I.12-01-007

I.11-02-016

I.11-11-009

California Public Utilities Commission Rulemaking Matter:

R.11-02-019

b. Conference with Labor Negotiators Pursuant to Gov't Code Section 54957.6; Agency Designated Representative: City Manager and Assistant City Manager; Employee Organization: Police Bargaining Unit.

**14. ADJOURNMENT:**

Mayor Ruane closed the meeting at 7:00 p.m (to be continued following the regular meeting.) The next regular City Council Meeting will be held on February 10, 2015 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval  
at the City Council Meeting of  
February 24, 2015

---

Carol Bonner, City Clerk

---

Jim Ruane, Mayor



**"The City With a Heart"**

Jim Ruane, Mayor  
Michael Salazar, Vice Mayor  
Ken Ibarra, Councilmember  
Rico E. Medina, Councilmember  
Irene O'Connell, Councilmember

## **MINUTES SAN BRUNO CITY COUNCIL**

**February 10, 2015**

**7:00 p.m.**

**1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on February 10, 2015 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 7:02 p.m. **Mayor Ruane** thanked the Garden Club for the flower arrangement.

**2. ROLL CALL:**

Presiding was Mayor Ruane, Vice Mayor Salazar, Councilmembers Ibarra, Medina and O'Connell. **Robert Riechel** led the Pledge of Allegiance. Recording by City Clerk Bonner.

**3. ANNOUNCEMENTS:** None.

**4. PRESENTATIONS:**

Receive Report from **Kirsten Pinochi** with Recology on First-Year Results of the Organics Program. **Pinochi** gave an update on the positive growth since the organics program was adopted. She said there has been a 65% increase in migrating to a smaller toter since the organics inception. Commercial recycling has increased by 527%. Multi-family has become a strong participator. She reviewed the results where they have participated and their future plans.

**Vice Mayor Salazar** asked if we have numbers on the amount of people putting their green bins out every week. **Pinochi** said she didn't have numbers but she could get that to him.

**Vice Mayor Salazar** asked if there have been issues with the wrong things being put into the cans. **Pinochi** said there have been very few notices submitted to the citizens.

**5. REVIEW OF AGENDA:** No changes.

**6. APPROVAL OF MINUTES:** Regular Council Meeting of January 27, 2015 and Special Council Meeting of January 27, 2015, approved as submitted

**7. CONSENT CALENDAR:**

a. **Approve:** Accounts Payable of January 20 and 26, February 2, 2015.

b. **Approve:** Payroll of January 30, 2015.

c. **Adopt:** Resolution Authorizing the Purchase of 14 In-Car Computers and Related Equipment from DATA 911 in the Amount of \$118,762.

d. **Adopt:** Resolution Accepting the Acappella Site Test Well and Commodore Site Test Well Project as Complete and Authorizing the Release of the Construction Contract Retention in the Amount of \$6,964.

e. **Adopt:** Resolution Accepting Funds from the Senior Center Program/Activity Trust Fund and Authorizing Appropriation of \$6,946 for Purchase of a Replacement Refrigerator for the San Bruno Senior Center Nutrition Program.

**Councilmember Medina** requested 7.e. be pulled from the Consent Calendar.

**M/S Ibarra/Medina** to approve the balance of the Consent Calendar and passed with all ayes.

**Councilmember Medina**, addressing 7.e. said there is a need for the refrigerator and he wanted to acknowledge the funding comes from the Senior Center, a volunteer organization, not the General Fund. He asked if something could be done with the current refrigerator.

**Community Services Director Burns** reviewed the staff report briefly and said the existing refrigerator is 34 years. She said the old refrigerator will be disposed of by Recology.

**Councilmember O’Connell** said the Senior Center has been very generous – this is not a normal refrigerator, it is a commercial heavy-duty \$7000 refrigerator.

**M/S O’Connell/Medina** to approve Item 7.e. and passed with all ayes.

**8. PUBLIC HEARING:** None.

**9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:**

**Isin Al-Otat , Pine St.** asked about a shuttle service for students attending the San Mateo Community College District. She said she is in the process of filing action against the San Bruno Police Department as well as San Mateo County for corruption.

**10. CONDUCT OF BUSINESS:**

a. Receive Oral Report on the City’s Initiatives and Activities Related to the California Public Utilities Commission (CPUC) Investigation of the 2010 PG&E Gas Pipeline Explosion.

**City Manager Jackson** gave an extensive update and report on the CPUC Investigation.

**City Attorney Zafferano** gave an update regarding the disclosure of lost records. Out of 7000 emails, 40 of them were improper ex parte communications. The CPUC has agreed to revamp their website which has provided more alarming discoveries. E-mails show cozy ties between State and PG&E.

**City Manager Jackson** wrapped it up summarizing the progress.

**Councilmember Ibarra** said it has been said this won’t happen again; however, were not there yet. He said it is a responsibility that San Bruno stands in front to make sure it doesn’t happen again.

**Mayor Ruane** said sometimes you get away from what this is all about, but when you bring it back to that evening when eight people lost their lives, that’s what this all about. He said we owe it to them and to those folks who lost their homes.

b. Adopt Resolution Authorizing the Transfer from the City’s Custodial Account to the San Bruno Community Foundation of: 1) \$350,000 for Operational Expenses; and 2) \$141,031 to be Reimbursed by the San Bruno Community Foundation to the City of San Bruno for San Bruno Community Foundation Formation Expenses.

**City Attorney Zafferano** gave background on the staff report and asked for questions. He specifically corrected figure \$141,031.33 to add the \$.33.

**Councilmember O’Connell** introduced the resolution for adoption and passed with a unanimous vote.

c. Adopt Resolution Authorizing Acceptance of a Technical Assistance Grant from the Federal Pipeline and Hazardous Materials Safety Administration for Pipeline Safety Advocacy Initiatives in the Amount of \$50,000 and Authorizing the City Manager to Execute a Contract with the Pipeline Safety Coalition in the Amount of \$25,000 for Grant Administration.

**City Manager Jackson** said the City has undertaken a number of initiatives and this is another initiative that was initiated by Mayor Pawlowski of Allentown, PA shortly after a gas line explosion occurred in that town. He wanted the establishment of a bi-coastal mayor’s organization to advocate/educate and to facilitate other legislative reform to bring about a safer utility gas system. She asked for formal acceptance of the grant and to authorize execution of the contract with the Pipeline Safety Coalition for services associated with carrying out the grant program.

**Councilmember Ibarra** said he found it confusing with the \$25,000 in relation to the \$50,000. **City Manager Jackson** said the \$25,000 is the leg work to support the development of the white papers and the technical evaluation that the grant program envisions.

**Vice Mayor Salazar** said the money is all spent, or at least encumbered and does it sit with San Bruno until it is used up? **City Manager Jackson** concurred by saying it is granted to the City and then spent by the City for the work program outlined. It cannot be used for anything else.

**Councilmember O’Connell** introduced the resolution for adoption and passed with a unanimous vote.

d. Adopt Resolution Authorizing the City Manager to Execute a Contract with Towill, Inc. for Surveying Services for the Shelter Creek Condominiums Water Main Replacement Project in an Amount Not to Exceed \$56,540.

**Deputy Director Tan** gave an overview of the staff report and asked for questions.

**Councilmember Medina** asked if this went out to bid. **Tan** said no. **Councilmember Medina** asked how are they going to perform this? **Tan** said there will be air photography done on the site. From there, the surveyors will perform ground surveys. On the site, they will have a utility locator locate all the utilities with a ground crew serving all the markings of the utility locations. **Interim Public Services Director Razavi** said the whole idea is to look at the existing easements and locate the utilities and align them with the easements.

**Robert Riechel, 7<sup>th</sup> Ave** asked how the dollar amount being asked to be rewarded relate to City Engineer’s estimate and asked why some of the costs were so much higher. **Tan** said since this is not a construction project cost is not a factor in selecting the consultant. The consultant is selected based on the qualifications.

**Councilmember Oconnell** asked why there is such a range from \$56000 to \$140,000. **Tan** said the rfp’s were very similar and detailed. He said it was the overall manpower that the consultants determined for the project.

**Councilmember O’Connell** asked with google earth/maps, why do we need a picture when we have one already and why does it take three months. **Tan** said the site is congested and dense and the utility easements are located between the buildings and there are a lot of trees involved. He said they want to make sure they capture all of that.

**Councilmember O’Connell** introduced the resolution for adoption and passed with a unanimous vote.

**11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:**

**12. COMMENTS FROM COUNCIL MEMBERS:**

**13. CLOSED SESSION:**

The closed session was continued with no reportable action.

**14. ADJOURNMENT:**

Mayor Ruane closed the meeting at 8:30. The next regular City Council Meeting will be held on February 24, 2015 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval  
at the City Council Meeting of  
February 24, 2015

---

Carol Bonner, City Clerk

---

Jim Ruane, Mayor

02/09/15

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$121,344.55
132	AGENCY ON AGING	\$3,253.96
133	RESTRICTED DONATIONS	\$591.46
190	EMERGENCY DISASTER FUND	\$24,034.22
203	STREET IMPROVE. PROJECTS	\$65,931.00
611	WATER FUND	\$178,545.33
621	STORMWATER FUND	\$99.64
631	WASTEWATER FUND	\$92,771.23
641	CABLE TV FUND	\$328,950.73
701	CENTRAL GARAGE	\$89.49
702	FACILITY MAINT. FUND	\$9,270.15
703	GENERAL EQUIPMENT REVOLVING	\$52,622.42
707	TECHNOLOGY DEVELOPMENT	\$6,337.28
711	SELF INSURANCE	\$11,961.97
880	PROJECT DEVELOP. TRUST	\$3,388.75
TOTAL FOR APPROVAL		\$899,192.18

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 153181 THROUGH 153330 INCLUSIVE, TOTALING IN THE AMOUNT OF \$899,192.18 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

*Denlene Wong* on behalf  
*of Angela Kraetsch* 2/20/15  
FINANCE DIRECTOR                      DATE

*T.A.*

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0104680 ACCESS 24 COMMUNICATIONS INC.	153181	2/9/2015	245.25
0093358 ADVANCED BUSINESS FORMS	153182	2/9/2015	3,486.51
0103202 ADVANCED MOBILE COMMUNICATIONS	153183	2/9/2015	246.95
0000163 AIRPORT AUTO PARTS INC.	153184	2/9/2015	1,097.29
0106140 ALAMEDA SUPERIOR COURTHOUSE	153185	2/9/2015	15,000.00
0097137 ALERT DOOR SERVICE INC	153186	2/9/2015	200.00
0017459 ALL CITY MANAGEMENT SVC.INC.	153187	2/9/2015	2,444.61
0018902 ALLGOOD DRIVING SCHOOL, INC.	153188	2/9/2015	60.00
0000372 ALLIED SECURITY ALARMS	153189	2/9/2015	951.00
0018976 ALPHA ANALYTICAL LAB. INC.	153190	2/9/2015	1,794.00
0104542 ALTA LANGUAGE SERVICES, INC.	153191	2/9/2015	120.00
0000082 AMERICAN MESSAGING	153192	2/9/2015	44.64
0000118 ART'S PENINSULA LOCKSMITH	153194	2/9/2015	34.34
0014617 AT&T	153195	2/9/2015	12.94
0016123 AT&T	153196	2/9/2015	2,654.78
0017191 AT&T	153197	2/9/2015	1,108.55
0000345 BAKER & TAYLOR BOOKS	153198	2/9/2015	2,132.91
0105553 BELLECCI & ASSOCIATES, INC.	153199	2/9/2015	13,172.92
0000378 BROADMOOR LANDSCAPE SUPPLY	153200	2/9/2015	438.64
0096798 BUSINESS PRODUCTS & SUPPLIES	153201	2/9/2015	2,036.67
0105324 CAINE COMPUTER CONSULTING, LLC	153202	2/9/2015	4,609.00
0001888 CALIFORNIA CABLE & TELECOMMUNICATIONS ASSN.	153302	2/9/2015	992.41
0094860 CALIFORNIA SUITES %40141	153203	2/9/2015	111.57
0097948 CARDINAL RULES	153204	2/9/2015	1,934.00
0017679 CDW GOVERNMENT, INC	153205	2/9/2015	71.90
0017284 CHEMSEARCHFE	153206	2/9/2015	386.50
0016324 CINTAS CORPORATION	153207	2/9/2015	300.48
0106048 CIT	153208	2/9/2015	426.89
0000060 CITY OF MILLBRAE	153209	2/9/2015	504.15
0017051 CITY OF MILLBRAE	153210	2/9/2015	2,800.00
0105124 CLEANSCAPES SF	153211	2/9/2015	7,012.50
0017802 CLEANSOURCE, INC.	153212	2/9/2015	1,759.04
0105187 CONCERN	153214	2/9/2015	661.50
0000169 COSTA'S / "JUST THINGS"	153216	2/9/2015	38.15
0015857 COUNTY OF SAN MATEO	153217	2/9/2015	3,561.17
0015857 COUNTY OF SAN MATEO	153218	2/9/2015	45.00
0016604 CUMMINS PACIFIC, LLC	153219	2/9/2015	4,317.83
0097934 CWEA-TCP	153220	2/9/2015	156.00
0093479 DEPARTMENT OF JUSTICE	153223	2/9/2015	838.00
0103976 DISCOVERY COMMUNICATIONS, LLC	153224	2/9/2015	344.28
0096829 DKF SOLUTIONS GROUP, LLC	153225	2/9/2015	1,526.00
0098599 ELLEN WALL	153324	2/9/2015	40.87
0093685 ERIC JACKSON	153249	2/9/2015	32.68
0018697 EVIDENT	153228	2/9/2015	349.00
0000046 EWING IRRIGATION PRODUCTS INC	153229	2/9/2015	229.97
0104510 FEDERAL COMMUNICATIONS COMMISSION	153213	2/9/2015	2,200.71
0013714 FIRST NATIONAL BANK	153230	2/9/2015	12,985.33
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	153231	2/9/2015	220.00
0018117 FLYERS ENERGY, LLC	153232	2/9/2015	5,852.17
0016876 GAMA TROPHIES AND GIFTS	153234	2/9/2015	65.40
0018842 GBH POLYGRAPH SERVICES	153235	2/9/2015	250.00
0099389 GEORGE SWEET	153300	2/9/2015	129.50
0104771 GILLERAN ENERGY MANAGEMENT SERVICES	153226	2/9/2015	4,243.85

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0095666 GLOBAL TELECOM&TECHNOLOGY INC.	153236	2/9/2015	4,324.58
0104135 GLOBAL TRACKING COMMUNICATIONS, INC.	153308	2/9/2015	1,491.11
0017983 GLORIA DEETER	153237	2/9/2015	332.74
0018864 GMA NETWORK INC.	153238	2/9/2015	2,748.03
0000162 GRAINGER	153239	2/9/2015	311.37
0106091 GRAPHIC SPORTSWEAR	153240	2/9/2015	370.60
0017882 HOME BOX OFFICE	153241	2/9/2015	2,250.60
0105378 HOME MAID RAVIOLI COMPANY INC.	153242	2/9/2015	63.90
0106115 HOWARD IND., INC.	153243	2/9/2015	1,163.76
0103336 HUB INTERNATIONAL SERVICE INC.	153244	2/9/2015	365.48
0106146 IAR MOBILE LIVESCAN & NOTARY SERVICES	153256	2/9/2015	80.00
0001786 IN DEMAND-NYC	153246	2/9/2015	2,981.50
0104018 INTERSTATE TRAFFIC CONTROL	153247	2/9/2015	3,230.08
0099054 INTERSTATE TRS FUND	153248	2/9/2015	882.30
0106124 JACLYN MARTINEZ	153258	2/9/2015	273.67
0098511 JEFF WOO	153328	2/9/2015	223.43
0098044 JESSE FORGUES	153233	2/9/2015	6.07
0106144 JORGE G ARGUETA	153193	2/9/2015	500.00
0000771 JT2 INTEGRATED RESOURCES	153250	2/9/2015	11,661.97
0000075 K-119 TOOLS OF CALIFORNIA INC.	153251	2/9/2015	621.18
0018050 KAISER FOUNDATION HEALTH PLAN	153252	2/9/2015	4,948.10
0014262 LC ACTION POLICE SUPPLY	153253	2/9/2015	122.13
0000849 LEAGUE OF CALIFORNIA CITIES	153254	2/9/2015	100.00
0097898 LENA ENG	153227	2/9/2015	1,000.00
0104424 LIDIA'S ITALIAN DELICACIES	153255	2/9/2015	700.00
0018177 LOWE'S	153257	2/9/2015	131.90
0102727 LYNDON MC'GEE	153260	2/9/2015	128.23
0099845 MALADH HUSSEIN	153245	2/9/2015	4.06
0098206 MARC L. MILLER	153265	2/9/2015	4.51
0017927 MATTHEW BENDER & CO INC.	153259	2/9/2015	42.99
0016041 METROMOBILE COMMUNICATIONS	153261	2/9/2015	679.15
0018448 METROPOLITAN TRANSPORTATION CO	153262	2/9/2015	5,380.00
0106061 MICHAEL COOK	153215	2/9/2015	284.00
0092285 MICROMARKETING LLC	153263	2/9/2015	68.97
0016863 MIDWEST TAPE, LLC	153264	2/9/2015	34.99
0000333 MOSS RUBBER & EQUIP. CORP.	153266	2/9/2015	555.37
0104730 MUNICIPAL EMERGENCY SERVICES	153267	2/9/2015	2,231.90
0018196 NADER DAHU	153221	2/9/2015	115.00
0000357 NATIONAL CABLE TV CO-OP, INC.	153268	2/9/2015	250,886.76
0018738 NATIONAL NOTARY ASSOCIATION	153269	2/9/2015	98.00
0099470 NOEL A. URROZ	153318	2/9/2015	350.70
0015839 NOR-CAL SIGNS	153271	2/9/2015	32.70
0105238 NORTHERN SERVICES INC.	153272	2/9/2015	1,240.77
0092263 OFFICE DEPOT INC	153273	2/9/2015	1,170.77
0018284 OFFICEMAX INC.	153274	2/9/2015	307.36
0000210 OLE'S CARBURETOR &ELECTRIC INC	153275	2/9/2015	93.55
0097567 ONE HOUR DRY CLEANING	153276	2/9/2015	79.80
0000012 PACIFIC GAS & ELECTRIC	153277	2/9/2015	1,844.32
0106097 PMC	153278	2/9/2015	29,275.00
0104960 POWER SYSTEMS DESIGN	153279	2/9/2015	3,400.00
0102915 PRECISE PRINTING & MAILING	153280	2/9/2015	4,682.07
0018656 PRECISION CONCRETE CUTTING	153281	2/9/2015	60,551.00
0000285 PREFERRED ALLIANCE, INC.	153282	2/9/2015	409.48
0018312 R. GUERRA & ASSOCIATES	153283	2/9/2015	250.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0000229	REEVES CO., INC.	153284	2/9/2015	27.99
0016729	RICOH AMERICAS CORPORATION	153285	2/9/2015	328.19
0096772	ROBERT MIGUEL	153286	2/9/2015	500.00
0013581	ROVI GUIDES, INC.	153287	2/9/2015	9,953.11
0016213	ROZZI REPRODUCTION&SUPPLY INC.	153288	2/9/2015	3,805.24
0096234	SAN BRUNO POLICE ASSN	153289	2/9/2015	304.00
0093465	SAN MATEO COUNTY SHERIFF	153290	2/9/2015	5,701.68
0000074	SFPUC - WATER DEPARTMENT	153292	2/9/2015	175,406.83
0097653	SHEILA R. DANIELS	153222	2/9/2015	72.04
0099232	SHELBY NAZZARIO	153270	2/9/2015	76.58
0105916	SMITH'S GOPHER TRAPPING SVC.	153293	2/9/2015	12,530.00
0103492	SMITHSONIAN NETWORKS	153294	2/9/2015	275.20
0105992	SPOK, INC.	153295	2/9/2015	57.61
0097079	SPRINT	153296	2/9/2015	155.96
0018612	STAPLES BUSINESS ADVANTAGE	153297	2/9/2015	181.15
0106138	STREAMLINE ENGINEERING	153298	2/9/2015	630.00
0105796	SUNRISE FOOD DISTRIBUTOR INC.	153299	2/9/2015	309.07
0018658	TASER INTERNATIONAL INC.	153301	2/9/2015	52,622.42
0017659	THE CALIFORNIA CHANNEL	153303	2/9/2015	120.04
0018717	THE E GROUP LLC	153304	2/9/2015	300.00
0103559	THE MLB NETWORK, LLC	153305	2/9/2015	1,831.24
0098021	THE SAN MATEO MEDICAL CENTER	153306	2/9/2015	75.00
0000831	TONER CARTRIDGE&INKJET EXPRESS	153307	2/9/2015	1,469.16
0017528	TRILITHIC	153309	2/9/2015	1,737.17
0105824	TRIVAD, INC.	153310	2/9/2015	2,452.41
0000665	TSQ SOLUTIONS INC.	153311	2/9/2015	325.00
0017133	TURBO DATA SYSTEMS INC	153312	2/9/2015	2,566.82
0103736	TURF STAR, INC.	153313	2/9/2015	26.25
0103095	TUTV	153314	2/9/2015	106.26
0095538	TV GUIDE NETWORK, INC.	153315	2/9/2015	773.06
0018618	UNITED SITE SERVICES INC.	153316	2/9/2015	185.40
0102865	UNIVERSAL SERVICE ADMINISTRATIVE CO.	153291	2/9/2015	5,112.15
0099592	UNIVISION COMMUNICATIONS, INC.	153317	2/9/2015	3,517.06
0105133	UTILITY TELEPHONE, INC.	153319	2/9/2015	1,207.75
0095749	VERIZON WIRELESS	153321	2/9/2015	2,583.84
0097625	VISHVAS VASUKI	153320	2/9/2015	4.06
0098917	VOLIKOS ENTERPRISES	153322	2/9/2015	1,281.80
0105762	VUBIQUITY INC.	153323	2/9/2015	5,514.66
0103044	WATER ENVIRONMENT FEDERATION	153325	2/9/2015	272.00
0096421	WEST-LITE SUPPLY CO., INC.	153326	2/9/2015	353.71
0000612	WESTVALLEY CONSTRUCTION CO.INC	153327	2/9/2015	70,278.22
0095146	YERBA BUENA BUILDERS INC.	153329	2/9/2015	276.00
0104033	ZCORUM, INC.	153330	2/9/2015	22,522.25

GrandTotal: 899,192.18

Total count: 150

02/17/15

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$87,308.26
132	AGENCY ON AGING	\$2,191.42
190	EMERGENCY DISASTER FUND	\$34,810.62
201	PARKS AND FACILITIES CAPITAL	\$69,948.69
203	STREET IMPROVE. PROJECTS	\$770.00
611	WATER FUND	\$143,537.56
621	STORMWATER FUND	\$12,417.70
631	WASTEWATER FUND	\$144,522.34
641	CABLE TV FUND	\$4,537.93
701	CENTRAL GARAGE	\$42.01
702	FACILITY MAINT. FUND	\$1,901.57
703	GENERAL EQUIPMENT REVOLVING	\$529.04
707	TECHNOLOGY DEVELOPMENT	\$10,293.12
880	PROJECT DEVELOP. TRUST	\$62.50

TOTAL FOR APPROVAL \$512,872.76

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 153331 THROUGH 153457 INCLUSIVE, TOTALING IN THE AMOUNT OF \$512,872.76 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

*Danlae Wong on behalf*  
*of Angela Kraetsch* 2/20/15  
\_\_\_\_\_  
FINANCE DIRECTOR                      DATE

Document group: dliu Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000908 A-1 FENCE CO	153331	2/17/2015	475.00
0017770 A-A LOCK & ALARM INC	153332	2/17/2015	215.00
0016499 ACTION SPORTS	153333	2/17/2015	2,434.08
0001170 AIRGAS USA, LLC	153334	2/17/2015	445.65
0105718 ALAMEDA ELECTRICAL DISTRIBUTORS	153370	2/17/2015	2,577.85
0096109 ALEXANDER BORGER	153342	2/17/2015	264.94
0000372 ALLIED SECURITY ALARMS	153335	2/17/2015	972.00
0018976 ALPHA ANALYTICAL LAB. INC.	153336	2/17/2015	100.00
0014890 AMERICAN WATER WORKS ASSN.	153337	2/17/2015	353.00
0100028 APRIL F. SKINNER	153448	2/17/2015	43.30
0099802 ASUNCION NAGUIAT	153412	2/17/2015	25.62
0016123 AT&T	153338	2/17/2015	265.97
0017191 AT&T	153339	2/17/2015	917.78
0102745 BAY AREA NEWS GROUP	153340	2/17/2015	517.88
0001849 BAY AREA WATER SUPPLY & CONSERVATION AGEN	153451	2/17/2015	396.00
0018315 BAYSIDE EQUIPMENT COMPANY	153341	2/17/2015	4,385.00
0017434 BROWN & CALDWELL	153344	2/17/2015	472.50
0017843 CENTRAL COUNTY FIRE DEPT.	153347	2/17/2015	6,597.15
0000729 CERTIFIED LABORATORIES	153348	2/17/2015	369.54
0013965 CH BULL CO.	153349	2/17/2015	5,678.90
0104580 CHRIS CHRISTENSEN	153350	2/17/2015	4,229.00
0105605 CHURCHWELL WHITE LLP	153351	2/17/2015	4,270.00
0016324 CINTAS CORPORATION	153352	2/17/2015	363.55
0016324 CINTAS CORPORATION	153353	2/17/2015	1,354.28
0098588 CITY OF BURLINGAME	153354	2/17/2015	3,388.50
0000227 CITY OF SAN BRUNO	153355	2/17/2015	622.06
0000386 CITY OF SOUTH SAN FRANCISCO	153356	2/17/2015	2,661.92
0102625 CONTEC, LLC	153359	2/17/2015	1,298.40
0015857 COUNTY OF SAN MATEO	153360	2/17/2015	76.00
0018331 CSG CONSULTANTS INC.	153361	2/17/2015	62.50
0097934 CWEA-TCP	153362	2/17/2015	391.00
0105974 D&D PIPELINES, INC.	153363	2/17/2015	27,841.65
0106080 DATALINK CORPORATION	153364	2/17/2015	10,293.12
0018188 DAU PRODUCTS	153365	2/17/2015	521.94
0094363 DAVID M. CALDERON	153345	2/17/2015	36.15
0106131 DEBBIE GAMMINO	153377	2/17/2015	4,800.00
0000197 DEMCO SUPPLY INC.	153366	2/17/2015	111.13
0096829 DKF SOLUTIONS GROUP, LLC	153367	2/17/2015	2,300.00
0103513 DOMINIC/CHRIS SIGILLO	153447	2/17/2015	31.12
0106136 DORIS DULL	153368	2/17/2015	2,000.00
0102673 EBI AGGREGATES	153369	2/17/2015	876.85
0017300 ENVIRONMENTAL HEALTH FEE	153372	2/17/2015	115.00
0017152 ERLER & KALINOWSKI, INC.	153373	2/17/2015	20,033.08
0106116 EVERBANK COMMERCIAL FINANCE, INC.	153358	2/17/2015	376.62
0013683 F. FERRANDO & CO.	153374	2/17/2015	2,297.00
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	153375	2/17/2015	32,029.99
0102869 FRANCHISE TAX BOARD	153376	2/17/2015	725.00
0105960 GARRATT CALLAHAN	153378	2/17/2015	2,919.53
0104560 GEO OPTIONS, INC.	153379	2/17/2015	5,689.80
0100434 GEORGIA ROCHFORD	153437	2/17/2015	50.00
0017983 GLORIA DEETER	153381	2/17/2015	1,301.40
0018251 GOLDENBAY FENCE+IRON WORKS INC	153382	2/17/2015	69,948.69
0000162 GRAINGER	153383	2/17/2015	1,290.20

Document group: dliu Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000541 GRANITE ROCK COMPANY	153384	2/17/2015	2,047.02
0017900 GREAT LAKES DATA SYSTEMS INC	153385	2/17/2015	1,450.00
0095966 GREATAMERICA FINANCIAL SVCS.	153386	2/17/2015	289.31
0096316 GREEN CARPET LANDSCAPING & MAINTENANCE	153399	2/17/2015	7,500.00
0000385 HACH COMPANY	153387	2/17/2015	6,896.55
0105378 HOME MAID RAVIOLI COMPANY INC.	153388	2/17/2015	63.90
0015644 INDUSTRIAL WIPER & SUPPLY,INC.	153389	2/17/2015	168.25
0096636 INTERNATIONAL ROADWAY RESEARCH	153390	2/17/2015	4,890.00
0018557 INTERSTATE SALES	153391	2/17/2015	958.11
0095705 IVAN COLON	153357	2/17/2015	36.64
0095649 JACK WU	153458	2/17/2015	16.24
0105874 JAMES MIRANDA	153408	2/17/2015	60.00
0000075 K-119 TOOLS OF CALIFORNIA INC.	153392	2/17/2015	83.06
0000132 KELLY-MOORE PAINT CO INC.	153394	2/17/2015	7.70
0018498 KONICA MINOLTA BUSINESS SOL.	153395	2/17/2015	529.04
0000317 L.N. CURTIS & SONS	153396	2/17/2015	352.04
0096347 LA LORICK ASSOCIATES	153397	2/17/2015	1,639.06
0104424 LIDIA'S ITALIAN DELICACIES	153400	2/17/2015	2,017.45
0095766 LIFE-ASSIST, INC.	153401	2/17/2015	51.40
0016034 LINDA RUSSELL	153439	2/17/2015	582.40
0018177 LOWE'S	153404	2/17/2015	4,979.52
0097983 MARIA CASTRO-ZAPANTA	153346	2/17/2015	41.95
0104583 MARILYN L. SIACOTOS	153446	2/17/2015	4,275.26
0106150 MARK MEDLIN	153405	2/17/2015	1,000.00
0100314 MARY SENH	153443	2/17/2015	42.37
0000389 MATRISHA PERSON	153425	2/17/2015	1,838.85
0102770 METLIFE	153406	2/17/2015	350.46
0016863 MIDWEST TAPE, LLC	153407	2/17/2015	84.98
0100062 MIRELLA RAMIREZ	153409	2/17/2015	616.91
0000333 MOSS RUBBER & EQUIP. CORP.	153410	2/17/2015	1,044.93
0104730 MUNICIPAL EMERGENCY SERVICES	153411	2/17/2015	216.90
0017612 NICHOLS CONSULTING ENGINEERS	153414	2/17/2015	255.00
0018157 OCLC INC	153415	2/17/2015	341.34
0092263 OFFICE DEPOT INC	153416	2/17/2015	26.69
0018284 OFFICEMAX INC.	153417	2/17/2015	306.00
0097567 ONE HOUR DRY CLEANING	153418	2/17/2015	218.70
0000012 PACIFIC GAS & ELECTRIC	153419	2/17/2015	40,353.85
0000012 PACIFIC GAS & ELECTRIC	153420	2/17/2015	1,200.00
0000012 PACIFIC GAS & ELECTRIC	153421	2/17/2015	249.08
0106156 PENGUIN RANDOM HOUSE LLC	153422	2/17/2015	147.16
0103515 PENINSULA POWER WASH	153423	2/17/2015	4,350.00
0014961 PENINSULA UNIFORMS & EQUIPMENT	153424	2/17/2015	179.69
0099721 PETER BRION	153343	2/17/2015	120.52
0103618 PETERSON POWER SYSTEMS, INC.	153426	2/17/2015	8,434.23
0102710 PHILIP PISERCHIO	153427	2/17/2015	3,995.00
0018756 POLLARDWATER	153428	2/17/2015	524.37
0098436 PROFESSIONAL LAND SERVICES	153429	2/17/2015	515.00
0013981 QUILL CORPORATION	153431	2/17/2015	21.76
0000071 R & B COMPANY	153432	2/17/2015	4,948.32
0091044 R.A. METAL PRODUCTS, INC	153433	2/17/2015	501.56
0094546 RECORDED BOOKS, LLC	153434	2/17/2015	41.90
0090749 RED WING SHOE STORE	153435	2/17/2015	819.11
0106148 RICHARD K. LACK	153398	2/17/2015	300.00
0000022 ROBERT LOUIE	153403	2/17/2015	140.40

Document group: dliu                      Bank: apbank                      05507660

Vendor Code & Name	Check #	Check Date	Amount
0106130      RON AND CHRISTINE GIANNINI	153380	2/17/2015	5,500.00
0016213      ROZZI REPRODUCTION&SUPPLY INC.	153438	2/17/2015	594.46
0106147      RYAN HERCO PRODUCTS CORP.	153440	2/17/2015	888.63
0017432      SAN MATEO COUNTY PUBLIC SAFETY COMMUNICA	153430	2/17/2015	519.60
0017145      SAN MATEO LAWN MOWER SHOP	153441	2/17/2015	129.76
0106137      SCOTT KATO	153393	2/17/2015	5,055.00
0102917      SFPUC FINANCIAL SERVICES	153444	2/17/2015	2,525.00
0106135      SHAHIN NAZARIAN	153413	2/17/2015	3,825.00
0018962      SHOE DEPOT INC.	153445	2/17/2015	240.30
0017508      SOUTH CITY LUMBER AND SUPPLY	153449	2/17/2015	52.01
0105796      SUNRISE FOOD DISTRIBUTOR INC.	153450	2/17/2015	231.12
0104969      SUSAN SANCHEZ	153442	2/17/2015	65.00
0002025      TELECOMMUNICATIONS ENGINEERING ASSOCIATE	153371	2/17/2015	170.00
0000241      THE ADAM-HILL COMPANY	153452	2/17/2015	451.01
0097449      THYSSENKRUPP ELEVATOR CORP.	153453	2/17/2015	403.85
0096673      TIMOTHY LOO	153402	2/17/2015	55.78
0102988      VANTAGEPOINT TRANSFER AGENTS	153454	2/17/2015	11,288.59
0106145      VITALIE'S RESTORATION 9-1-1, INC.	153436	2/17/2015	1,863.00
0098917      VOLIKOS ENTERPRISES	153455	2/17/2015	7,072.80
0104660      WEST YOST ASSOCIATES, INC.	153456	2/17/2015	25,293.64
0000612      WESTVALLEY CONSTRUCTION CO.INC	153457	2/17/2015	102,715.59
		<b>GrandTotal:</b>	<b>512,872.76</b>
		<b>Total count:</b>	<b>128</b>



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

---

DATE: February 24, 2015  
TO: Honorable Mayor and Members of the City Council  
FROM: Angela Kraetsch, Finance Director  
SUBJECT: Payroll Approval

City Council approval of the City payroll distributed February 13, 2015 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,356,317.96 for bi-weekly pay period ending February 8, 2015 is attached.

**LABOR SUMMARY FOR PAY PERIOD ENDING : February 8, 2015**

<b>pyLaborDist</b>	<b>02/13/15</b>
Fund: 001 - GENERAL FUND	1,029,155.39
Fund: 122 - SOLID WASTE/RECYCL.	1,666.28
Fund: 190 - EMERGENCY DISASTER FUND	10,104.91
Fund: 201-PARKS AND FACILITIES CAPITAL	125.08
Fund: 203 - STREET IMPROVE. PROJECTS	2,956.82
Fund: 611 - WATER FUND	82,926.47
Fund: 621 - STORMWATER FUND	18,299.58
Fund: 631 - WASTEWATER FUND	64,162.51
Fund: 641 - CABLE TV FUND	89,874.15
Fund: 701 - CENTRAL GARAGE	10,504.88
Fund: 702 - FACILITY MAINT.FUND	24,793.66
Fund: 707 - TECHNOLOGY DEVELOPMENT	16,759.73
Fund: 711 - SELF INSURANCE	4,988.50
<b>Total</b>	<b>1,356,317.96</b>



John Marty  
City Treasurer

CITY TREASURER

## RECONCILIATION OF GENERAL LEDGER TO BANK

Month Ending January 2015

### Bank Balance

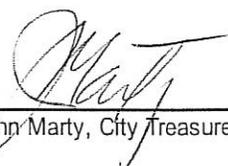
### General Ledger Balance

Union Bank of Ca. Investments	\$ 21,332,457.42
LAIF - Account Ending -764	14,300,610.08
LAIF - Account Ending -001	3,042,624.54
San Mateo County Pool	20,963,354.33
FNB - Main Account	1,586,561.06
FNB - Parking Fines Account	6,636.00
FNB - Glenview Counseling Assistance Account	1,357.95
FNB - Successor Agency Account	29,326.93
Wells Fargo - Custodian of SB Community Foundation	68,858,386.47

<b>Bank Balance as of 1/31/15</b>	<b>\$ 130,121,314.78</b>	<b>General Ledger Balance</b>	<b>\$ 128,641,003.65</b>
-----------------------------------	--------------------------	-------------------------------	--------------------------

Outstanding Checks	(1,688,665.84)	Cable ACH In-Transit	668.06
FNB Deposit In-Transit	42,023.45	Unreconciled	791.21
FNB Deposit In-Transit	14,171.52		
FNB Deposit In-Transit	22,633.26		
FNB Deposit In-Transit	70,093.65		
FNB Deposit In-Transit	152.53		
Cable Credit Card In-Transit	3,796.37		
Finance Credit Card In-Transit	22,398.77		
Utility Credit Card In-Transit	34,544.43		

<b>Adjusted Balance</b>	<b>\$ 128,642,462.92</b>	<b>Adjusted Balance</b>	<b>\$ 128,642,462.92</b>
-------------------------	--------------------------	-------------------------	--------------------------



John Marty, City Treasurer



INVESTMENT POOLS					YIELD
Local Agency Investment Fund	\$ 14,300,610.08				0.26
Glenview Fire LAIF	\$ 3,042,624.54				0.26
San Mateo County Pool	\$ 20,963,354.33				1.00
INVESTMENTS HELD AT UNION BANK		PAR VALUE	COST BASIS	MKT. VALUE	YIELD
Federal Farm Credit Bank					
3/28/13 mat 3/28/16	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,000,040.00		0.45
Federal Home Loan Mtg Corp					
0.57% 6/20/2016	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,470.00		0.57
Federal Natl Mtg Corp					
0.50% mat 8/15/16	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,130.00		0.50
Federal National Mtg Assn					
0.75% mat 12/19/16	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,720.00		0.75
Federal Home Loan Bank					
1% mat 4/24/2017	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,001,850.00		0.01
Federal Home Loan Motg Corp					
1.00% mat 6/26/2017	\$ 1,000,000.00	\$ 999,000.00	\$ 1,000,560.00		1.00
Federal National Mortgage					
1.125% mat 9/18/17	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,003,520.00		1.12
Federal National Mortgage Assoc					
1.00% mat 12/26/2017	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,013,660.00		1.20

Federal Natl Mtg Assoc 0.70% 12/26/17	\$ 2,000,000.00	\$ 2,000,000.00	\$2,001,700.00	0.80
Federal Home Loan Bank 1.00% mat 12/27/17	\$ 1,000,000.00	\$ 1,000,000.00	\$ 993,630.00	1.01
Federal Farm Credit Bank 1,47% mat 7/9/18	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,004,180.00	1.46
Federal Home Loan Mtg Step-up mat 12/27/18	\$ 1,000,000.00	\$ 1,000,0.00	\$ 1,002,190.00	1.00
Federal Home Loan Bank Step-up mat 5/28/19	\$ 2,000,00.00	\$ 2,000,000.00	\$ 2,001,840.00	1.00
Federal Home Loan Bank 1.25% mat 12/30/10	\$ 1,000,000.00	\$ 1,000,000.00	\$ 999,500.00	1.125
Cal State Fed Taxable 2.25% mat 5/1/2019	\$ 2,000,000.00	\$ 2,015,100.00	\$ 2,031,940.00	2.21
US Govt Money Market	\$ 1,318,357.42	\$ 1,318,357.42	\$ 1,318,357.42	0.0

**INVESTMENTS HELD AT WELLS FARGO BANK**

City of San Bruno as Temporary Custodian	\$ 68,765,683.86			0.05
--	------------------	--	--	------

**TOTAL**

\$128,390,630.23

Revenue Status Report

City of San Bruno

1/1/2015 through 1/31/2015

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prc't Rcvd
Total GENERAL FUND	37,599,979.00	2,330,362.09	21,433,494.78	16,166,484.22	57.00
Total GENERAL FUND RESERVE	0.00	120.50	2,410.65	-2,410.65	0.00
Total ONE-TIME REVENUE	515,000.00	879,424.19	918,920.19	-403,920.19	178.43
Total NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	0.00	0.00	0.00	0.00	0.00
Total GAS TAX	1,116,405.00	81,551.79	736,225.79	380,179.21	65.95
Total MEASURE A TRANSPORTATION TAX	867,160.00	67,136.56	541,531.33	325,628.67	62.45
Total STREET SPECIAL REVENUE	759.00	0.00	33.00	726.00	4.35
Total POLICE ASSET FORFEITURE	5,129.00	35,293.40	36,148.10	-31,019.10	704.78
Total SAFETY AUGMENT. -PROP.172	92,210.00	8,765.89	68,087.35	24,122.65	73.84
Total POLICE SPECIAL REVENUE	100,122.00	9,931.57	57,090.06	43,031.94	57.02
Total TRAFFIC SAFETY GRANT	150.00	0.00	7.00	143.00	4.67
Total FEDERAL/STATE GRANTS	0.00	0.00	59,208.00	-59,208.00	0.00
Total SOLID WASTE/RECYCL.	70,386.50	5,190.09	41,189.01	29,197.49	58.52

Revenue Status Report

City of San Bruno  
 1/1/2015 through 1/31/2015

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total LIBRARY SPECIAL REVENUE	635.00	0.00	25.00	610.00	3.94
Total IN-LIEU FEES	10,200.00	0.00	2,451.00	7,749.00	24.03
Total AGENCY ON AGING	184,452.00	19,372.79	102,247.41	82,204.59	55.43
Total RESTRICTED DONATIONS	115,699.00	32,553.37	172,164.96	-56,465.96	148.80
Total ED JOHNSON BEQUEST FUND	64.00	0.00	3.00	61.00	4.69
Total EMERGENCY DISASTER RESERVE	0.00	1,948.33	3,799.92	-3,799.92	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	0.00	0.00	0.00
Total CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	0.00	0.00	0.00	0.00
Total RDA OBLIGATION RETIREMENT FUND	0.00	530,784.58	530,817.52	-530,817.52	0.00
Total EMERGENCY DISASTER FUND	0.00	0.00	0.00	0.00	0.00
Total PARKS AND FACILITIES CAPITAL	914,500.00	0.00	74,907.97	839,592.03	8.19
Total STREET IMPROVE. PROJECTS	1,777,085.00	0.00	706,207.50	1,070,877.50	39.74

Revenue Status Report

City of San Bruno  
 1/1/2015 through 1/31/2015

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total TECHNOLOGY CAPITAL	273,000.00	0.00	0.00	273,000.00	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00	0.00	0.00
Total LEASE DEBT SERVICE	1,217,949.25	98,288.00	726,516.22	491,433.03	59.65
Total SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00	0.00	0.00
Total WATER FUND	13,732,268.00	1,002,898.80	6,450,757.48	7,281,510.52	46.98
Total STORMWATER FUND	730,896.00	0.00	289,385.06	441,510.94	39.59
Total WASTEWATER FUND	14,916,194.01	1,247,012.01	7,227,554.56	7,688,639.45	48.45
Total CABLE TV FUND	10,447,278.08	777,446.55	5,371,178.07	5,076,100.01	51.41
Total CENTRAL GARAGE	624,417.00	52,035.00	364,245.00	260,172.00	58.33
Total FACILITY MAINT.FUND	1,023,061.00	85,255.00	596,785.00	426,276.00	58.33
Total GENERAL EQUIPMENT REVOLVING	430,587.00	39,862.00	262,164.00	168,423.00	60.89
Total TECHNOLOGY DEVELOPMENT	648,941.00	52,199.00	367,913.00	281,028.00	56.69
Total SELF INSURANCE	1,826,881.00	152,240.00	1,065,680.00	761,201.00	58.33

Revenue Status Report

City of San Bruno  
1/1/2015 through 1/31/2015

---

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
Grand Total	89,241,407.84	7,509,691.51	48,209,147.93	41,032,259.91	54.02

---

**Expenditure Status Report**  
 City of San Bruno  
 1/1/2015 through 1/31/2015

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
Total GENERAL FUND	37,568,217.73	2,815,144.78	21,330,329.91	165,925.35	16,071,962.47	57.22
Total GENERAL FUND RESERVE	0.00	0.00	140,000.00	0.00	-140,000.00	0.00
Total ONE-TIME REVENUE	0.00	9,106.00	32,672.69	0.00	-32,672.69	0.00
Total NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	1,126,835.00	0.00	0.00	0.00	1,126,835.00	0.00
Total GAS TAX	1,325,000.00	62,500.00	437,500.00	0.00	887,500.00	33.02
Total MEASURE A TRANSPORTATION TAX	1,006,500.00	0.00	689,456.31	0.00	317,043.69	68.50
Total POLICE ASSET FORFEITURE	0.00	31,293.00	31,293.00	0.00	-31,293.00	0.00
Total SAFETY AUGMENT. -PROP.172	86,000.00	0.00	0.00	0.00	86,000.00	0.00
Total POLICE SPECIAL REVENUE	100,000.00	0.00	0.00	0.00	100,000.00	0.00
Total TRAFFIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
Total FEDERAL/STATE GRANTS	720.07	0.00	51,392.86	0.00	-50,672.79	7,137.20
Total SOLID WASTE/RECYCL.	60,806.00	3,550.37	25,784.33	0.00	35,021.67	42.40
Total LIBRARY SPECIAL REVENUE	39,000.00	3,250.00	22,750.00	0.00	16,250.00	58.33
Total IN-LIEU FEES	647,500.00	-9,106.00	25,000.00	0.00	622,500.00	3.86
Total AGENCY ON AGING	184,405.00	18,815.54	89,334.76	0.00	95,070.24	48.44
Total RESTRICTED DONATIONS	239,873.00	7,996.34	245,936.60	29,267.00	-35,330.60	114.73
Total CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Total RDA OBLIGATION RETIREMENT FUND	373,617.50	189,236.75	376,890.50	0.00	-3,273.00	100.88
Total EMERGENCY DISASTER FUND	5,016,496.46	133,561.57	2,882,311.75	1,104,873.85	1,029,310.86	79.48
Total PARKS AND FACILITIES CAPITAL	1,395,767.00	70,042.49	126,539.68	113,766.39	1,155,460.93	17.22
Total STREET IMPROVE. PROJECTS	6,453,632.00	68,960.16	148,377.35	611,012.45	5,694,242.20	11.77
Total TECHNOLOGY CAPITAL	519,754.00	9,848.58	36,995.82	0.00	482,758.18	7.12
Total SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00
Total LEASE DEBT SERVICE	1,217,949.25	0.00	235,723.62	0.00	982,225.63	19.35
Total WATER FUND	29,613,834.11	773,313.45	7,080,847.95	7,228,434.02	15,304,552.14	48.32
Total STORMWATER FUND	779,252.00	71,757.57	387,387.70	57,543.00	334,321.30	57.10
Total WASTEWATER FUND	20,111,279.30	418,410.84	5,169,376.99	288,688.18	14,653,214.13	27.14
Total CABLE TV FUND	13,242,170.92	908,200.53	5,601,896.05	2,574,316.80	5,065,958.07	61.74

**Expenditure Status Report**  
 City of San Bruno  
 1/1/2015 through 1/31/2015

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
Total CENTRAL GARAGE	624,417.00	39,683.05	306,771.96	0.00	317,645.04	49.13
Total FACILITY MAINT.FUND	1,023,061.00	77,465.25	531,443.14	0.00	491,617.86	51.95
Total GENERAL EQUIPMENT REVOLVING	785,530.49	17,593.79	52,884.13	193,977.09	538,669.27	31.43
Total TECHNOLOGY DEVELOPMENT	648,941.00	64,377.56	409,392.63	0.00	239,548.37	63.09
Total SELF INSURANCE	1,826,881.00	79,590.53	1,263,058.01	0.00	563,822.99	69.14
<b>Grand Total</b>	126,017,439.83	5,864,592.15	47,731,347.74	12,367,804.13	65,918,287.96	47.69

2/19/2015 2:32:28PM

Through period: 7

City of San Bruno  
Through January 2015

	Cash	Investments	Fund Total
001 GENERAL FUND	3,449,820.35	53,724.71	3,503,545.06
002 GENERAL FUND RESERVE	8,558,504.25	0.00	8,558,504.25
003 ONE-TIME REVENUE	889,833.42	0.00	889,833.42
004 NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	7,650,675.11	0.00	7,650,675.11
101 GAS TAX	1,067,878.63	0.00	1,067,878.63
102 MEASURE A TRANSPORTATION TAX	1,688,022.02	0.00	1,688,022.02
103 STREET SPECIAL REVENUE	309,635.09	0.00	309,635.09
104 TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00
111 POLICE ASSET FORFEITURE	57,930.86	0.00	57,930.86
112 SAFETY AUGMENT. -PROP.172	124,034.97	0.00	124,034.97
113 POLICE SPECIAL REVENUE	69,035.51	0.00	69,035.51
114 TRAFFIC SAFETY GRANT	61,603.57	0.00	61,603.57
121 FEDERAL/STATE GRANTS	9,324.21	0.00	9,324.21
122 SOLID WASTE/RECYCL.	242,986.01	0.00	242,986.01
123 LIBRARY SPECIAL REVENUE	217,591.93	0.00	217,591.93
131 IN-LIEU FEES	4,127,733.18	0.00	4,127,733.18
132 AGENCY ON AGING	10,115.57	0.00	10,115.57
133 RESTRICTED DONATIONS	1,037,476.88	0.00	1,037,476.88
134 ED JOHNSON BEQUEST FUND	25,942.68	0.00	25,942.68
135 GLENVIEW FIRE DONATIONS	0.00	0.00	0.00
136 EMERGENCY DISASTER RESERVE	3,042,624.54	0.00	3,042,624.54
151 SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	0.00
152 CITY OF SB AS SUCCESSOR HOUSING AGENCY	90,400.00	0.00	90,400.00
153 RDA OBLIGATION RETIREMENT FUND	982,749.84	1,111,776.83	2,094,526.67
190 EMERGENCY DISASTER FUND	2,809,716.91 CR	0.00	2,809,716.91 CR
201 PARKS AND FACILITIES CAPITAL	543,534.26	0.00	543,534.26
203 STREET IMPROVE. PROJECTS	1,448,786.06	0.00	1,448,786.06
207 TECHNOLOGY CAPITAL	187,926.31	0.00	187,926.31
251 SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00
302 LEASE DEBT SERVICE	504,133.10	2.59	504,135.69
351 SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00
611 WATER FUND	13,164,275.40	0.00	13,164,275.40
621 STORMWATER FUND	81,351.07	0.00	81,351.07
631 WASTEWATER FUND	9,517,488.59	2.77	9,517,491.36
641 CABLE TV FUND	5,214,564.55 CR	200.00	5,214,364.55 CR
701 CENTRAL GARAGE	620,663.84	0.00	620,663.84
702 FACILITY MAINT.FUND	901,477.15	0.00	901,477.15
703 GENERAL EQUIPMENT REVOLVING	4,240,821.67	0.00	4,240,821.67
707 TECHNOLOGY DEVELOPMENT	230,754.66	0.00	230,754.66
711 SELF INSURANCE	2,157,319.14	91,118.50	2,248,437.64
870 SAN BRUNO COMMUNITY FOUNDATION	68,858,386.47	0.00	68,858,386.47
880 PROJECT DEVELOP. TRUST	180,040.07	0.00	180,040.07
891 S.B. GARBAGE CO. TRUST	314,408.70	0.00	314,408.70
<b>Grand Total:</b>	<b>128,641,003.65</b>	<b>1,256,825.40</b>	<b>129,897,829.05</b>



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** February 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Angela Kraetsch, Finance Director

**SUBJECT:** Receive Quarterly Financial Update Report as of December 31, 2014 and Adopt Resolution Approving a Mid-Year Amendment for the 2014-15 General Fund, Special Revenues Funds, Enterprise Funds and Capital Improvement Budgets

### **BACKGROUND:**

Each year the City Council adopts a budget which commits resources to the accomplishment of the City Council's policies and priorities. The City Council approved the 2014-15 Operating Budget on June 24, 2014.

The City's Mid-Year Budget Report is prepared to compare the revenues and expenditures occurring during the first six months of the fiscal year against budgeted amounts to determine appropriate adjustments; to provide links between the City's budget and financial records; and to compare revenues earned and expenses made during the first six months of FY 2014-15 against FY 2013-14 figures.

### **DISCUSSION:**

The adopted budget incorporates the estimated revenues and planned expenditures for all funds. The attached Mid-Year Budget Report provides the revenue and expenditure summary for the General Fund, Enterprise Funds, Internal Service Funds, and Special Revenue Funds.

#### **General Fund**

The General Fund provides most services commonly associated with government (i.e., public safety, recreation, parks, library, building, engineering, planning, etc.) and is funded primarily by tax-generated revenues.

Revenue and expenditure data from the first six-months of the fiscal year can indicate significant trends and assist in predicting year-end balances. Overall, General Fund revenue and expenditure percentages through December 31, 2014 are consistent with the prior fiscal year and expected revenue and expenditure trends.

*10.2.*

A review of revenues and expenditures are discussed below:

**General Fund Revenue:**

- **Property Tax** (55% of budget compared to 46% in 2013-14)  
This revenue source is showing an increase of \$1,046,128 when compared to the prior year. The majority of this increase (\$605,683) is due to a timing difference in the receipt of the re-distribution of (Redevelopment) tax increment funds to the City. The first re-distribution payment for FY 13-14 was received in January 2014 which was reflected the City's FY 13-14 Third Quarter Financial Report. The City received the first re-distribution payment for FY 2014-15 in December 2014. The remaining increase is due to anticipated growth in this revenue source and was reflected in the current year budget.
- **Sales Tax** (37% of budget compared to 34% in 2013-14)  
This revenue source is below 50% due to only receiving four months of general sales tax or 33%. Sales tax revenue in 2014-15 is anticipated to meet the revenue budget.
- **Hotel/Motel Occupancy Tax** (57% of budget compared to 54% in 2013-14)  
Each year's reported revenues are for five months of the fiscal year as payments are received one month after being earned. Current year revenues are up \$150,760 over the prior year, an increase of 12%.
- **Business Tax** (74% of budget compared to 97% in 2013-14)  
The budget for this category increased by \$876,640 to reflect the growing number of large businesses located within San Bruno. At mid-year, revenues are \$2,365,387, which is \$96,660 higher than the prior fiscal year. Business taxes are billed and paid at the beginning of the fiscal year, which explains why it is over 50%. However, when comparing the budget to actual with the prior year this revenue source is showing a decrease of 23%. Staff will continue to monitor this revenue to determine if a budget adjustment is needed and will update the Council at the third quarter report.
- **Departmental** (49% of budget compared to 50% in 2013-14)  
Overall, the departmental revenues are in line with the adopted budget. The increases in Planning and Building are due to an increase in development related activity. These revenues are difficult to predict and staff will continue to monitor them in order to determine if an adjustment is warranted in the third quarter.

**General Fund Expenditures:**

- **General Fund Expenditures** (49% of budget compared to 50% in 2013-14)  
Expenditures at mid-year total \$18,515,185, which is slightly below 50% of the total budget. All departments are within the expected range as of the end of the second quarter.

### **Enterprises & Internal Service Funds**

Four Enterprise Funds make up the City's business type operations. The Water Fund, Stormwater Fund, Wastewater Fund, and Cable Television Fund are City municipal operations designed to fully recover costs through user fees. Internal Service Funds also operate as business activities, providing exclusive support to the City's internal operations. The Central Garage, Building & Facilities Maintenance, Self Insurance, and Technology Support make up these funds.

### **Revenues:**

- **Water** (47% of budget compared to 56% in 2013-14)  
Revenues for the mid-year were \$6,513,939 compared to \$6,823,977 in the prior year and includes six months of rate adjustments from the five-year rate adjustment program approved by the City Council in 2012. Revenues are \$310,037 below the prior year due to the receipt of a one-time revenue related to the recovery of an investment income loss and higher water capacity revenues in 2013-14. In addition, water consumption dropped by 13% when compared to the prior year due to conservation efforts related to the ongoing drought.
- **Wastewater** (48% of budget compared to 50% in 2013-14)  
Revenues for the mid-year were \$7,110,248 compared to \$6,711,347 in the prior year and also include six months of rate adjustments from the five-year rate adjustment program approved by the City Council in 2012.
- **Cable Television** (44% of budget compared to 44% in 2013-14)  
Actual revenues of \$4,593,732 are slightly lower than last year by \$48,418. The budget for the 2014-15 year was decreased by \$151,196 in order to bring it more in line with anticipated revenues.

### **Expenditures:**

Expenditures for the four Enterprise Funds and the four Internal Service Funds are all within their respective budget levels for the six-month period of the fiscal year, with the exception of the Self Insurance Fund.

- **Self-Insurance Fund** (65% of budget compared to 77% in 2013-14)  
The six-month expenditure total is \$206,011 lower than in 2013-14 as a result of an ongoing decrease in claims.

### **BUDGET AMENDMENTS**

As a result of a comprehensive review, adjustments are recommended where actual receipts and disbursements are materially different from the budgeted amounts.

### **Budget Changes Approved to date**

Various budget changes have been approved by the Council since the adoption of the budget in June 2014. The following list summarizes these changes, which are reflected in the attached mid-year report:

**General Fund:**

- September 23, 2014 – On August 15, 2013 the San Bruno Park School District terminated the original Joint Use Agreement between the School District and the City of San Bruno and negotiated a successor agreement. As part of this new agreement the City is required to pay additional facility use fees and the School District will begin to reimburse the City for maintenance of school fields.
  - a. Increase in revenue reimbursement of \$17,290
  - b. Increase in program expenses of \$39,900
- October 14, 2014 – Acceptance of Office of Traffic Safety (OTS) grant
  - a. Increase in grant funding of \$43,000
  - b. Increase in overtime expenses of \$43,000
- October 28, 2014 – Purchase of 324 Florida Avenue
  - a. Increase in expenditures of \$10,000 for estimated closing costs

**Special Revenue Funds:**

- October 28, 2014 – Purchase of 324 Florida Avenue
  - a. Increase in appropriations of \$604,000 from the Park In-Lieu Fund for the purchase of the property and a portion of the estimated closing costs

**Mid-Year Budget Amendment**

As part of the mid-year process, the budget is reviewed to determine if any adjustments should be proposed in this report. The following is a summary of the requested budget adjustments:

**General Fund:**

- Recreation - Due to the addition of 1st and 2nd grades at Portola and John Muir Elementary Schools in the City's After School Adventures Program, a revenue and expenditure adjustment is being proposed. This agreement was reached after the FY 14-15 Operating Budget was adopted.
  - a. Increase in revenue of \$75,000
  - b. Increase in part-time salary expense of \$50,000
- Library - The Library's Peninsula Library System (PLS) shared and bandwidth costs have increased for FY14-15. Staff is proposing an additional appropriation of \$12,000 to cover this additional cost. This increase was inadvertently not included in the FY 14-15 adopted budget.
- Parks Maintenance - Wildland Fire Hazard Mitigation is designed to identify and mitigate the hazards associated with vegetation and wildland fires in the City open space areas. The program is overseen by the Fire Department and performed by the Parks Maintenance Division of the Community Services Department through the use of part-time employees and contract services. An adjustment to the \$30,000 appropriation has not been modified for some time,

while the list of areas requiring annual attention continues to grow. Staff is proposing an appropriation of \$45,000 to address open space areas to mitigate ongoing fire hazards. In addition to this annual work, there are additional open space areas which require attention on a cyclical basis. As part of the Fiscal Year 2015/16 Operating Budget proposal from the Community Department, staff will include a program and funding request for addressing these areas.

- City Manager – Staff is proposing an appropriation in the amount of \$125,000 from RDA boomerang funds that the City will receive in FY 2014-15 to fund ongoing and future economic development. These will include, but not be limited to, implementing the adopted San Bruno Transit Corridors Plan. Examples of implementation measures of the Transit Corridors Plan include analysis and implementation related to preparing an area wide development impact schedule, continuation of a façade improvement plan, developing a parking management plan, and developing a streetscape design program. This item was originally budgeted but not spent in FY 13-14 and inadvertently not carried forward for re-appropriation in the FY 14-15 Operating Budget.

**Facilities Fund**

- On December 30, 2014 the emergency stand-by generator at City Hall experienced a critical malfunction that caused the alternator core to burn out. To repair the generator and return it to proper operation, installation of a new alternator assembly and voltage regulator is required. Staff is proposing an appropriation of \$20,347 in order to repair the generator.

**FISCAL IMPACT:**

The Mid-Year Financial Report as of December 31, 2014 for the General Fund, Special Revenue Funds, Enterprise Funds, and Capital Improvement Program Budgets provides the City Council a periodic update on the 2014-15 budget.

The proposed budget amendment adjusts revenues and expenditures for the City's 2014-15 General Fund, Special Revenue Funds, and Enterprise Funds, and Capital Improvement Program Budgets and is summarized as follows:

Fund	Revenue Increase / (Decrease)	Appropriation Increase / (Decrease)
General Fund	\$ 75,000	\$ 232,000
Facilities Fund	-	20,347

**ALTERNATIVES:**

1. Do not approve the proposed budget amendments and maintain budgeted amounts as approved in the 2014-15 budgets.
2. Amend the proposed budget adjustments by adding to or eliminating any proposed appropriation changes to any line item.

**RECOMMENDATION:**

Receive Quarterly Financial Update Report as of December 31, 2014 and Adopt Resolution Approving a Mid-Year Budget Amendment for 2014-15 General Fund, Special Revenues Funds, Enterprise Funds and Capital Improvement Budgets.

**ATTACHMENTS:**

1. Mid-Year Financial Report as of December 31, 2014.
2. Resolution

**DATE PREPARED:**

February 12, 2015

City of San Bruno  
Mid-Year Financial Report  
As of December 31, 2014

GENERAL FUND	2014-15			2013-14			2014-15 v 2013-14	
	December 31, 2014			December 31, 2013			Yr to Yr Change (\$)	Yr to Yr Change (%)
	Amended Budget	YTD 12/31/2014	% of Budget	Amended Budget	YTD 12/31/2013	% of Budget		
Revenues								
GENERAL GOVERNMENT								
Property Tax	7,363,565	4,067,495	55%	6,579,213	3,021,366	46%	1,046,128	35%
Sales Tax	7,670,911	2,835,338	37%	7,343,812	2,491,515	34%	343,822	14%
Hotel/Motel Occupancy Tax	2,500,000	1,417,151	57%	2,350,000	1,266,391	54%	150,760	12%
Motor Vehicle License Fee	3,400,000	1,891,571	56%	3,100,000	1,768,555	57%	123,016	7%
Regulatory (Card Room) Tax	1,685,962	847,290	50%	1,655,511	826,452	50%	20,838	3%
Business Taxes	3,204,640	2,365,387	74%	2,328,000	2,268,726	97%	96,660	4%
Franchise Fees	1,800,444	716,608	40%	1,722,147	626,556	36%	90,052	14%
Use of Money and Property	1,431,399	799,178	56%	1,444,385	736,029	51%	63,149	9%
Charges for Services	2,805,820	1,404,240	50%	2,586,592	1,293,295	50%	110,945	9%
Recoveries & One-time	407,600	115,149	28%	707,600	88,916	13%	26,233	30%
PO Carryover Balance	254,113	254,113	100%	287,009	287,009	100%	(32,896)	-11%
Sub Total	32,524,454	16,713,519	51%	30,104,269	14,674,812	49%	2,038,708	14%
DEPARTMENTAL								
Police	1,464,287	571,113	39%	1,416,433	646,141	46%	(75,028)	-12%
Fire	335,801	181,516	54%	413,470	317,833	77%	(136,317)	-21%
Engineering & Streets	900,200	418,476	46%	900,200	445,354	49%	(26,877)	-6%
Planning	70,000	59,767	85%	50,000	26,846	54%	32,922	123%
Building	783,750	720,690	92%	720,500	417,389	58%	303,301	73%
Recreation	1,475,000	609,906	41%	1,310,000	651,339	50%	(41,432)	-6%
Parks	34,400	690	2%	17,110	17,405	102%	(16,715)	-96%
Senior Services	177,200	4,692	3%	208,200	6,671	3%	(1,979)	n/a
Library	89,000	41,204	46%	94,000	46,731	50%	(5,527)	-12%
Sub Total	5,329,638	2,608,055	49%	5,129,913	2,575,708	50%	32,347	1%
Total Revenues	37,854,092	19,321,574	51%	35,234,182	17,250,520	49%	2,071,054	12%
Expenditures								
General Administration								
City Council	178,522	70,520	40%	175,644	64,100	36%	6,420	10%
City Clerk	271,822	116,218	43%	278,866	112,225	40%	3,993	4%
City Treasurer	76,156	34,691	46%	78,431	37,580	48%	(2,889)	-8%
City Attorney's Office	421,604	201,106	48%	419,200	182,485	44%	18,622	10%
City Manager's Office	733,199	305,075	42%	807,419	230,578	29%	74,496	32%
Human Resources	520,219	148,946	29%	490,202	222,130	45%	(73,185)	-33%
Finance - Administration	944,928	473,573	50%	868,848	461,736	53%	11,837	3%
Finance - Revenue Services	884,687	396,790	45%	784,037	404,968	52%	(8,177)	-2%
Police	14,637,885	7,375,375	50%	13,831,753	6,931,029	50%	444,346	6%
Fire	8,833,415	4,376,646	50%	8,027,693	4,253,221	53%	123,425	3%
Engineering & Streets	2,715,632	1,495,061	55%	2,594,452	1,437,136	55%	57,925	4%
Planning	1,107,732	511,677	46%	1,129,911	391,772	35%	119,905	31%
Building	1,523,991	732,223	48%	1,305,443	632,828	48%	99,395	16%
Recreation	1,820,268	923,147	51%	1,637,048	878,928	54%	44,218	5%
Parks	2,578,581	1,265,576	49%	2,361,428	1,169,516	50%	96,060	8%
Senior Services	969,098	472,485	49%	890,885	447,290	50%	25,195	6%
Library	2,007,374	1,055,339	53%	1,893,136	953,648	50%	101,692	11%
Non-Departmental	-2,664,596	-1,439,264	54%	-2,311,215	-1,247,934	54%	(191,330)	15%
Total Expenditures	37,560,518	18,515,185	49%	35,263,181	17,563,233	50%	951,952	5%

City of San Bruno  
Mid-Year Financial Report  
As of December 31, 2014

**ENTERPRISES & INTERNAL  
SERVICE FUNDS**

	2014-15			2013-14			2014-15 v 2013-14	
	December 31, 2014			December 31, 2013			Yr to Yr Change (\$)	Yr to Yr Change (%)
	Amended Budget	YTD 12/31/2014	% of Budget	Amended Budget	YTD 12/31/2013	% of Budget		
Central Garage								
Revenue	624,417	312,210	50%	614,773	307,386	50%	4,824	2%
Expenditure	624,417	267,089	43%	614,865	233,631	38%	33,458	14%
Buildings & Facilities Maintenance								
Revenue	1,023,061	511,530	50%	866,971	433,488	50%	78,042	18%
Expenditures	1,023,061	453,978	44%	867,962	462,087	53%	(8,109)	-2%
Self-Insurance								
Revenue	1,826,881	913,440	50%	1,809,515	902,808	50%	10,632	1%
Expenditure	1,826,881	1,183,467	65%	1,809,515	1,389,478	77%	(206,011)	-15%
Technology Support								
Revenue	648,941	315,714	49%	520,773	260,388	50%	55,326	21%
Expenditure	648,941	345,015	53%	532,022	295,334	56%	49,681	17%
Water Enterprise								
Revenue	13,732,268	6,513,939	47%	12,237,766	6,823,977	56%	(310,037)	-5%
Expenditure	8,769,600	3,998,618	46%	7,769,818	3,811,174	49%	187,443	5%
Stormwater Enterprise								
Revenue	730,896	312,496	43%	652,888	309,664	47%	2,832	1%
Expenditure	704,509	315,569	45%	634,102	307,016	48%	8,554	3%
Wastewater Enterprise								
Revenue	14,916,194	7,110,248	48%	13,356,129	6,711,347	50%	398,901	6%
Expenditure	7,514,468	3,570,640	48%	7,646,267	3,472,023	45%	98,617	3%
Cable Television Enterprise								
Revenue	10,447,278	4,593,732	44%	10,598,474	4,642,149	44%	(48,418)	-1%
Expenditure	9,677,269	4,554,670	47%	9,889,405	4,434,597	45%	120,074	3%

RESOLUTION NO. 2015-\_\_\_\_\_

**RESOLUTION APPROVING A MID-YEAR BUDGET AMENDMENT FOR 2014-15 GENERAL FUND, SPECIAL REVENUES FUNDS, ENTERPRISE FUNDS, AND CAPITAL IMPROVEMENT BUDGETS**

**WHEREAS**, the City prepares and adopts its budgets with the intent of providing a planned policy program for City services and a financial system to carry out the planned program of services; and

**WHEREAS**, the City Council approved Resolution no. 2014-75 adopting the 2014-15 Operating Budget on June 24, 2014; and

**WHEREAS**, the City Council may amend the budget as necessary to account for changing conditions; and

**WHEREAS**, amendments for revenues and expenditures impacting the various funds should be approved consistent with the operating requirements and previous City Council actions and consistent with the information provided with the mid-year financial status report received by the City Council on February 24, 2015:

<b>Fund</b>	<b>Revenue Increase / (Decrease)</b>	<b>Appropriation Increase / (Decrease)</b>
General Fund	\$ 75,000	\$ 232,000
Facilities Fund	-	20,347

**NOW THEREFORE**, the City Council of the City of San Bruno hereby resolves to amend the 2014-15 General Fund, Special Revenue Funds, Enterprise Funds, and Capital Improvement Program Budgets and that specific revenue and expenditure line items enumerated are hereby amended.

—o0o—

I hereby certify that foregoing Resolution No. 2015-\_\_\_\_\_ was introduced and adopted by the San Bruno City Council at a regular meeting on February 24, 2015 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
City Clerk

**Item 10 b.**

Adopt Resolution Supporting Merimont Subdivision Resident Petition to Transfer Territory from the South San Francisco Unified School District to the San Bruno Park School District and the San Mateo Union High School District

*Report to Follow*

*J.O.B.*



City Council Agenda Item  
Staff Report

CITY OF SAN BRUNO

**DATE:** February 24, 2015

**TO:** Honorable Mayor and City Council Members

**FROM:** Ray Razavi, Interim Public Services Director

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute an Energy Services Agreement with Tanko Lighting, Inc. for LED Streetlight Conversion Services in the Amount of \$993,664 and Appropriating \$942,790 from the Capital Reserve Fund to Cover the Agreement Cost and a \$99,366 Contingency Amount

**BACKGROUND:**

The City currently utilizes high-pressure sodium and metal halide lights for all its streetlights. These two bulb types are considered outdated and inefficient by today's standards, resulting in reduced visibility, high electric bills and maintenance costs. Advancements in streetlight technology in recent years have made comprehensive conversions a worthwhile investment for a majority of municipalities across the nation. The City's Capital Improvements Program (CIP) includes the Streetlights Replacement Project in order to improve visibility and increase energy efficiency.

The City currently owns and maintains approximately 2,100 streetlights. The majority of these lights are cobra head fixtures with the exception of 92 ornamental light fixtures along San Mateo Avenue and Bayhill Drive. Staff received authorization from the City Council in April 2014 to proceed with the development of a Request for Proposals (RFP) with the objective of replacing the current fixtures with either Light Emitting Diode (LED) or Induction lamps. In July 2014, staff presented the project plan and a cost-benefit analysis to the Surface Infrastructure Subcommittee.

After extensive analysis and research, including contacting other cities within San Mateo County, City staff concluded that LED lights were favorable over induction for a variety of reasons, including: lower expected maintenance and energy costs, increased warranty, absence of mercury in the fixture, and a better technical support from the streetlight manufacturing community. Based on this research, the City recommended to the Subcommittee to forego induction lamps and focus on the LED lights.

Prior to releasing the RFP, staff conducted a demonstration project by installing different fixtures and light wattages in various locations in the City (residential, downtown, and major/minor arterial roads) to gather community feedback. The demonstration project began in July 2014 and was completed by the end of August 2014. For public outreach, staff utilized a variety of methods to gather feedback, including: pole signs, City website announcements, articles in the San Bruno Patch, and Cable TV advertisements. The public feedback indicated a favorable preference for a higher temperature and a larger light

*10.c.*

distribution. One main concern was the possibility of the lights glaring into residents' homes which was taken into consideration during the RFP and light selection process.

#### **DISCUSSION:**

The City released the RFP for streetlight conversion services in August 2014. The RFP included extensive technical specifications developed through the City's analysis of other municipalities and research of current technological trends. The RFP requested bids for two specific brands of LED light fixtures: Cree/BETA and Leotek, which were identified as two brands that would best fit the City's specifications and qualify for rebates based on PG&E's LED Rebate Program. The RFP also provided an option for vendors to submit additional LED brands, if desired, as long as they meet the required specifications.

Due to complexity of the City's system with various types of fixtures, financing options and the payback period, the City received only two proposals. Based on the cost and quality of the proposals, the City selected Tanko Lighting, Inc. as the most qualified vendor with a considerably lower cost. Tanko Lighting will provide Leotek brand LED lights for cobra heads which are complete fixtures. In order to save cost, the proposal includes a Sensity brand retrofit kit for the decorative post-tops which replaces only the internal parts of the post-top fixtures and retains the original housing at less than half the cost.

The City also considered other light fixtures for the cobra heads for the decorative post-tops but ultimately chose Leotek and Sensity after considering all factors such as light distribution, cost, durability, and industry support. In addition, the proposal includes transformers for the poles on the regulated output (RO) circuits (which operate similar to a string of Christmas tree lights). Without the transformers, these RO fixtures cannot be replaced until the conduits and wires are replaced at a considerable cost.

The project will start with a comprehensive audit of the City's current streetlights and poles. Once the audit is complete, the City will work with the vendor to develop a conversion schedule to replace all streetlights within the City, except for the lights in the Crestmoor area, which will be completed and funded as part of the Crestmoor Neighborhood Rebuilding project.

Since the initial cost analysis was completed, the cost of LED fixtures have decreased considerably. Originally, the City estimated that the conversion project, excluding the 350 lights that are on the RO series circuits would cost approximately \$1 million. The base bid for Tanko Lighting's proposal stands at \$693,407 for fixture replacements only. With the price reduction savings, the City can include adding the installation of transformers and fuse disconnects to the RO circuits as a partial solution to maintenance issues with the high voltage RO circuits. Staff does not expect fixture prices to significantly decrease further in the future and holding off on the project would result in the loss of an estimated \$92,540 in PG&E rebates.

Every streetlight on the RO circuit carries a very high voltage that is dangerous to handle without extreme care. Maintenance and repair of these lights requires de-energizing the whole circuit before performing any maintenance work. By installing transformers and disconnects, voltage becomes a non-issue at the fixture, and the light bulbs can be replaced

just as quickly as a regular streetlight, greatly decreasing the downtime of malfunctioning RO circuit lights. Based on historical maintenance records, about 80% of all repairs on the circuits are due to malfunctioning bulbs. It should be noted that even though these light fixtures would become safe to access and replace, the underground electric lines for these circuits are still in need of replacement in the future to convert from RO to a parallel configuration. If these lines or the power source are impacted and disconnect, the entire series would still be disabled. Finding the impacted area could take days and the lights in the circuit would be out until the area can be repaired or replaced.

Through the streetlight and pole audit, which will be performed by Tanko Lighting, the City also anticipates the additional need to replace approximately thirty (30) streetlight poles. Currently, pole replacement is completed on an as-needed basis with fourteen (14) poles replaced in the last calendar year due to damage caused by corrosion. The cost to replace these poles is estimated at \$87,000.

Once the agreement is approved, the initial audit is expected to be completed by May 2015. The fixture installations would begin in June 2015 and completed by October 2015. Typically, the conversion process begins in the residential areas, followed by the minor arterials, and finally the major arterials and the downtown area. However, the final plan will be established following the completion of the audit.

#### **FISCAL IMPACT:**

The adopted 2014-15 CIP budget has an allocation of \$1,091,700 for this project with \$91,700 from the Gas Tax Fund and a proposed \$1,000,000 loan from the California Energy Commission (CEC) with an interest rate of 1% per year. Due to a high demand for the CEC grant, currently these funds have been depleted. Additional CEC funding is not expected to be allocated in the next 12 months.

There are other financing options available immediately through private lenders, although the interest rates are higher (3% to 4% per year). Staff proposes allocating funds from the City's capital reserves and to pay back the fund through the energy savings. This option would result in the lowest final cost for the City due to the absence of interest payments. Staff recommends borrowing \$942,790 from the Capital Reserve Fund. Currently, there is current balance of \$6,523,840 in this fund.

Since the City pays a fixed monthly PG&E rate for each streetlight based on the wattage, the energy savings is expected to be fully realized once the LED lamps are installed. It is anticipated that the total energy savings for the City (based on PG&E's analysis) will be approximately \$100,000 for the first year with additional increases in savings every subsequent year due to escalation in cost of electricity. The full payback for this investment through energy savings is expected in approximately 9 years.

It should also be noted that there will be additional savings due to reduced maintenance costs since there is a 10 year warranty for these fixtures and the life expectancy is approximately 20 years (as opposed to 3-5 years for the existing fixtures).

**Base Proposal**

Convert approx. 2,017 cobra head fixtures, 54 ornamental post top fixtures (San Mateo Avenue and The Crossing), and 38 ornamental fixtures (Bayhill Drive)	<b>\$ 693,407</b>
Install approx. 346 transformers and fuse-disconnects on RO circuits	213,257
Replace approx. 30 streetlight poles	87,000
<b>Subtotal</b>	<b>\$ 993,664</b>
+ 10% Contingency	99,366
<b>Cost with Contingency</b>	<b>\$ 1,093,030</b>
(PG&E Rebates)	(92,540)
Staff Project Management	34,000
<b>Total Project Cost</b>	<b>\$ 1,034,490</b>
(Gas Tax Appropriation [2014-19 CIP])	(91,700)
<b>Total Appropriation Request from Capital Reserve Fund</b>	<b>\$ 942,790</b>

**RECOMMENDATION:**

Adopt resolution authorizing the City Manager to execute an Energy Services Agreement with Tanko Lighting, Inc. for LED streetlight conversion services in the amount of \$993,664 and appropriating \$942,790 from the Capital Reserve Fund to cover the agreement cost and a \$99,366 contingency amount.

**ALTERNATIVES:**

1. Do not award the agreement to Tanko Lighting and reissue the RFP.
2. Approve only the base proposal for conversion and forego the add alternate for the transformers on the RO circuit lights.
3. Direct staff to pursue private financing options and issue a financing RFP.
4. Postpone the project until CEC funds become available.

**DISTRIBUTION:**

None

**ATTACHMENTS:**

1. Resolution
2. Cost/Benefit Analysis of LED Conversion Savings

**DATE PREPARED:**

February 20, 2015

**REVIEWED BY:**

\_\_\_\_\_ CM

RESOLUTION NO. 2015 - \_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN ENERGY SERVICES AGREEMENT WITH TANKO LIGHTING, INC. FOR LED STREETLIGHT CONVERSION SERVICES IN THE AMOUNT OF \$993,664 AND APPROPRIATING \$942,790 FROM THE CAPITAL RESERVE FUND TO COVER THE AGREEMENT COST AND A \$99,366 CONTINGENCY AMOUNT**

**WHEREAS**, the City's Capital Improvement Program (CIP) includes the Streetlight Replacement Project to replace current streetlight fixtures with energy efficient bulbs to improve visibility and energy efficiency; and

**WHEREAS**, the City has determined that the replacement of the streetlight fixtures with Light Emitting Diode (LED) fixtures would provide better illumination and result in significant cost savings to the City; and

**WHEREAS**, the City issued a Request for Proposals for Consultant Services to select a vendor to perform comprehensive streetlight replacement services; and

**WHEREAS**, Tanko Lighting, Inc. was selected from the submitted proposals after careful evaluation based on a designated selection criteria; and

**WHEREAS**, the adopted 2014-15 CIP budget has an allocation of \$1,091,700 for this project with \$91,700 from the Gas Tax and a proposed \$1,000,000 loan from the California Energy Commission (CEC) with an interest rate of 1% per year; and

**WHEREAS**, due to a high demand for the CEC grant, these funds have been currently depleted and additional CEC funding is not expected to be allocated in the next 12 months; and

**WHEREAS**, staff has reviewed possible public and private financing options and determined that an appropriation of funds from the Capital Fund Reserve with a 9 year payback through energy savings is the preferred option.

**NOW, THEREFORE, BE IT RESOLVED** that the San Bruno City Council hereby authorizes the City Manager to execute an Energy Services Agreement with Tanko Lighting, Inc. for LED streetlight conversion services in the amount of \$993,664 and appropriates \$942,790 from the Capital Reserve Fund to cover the agreement cost and a \$99,366 contingency amount.

Dated: February 24, 2015

ATTEST:

---

Carol Bonner, City Clerk

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 24th day of February 2015 by the following vote:

AYES: Councilmembers: \_\_\_\_\_  
NOES: Councilmembers \_\_\_\_\_  
ABSENT: Councilmembers: \_\_\_\_\_

Attachment 2

City of San Bruno  
 Streetlight Replacement Project  
 Cost/Benefit Analysis - Light Emitting Diodes (LED)  
 Date: February 1, 2015

**COST:**

Net Initial Investment:

\$942,790

**BENEFIT:**

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9
Total Energy Savings Per Year:	\$100,000	\$102,000	\$104,040	\$106,121	\$108,243	\$110,408	\$112,616	\$114,869	\$117,166
Accumulated Energy Savings:	\$100,000	\$202,000	\$306,040	\$412,161	\$520,404	\$630,812	\$743,428	\$858,297	\$975,463

**Investment Payback with Energy Savings Only 9 Years**

**Notes:**

- 1 Electric Charges Escalation Factor: 2%



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** February 24, 2014

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Marc Zafferano, City Attorney  
Jim Burch, Deputy Public Services Director

**SUBJECT:** Receive Report and Provide Direction Regarding a Resolution Repealing Resolution 1986-64 and an Ordinance Amending Chapter 8.24.200 Implementing a Modified Policy for Inspection, Maintenance, and Replacement of Private Sewer Laterals

### BACKGROUND:

The City of San Bruno provides residents with sanitary sewer collection and discharge services through a system that includes approximately 85 miles of gravity sewer mains, 2 miles of pressure (force) mains, and 6 sewer pump stations. All wastewater is conveyed to the City of South San Francisco's Shaw Road Pump Station and from there it is pumped to the Water Quality Control Plant jointly owned by the cities of South San Francisco and San Bruno. The sewer system also includes approximately 11,000 sewer laterals owned by private property owners that connect to the City's sewer main.

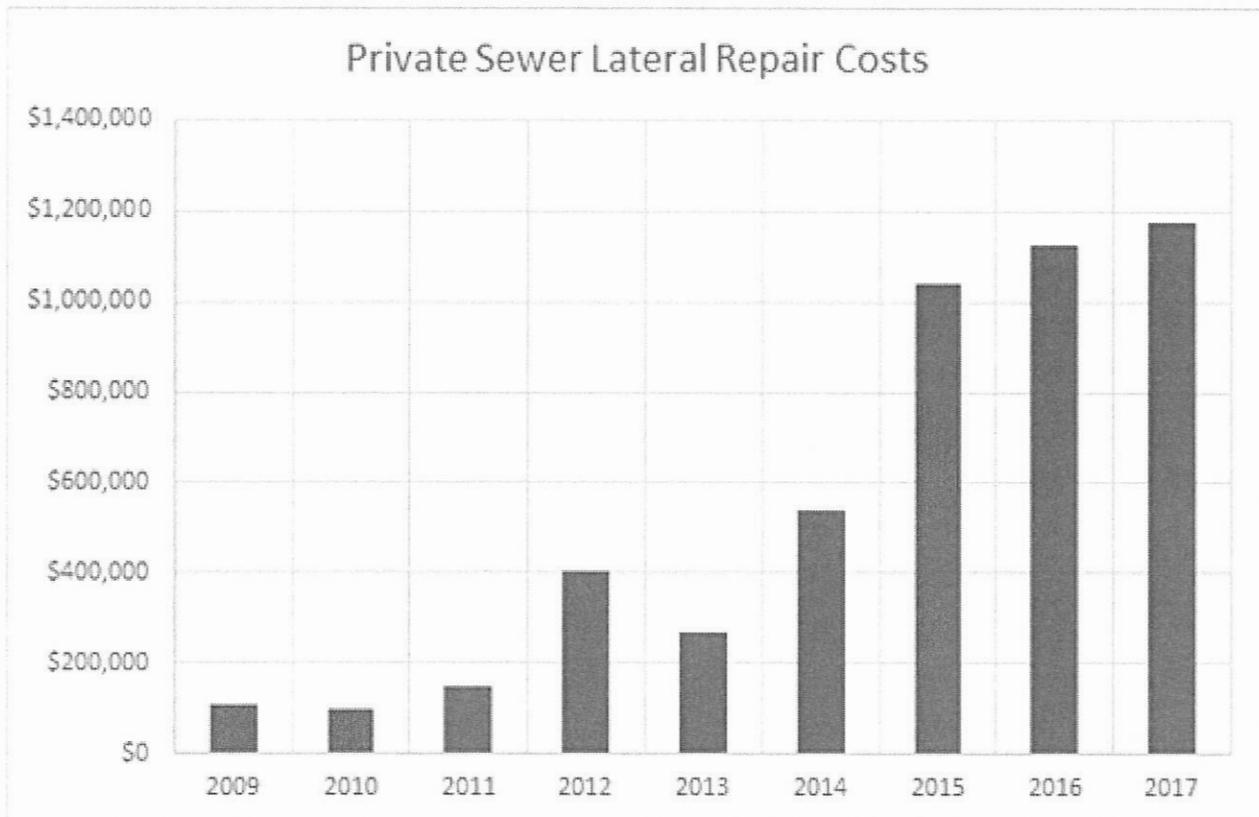
Property owners own their individual sewer laterals that connect their homes to the sewer main. But in 1976, the City adopted Resolution 1976-3, providing that the City would provide an "additional service" to property owners to "rod sewer laterals within the street easement" under certain conditions (see Attachment 1). The Resolution provides that this "additional service" could be discontinued at any time.

In 1986, the City adopted Resolution 1986-64, which superseded Resolution 1976-3, and provides that if property owners installed a City-conforming cleanout at their expense (at a cost of a few hundred dollars at most), the City would maintain, repair and replace their lower lateral (the section from the cleanout to the sewer main) in perpetuity. A \$0.60 per month, per household fee was added to the base wastewater rate as part of that action to cover the cost of the City's additional service. (See Attachment 2.) This fee has not been adjusted since 1986, and represents about \$79,000 in revenue per year, or a total of about \$2.2 million over the past 28 years. But as the chart below shows, the City has spent more than this amount since just 2009 to inspect, repair, and replace these private laterals.

The increase in private sewer lateral repair/replacement needs and the associated costs are due to a variety of factors including: the age, material type and condition of laterals; tree roots seeking moisture-causing damage, and homeowners taking advantage of the current City policy by installing a cleanout and then requesting replacement of lower lateral. The new City policy due to take effect in May 2015, requires homeowners to inspect, and as needed, repair their sewer lateral upon transfer of property ownership. This new policy would generate additional demands on the City to repair, maintain, and/or replace private sewer laterals.

*10.d.*

Approximately 25% of all private lower laterals in San Bruno are currently maintained by the City (those that have approved cleanouts). Due to the age and condition of these laterals, requests for service/repairs and permits for installation of new clean-outs have increased dramatically over the past five years, creating unsustainable demands on City resources. Moreover, continuing to fund these expenditures diverts resources away from other pressing operational needs. The chart below projects that in only a few years, the City's cost to maintain, repair and replace private lower laterals could exceed \$1.1 million per year.



On July 29, 2011, the City of San Bruno entered into a Consent Decree (CD) with the San Francisco Baykeeper to settle litigation that Baykeeper filed against the City for alleged violations of the Clean Water Act. Primarily, Baykeeper asserted that Sanitary Sewer Overflows ("SSOs") throughout the City, including those resulting from damaged private laterals, were contaminating the waters of the United States. While the City denied the allegations of the complaint and did not admit liability in the CD, the City nevertheless agreed to resolve the case to avoid the uncertainty and cost of further litigation. The Baykeeper settlement requires that the City address the discharges caused by defective private sewer laterals.

At the April 8, 2014 City Council meeting, the City Council adopted an ordinance requiring all private property owners to test, repair, and/or replace defective laterals upon sale of their property. The ordinance will go into effect on May 5, 2015. This action is a step toward meeting the requirements of the CD. But because current policy requires the City to maintain private laterals if property owners install an approved cleanout, it is likely that property owners will install approved cleanouts to become eligible for the City's already-underfunded maintenance,

repair and replacement program. This ordinance will therefore substantially increase the costs associated with the current program.

On June 4, 2014 staff presented an overview of the City's private sewer lateral program and recommendations for change to the City's existing sewer lateral repair policy to the City Council Utility Subcommittee.

At the June 24, 2014 City Council meeting, staff presented the sewer lateral information, and requested and received direction to move forward to revise the lateral policy to return lateral maintenance responsibility to property owners. The City Council also directed that staff research and report back regarding available private warranty programs that could help defray the cost of lateral repairs. In addition, the City Council directed staff to fully investigate and develop plans for a robust public outreach campaign in order to inform citizens of the potential policy changes and any available warranty programs.

At the October 14, 2014 City Council meeting, staff presented a draft resolution that would implement the policy change requiring private property owners to assume full maintenance and repair responsibility of their private laterals. The City Council directed that a study session be scheduled.

The City Council conducted a study session on January 27, 2015. Staff presented a report that outlined the public outreach strategies as well as a recommended warranty program that property owners could purchase. That program would provide a total of \$8,000 in coverage (\$4,000 for the lower lateral and \$4,000 for the upper lateral) at a monthly cost of \$9. Staff noted that since the warranty program offers coverage for both the upper and the lower laterals, it is more comprehensive than the City's existing policy of replacing just the lower lateral once an approved cleanout has been installed. The warranty program would be implemented in partnership with the City to ensure that it reaches the maximum number of property owners.

At the study session, staff provided information that if the approximately 2,750 homes with an approved cleanout were to pay the full cost of the City's existing lower lateral program, the monthly charge would exceed \$39. Another option explored at the study session was to charge all property owners an additional monthly cost of over \$9 to cover the current costs of the City's lateral repair program.

While not directly related to the City's cost of repairing private lower laterals, there was also discussion at the study session about the City's SSO reporting requirements pursuant to the Baykeeper consent decree. To provide clear and comprehensive reporting, the City has reported all SSOs, whether originating in a City main or a privately-owned lateral. The City has confirmed with the State Water Control Resources Board that SSOs originating in a privately-owned lateral are not required to be reported, but can be reported on a voluntary basis. Staff intends to continue reporting these SSOs voluntarily, and will designate them as originating on private property. Private property SSOs reported in this manner do not count against the required maximum SSO numbers prescribed in the Baykeeper CD.

#### **DISCUSSION:**

As outlined in the previous section of this report, the City has, for many years, provided a very high level of service to residents by taking responsibility for maintenance and replacement of private sewer laterals where an approved cleanout has been installed. The existing policy creates City liability that far exceeds the minimal amount collected as part of the sewer rates.

Staff recommends that the City Council consider repealing Resolution 1986-64 and amending existing Chapter 8.24.200 (Attachment 3, "Sewer Laterals"), making property owners responsible for the maintenance, repair and replacement of their lower laterals, regardless of whether they have installed a conforming cleanout.

Staff would continue to respond to requests for emergency service from homeowners. Where a cleanout is accessible, operable, and would not damage City equipment, staff would provide a one-time cleaning service and make a reasonable effort to clear possible blockages in order to restore service until the homeowner could arrange for a long term solution. Once staff determines that repairs to the lateral are needed, this information would be noted in the City's infrastructure database in the Computer Maintenance and Management System (CMMS). If the citizen calls at a later date with further requests for service, staff can advise the customer of the previous findings and recommendations for repairs.

Staff recommends an implementation date of May 5, 2015 (the same date for implementation of the Point of Sale ordinance) to allow for adequate public outreach and notification to take place. Consistent with prior direction from the City Council, staff is recommending that the City enter into a partnership agreement with Utility Service Partners, which would provide homeowners the opportunity to purchase warranty coverage for repair and replacement of laterals. As noted above, a fee of \$9 per month would provide \$8,000 of coverage for repair of private laterals for those who enroll in the warranty protection program. Utility Service Partners is endorsed by the National League of Cities and is also the provider for the City of Daly City/North Coast Sanitary District. The City would approve marketing materials and messaging that would be provided to homeowners, but would assume no other responsibility or involvement in the warranty program.

To provide information to citizens and community groups about the new lateral policy, the Point of Sale ordinance and the warranty program, Staff recommends that informational workshops be held at City Hall, the Senior Center, and other locations within the City in the upcoming months. Similar information will be provided in utility bill inserts and via cable television announcements.

**FISCAL IMPACT:**

Annual costs associated with the City's lateral program are expected to be reduced from the current unsustainable levels of over \$1.1 million to approximately \$50,000 annually for the proposed staff response program. The cost savings will be redeployed to other necessary wastewater programs, such as CCTV inspections, manhole and sewer main rehabilitation and replacement, and the sewer main cleaning program.

**ALTERNATIVES:**

1. Provide direction for an alternative implementation date

**RECOMMENDATION:**

Receive report and provide direction regarding a resolution repealing Resolution 1986-64 and an ordinance amending Chapter 8.24.200 implementing a modified policy for inspection, maintenance, and replacement of private sewer laterals

**ATTACHMENTS:**

1. Resolution 1976-3
2. Resolution 1986-64
3. Resolution Repealing Resolution 1986-64
4. Proposed Draft Amendments to Chapter 8.24.200

**DATE PREPARED:**

February 18, 2015

**REVIEWED BY:**

\_\_\_\_\_ CM

RESOLUTION NO. 1976- 3

The City Council of the City of San Bruno hereby adopts the Policy On Maintenance Of Sewer Lines set forth in the attached Exhibit "A" which is incorporated herein and made a part hereof.

---0o0---

I hereby certify that the foregoing Resolution No. 1976- 3 was duly and regularly passed and adopted by the City Council of the City of San Bruno at a regular meeting held the 12 day of January, 1976 by the following vote:

AYES: COUNCILMEN Governale, Griffith, Kozkowski, Mondfrans, Barnard  
NOES: COUNCILMEN None  
ABSENT: COUNCILMEN None

  
DEPUTY CITY CLERK

of  
Resolution 1976-3

CITY OF SAN BRUNO  
POLICY ON MAINTENANCE OF SEWER LINES

Adopted by City Council January 12, 1976

WHEREAS the sewer collector mains serve the public as a whole, and;

WHEREAS the individual property sewer laterals are owned exclusively by the property owner and serve only one individual property;

The City Council of the City of San Bruno does herewith adopt the following policy on maintenance of sewer lines.

I. It shall be the exclusive responsibility of the City forces to maintain and/or repair the sewer collector mains within street easements or public utility easements.

II. It shall be the exclusive responsibility of the property owner to maintain and/or repair the property sewer laterals from the building to the sewer collector mains. It is the responsibility of the property owner to maintain the sewer lateral in a state of repair to permit an unobstructed flow of sewage including obstructions caused by root invasion.

III. The City will provide an "additional service" to the property owner subject to availability of manpower to rod sewer laterals within the street easement subject to the following conditions:

a) The property owner must expose the sewer cleanout at the street easement right-of-way.

Should no cleanout exist, it will be the responsibility of the property owner to install a cleanout at the street easement right-of-way, if he wishes to receive the additional City service.

b) The City forces will provide a 24-hour service subject to available manpower, to rod the lateral from the cleanout to the sewer

- main. If the stoppage, because of tree roots, broken pipes, displaced joints, or any other cause is not correctable by rodding, then it shall be the responsibility of the property owner to repair his lateral by a plumber or whatever means he shall choose.
- c) Should the rodding by the City forces determine that the lateral under the street easement is clear and the blockage is within the lateral prior to the cleanout, it shall be the responsibility of the owner to clear his lateral either by a plumber or any other means he shall choose.
  - d) The City Council at its discretion may discontinue the additional service as described in this section until due notice to the residents is made by a mailing with the water bills.
  - e) This additional service shall be discontinued at any time when it is determined by the City Engineer that the lateral is defective and shall be repaired or replaced by the property owner with an approved pipe line material prior to service again being provided by City forces.

RESOLUTION NO. 1986 -64

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO  
ESTABLISHING POLICY RE MAINTENANCE OF SEWER COLLECTOR SYSTEM

WHEREAS, the sewer collector mains, manholes, and lift stations are owned exclusively by the City and serve the public as a whole;

WHEREAS, the City does maintain and repair said mains, manholes, and lift stations;

WHEREAS, the individual property sewer laterals are owned exclusively by the property owner and serve only one individual property; and

WHEREAS, the San Bruno City Council did incorporate into the basic rate structure an additional monthly charge of \$0.60 per household per month for an expansion of services to the lateral;

NOW, THEREFORE RESOLVED that the San Bruno City Council hereby adopts the following revised policy on maintenance of the sewer laterals:

1. The property owner must first expose the sewer lateral cleanout upon the property near the property line. The City will thereafter provide 24-hour service to rod the lateral.
2. If no cleanout exists, it will be the responsibility of the property owner to install a cleanout upon the property near the property line at owner expense.
3. If the City determines from rodding, dye testing, or other means that the lateral is blocked, broken, or crushed, the City will repair or replace the lateral from the property line to the main at City expense.
4. If the City determines that the lateral under the street easement is clear, and that the blockage or break is within the lateral prior to the cleanout, it shall be the responsibility of the owner to repair or replace the lateral from the building to the property line at owner expense.
5. Said Council, at its discretion, reserves the right to revise fees and services upon due notice to property owners of record.

FURTHER RESOLVED that this Resolution replaces and supersedes Resolution 1976-3 adopted by said Council on January 12, 1976.

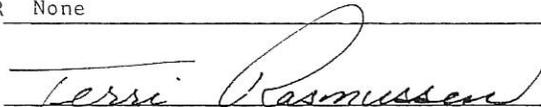
---oOo---

I hereby certify that the foregoing Resolution No. 1986 -64 was duly introduced and adopted by the San Bruno City Council at a regular meeting held on October 27, 1986, by the following vote:

AYES: COUNCILMEMBER Barnard, Pallas, Ricci, Simon; Mayor Marshall

NOES: COUNCILMEMBER None

ABSENT: COUNCILMEMBER None

  
\_\_\_\_\_  
City Clerk

RESOLUTION NO. 2015- \_\_\_\_

**RESOLUTION REPEALING RESOLUTION 1986-64 AND DIRECTING IMPLEMENTATION OF A MODIFIED POLICY FOR INSPECTION, MAINTENANCE, AND REPLACEMENT OF PRIVATE SEWER LATERALS**

**WHEREAS**, there are approximately 11,000 private sewer laterals in the City; and

**WHEREAS**, in 1986, the City Council adopted Resolution 1986-64, which provided that if property owners installed a conforming cleanout to their private laterals, the City would become responsible for maintaining, repairing, and replacing the portion of that lateral from the cleanout to the street in perpetuity; and

**WHEREAS**, in connection with said Resolution, the City Council imposed an additional fee on ratepayers of \$.60 per month, which generated approximately \$79,000 per year; and

**WHEREAS**, the City's actual costs to maintain, repair, and replace these lower laterals is now over \$700,000 per year; and

**WHEREAS**, over the next three years, the City's costs for these services is expected to increase to over \$1.1 million; and

**WHEREAS**, these costs have not been fully recovered from the \$.60 charge for over two decades, and they are unsustainable and diminish the City's ability to invest in needed infrastructure improvements;

**NOW, THEREFORE, BE IT RESOLVED** that Resolution 1986-64 is hereby repealed in its entirety.

Dated: February \_\_\_\_, 2015

ATTEST:

\_\_\_\_\_  
Carol Bonner, City Clerk

-o0o-

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this \_\_\_\_th day of February 2015 by the following vote:

AYES: Councilmembers: \_\_\_\_\_

NOES: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF SAN BRUNO AMENDING CHAPTER 8.24, SECTION 8.24.200 OF THE SAN BRUNO MUNICIPAL CODE

The City Council of the City of San Bruno does ordain as follows:

Section 1: Chapter 8.24, section 8.24.200 is hereby amended as follows:

SECTION 8.24.200  
SEWER LATERALS

Section 8.24.200 Sewer Laterals

It is the exclusive responsibility of the property owner to maintain, ~~and/or~~ repair, and/or replace the property sewer laterals from the building to the sewer collector mains. ~~as adopted by the city council in Resolution 1976-3. The City will continue to respond to requests for emergency sewer service from residents. Where a cleanout is accessible, operable, and will not damage City equipment, staff will provide a one-time cleaning service and make a reasonable effort to clear possible blockages. In all other circumstances, staff will make sure that sewer main is clear, and direct homeowners to clean, repair, or replace the lateral at their expense.~~ Sewer collector mains shall be maintained by the city.

Section 2: If any section, subsection, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion or section of the Ordinance. The City Council of the City of San Bruno hereby declares that it would have adopted the Ordinance and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.

Section 3. The Ordinance shall take effect on May 5, 2015.

Section 4. The City Clerk shall publish this Ordinance according to law.



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

---

**DATE:** February 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Ray Razavi, Interim Public Services Director  
Jimmy Tan, Deputy Public Services Director/City Engineer

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute a Contract with National Plant Services, Inc. for Closed Circuit Television (CCTV) Inspection of Sanitary Sewer Laterals in the Sharp Park Basin in an Amount Not-to-Exceed \$54,214

### **BACKGROUND:**

On July 26, 2011, the City Council received a report on the settlement agreements with the San Francisco Regional Water Quality Control Board (Water Board) and San Francisco Baykeeper. The agreements required the City of San Bruno to significantly reduce the number of sanitary sewer overflows over a period of ten years, and implement specific programs, projects and maintenance efforts. The Water Board agreement also details two supplemental environmental projects the City must complete in lieu of paying \$295,550 in fines to the State Cleanup and Abatement Account. The first project was to construct shade structures for the Marine Mammal Center in Sausalito, California. This project was completed in October 2011. The second project is the Sharp Park Private Sewer Lateral Grant Program that provides incentives to replace private sewer laterals in the Sharp Park Sewer Pump Station area. As part of the agreement, the City is required to set aside \$199,622 for this program.

The Sharp Park Basin was selected for the lateral program because the Sharp Park Sewer Pump Station was the site of two large sanitary sewer overflows during heavy storm events. The pump station capacity was increased to accept more flow; however, it is still subject to high amounts of inflow and infiltration. The sewer overflows were the result from high inflow and infiltration into the collection system. The intent of the Sharp Park Private Sewer Lateral Grant Program is to encourage private property owners to replace old sewer laterals that may be the source of rainwater or other groundwater flowing into the sewer collection system. Reducing inflow and infiltration will help prevent sanitary sewer overflows (SSOs) in the future and lessen the overall impact on the City's sewer collection system.

### **DISCUSSION:**

As part of the settlement agreement for the Sharp Park Private Sewer Lateral Grant Program, the Water Board established a target for the City to replace 115 sewer laterals in the Sharp Park Basin area. The program commenced in September 2012 and several outreach programs were conducted to notify the homeowners living in the Sharp Park Basin regarding the program.

The grant program incentive includes reimbursing the homeowner with 50% of the cost of the video inspection, up to a maximum of \$150. Once the video inspection is performed, the laterals are assigned a rating of one to five with five indicating a failed pipeline. Homeowners with laterals rated three to five are eligible for grant reimbursement for the replacement of the lateral. The grant program reimburses the homeowner with 50% of the cost of lateral replacement cost, up to a maximum of \$1,700.

Since September 2012, a total of five (5) property owners have participated in the grant program. The agreement with the Water Board is set to expire on October 1, 2015. If the City does not meet the established target of replacing the remaining 110 sewer laterals, the remaining committed funds of approximately \$190,000 must be paid to the State Cleanup and Abatement Account (CAA) as indicated in the agreement.

This project was discussed at the Utilities Subcommittee meeting on November 12, 2014. Several alternatives were reviewed and discussed as follows:

1. Request a time extension with the Water Board to continue the required program
2. Increase the grant reimbursement incentive to complete the replacement of the remaining 110 sewer laterals
3. Continue public outreach, maintain the program and hope additional homeowners will participate
4. Perform CCTV inspection of sewer laterals to determine how many defective laterals exist within the 305 remaining properties in the Sharp Park Basin and use this information to further encourage property owners to take advantage of the program

The City contacted the Water Board to request a time extension and an extension was granted until October 2017. This time extension will allow the City to identify defective laterals through the CCTV inspection, and perform additional public outreach to homeowners for replacement of the remaining 110 sewer laterals. The agreement with the Water Board is based on the number of sewer laterals replaced and not on the reimbursement incentive amount. The Water Board did not object to an increase in the incentive amount if the City decides to make the adjustment to the program.

Once the laterals are televised and rated, staff will review the video information and contact the homeowners who have defective sewer laterals to request the replacement. The City will continue to provide the program reimbursement to the homeowners for 50% of the lateral replacement cost of up to \$1,700.

The Request for Proposals (RFP) for the inspection services was sent to CCTV companies and advertised on the City's website in December 2014. The City received four (4) proposals and evaluated them based on the company's qualifications, adherence to the objectives of the scope of work, qualifications of the project manager and their team experience, and an innovative approach to reduce the overall cost of the CCTV inspection work. The cost ranged from \$54,000 to \$112,000. Based on the evaluation, staff is recommending National Plant Services, Inc. (NPS) to provide the CCTV inspection services at a cost of \$54,214.

NPS is headquartered in Long Beach, California with the Regional Manager located in Walnut Creek, California and is part of the oldest and largest environmental services corporation in United States. NPS has successfully performed CCTV inspection for many public agencies throughout California such as City of Roseville, City of Alameda and Shasta Lake. The scope of work includes cleaning of the sewer main pipeline, performing CCTV inspection of sewer laterals, providing digital inspection videos and inspection reports, and preparing drawings showing the approximate location of sewer lateral on the property.

Staff estimates the CCTV inspection to be completed by June 2015. Prior to the commencement of this project, staff will notify the property owners in Sharp Park Basin to inform them about the project and the schedule. This item has been coordinated with the City Attorney regarding the liability issues.

**FISCAL IMPACT:**

The Closed Circuit Television (CCTV) Inspection of Sanitary Sewer Laterals in Sharp Park Basin is an established Capital Improvement Program (CIP) project with a 2014-15 appropriation of \$65,000 from the Wastewater Capital Fund. The proposed CCTV contract with National Plant Services, Inc. is for \$54,214 which is within the limits of the appropriation. The cost of this work is in addition to the amount of \$199,622 set aside for the Sharp Park Sewer Lateral Grant Program. If the City does not meet the established target of replacing the remaining 110 sewer laterals, the remaining funds must be paid to the State Cleanup and Abatement Account (CAA) as indicated in the agreement.

**ALTERNATIVES:**

1. Do not authorize award of this contract, defer the project and continue public outreach.
2. Choose a different CCTV firm from the submitted proposals.
3. Request staff to issue a new request for proposals.

**RECOMMENDATION:**

Adopt resolution authorizing the City Manager to execute a contract with National Plant Services, Inc. for Closed Circuit Television (CCTV) Inspection of Sanitary Sewer Laterals in Sharp Park Basin in an amount not-to-exceed \$54,214.

**ATTACHMENTS:**

1. Resolution
2. Location Map
3. 2014-15 CIP Budget Sheet

**DISTRIBUTION:**

None

**DATE PREPARED:**

February 6, 2015

**REVIEWED BY:**

\_\_\_\_\_ CM

RESOLUTION NO. 2015 - \_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH NATIONAL PLANT SERVICES, INC. FOR CLOSED CIRCUIT TELEVISION (CCTV) INSPECTION OF SANITARY SEWER LATERALS IN SHARP PARK BASIN IN AN AMOUNT NOT-TO-EXCEED \$54,214**

**WHEREAS**, on July 26, 2011, the City Council received a report on the settlement agreements with the San Francisco Regional Water Quality Control Board (Water Board) and San Francisco Baykeeper; and

**WHEREAS**, the settlement agreement has established a target for the City to replace 115 sewer laterals for the Sharp Park Private Sewer Lateral Grant Program at a cost of \$199,622 by October 1, 2015; and

**WHEREAS**, the City created a program to provide an incentive to homeowners by reimbursing 50% of the cost of the video inspection, up to a maximum of \$150 and 50% of the cost of lateral replacement cost, up to a maximum of \$1,700; and

**WHEREAS**, since September 2012, a total of five (5) property owners have participated in the program; and

**WHEREAS**, staff evaluated the various alternatives with the Utilities Subcommittee on November 12, 2014 and selected the alternative to perform the CCTV inspection of sewer laterals at the remaining 305 properties within the Sharp Park Basin to determine the defective laterals; and

**WHEREAS**, Request for Proposals (RFP) for inspection services was sent to CCTV companies and advertised on the City's website and the City received four (4) proposals; and

**WHEREAS**, National Plant Services, Inc. has been selected to provide CCTV inspection services; and

**WHEREAS**, the scope of work includes cleaning of the sewer main pipeline, performing CCTV inspection of sewer laterals, providing digital inspection videos and inspection reports, and preparing drawings showing the approximate location of sewer lateral on the property; and

**WHEREAS**, the CCTV inspection of Sanitary Sewer Laterals in Sharp Park Basin is an established Capital Improvement Program (CIP) project with sufficient funds to cover this contract.

**NOW, THEREFORE, BE IT RESOLVED** that the San Bruno City Council hereby authorizes the City Manager to execute a contract with National Plant Services, Inc. Closed Circuit Television (CCTV) Inspection of Sanitary Sewer Laterals in Sharp Park Basin in an amount not-to-exceed \$54,214.

Dated: February 24, 2015

ATTEST:

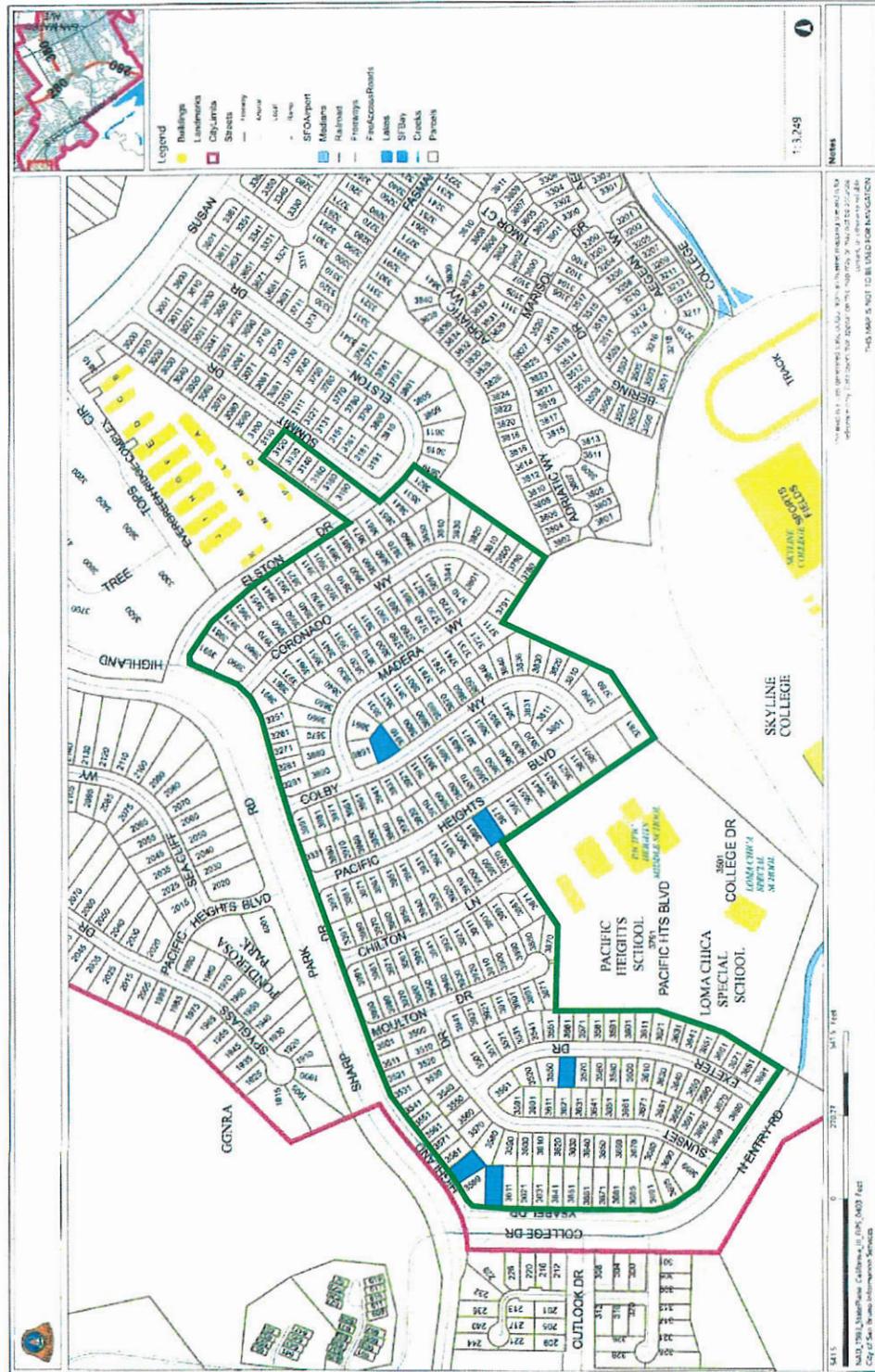
\_\_\_\_\_  
Carol Bonner, City Clerk

-o0o-

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 24th day of February 2015 by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers	_____
ABSENT:	Councilmembers:	_____

# Project Location Map



Sewer  
Lateral  
Replaced



### **Miscellaneous Storm Drain Improvements Program**

This project provides funding to mitigate areas of surface water ponding during storms along residential curb and gutter. Small scale improvements such as replacement of curb and gutters, minor re-grading and paving, installation of previous paving and trench drains, and landscape improvements are among the improvements funded through the program.

**2014-15 Fiscal Impact:** A carry forward appropriation of \$50,981 remains in the project and is sufficient for the current year work program.

### **Renewable Energy Study for Utility Facilities**

The City operates utility facilities such as water and sewer pump stations and water wells, which consume significant amounts of electricity. This project will evaluate the City's facilities and determine opportunities to reduce energy consumption by utilizing renewable energy in the form of solar or wind generated power. The findings will be incorporated into future pump station and well rehabilitation projects when feasible.

**2014-15 Fiscal Impact:** A carry forward appropriation of \$17,375 remains in the project and is sufficient for the current year work effort.

### **Sharp Park Neighborhood Private Sewer Lateral Video Inspection Project and Grant Program**

The San Bruno Private Sewer Lateral Grant Program is available for property owners within the Sharp Park Basin as part of the settlement with the Regional Water Quality Control Board. The program provides 50% matching grant funds to video inspect the lateral up to \$150. If the private sewer lateral is determined to be in defective condition, the City will provide 50% matching grant funds up to \$1,700 to repair or replace the private sewer lateral.

Due to low resident participation in the Grant Program, the City will perform sewer lateral video inspections of homes in the Sharp Park Basin neighborhood. The settlement agreement requires repair and replacement of a minimum of 110 damaged sewer laterals. Video inspection work is estimated to be complete by June 2015. Condition assessment results will be provided to the respective homeowner. After completion of the video condition assessment, staff will provide Council with recommendations to fulfil the settlement agreement requirements.

**2014-15 Fiscal Impact:** A carry forward appropriation of \$106,238 remains in the project specifically for homeowner grant reimbursement. An additional appropriation of \$65,000 from the Wastewater Fund is necessary to complete the Sharp Park Neighborhood sewer lateral video inspections.

### **South Westside Basin Groundwater Management Study**

This proposed study will improve the overall technical understanding of the shallow groundwater system in the South Westside Groundwater Basin. The project includes technical analyses that will lead to an improved understanding of water table conditions, the shallow groundwater system and the relationships between recharge and deep water aquifer, both in terms of quantity and quality. With this information, San Bruno will be better able to develop recharge projects, including low impact development techniques, guide future land use and water use decisions, model flow and analyze groundwater conditions more reliably and address nitrate and other water quality concerns in the basin.

Results from the study will be used to update the Westside Basin Groundwater Flow model, a numerical model that can be utilized to improve management of the groundwater system. The model requires consistent updating to incorporate new groundwater and climatic data. The City of Daly City will be leading the model updates.

**2014-15 Fiscal Impact:** This project will utilize funds from the AB303 grant of \$224,964 and a City match of \$15,000, funded by the Water Capital Fund, for public outreach effort. The study is expected to be completed by Fall 2015.