



"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

April 28, 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 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:

- a. Operation Clean Sweep will be held Saturday, May 2, 9:00 a.m. to 1:00 p.m. at San Bruno City Park, register at www.sanbruno.ca.gov.
- b. The San Bruno Community Foundation is initiating community outreach to gather input on community needs and interests. Information about upcoming public meetings is being mailed this week to every address in San Bruno.
- c. The City's new policy for Point of Sale inspection of private residential laterals take effect May 8, 2015. For more information, please see the City's website.
- d. The Bay Area's 21st Annual Bike to Work Day will be on Thursday, May 14, 2015.

4. PRESENTATIONS:

Receive Presentation on San Mateo County's November All-Mailed Ballot Pilot Program by Chief Elections Officer Mark Church.

5. REVIEW OF AGENDA:

6. APPROVAL OF MINUTES: Special Council Meeting of April 14, 2015 and Regular Council Meeting of April 14, 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 or staff.

- a. **Approve:** Accounts Payable of April 6, 13 and 20, 2015.
- b. **Approve:** Payroll of April 10, 2015.
- c. **Accept:** Reconciliation of the General Ledger to the Bank Report and the Monthly Investment Report, Dated March 31, 2015.

- d. **Declare:** Member Vacancy from the Community Preparedness Committee and Direct the City Clerk to Initiate the Appointment Process of a New Member.
- e. **Adopt:** Resolution Directing the San Mateo County Chief Elections Officer to Conduct the November 3, 2015 Election for the City of San Bruno Wholly by Mail Pursuant to the Pilot Program Authorized by Assembly Bill 2028 if All Other Affected Jurisdictions also Request Participation in the Pilot Program at that Election.
- f. **Adopt:** Resolution Accepting the Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project as Complete, Authorizing the Filing of a Notice of Completion with the San Mateo County Recorder's Office, and Authorizing Release of the Construction Contract Retention in the Amount of \$20,745.35.
- g. Adopt Resolution Approving Out of State Travel for Two Councilmembers and Three Staff Members to Attend the Mayor's Council on Pipeline Safety Conference on May 14-15, 2015 in Philadelphia, Pennsylvania.

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 agendized pursuant to State Law.

10. CONDUCT OF BUSINESS:

- a. Adopt Resolution Establishing an Adopt-a-Park Program as Recommended by the Park and Recreation Commission.
- b. Adopt Resolution Authorizing Waiver of Charges to the San Bruno Park School District for Services Provided by the City.
- c. Adopt Resolution Authorizing Purchase of Cable Modem Internet Service Equipment in the Amount of \$366,485.
- d. Adopt Resolution Authorizing the City Manager to Execute a Consultant Contract with V&A Consulting Engineers, Inc. for the Masson Avenue Box Culvert Repair Project in an Amount Not to Exceed \$99,189 and Appropriating \$500,000 from the General Capital Reserve.
- e. Adopt Resolution Approving an Agreement with the County of San Mateo for Animal Control Services through June 30, 2020.
- f. Authorize Appointment of a City Council member to serve as the City's Representative to the San Mateo County Community Choice Aggregation Advisory Committee.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

The next regular City Council Meeting will be held on May 12, 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

April 14, 2015

6:30 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on April 14, 2015 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 6:30 p.m.

2. ROLL CALL:

Presiding was Mayor Ruane, Vice Mayor Salazar, Councilmembers Ibarra, Medina and O'Connell.

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

4. CLOSED SESSION:

Mayor Ruane said they would have a Conference with Legal Counsel, Anticipated Litigation, Initiation of Litigation pursuant to Government Code section 54956.9(d)(4): One Case with no reportable action.

5. ADJOURNMENT:

Mayor Ruane closed the meeting at 6:55 p.m. The next regular City Council Meeting will be held on April 14, 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
April 28, 2015

Carol Bonner, City Clerk

Jim Ruane, Mayor



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MINUTES
SAN BRUNO CITY COUNCIL
&
SAN BRUNO SUCCESSOR AGENCY

April 14, 2015

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on April 14, 2015 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 7:00 p.m. **Mayor Ruane** thanked the San Bruno Garden Club for the flowers.

2. ROLL CALL:

Presiding was Mayor Ruane, Vice Mayor Salazar, Councilmembers Ibarra, Medina and O'Connell. **Deputy Public Services Director Burch** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

a. **Mayor Ruane** announced Operation Clean Sweep will be held Saturday, May 2, 8:00 a.m. to 1:00 p.m. at San Bruno City Park, register at www.sanbruno.ca.gov. **Councilmember O'Connell** said there are a lot of activities planned starting with closing off a part of San Mateo Ave. The Rotary group will be planting, cleaning and scrubbing. There will be some planting at the San Bruno City pool. Just before lunch is served, there will be an unveiling of the centennial tiles.

b. **Mayor Ruane** said the American Cancer Society's Relay for Life will be held on Saturday, April 25, 2015 at Capuchino High School in San Bruno beginning at 9:30 a.m. **Mayor Ruane** read the proclamation and **Councilmember Ibarra** said he was proud to be a part of Relay for Life. He presented the proclamation to **Katie Wilcox** who works for the Cancer Society and she thanked the community for supporting Relay for Life which is now in its' 30th year.

c. **Mayor Ruane** said the City Council reminds all residents of the need to Reduce Water Consumption in Order to Protect Water Resources.

4. PRESENTATIONS:

a. **Mayor Ruane** presented a Proclamation Recognizing George Mutto on his Retirement after 68 years of business at the House of George in San Bruno. **George Mutto** said it has been a wonderful 68 years and he thanked everyone for the memories.

b. **Mayor Ruane** Presented a Proclamation Declaring April 19 – 25 as West Nile Virus and Mosquito and Vector Control Awareness Week to **Chindi Peavey**, the new District Manager for the Mosquito and Vector Control Board who thanked the City and gave advice on what people can do to eliminate mosquitos and advised if there was a problem to call (650) 344-8592.

Mayor Ruane called a short break.

5. REVIEW OF AGENDA: Mayor Ruane moved Item 11. to follow Item 8.

6. APPROVAL OF MINUTES: Special Council Meeting of March 24, 2015 and Regular Council Meeting of March 24, 2015 approved as submitted.

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of March 23 and 30, 2015.
- b. **Approve:** Successor Agency Accounts Payable of October 13, 2014, January 20 and March 30, 2015.
- c. **Approve:** Payroll of March 27, 2015
- d. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated February 28, 2015.
- e. **Adopt:** Resolution Authorizing the Purchase of a Ford F-250 Truck from Towne Ford of Redwood City, California for the Total Amount of \$35,662 and Approving the Additional Appropriation of \$2,413 from the Equipment Reserve Fund for Emergency Response Equipment.
- f. **Adopt:** Resolution Summarily Vacating an Existing Easement Located at the Southeasterly Corner of Taylor and Mastick Avenues and Accepting an Easement Offered for Dedication by San Bruno Plaza Investors, LLC.

M/S Ibarra/O’Connell to accept the Consent Calendar and passed with all ayes.

8. PUBLIC HEARING:

Hold Public Hearing, Adopt Resolution Approving the 2015-2023 Housing Element of the General Plan and the Associated Initial Study and Negative Declaration; and Accepting the 2014 Housing Element Annual Progress Report.

Housing and Development Manager Sullivan gave an overview of the staff report, highlighted the four most important issues and asked for questions.

Councilmember O’Connell said the report was very inclusive and a job well done. **Councilmember Ibarra** praised the report.

Mayor Ruane opened the public hearing. No one wished to speak.

M/S O’Connell/Medina to close the public hearing and passed with all ayes.

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

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES: (Moved to follow Item 8.)

Receive Annual Report from the Bicycle & Pedestrian Advisory Committee.

Vice Chair Dave Nigel introduced all the members of the committee as well as acknowledging staff. He outlined the responsibilities of the Committee and reviewed what they have done over the last year and what their plans are for the next year. **Councilmember O’Connell** invited the Committee to have a table at Operation Clean Sweep. On a personal note, **Dave Nigel** thanked the Mayor, Council and staff for all they have done.

Councilmember O’Connell offered a table to the Bicycle & Pedestrian Advisory Committee on May 2, at Operation Clean Sweep from 11:30 to 12:30. She said they are giving separate gifts to the children who participate and if the Committee would like, she could add the safety tips for kids to their goodie bags.

Mayor Ruane thanked the committee for all they do for the community.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Carolyn Livengood, Sheryl Dr. thanked the City for painting the walls on Sneath Lane. She thanked anyone who attended the Vietnam wall presentation at Golden Gate Cemetery.

Marty Medina, Garden Ave. talked about the financial difficulties the San Bruno's Park School District and said they have a fund drive going. He asked if there is anything Council can do to help the school district. He asked a study session be run by the Council to discuss ways to help the students.

Perry Peterson, Scenic Dr. asked that the City be more helpful in communicating with citizens. He said while the City has made progress in making meeting and minute documents searchable on the internet, it still has not happened completely. He said in tonight's agenda the articles following it are only partially searchable. He asked if the present system could be improved.

Russ Stines, Reid Ave. asked again that notification be expanded to 600 feet for any initiative that goes on the ballot. He asked about possible term limits for Council.

Alexandra Clark talked about the San Bruno Park fund raisers. She asked for any support Council could give them.

10. CONDUCT OF BUSINESS:

- a. Adopt Resolution Amending Stage II of the City's Water Shortage Contingency Plan.

City Manager Jackson gave introductory remarks. **Deputy Public Services Director Burch** discussed the history of the four year drought and explained what we need to do to comply the regulations. Even house numbers would be able to water on Tuesday and Friday; odd house numbers would be Monday and Thursday. He briefly outlined some of the water conservation measures that can be taken.

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

Mayor Ruane and **City Manager Jackson** stressed the need to be cautious as July 4 draws near and firework sales.

Councilmember Medina said our City can lead by example by taking care of everything we can.

- b. Adopt Resolution Authorizing the City Manager to Execute a Contract with Golden State Flow Measurement, Inc. to Upgrade the City's Residential Water Meter System to an Advanced Water Meter System in the Amount of \$4,143,826 with a Construction Contingency of \$621,500.

Deputy Public Services Director Burch gave an overview of the staff report in a powerpoint presentation where he pointed out some of the key features of the meter and asked for questions.

Councilmember O'Connell asked about the technology. **Burch** said the industry is going to advanced meter infrastructure systems and meter reading. They could get replacements for the meters but the touch pad system and software involved will be phased out within the next five years.

Councilmember Ibarra asked, for the public's benefit, how much money is going down the drain. **Burch** said there is a financial practice/policy when there is a leak over a two month period, the City splits the cost with the customer and last year, the City's portion of that was over \$80,000.

Councilmember Ibarra asked about the replacement of the water mains. **Burch** said there are quite a few projects in the queue right now. **Interim Public Services Director Razavi** said a ten year plan has been started and several areas of the city are under design. Later this year, contracts

will be awarded and the next few years are going to be heavy in construction for the ten year master plan.

Councilmember Medina said in the presentation, there was a twenty-year warranty on accuracy. How was that measured and what about the mechanism itself? **Burch** explained there is a twenty-year warranty on the product period. The difference between the existing meter and the proposed new meter is that one has a mechanical device that turns the dials, the other is magnetic, the water goes through and is measured electronically.

Councilmember Medina asked what bi-monthly does as far as cost. **Finance Director Kraecht** said there would not be a significant savings and they might have to hire an additional person.

Councilmember Medina asked with the new system what happens with the position of the meter reader. **Burch** said in the water system there are quite a few things that are done by staff. The plan is for the meter reader to do proactive outreach, the other thing they will do is valve turning, and they would also maintain the City's large meters as well as maintenance in the system. These meters will give the City and the customer a much better understanding of their water use.

Mayor Ruane asked when the system would be up and running. **Burch** said the installation process is about six to nine months.

Perry Peterson, Scenic Ct. said it sounds like a great system. Will it make it possible to calculate what the gross loss is with these new meters. **Razavi** concurred.

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

Mayor Ruane called for a short break.

c. Adopt Resolution Repealing Resolution 1986-64 and Directing Implementation of a Modified Policy and Amended Ordinance for Replacement, Repair and Maintenance of Private Sewer Laterals and Adopt Resolution Authorizing the City Manager to Execute an Agreement with Utility Service Partners to Offer Residential Sewer Lateral Warranty Service.

City Manager Jackson gave introductory remarks. **Public Services Deputy Director Burch** outlined the proposed changes in the staff report and asked for questions.

Councilmember Ibarra asked what is different. **City Manager Jackson** said there is a slight change to the proposed policy that would retain the City's responsibility for maintenance of the lateral where a lateral clean-out has been installed. She said previously it was proposed that both maintenance as well as repair in replacement would be tasked to the private property owner. She said staff believes with the relatively smaller cost of the regular maintenance program, staff believes that a viable policy change would be to continue the maintenance program but discontinue the City's responsibility for repair or replacement of the private sewer laterals.

Perry Peterson, Scenic Ct. asked the lateral sewer maintenance program be kept as it is a benefit to citizens and the businesses of the City.

Woody Zammit, Parkview Ct. asked about the private and City lateral from the clean-out to the main hook-up. He asked if the City will still be responsible from clean-out to the main and the City is no longer responsible for those people who do not have a clean-out. **Burch** said the current policy

is if you have a City clean-out in the right spot, the City would maintain from the clean-out to the main.

Jim Evangelist, Desoto Way asked the sewer maintenance program be kept.

Andy Mason, Cherry Ave. said insurance companies at minimum are courteous on the phone. When policies are opened, the right questions need to be answered. He opposed the insurance suggestion.

Russ Stines, Reid Ave. said it doesn't benefit everyone; however, 25% of the residents in San Bruno would get benefit. If there is a lateral that is legal the City should cover the 2500 people who have been paying the extra.

Jeff, Palomar Ct. asked the program be kept.

Bill Justice, Sierra Ct. said we should keep the program.

Marty Medina, Garden Ave. echoed what everyone is saying. He asked about different insurance companies.

City Attorney Zafferano said there is no requirement to go with one particular company. This particular company was endorsed by the National League of Cities but it had the lowest rate for the greatest amount of coverage. Residents can get whatever they want. He said it is not an insurance company, it is a warranty company. They don't ask about pre-existing conditions.

Marty Medina, Garden Ave. said the insurance is limited to \$8000 per occurrence when the average cost is \$15,000.

Mayor Ruane said from personal experience, he put in a whole new lateral with a clean out and it ran about \$6,000. He asked if the citizens could sign up for these warranties if they don't have a clean-out. **Burch** concurred.

Vice Mayor Salazar said these warranty companies do not offer these services to residents unless the City partners with them. **City Manager Jackson** said this company's particular business model is to partner with cities. The partnership merely means we approve and endorse the mailing materials that solicit business. She said there are already other companies that are sending mailings and not engaging with the City in any way. Customers are free to try any warranty program.

Woody Zammit, Parkview Dr. said regarding the cleanout from the lateral to the main, if it is a minor problem, the City will take care of it but if it is a major problem, the homeowner is responsible? **Burch** said yes, that's what is on the table. He said that doesn't make sense. **Burch** said the lateral to the clean-out from the main was compromised in some way, it would be the homeowner's responsibility.

Jim Evangelist, DeSoto Way said when he called the company they said they did have pre-existing conditions/standards.

Mike McGuirk, Santa Lucia Ave., regarding the house to the clean-out, he understood to be his and beyond would be the City's responsibility all the way to the main. He asked Council not to vote this in.

Perry Peterson, Scenic Ct. said any homeowner would know if there was a sewer line running under their property it would be their responsibility; however, out in the street is the public domain.

Councilmember O’Connell said she appreciates people saying not to take this program away and she understands that people who are older need to be protected. The program the City has only benefits 25% of the people and the cost of that benefit for those relatively few people is increasing every year. 75% of the people do not have City approved clean-outs. She said they would not be able to continue it.

Councilmember Ibarra said each and every year the rates will go up for our citizens. He asked why we are asking the property owner to be responsible from the house to the main. He said he feels the City needs to be responsible for it. He cited what other cities are doing.

Councilmember Medina asked if the resident would be calling the City if they are dissatisfied with the warranty service the City would be partnering with. He said at this time he was not prepared to approve this plan.

Mayor Ruane asked about the City tree situation. **Burch** said it would be the same as is done now by contacting Community Services. He said the 75% of people who do not have a clean-out, it is their responsibility all the way from the house to the main.

Vice Mayor Salazar said the maintenance will still be done at the cleanout.

Councilmember O’Connell introduced the resolution for Repealing Resolution 1986-64 and Directing Implementation of a Modified Policy and Amended Ordinance for Replacement, Repair and Maintenance of Private Sewer Laterals and passed with three ayes, Ruane, O’Connell and Salazar; two noes, Ibarra and Medina.

Councilmember O’Connell introduced the resolution authorizing the City Manager to Execute an Agreement with Utility Service Partners to Offer Residential Sewer Lateral Warranty Service and passed with three ayes, Ruane, O’Connell and Salazar; two noes, Ibarra and Medina.

Vice Mayor Salazar said he was open to something new as an incentive. He asked if they could come up with a program to make this more appealing.

d. Schedule Study Session Meetings to Review the Proposed FY 2015-16 Annual Operating and Capital Improvements Program Budgets.

City Manager Jackson gave dates to the Council for their detailing review of the operating capital improvement budgets. June 8, 10 and 11 were picked.

Councilmember Medina asked for costs for our shared services that we have with Fire but also to see what the costs are if it was necessary or if it could stand alone and go back to being the San Bruno Fire Department solely. He asked for discussion with Council regarding the monies that will come back from the trust for staff time from the PG&E explosion to have those monies set aside and earmarked for road improvements.

e. Adopt Resolution Authorizing the Closure of San Mateo Avenue between Jenevein and Sylvan Avenues on Saturday, May 2, 2015 between the Hours of 8:00 AM and 12:00 Noon and City Contribution of up to 150 Summer Swim Passes for Operation Clean Sweep.

City Manager Jackson gave introductory remarks and reviewed the staff report and asked for questions.

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

12. COMMENTS FROM COUNCIL MEMBERS:

Councilmember Medina requested waiver of the maintenance charges for the School District for a one-time savings.

He requested Council to have a resolution for Bill Nack who will be retiring from the San Mateo County Central Labor's Council.

13. CLOSED SESSION:

14. ADJOURNMENT:

Mayor Ruane adjourned the meeting at 10:00 p.m. The next regular City Council Meeting will be held on April 28, 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
April 28, 2015

Carol Bonner, City Clerk

Jim Ruane, Mayor

04/06/15

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

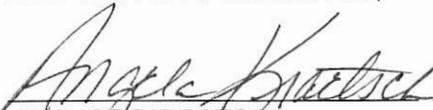
FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$97,568.00
132	AGENCY ON AGING	\$2,896.62
133	RESTRICTED DONATIONS	\$5.00
190	EMERGENCY DISASTER FUND	\$205,419.04
207	TECHNOLOGY CAPITAL	\$17,559.75
611	WATER FUND	\$158,514.12
621	STORMWATER FUND	\$5,000.91
631	WASTEWATER FUND	\$3,839.18
641	CABLE TV FUND	\$10,397.10
701	CENTRAL GARAGE	\$3,123.96
702	FACILITY MAINT. FUND	\$1,334.30
707	TECHNOLOGY DEVELOPMENT	\$556.00
711	SELF INSURANCE	\$5,582.72
891	S.B. GARBAGE CO. TRUST	

TOTAL FOR APPROVAL \$511,796.70

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 2 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 154238 THROUGH 154312 INCLUSIVE, TOTALING IN THE AMOUNT OF \$511,796.70 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,

 4/9/15
FINANCE DIRECTOR DATE

7.a.

Document group: dliu Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000858 ADECCO EMPLOYMENT SERVICES	154238	4/6/2015	3,948.64
0096704 ALAMEDA ELECTRICAL DISTRIBUTORS, INC.	154257	4/6/2015	12,138.24
0017459 ALL CITY MANAGEMENT SVC.INC.	154239	4/6/2015	2,427.98
0000096 AMERICAN LIBRARY ASSN.	154240	4/6/2015	500.00
0001202 ARAMARK UNIFORM SERVICES	154241	4/6/2015	155.66
0014617 AT&T	154242	4/6/2015	12.94
0016123 AT&T	154243	4/6/2015	911.54
0000345 BAKER & TAYLOR BOOKS	154244	4/6/2015	1,244.90
0000479 BORDEN DECAL CO	154245	4/6/2015	1,224.05
0017434 BROWN & CALDWELL	154246	4/6/2015	637.50
0094705 CACEO	154247	4/6/2015	50.00
0016324 CINTAS CORPORATION	154248	4/6/2015	167.63
0106048 CIT	154249	4/6/2015	426.89
0018401 CITY OF FOSTER CITY	154250	4/6/2015	2,000.00
0000060 CITY OF MILLBRAE	154251	4/6/2015	547.75
0013595 CITY OF SAN BRUNO	154252	4/6/2015	735.42
0105187 CONCERN	154253	4/6/2015	673.26
0102625 CONTEC, LLC	154254	4/6/2015	2,152.82
0105811 CSAC EXCESS INSURANCE AUTHORITY	154258	4/6/2015	28,487.31
0097934 CWEA-TCP	154255	4/6/2015	156.00
0093479 DEPARTMENT OF JUSTICE	154256	4/6/2015	516.00
0093685 ERIC JACKSON	154267	4/6/2015	238.51
0097814 FELICIA LAU	154274	4/6/2015	48.00
0013714 FIRST NATIONAL BANK	154259	4/6/2015	18,143.85
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	154260	4/6/2015	3,730.00
0018117 FLYERS ENERGY, LLC	154261	4/6/2015	5,996.34
0018272 GALE/CENGAGE LEARNING	154262	4/6/2015	29.64
0000162 GRAINGER	154264	4/6/2015	1,434.82
0000541 GRANITE ROCK COMPANY	154265	4/6/2015	4,331.27
0017900 GREAT LAKES DATA SYSTEMS INC	154266	4/6/2015	750.00
0103342 JMB CONSTRUCTION, INC.	154268	4/6/2015	258,411.02
0097162 JONNI P LAGRILLE	154272	4/6/2015	240.00
0018376 JT2 INTEGRATED RESOURCES	154269	4/6/2015	5,582.72
0000132 KELLY-MOORE PAINT CO INC.	154270	4/6/2015	29.48
0000317 L.N. CURTIS & SONS	154271	4/6/2015	243.64
0016136 LARRY'S PLUMBING	154273	4/6/2015	276.00
0097755 LILY NG	154283	4/6/2015	1,000.00
0097755 LILY NG	154284	4/6/2015	276.00
0018177 LOWE'S	154275	4/6/2015	198.66
0106182 M.C. DEAN, INC.	154276	4/6/2015	1,080.00
0016041 METROMOBILE COMMUNICATIONS	154278	4/6/2015	304.90
0099119 MICHAEL MCNAMARA	154277	4/6/2015	13.00
0092285 MICROMARKETING LLC	154279	4/6/2015	30.99
0000333 MOSS RUBBER & EQUIP. CORP.	154280	4/6/2015	317.88
0104730 MUNICIPAL EMERGENCY SERVICES	154281	4/6/2015	9,584.80
0105898 NORTH VALLEY BANK	154285	4/6/2015	7,678.25
0092263 OFFICE DEPOT INC	154286	4/6/2015	703.25
0018284 OFFICEMAX INC.	154287	4/6/2015	35.10
0000012 PACIFIC GAS & ELECTRIC	154288	4/6/2015	1,963.97
0099928 PATRICK WHELTON	154312	4/6/2015	50.00
0106156 PENGUIN RANDOM HOUSE LLC	154289	4/6/2015	32.70
0001154 PENINSULA LIBRARY SYSTEM	154290	4/6/2015	125.10
0103515 PENINSULA POWER WASH	154291	4/6/2015	4,350.00

Document group: dliu Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0106167	PIXELPUSHERS, INC.	154292	4/6/2015	17,533.75
0106184	PUBLIC SAFETY TRAINING INSTITUTE (PSTI)	154306	4/6/2015	82.00
0097558	PURCHASE POWER	154293	4/6/2015	200.00
0106026	ROBIN GOLTSMAN	154263	4/6/2015	200.00
0097215	SAJJ RAY'S PIZZA	154294	4/6/2015	30.03
0016774	SAN DIEGO POLICE EQUIPMENT CO.	154295	4/6/2015	430.07
0014027	SAN FRANCISCO CHRONICLE	154296	4/6/2015	353.60
0013918	SAN MATEO COUNTY TAX COLLECTOR	154297	4/6/2015	5,105.46
0018962	SHOE DEPOT INC.	154299	4/6/2015	588.33
0098030	SHRED-IT USA - SAN FRANCISCO	154300	4/6/2015	40.29
0106078	SOLAR CITY	154301	4/6/2015	260.00
0105992	SPOK, INC.	154302	4/6/2015	100.43
0097079	SPRINT	154303	4/6/2015	65.38
0095669	SUHEIL NABER	154282	4/6/2015	38.00
0017802	SUPPLYWORKS	154304	4/6/2015	1,022.19
0096932	TASC	154305	4/6/2015	298.63
0103780	TREADWELL & ROLLO, INC.	154307	4/6/2015	92,225.36
0000665	TSQ SOLUTIONS INC.	154308	4/6/2015	325.00
0001362	TV GUIDE MAGAZINE, LLC	154309	4/6/2015	151.96
0102865	UNIVERSAL SERVICE ADMINISTRATIVE CO.	154298	4/6/2015	5,112.15
0098625	UPS	154310	4/6/2015	30.54
0100826	WEST BAY BUILDERS, INC.	154311	4/6/2015	1,259.11
		GrandTotal:		511,796.70
		Total count:		75

04/13/15

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$562,839.19
		\$2,086.24
132	AGENCY ON AGING	\$8,500.91
190	EMERGENCY DISASTER FUND	\$694.82
207	TECHNOLOGY CAPITAL	\$120,027.35
611	WATER FUND	\$385,491.69
631	WASTEWATER FUND	\$161,618.93
641	CABLE TV FUND	\$347,397.43
701	CENTRAL GARAGE	\$2,612.28
702	FACILITY MAINT. FUND	\$267.19
703	GENERAL EQUIPMENT REVOLVING	\$914.66
707	TECHNOLOGY DEVELOPMENT	\$809.08
711	SELF INSURANCE	\$32,615.94
880	PROJECT DEVELOP. TRUST	\$1,040.00

TOTAL FOR APPROVAL \$1,626,915.71

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 2 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 154313 THROUGH 154404 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,626,915.71 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,


FINANCE DIRECTOR

4/14/15
DATE

Document group: dliu Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0105950 A2Z BUSINESS SYSTEMS	154313	4/13/2015	635.24
0016499 ACTION SPORTS	154314	4/13/2015	232.03
0106185 ARIS KORON	154356	4/13/2015	200.00
0001965 ARISTA BUSINESS	154315	4/13/2015	101.33
0000843 ARRIS SOLUTIONS, INC.	154316	4/13/2015	50,819.00
0016123 AT&T	154317	4/13/2015	2,351.36
0016123 AT&T	154318	4/13/2015	3,518.85
0017191 AT&T	154319	4/13/2015	225.97
0106155 BANK OF MARIN	154320	4/13/2015	7,512.50
0018315 BAYSIDE EQUIPMENT COMPANY	154321	4/13/2015	3,880.00
0102737 BURKE, WILLIAMS & SORENSEN,LLP	154322	4/13/2015	2,086.24
0096798 BUSINESS PRODUCTS & SUPPLIES	154323	4/13/2015	638.41
0096550 CABLECOM	154324	4/13/2015	9,891.08
0105324 CAINE COMPUTER CONSULTING, LLC	154325	4/13/2015	6,500.00
0103670 CALIFORNIA BUILDING STANDARDS COMMISSION	154385	4/13/2015	752.00
0001888 CALIFORNIA CABLE & TELECOMMUNICATIONS ASSI	154389	4/13/2015	992.41
0093690 CAPUCHINO SPORTS BOOSTERS	154326	4/13/2015	200.00
0017843 CENTRAL COUNTY FIRE DEPT.	154327	4/13/2015	35,712.82
0105976 CHEF'S WAREHOUSE	154328	4/13/2015	87.90
0103854 CHRISTINE HOPKINS	154348	4/13/2015	127.40
0018331 CSG CONSULTANTS INC.	154331	4/13/2015	1,040.00
0106080 DATALINK CORPORATION	154332	4/13/2015	5,238.93
0018188 DAU PRODUCTS	154333	4/13/2015	829.66
0000182 DAVID CRESTA	154334	4/13/2015	134.40
0104693 DEBBIE GRECH	154344	4/13/2015	110.00
0013926 DEPARTMENT OF CONSERVATION	154335	4/13/2015	2,920.82
0093479 DEPARTMENT OF JUSTICE	154336	4/13/2015	546.00
0104678 DIVISION OF THE STATE ARCHITECT	154367	4/13/2015	58.50
0102953 EMERGENCY EQUIPMENT MANAGEMENT, INC.	154337	4/13/2015	549.82
0106116 EVERBANK COMMERCIAL FINANCE, INC.	154330	4/13/2015	376.62
0102869 FRANCHISE TAX BOARD	154338	4/13/2015	50.00
0016876 GAMA TROPHIES AND GIFTS	154339	4/13/2015	65.40
0095666 GLOBAL TELECOM&TECHNOLOGY INC.	154340	4/13/2015	2,165.31
0017983 GLORIA DEETER	154341	4/13/2015	112.78
0017900 GREAT LAKES DATA SYSTEMS INC	154343	4/13/2015	1,450.00
0096837 GYM DOCTORS	154345	4/13/2015	325.00
0017882 HOME BOX OFFICE	154346	4/13/2015	1,188.60
0105378 HOME MAID RAVIOLI COMPANY INC.	154347	4/13/2015	300.80
0103336 HUB INTERNATIONAL SERVICE INC.	154349	4/13/2015	687.68
0106152 HUBB SYSTEMS, LLC	154350	4/13/2015	111,798.42
0018557 INTERSTATE SALES	154351	4/13/2015	3,967.60
0095605 JOSE PEREZ-BALLADARES	154372	4/13/2015	400.00
0000771 JT2 INTEGRATED RESOURCES	154352	4/13/2015	14,834.22
0093434 JT2 INTEGRATED RESOURCES	154353	4/13/2015	17,781.72
0098342 JUANA TREMINIO	154392	4/13/2015	100.00
0100542 KELLY SHEA GALLO FOUNDATION	154354	4/13/2015	245.00
0018498 KONICA MINOLTA	154355	4/13/2015	914.66
0000317 L.N. CURTIS & SONS	154357	4/13/2015	342.26
0096825 LAURIE LOO	154359	4/13/2015	1,172.60
0104424 LIDIA'S ITALIAN DELICACIES	154358	4/13/2015	7,779.25
0016034 LINDA RUSSELL	154381	4/13/2015	403.00
0017026 LYNX TECHNOLOGIES, INC.	154360	4/13/2015	2,990.00
0104916 MANDELL MUNICIPAL COUNSELING	154361	4/13/2015	112.50

Document group: dliu Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0098507 MARGE SPITERI	154383	4/13/2015	115.00
0000389 MATRISHA PERSON	154373	4/13/2015	1,611.35
0106176 MAYORS' COUNCIL ON PIPELINE SAFETY(MCPS)	154369	4/13/2015	400.00
0102770 METLIFE	154363	4/13/2015	350.46
0098087 MICHAEL MENZ	154362	4/13/2015	90.00
0096800 MOBILE CALIBRATION SVCS. LLC	154364	4/13/2015	961.05
0000357 NATIONAL CABLE TV CO-OP, INC.	154365	4/13/2015	246,853.19
0103301 NHL NETWORK US, LP	154366	4/13/2015	2,348.30
0092263 OFFICE DEPOT INC	154368	4/13/2015	334.25
0000012 PACIFIC GAS & ELECTRIC	154370	4/13/2015	53,196.34
0106133 PAMELA GRADNEY	154342	4/13/2015	49.40
0098995 PENINSULA TRANSMISSION	154371	4/13/2015	2,540.05
0105836 PRIMETIME PAPER & PROMOTIONS	154374	4/13/2015	851.89
0105548 PROVEN MANAGEMENT, INC.	154375	4/13/2015	9,306.00
0017368 RECREATION SERVICES DEPT.	154376	4/13/2015	121.10
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	154377	4/13/2015	2,411.02
0016729 RICOH AMERICAS CORPORATION	154378	4/13/2015	328.19
0103531 RICOH USA, INC.	154379	4/13/2015	355.17
0096458 RMC WATER AND ENVIRONMENT	154380	4/13/2015	23,561.88
0000074 SFPUC - WATER DEPARTMENT	154382	4/13/2015	157,202.99
0097079 SPRINT	154384	4/13/2015	79.98
0105796 SUNRISE FOOD DISTRIBUTOR INC.	154386	4/13/2015	992.33
0101086 T-MOBILE	154391	4/13/2015	69.34
0000431 TEAMSTERS LOCAL #856	154387	4/13/2015	427,118.00
0018073 TEAMSTERS LOCAL 350	154388	4/13/2015	2,380.00
0018088 THE UPS STORE #810	154390	4/13/2015	386.13
0105824 TRIVAD, INC.	154393	4/13/2015	897.80
0102361 TURNER NETWORK SALES, INC.	154394	4/13/2015	16,416.55
0000019 U.S. POSTMASTER	154395	4/13/2015	2,500.00
0102744 UNIVERSAL BUILDING SERVICES	154396	4/13/2015	163.00
0105133 UTILITY TELEPHONE, INC.	154397	4/13/2015	601.10
0102988 VANTAGEPOINT TRANSFER AGENTS	154398	4/13/2015	12,375.75
0095749 VERIZON WIRELESS	154399	4/13/2015	491.80
0103982 WESCO GRAPHICS, INC.	154400	4/13/2015	3,733.84
0100826 WEST BAY BUILDERS, INC.	154401	4/13/2015	142,737.50
0105955 WEST COAST CODE CONSULTANTS, INC.	154329	4/13/2015	16,758.70
0104660 WEST YOST ASSOCIATES, INC.	154402	4/13/2015	19,246.14
0000612 WESTVALLEY CONSTRUCTION CO.INC	154403	4/13/2015	146,953.43
0104033 ZCORUM, INC.	154404	4/13/2015	22,570.60

GrandTotal: 1,626,915.71

Total count: 92

04/20/15

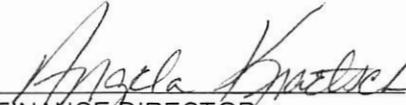
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$174,362.98
003	ONE-TIME REVENUE	\$2,959.24
121	FEDERAL/STATE GRANTS	\$5,000.00
132	AGENCY ON AGING	\$866.90
133	RESTRICTED DONATIONS	\$304.06
190	EMERGENCY DISASTER FUND	\$13,141.64
203	STREET IMPROVEMENT PROJECTS	\$71,939.21
207	TECHNOLOGY CAPITAL	\$2,080.00
611	WATER FUND	\$42,377.16
621	STORMWATER	\$2,022.00
631	WASTEWATER FUND	\$13,531.99
641	CABLE TV FUND	\$272.03
701	CENTRAL GARAGE	\$12,058.61
702	FACILITY MAINT. FUND	\$2,515.23
707	TECHNOLOGY DEVELOPMENT	\$17,229.40
880	PROJECT DEVELOP. TRUST	\$5,078.20
TOTAL FOR APPROVAL		\$365,738.65

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 154405 THROUGH 154552 INCLUSIVE, TOTALING IN THE AMOUNT OF \$365,738.65 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,


FINANCE DIRECTOR 4-20-15
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0017341 AARONSON DICKERSON, COHN & LANZONE	154444	4/20/2015	92.50
0106177 ACCUFACTS INC.	154405	4/20/2015	5,000.00
0000858 ADECCO EMPLOYMENT SERVICES	154406	4/20/2015	786.72
0103202 ADVANCED MOBILE COMMUNICATIONS	154407	4/20/2015	226.28
0001170 AIRGAS USA, LLC	154408	4/20/2015	218.78
0000163 AIRPORT AUTO PARTS INC.	154409	4/20/2015	127.19
0104542 ALTA LANGUAGE SERVICES, INC.	154410	4/20/2015	240.00
0105963 AM CONSERVATION GROUP, INC.	154411	4/20/2015	1,239.28
0105928 ANDREW FOERDER	154456	4/20/2015	750.00
0096700 ANDY'S WHEELS & TIRES	154412	4/20/2015	1,009.52
0001965 ARISTA BUSINESS	154413	4/20/2015	963.86
0016123 AT&T	154415	4/20/2015	2,508.07
0016123 AT&T	154416	4/20/2015	2,437.08
0017191 AT&T	154417	4/20/2015	532.21
0017913 AT&T	154418	4/20/2015	552.00
0018465 AT&T MOBILITY	154419	4/20/2015	46.26
0017211 AUTOMATIC DOOR SYSTEMS INC	154420	4/20/2015	231.35
0000345 BAKER & TAYLOR BOOKS	154421	4/20/2015	2,977.97
0100831 BARBARA NG	154488	4/20/2015	300.00
0001849 BAY AREA WATER SUPPLY & CONSERVATION AGEN	154532	4/20/2015	9,229.76
0100158 BOK WONG	154551	4/20/2015	100.00
0018317 CANNON DESIGN GROUP	154425	4/20/2015	859.45
0017679 CDW GOVERNMENT, INC	154428	4/20/2015	227.75
0017843 CENTRAL COUNTY FIRE DEPT.	154429	4/20/2015	23,845.95
0018303 CHANNING BETE COMPANY INC.	154430	4/20/2015	495.14
0100625 CHARLES RINALDI	154514	4/20/2015	100.00
0098562 CHRISTINA GLEASON	154458	4/20/2015	38.00
0016324 CINTAS CORPORATION	154433	4/20/2015	290.33
0098588 CITY OF BURLINGAME	154434	4/20/2015	3,388.50
0000227 CITY OF SAN BRUNO	154435	4/20/2015	4,799.38
0015857 COUNTY OF SAN MATEO	154437	4/20/2015	76.00
0014338 CREST/GOOD MANUFACTURING CO.	154438	4/20/2015	62.02
0018331 CSG CONSULTANTS INC.	154439	4/20/2015	13,975.00
0100406 DANIEL PERRY	154503	4/20/2015	100.00
0018166 DANIELLE KRANITZ	154440	4/20/2015	500.00
0000197 DEMCO SUPPLY INC.	154441	4/20/2015	29.74
0093479 DEPARTMENT OF JUSTICE	154442	4/20/2015	646.00
0105820 EAST BAY TIRE CO	154446	4/20/2015	1,116.69
0001646 ECOLAB INC.	154447	4/20/2015	193.51
0017300 ENVIRONMENTAL HEALTH FEE	154450	4/20/2015	1,887.00
0016920 ENVIRONMENTAL SCIENCE ASSOCIATES (ESA)	154521	4/20/2015	13,970.50
0000046 EWING IRRIGATION PRODUCTS INC	154451	4/20/2015	173.45
0013714 FIRST NATIONAL BANK	154452	4/20/2015	272.03
0017707 FITZGERALD ELECTRO-MECH.CO.INC	154453	4/20/2015	379.20
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	154455	4/20/2015	1,668.86
0105960 GARRATT CALLAHAN	154457	4/20/2015	3,795.36
0098706 GIL CASCO	154426	4/20/2015	200.00
0104135 GLOBAL TRACKING COMMUNICATIONS, INC.	154542	4/20/2015	89.97
0017983 GLORIA DEETER	154459	4/20/2015	80.71
0016154 GOETZ BROTHERS SPORTING GOODS	154460	4/20/2015	120.99
0016969 GOLDEN IDEAS	154461	4/20/2015	227.95
0000162 GRAINGER	154462	4/20/2015	1,221.98
0000541 GRANITE ROCK COMPANY	154463	4/20/2015	4,819.81

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0095966 GREATAMERICA FINANCIAL SVCS.	154464	4/20/2015	1,315.22
0105378 HOME MAID RAVIOLI COMPANY INC.	154465	4/20/2015	63.90
0018838 INFOSEND, INC.	154468	4/20/2015	3,949.18
0015531 INTERSTATE BATTERY SYS. OF SF	154469	4/20/2015	983.20
0104018 INTERSTATE TRAFFIC CONTROL	154470	4/20/2015	1,198.84
0098102 IOSIF BASIS	154422	4/20/2015	100.00
0017763 J.J.R. CONSTRUCTION, INC	154471	4/20/2015	68,342.25
0018075 JENNIFER BLANCO	154424	4/20/2015	94.00
0097818 JOHN WILDERMUTH	154549	4/20/2015	100.00
0102254 JUNAIDA DJUNAIDY	154445	4/20/2015	100.00
0000075 K-119 TOOLS OF CALIFORNIA INC.	154472	4/20/2015	1,098.28
0018050 KAISER FOUNDATION HEALTH PLAN	154473	4/20/2015	4,899.37
0096379 KAREN OJAKIAN	154492	4/20/2015	475.80
0000132 KELLY-MOORE PAINT CO INC.	154474	4/20/2015	2,399.63
0000317 L.N. CURTIS & SONS	154475	4/20/2015	5,019.45
0097013 LABOR UNLIMITED, INC.	154476	4/20/2015	1,000.00
0097898 LENA ENG	154448	4/20/2015	100.00
0106187 LIBROMEX	154477	4/20/2015	902.19
0104424 LIDIA'S ITALIAN DELICACIES	154478	4/20/2015	637.50
0105979 LIFTOFF LLC	154479	4/20/2015	12,904.68
0017924 LORAL LANDSCAPING INC.	154481	4/20/2015	1,750.00
0018177 LOWE'S	154482	4/20/2015	2,519.60
0017026 LYNX TECHNOLOGIES, INC.	154483	4/20/2015	2,080.00
0094271 MARY TESSIER	154536	4/20/2015	189.03
0097549 MELISSA CHEA-NG	154431	4/20/2015	278.77
0093881 MICHAEL HORTA	154466	4/20/2015	540.00
0100419 MICHAEL MCCAMBRIDGE	154484	4/20/2015	10.00
0092285 MICROMARKETING LLC	154485	4/20/2015	54.94
0016863 MIDWEST TAPE, LLC	154486	4/20/2015	31.76
0018319 NEAL MARTIN & ASSOCIATES	154487	4/20/2015	11,760.00
0018157 OCLC INC	154489	4/20/2015	341.07
0092263 OFFICE DEPOT INC	154490	4/20/2015	1,996.08
0018284 OFFICEMAX INC.	154491	4/20/2015	151.89
0000210 OLE'S CARBURETOR &ELECTRIC INC	154493	4/20/2015	914.48
0097567 ONE HOUR DRY CLEANING	154494	4/20/2015	268.30
0001292 ORCHARD BUSINESS/SYNCB	154495	4/20/2015	254.63
0018701 ORKIN PEST CONTROL	154496	4/20/2015	569.54
0000012 PACIFIC GAS & ELECTRIC	154497	4/20/2015	14,737.79
0097960 PAUL CHOW	154432	4/20/2015	100.00
0106156 PENGUIN RANDOM HOUSE LLC	154499	4/20/2015	53.14
0001154 PENINSULA LIBRARY SYSTEM	154500	4/20/2015	429.60
0095148 PENINSULA MUNI.ENGINEERING	154501	4/20/2015	32,400.00
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	154527	4/20/2015	369.00
0014961 PENINSULA UNIFORMS & EQUIPMENT	154502	4/20/2015	1,351.41
0105947 PLACEWORKS	154504	4/20/2015	3,605.11
0106097 PMC	154505	4/20/2015	21,843.75
0000285 PREFERRED ALLIANCE, INC.	154507	4/20/2015	397.64
0104869 PURSUIT NORTH	154508	4/20/2015	266.39
0000071 R & B COMPANY	154509	4/20/2015	698.13
0091044 R.A. METAL PRODUCTS, INC	154510	4/20/2015	2,593.85
0001363 RAINBOW WINDOW & GLASS	154511	4/20/2015	664.91
0017712 RECALL SECURE DESTRUCTION SERVICES, INC.	154443	4/20/2015	151.42
0090749 RED WING SHOE STORE	154512	4/20/2015	323.71
0018232 REED & GRAHAM INC.	154513	4/20/2015	732.43

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0098842 ROBERT CAVALIERI	154427	4/20/2015	1,000.00
0000569 SAN BRUNO AUTO CENTER, INC.	154515	4/20/2015	480.00
0092153 SAN BRUNO CHAMBER OF COMMERCE	154516	4/20/2015	600.00
0016774 SAN DIEGO POLICE EQUIPMENT CO.	154518	4/20/2015	338.45
0018597 SAN MATEO DAILY JOURNAL	154519	4/20/2015	1,440.00
0106183 SAPA INTERNATIONAL CORP.	154520	4/20/2015	1,276.00
0018461 SERRAMONTE FORD, INC.	154522	4/20/2015	863.43
0103732 SFO MEDICAL CLINIC	154523	4/20/2015	601.00
0102917 SFPUC FINANCIAL SERVICES	154524	4/20/2015	2,020.00
0105924 SILICON CONSTELLATIONS, INC.	154525	4/20/2015	102.52
0017508 SOUTH CITY LUMBER AND SUPPLY	154526	4/20/2015	214.18
0097079 SPRINT	154528	4/20/2015	528.98
0014075 STATE BOARD OF EQUALIZATION	154529	4/20/2015	2,406.00
0017036 STEVEN'S BAY AREA DIESEL SER., INC.	154423	4/20/2015	135.00
0000801 STEWART AUTOMOTIVE GROUP	154530	4/20/2015	256.48
0105796 SUNRISE FOOD DISTRIBUTOR INC.	154531	4/20/2015	84.79
0017802 SUPPLYWORKS	154533	4/20/2015	818.64
0096932 TASC	154534	4/20/2015	270.00
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	154449	4/20/2015	2,704.00
0096616 TENNANT SALES AND SERVICE CO.	154535	4/20/2015	161.97
0000241 THE ADAM-HILL COMPANY	154537	4/20/2015	79.44
0102574 THE BILINGUAL PUBLICATIONS CO.	154538	4/20/2015	324.60
0018083 THE CROSSING SAN BRUNO PROPERTY OWNERS ,	154517	4/20/2015	2,959.24
0098021 THE SAN MATEO MEDICAL CENTER	154539	4/20/2015	1,200.00
0100642 THOMAS FLOWER	154454	4/20/2015	100.00
0097449 THYSSENKRUPP ELEVATOR CORP.	154540	4/20/2015	403.85
0000831 TONER CARTRIDGE&INKJET EXPRESS	154541	4/20/2015	770.52
0105953 TRIIO, LLC	154543	4/20/2015	1,470.00
0105824 TRIVAD, INC.	154544	4/20/2015	6,649.65
0018198 UMESH MAHARAJ	154545	4/20/2015	141.88
0018618 UNITED SITE SERVICES INC.	154546	4/20/2015	185.40
0102744 UNIVERSAL BUILDING SERVICES	154547	4/20/2015	489.00
0098808 VINCE LOPICCOLO	154480	4/20/2015	540.00
0105955 WEST COAST CODE CONSULTANTS, INC.	154436	4/20/2015	4,860.00
0104660 WEST YOST ASSOCIATES, INC.	154548	4/20/2015	7,145.50
0101054 WILLIAM POON	154506	4/20/2015	100.00
0013841 WITMER-TYSON IMPORTS INC	154550	4/20/2015	718.00
0105771 XINGQI (KAREN) HUANG	154467	4/20/2015	500.00
0100472 YOLANDA ARROYO	154414	4/20/2015	38.00
0099329 YULIA PANTYUKHOVA	154498	4/20/2015	100.00
0103399 ZUMAR INDUSTRIES, INC.	154552	4/20/2015	1,330.17
		GrandTotal:	365,738.65
		Total count:	148



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 28, 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 April 10, 2015 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,443,503.24 for bi-weekly pay period ending April 5, 2015 is attached.

LABOR SUMMARY FOR PAY PERIOD ENDING : APRIL 5, 2015

pyLaborDist	04/10/15
Fund: 001 - GENERAL FUND 001	1,113,461.03
Fund: 122 - SOLID WASTE/RECYCL. 122	1,717.23
Fund: 190 - EMERGENCY DISASTER FUND 190	10,202.31
Fund: 203 - STREET IMPROVE. PROJECT 203	4,827.67
Fund: 207 - TECHNOLOGY CAPITAL 207	700.69
Fund: 611 - WATER FUND 611	77,900.55
Fund: 621 - STORMWATER FUND 621	19,665.10
Fund: 631 - WASTEWATER FUND 631	60,839.92
Fund: 641 - CABLE TV FUND 641	92,256.48
Fund: 701 - CENTRAL GARAGE 701	10,486.31
Fund: 702 - FACILITY MAINT.FUND 702	30,271.79
Fund: 707 - TECHNOLOGY DEVELOPMENT 707	16,192.86
Fund: 711 - SELF INSURANCE 711	4,981.30
Total	1,443,503.24



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 28, 2015
TO: Honorable Mayor and City Council
FROM: John Marty, City Treasurer
SUBJECT: Accept Reconciliation of the General Ledger to the Bank Report and the Monthly Investment Report, Dated March 31, 2015

BACKGROUND:

This report represents the City's investments as of March 31, 2015. It includes all investments managed by the City, the investment type, book value, maturity date, rate of interest, and percentage of the overall portfolio.

DISCUSSION:

The City's Investment Policy requires that the City Treasurer submit to the City Council a monthly investment report. The report shall be placed on the consent calendar of the second regular City Council meeting of each month, unless no such meeting is held in which case the matter shall be deferred to the following meeting.

Staff reviewed the current monthly investment report and has made some recommended changes. The City's investments are now shown on one page making it easier to read and a column was added to reflect the percentage of the overall portfolio for each investment. In the past the City Treasurer prepared the City's bank reconciliation and presented it to the City Council. Now this function is prepared by the Finance department and is not required to be included with the investment report. In the revised report, staff included a condensed bank reconciliation at the bottom of the page of the Cash and Investments Report.

FISCAL IMPACT:

There is no direct financial impact to the City related to the Investment Report. However, the City does receive interest revenue based on the interest rates of the investments.

ALTERNATIVES:

1. Do not approve the Investment Report;
2. Provide direction to staff.

J.C.

RECOMMENDATION:

It is recommended that the City Council receive and file the attached Investment Report of the City of San Bruno for the month of March.

ATTACHMENTS:

1. Monthly Investment Report
2. Cash and Investments Report

DATE PREPARED: April 23, 2015



City of San Bruno
567 El Camino Real
San Bruno, CA 94066

CITY OF SAN BRUNO
Portfolio Summary
March 31, 2015

Investments	CUSIP	Book Value	Interest Rate	Maturity Date	% of Portfolio
Investment Pools:					
Local Agency Investment Fund		\$ 14,300,610.08	0.26%		11%
Glenview Fire Local Investment Fund		3,042,624.54	0.26%		2%
San Mateo County Pool		18,884,130.13	1.00%		15%
Total Investment Pools		36,227,364.75			29%
Federal Agency Bonds:					
Federal Home Loan Mortgage Corp	3134G4W3	1,000,000.00	0.57%	June 20, 2016	1%
Federal National Mortgage Association	3136G1KS7	1,000,000.00	0.50%	August 15, 2016	1%
Federal National Mortgage Association	3135G0YA5	1,000,000.00	0.75%	December 19, 2016	1%
Federal Home Loan Bank	3130A1JH2	1,000,000.00	1.00%	April 24, 2017	1%
Federal Home Loan Mortgage Corp	3134G56N0	999,000.00	1.00%	June 26, 2017	1%
Federal National Mortgage Association	3136G25J2	1,000,000.00	1.13%	September 18, 2017	1%
Federal Home Loan Mortgage Corp	3134G5AU9	2,000,000.00	1.19%	December 26, 2017	2%
Federal National Mortgage Association	3136G13P2	2,000,000.00	0.80%	December 26, 2017	2%
Federal Home Loan Bank	313382EH2	1,000,000.00	1.01%	December 27, 2017	1%
Federal Home Loan Mortgage Corp	3134G6KW2	1,000,000.00	1.30%	March 29, 2018	1%
Federal Farm Credit Bank	3133EDQ21	1,000,000.00	1.47%	July 9, 2018	1%
Federal Home Loan Mortgage Corp	3134G6LB7	1,000,000.00	1.65%	December 26, 2018	1%
Federal Home Loan Bank	3130A3NJ9	1,000,000.00	1.25%	December 30, 2019	1%
Total Federal Agency Bonds		14,999,000.00			12%
Federal Agency Bonds - Step Up:					
Federal Home Loan Bank	3130A1YU6	2,000,000.00	1.50%	May 28, 2019	2%
Total Federal Agency Bonds - Step Up		2,000,000.00			
Municipal Bonds:					
Cal State Federal Taxable	13063CKL3	2,015,100.00	2.21%	May 1, 2019	2%
Total Municipal Bonds		2,015,100.00			
Money Market:					
U.S. Government Money Market	23380W525	1,034,149.61	0.01%		1%
Total Money Market		1,034,149.61			
Custodial Account:					
City of San Bruno as Temporary Custodian		68,415,059.57			55%
Total Custodial Account		68,415,059.57			
TOTAL INVESTMENTS		\$ 124,690,673.93			100%

4/23/2015 5:08:22PM

Through period: 9

City of San Bruno
Through March 2015

	Cash	Investments	Fund Total
001 GENERAL FUND	1,703,730.84	53,729.79	1,757,460.63
002 GENERAL FUND RESERVE	8,558,998.25	0.00	8,558,998.25
003 ONE-TIME REVENUE	883,912.18	0.00	883,912.18
004 NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	5,581,050.11	0.00	5,581,050.11
101 GAS TAX	472,185.69	0.00	472,185.69
102 MEASURE A TRANSPORTATION TAX	850,580.01	0.00	850,580.01
103 STREET SPECIAL REVENUE	310,349.09	0.00	310,349.09
104 TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00
111 POLICE ASSET FORFEITURE	58,054.86	0.00	58,054.86
112 SAFETY AUGMENT. -PROP.172	50,996.80	0.00	50,996.80
113 POLICE SPECIAL REVENUE	21,463.23	0.00	21,463.23
114 TRAFFIC SAFETY GRANT	61,745.57	0.00	61,745.57
121 FEDERAL/STATE GRANTS	3,562.57 CR	0.00	3,562.57 CR
122 SOLID WASTE/RECYCL.	248,943.27	0.00	248,943.27
123 LIBRARY SPECIAL REVENUE	211,600.93	0.00	211,600.93
131 IN-LIEU FEES	3,559,218.27	0.00	3,559,218.27
132 AGENCY ON AGING	21,547.53	0.00	21,547.53
133 RESTRICTED DONATIONS	897,230.41	0.00	897,230.41
134 ED JOHNSON BEQUEST FUND	26,002.68	0.00	26,002.68
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 AGENC'	90,400.00	0.00	90,400.00
153 RDA OBLIGATION RETIREMENT FUND	982,276.84	649,981.30	1,632,258.14
190 EMERGENCY DISASTER FUND	3,045,101.86 CR	0.00	3,045,101.86 CR
201 PARKS AND FACILITIES CAPITAL	1,387,446.26	0.00	1,387,446.26
203 STREET IMPROVE. PROJECTS	4,076,684.94	0.00	4,076,684.94
207 TECHNOLOGY CAPITAL	444,818.39	0.00	444,818.39
251 SUCCESSOR AGENCY TO THE SB RDA - CAPIT,	0.00	0.00	0.00
302 LEASE DEBT SERVICE	698,824.10	2.59	698,826.69
351 SUCCESSOR AGENCY TO THE SB RDA -2000 C	0.00	0.00	0.00
611 WATER FUND	12,987,917.28	0.00	12,987,917.28
621 STORMWATER FUND	127,891.96	0.00	127,891.96
631 WASTEWATER FUND	10,419,158.08	2.81	10,419,160.89
641 CABLE TV FUND	6,535,437.89 CR	200.00	6,535,237.89 CR
701 CENTRAL GARAGE	615,473.43	0.00	615,473.43
702 FACILITY MAINT.FUND	901,458.42	0.00	901,458.42
703 GENERAL EQUIPMENT REVOLVING	4,091,650.60	0.00	4,091,650.60
707 TECHNOLOGY DEVELOPMENT	226,915.88	0.00	226,915.88
711 SELF INSURANCE	2,305,683.18	91,118.50	2,396,801.68
870 SAN BRUNO COMMUNITY FOUNDATION	68,415,059.57	0.00	68,415,059.57
880 PROJECT DEVELOP. TRUST	274,228.29	0.00	274,228.29
891 S.B. GARBAGE CO. TRUST	332,936.95	0.00	332,936.95
Grand Total:	125,354,956.11 *	795,034.99	126,149,991.10

* Reconciliation of Pooled Cash & Investments to Portfolio Book Value

Investment Portfolio Value	\$ 124,690,673.93
Cash on hand - Checking Accounts	1,670,233.38
Payroll and Accounts Payable Outstanding Checks	(1,231,416.01)
Deposits in Transit	225,464.81
General Ledger Cash Balance as of March 31, 2015	<u>\$ 125,354,956.11</u>

Totals are through period: 9

Page: 1

Carol Bonner

From: Ward, Mike
Sent: Thursday, April 09, 2015 2:29 PM
To: Carol Bonner; Vicky Hasha
Cc: Dave Cresta
Subject: Community Preparedness Committee - Resignation Mike Ward

Carol/Vicky: This is my formal notice in writing of resignation from the subject committee. Thanks

Regards,
Mike Ward

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RESOLUTION NO. 2015 - XX

RESOLUTION DIRECTING THE SAN MATEO COUNTY CHIEF ELECTIONS OFFICER TO CONDUCT THE NOVEMBER 3, 2015 ELECTION FOR THE CITY OF SAN BRUNO WHOLLY BY MAIL PURSUANT TO THE PILOT PROGRAM AUTHORIZED BY ASSEMBLY BILL 2028 IF ALL OTHER AFFECTED JURISDICTIONS ALSO REQUEST PARTICIPATION IN THE PILOT PROGRAM AT THAT ELECTION

WHEREAS, in 2014 the California Legislature and Governor approved Assembly Bill 2028 (AB 2028), which is a pilot program permitting certain elections in San Mateo County to be conducted wholly by mail if specific conditions are met; and

WHEREAS, pursuant to AB 2028, each jurisdiction may determine whether to participate in this pilot program and whether to authorize its election on a given date to be conducted by mail, provided, however, that election in question shall not be conducted by mail pursuant to the pilot program unless all overlapping jurisdictions with elections on that same date so request; and

WHEREAS, if the election is authorized by all affected jurisdictions to be conducted pursuant to the AB 2028 pilot program, various actions shall be taken to ensure that voter access and turnout is protected, including but not limited to the following:

- At least one ballot drop-off location shall be provided in each city;
- A ballot drop-off location shall be open during business hours to receive ballots beginning 28 days prior to the election through 8 p.m. on the night of the election;
- At least one polling place shall be provided per city between 7 a.m. and 8 p.m. on election day for voters to request a ballot who did not receive a ballot or who need a replacement ballot for any reason;
- At the request of any city, county, or district, the Chief Elections Officer may provide additional ballot drop-off locations and polling places;
- All elections materials, including a prepaid return envelope for the ballot, shall be provided to each voter;
- A list of ballot drop-off locations and polling places shall be delivered to each voter; and Polling places shall be located at an accessible location and equipped with voting machines that are accessible to individuals with disabilities; and

WHEREAS, in general, the cost of conducting an election pursuant to the pilot program described above is expected to be significantly less overall than a typical election, and this cost reduction should translate to lower costs to each jurisdiction that participates in the pilot program election compared to the typical election costs borne by each jurisdiction; and

WHEREAS, the San Mateo County Chief Elections Officer has reported that in San Mateo County, 59% of registered voters are permanently registered to vote by mail, in the November 2013 Consolidated Municipal, School, and Special District Election over 76% of the ballots were cast by mail, and in the June 2014 Primary Election over 77% of the ballots were cast by mail; and

WHEREAS, the Chief Elections Officer has stated an intention to have the November 3, 2015 Consolidated Municipal, School, and Special District Election be the first mail election conducted pursuant to the AB 2028 pilot program in San Mateo County; and

WHEREAS, this City Council has considered the merits of the proposed pilot election program and desires to participate in the pilot program given the protections for voter access and participation in the election and anticipated cost savings to the City of San Bruno.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the November 3, 2015 election for the City of San Bruno be conducted wholly by mailed ballots pursuant to AB 2028 and consolidated with all other elections occurring on that date within San Mateo County. Accordingly, the San Mateo County Chief Elections Officer is requested to conduct the November 3, 2015 election for the City of San Bruno including any elections for officials of the City of San Bruno and measures relating to the City of San Bruno], as an election conducted wholly by mail pursuant to the AB 2028 pilot program, it being understood that the election shall occur wholly by mail on that date only if all overlapping jurisdictions with elections on that date make the same request. If all overlapping jurisdictions with elections on that date do not so request, the City of San Bruno election shall occur as normal on that date pursuant to the other provisions of the Elections Code.

BE IT ADDITIONALLY RESOLVED that the Clerk of the City of San Bruno is hereby directed to notify the Secretary of State no later than August 6, 2015, of the City of San Bruno's intent to conduct an all-mailed ballot election as outlined above.

BE IT FURTHER RESOLVED that the City of San Bruno shall separately send information regarding the specifics of its November 3, 2015 election to the San Mateo County Chief Elections Officer.

---oOo---

I hereby certify that foregoing Resolution No. 2015 – XX
was introduced and adopted by the San Bruno City Council at a regular meeting on
April 28, 2015, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:



City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: April 28, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Ray Razavi, Interim Public Services Director
Jimmy Tan, Deputy Public Services Director

SUBJECT: Adopt Resolution Accepting the Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project as Complete, Authorizing the Filing of a Notice of Completion with the San Mateo County Recorder's Office, and Authorizing Release of the Construction Contract Retention in the Amount of \$20,745.35

BACKGROUND:

On March 25, 2014, the City Council awarded the construction contract for the Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project to D&D Pipelines, Inc. in the amount of \$385,600 with a construction contingency of \$57,850. The project consisted of removal and replacement of the water main beneath Spyglass Drive from Pacific Heights Avenue to the east end of Spyglass Drive (approximately 600 feet), and beneath Merion Drive from Fleetwood Drive to Oakmont Drive (approximately 900 feet). The project was identified in the Water Master Plan as a replacement priority as these water mains have experienced an unusually high rate of corrosion, which has led to frequent leaks and excessive repairs. The water pipelines were replaced with non-metallic pipeline material, high density polyethylene (HDPE), to prevent future pipeline corrosion and to provide residents with reliable water service.

DISCUSSION:

The contractor, D&D Pipelines, Inc. completed the project and there are no unresolved stop notices or outstanding construction claims for this project. Upon accepting the project, the Notice of Completion will be filed with the San Mateo County Recorder's Office. During the construction of the water mains, the contractor encountered several unforeseen site conditions which were addressed. As a result, one contract change order was issued in the amount of \$29,307. This contract change order consisted of performing additional potholing, extra excavation, construction of a concrete retaining wall and pad, abandoning and replacing an existing water main located in the sidewalk and furnishing and installing of a water service line.

Staff recommends that the City Council accept the construction project as complete, authorize to file the Notice of Completion with the San Mateo County Recorder's Office, and approve the release of the contract retention. The construction contract required a 5% retention, which totals \$20,745.35 withheld by the City.

Z.F.

FISCAL IMPACT:

The Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project is an established Capital Improvement Program (CIP) project funded through Water Enterprise funds. Funding in the amount of \$647,500 was allocated in the 2013-2018 CIP budget. In conjunction with award of the project construction contract on March 25, 2014, the City Council authorized an additional appropriation of \$41,000 bringing the total budget for the project to \$688,500. The total construction project expenditure is \$649,756 which included the design effort of \$63,596, construction cost in the amount of \$385,600, change order in the amount of \$29,307, and staff labor, overhead for project administration, management and construction inspection cost in the amount of \$168,789 and reproduction and advertising cost in the amount of \$2,464.

Expenditures

Design	\$	63,596
Construction Contract	\$	385,600
Change Orders	\$	29,307
Reproduction and Advertising	\$	2,464
<u>Project Management & Inspection</u>	<u>\$</u>	<u>168,789</u>
Total Expenditures	\$	649,756

ALTERNATIVES

1. Do not accept the construction contract as complete and do not authorize filing of a Notice of Completion.

RECOMMENDATION

Adopt resolution accepting the Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project as complete, authorizing the filing of a Notice of Completion with the San Mateo County Recorder's Office, and authorizing release of the construction contract retention in the amount of \$20,745.35.

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolution
2. Contract Acceptance and Release of Retention Information Form
3. Location Map
4. 2013-18 CIP Budget Sheet

DATE PREPARED:

April 20, 2015

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015 - ____

RESOLUTION ACCEPTING THE SPYGLASS DRIVE AND MERION DRIVE WATER MAIN IMPROVEMENT AND REPLACEMENT PROJECT AS COMPLETE, AUTHORIZING THE FILING OF A NOTICE OF COMPLETION WITH THE SAN MATEO COUNTY RECORDER'S OFFICE, AND AUTHORIZING RELEASE OF THE CONSTRUCTION CONTRACT RETENTION IN THE AMOUNT OF \$20,745.35

WHEREAS, the CIP and Water Master Plan both identified the Spyglass Drive and Merion Drive as a replacement priority as these water mains have experienced an unusually high rate of corrosion that have led to frequent leaks and excessive repairs over the last few years; and

WHEREAS, the 2013-18 Capital Improvement Program includes the Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project; and

WHEREAS, \$688,500 from Water Capital Fund had been appropriated in the 2013-18 adopted CIP budget for the project; and

WHEREAS, City Council awarded the construction contract for the project to D&D Pipelines, Inc. on March 25, 2014 in the amount of \$385,460 and authorized a construction contingency of \$41,000; and

WHEREAS, one contract change order was issued for the construction contract of this project in the amount of \$29,307 to address unforeseen site conditions; and

WHEREAS, all construction work as part of this contract has been completed to the satisfaction of the City's project management team; and

WHEREAS, the construction contract requires the filing of a Notice of Completion of this project with the San Mateo County Recorder's Office and release of the construction contract retention in the amount of \$20,745.35 upon the acceptance of the project as complete.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby accepts the Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project as complete, authorizes the filing of a Notice of Completion with the San Mateo County Recorder's Office, and authorizes release of the construction contract retention in the amount of \$20,745.35.

Dated: April 28, 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 28th day of April 2015 by the following vote:

AYES: Councilmembers: _____

NOES: Councilmembers: _____

ABSENT: Councilmembers: _____



PUBLIC SERVICES DEPARTMENT

Capital Improvement Program

Project Acceptance Information Form

As of Date: April 28, 2015

Project Information:

Contract Name	The Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project	Contract Number	84129
Project Manager	Nader Dahu		
Consultant Design & Construction Support	Hydroscience Engineers	Construction Contractor	D&D Pipelines, Inc.
Design Contract Award Date:	July 23, 2013		
Construction Contract Award Date:	March 25, 2014		
Start of Construction:	July 21, 2014		
Contract Change Orders (CCO):	One (1) - During construction of the water mains along portions of Spyglass Drive and Merion Drive, we encountered unforeseen site conditions. As a result, CCO was issued to address those unforeseen site conditions.		
Substantial Completion:	March 25, 2015		
Final Completion:	April 6, 2015		
Notice of Completion:	Scheduled for filing on April 29, 2015		

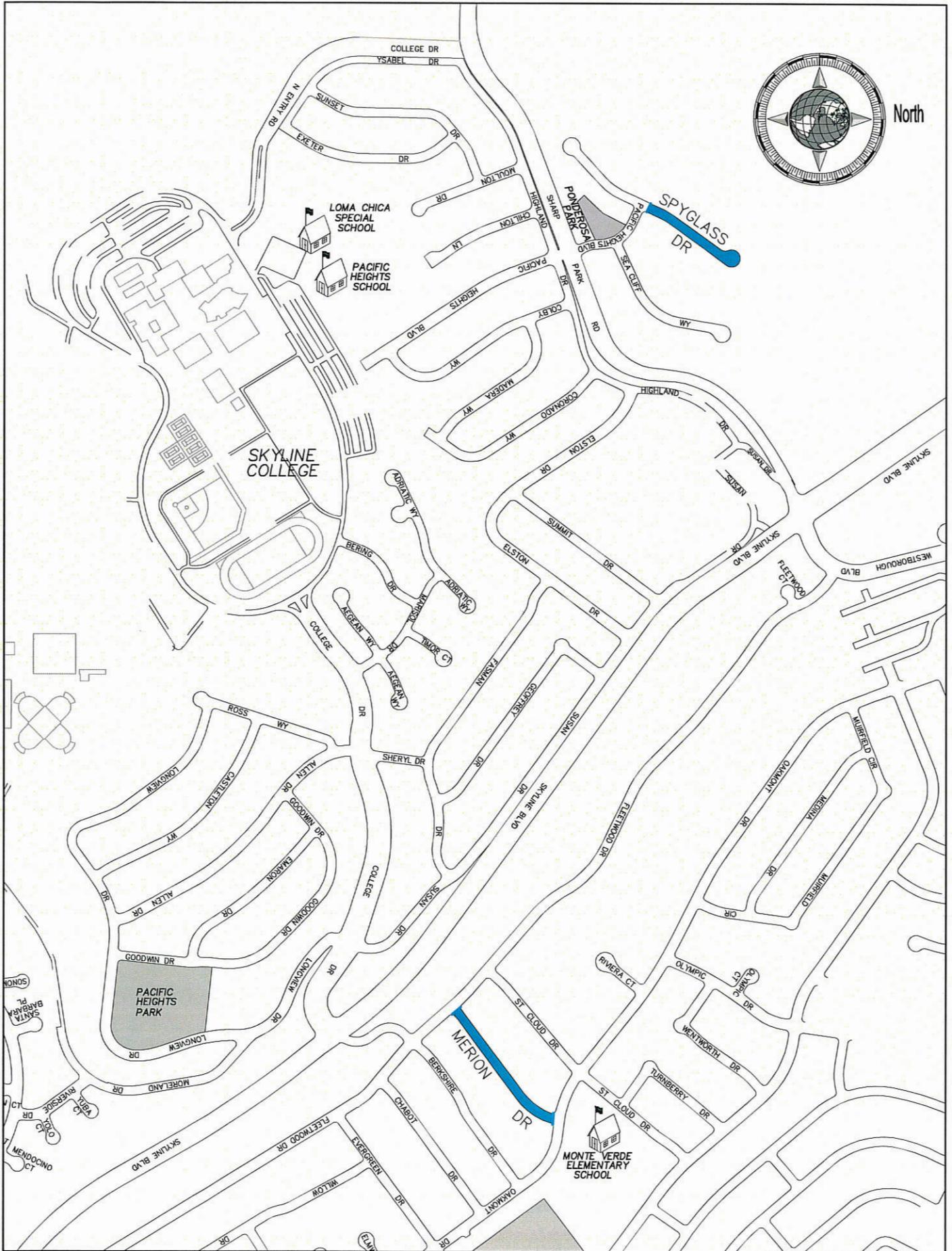
Project Description:

The work done consisted of, in general, but was not limited to providing traffic control system; providing construction area signs; removal and disposal of all excess and waste material; saw cutting existing asphalt concrete pavement and concrete curb, gutter and sidewalk; reconstruction of existing pavement; furnishing all labor, materials, equipment, tools, and services necessary to install an 8-inch replacement water main from Pacific Heights Drive to the north court of Spyglass Drive along Spyglass Drive and to install an 8-inch replacement water main from Fleetwood Drive to Oakmont Drive along Merion Drive. The new water mains consisted of approximately 1,435 feet of 8-inch nominal diameter HDPE PE4710 DR 11, CL 200 pipe; replacing service laterals along the alignment from the new main to the angle stop. The project also included the installation of isolation valves; relocation/installation of fire hydrant assemblies; trench excavation and disposal of excavated materials; abandonment of existing pipeline; pipeline flushing, disinfection, and testing; backfilling and compaction testing; temporary and permanent pavement restoration; and all other associated work such that the pipelines are ready for use in accordance with these plans and specifications.

All work items shall be constructed in accordance with the contract plans and specifications. Bidding Documents contain the full description of the Work.

Project Cost:

	Budget	Actual
TOTAL PROJECT	\$ 688,500	\$ 649,756
Design	\$ 64,277	\$ 63,596
Construction Contract	\$ 385,600	\$ 385,600
Contingency	\$ 57,840	\$
Change Orders	\$ -	\$ 29,307
Staff Management and Inspection	\$ 180,783	\$ 168,789
Other Miscellaneous Expense		\$ 2,464



ATTACHMENT . - LOCATION MAP

Water Main Improvement and Replacement Program

PROJECT INFORMATION

Origination Year: 2005-06	Project Number: 84129
Projected Completion Date: Ongoing Program	Life Expectancy: 50 years
Total Project Cost: \$ 21,831,400	

Project Description:

This project replaces large segments of water mains. The particular pipeline segments scheduled for replacement are guided by the Water System Master Plan, which uses water leaks reports, maintenance history, water flow adequacy analysis, and age of pipe to determine replacement project priorities. The most recent water main rehabilitation was the Mastick Avenue Water Main Rehabilitation Project, completed in fall of 2010 as a separate project.

Consistent with the 2011-12 Rate Study and Water System Master Plan, future costs reflect the level of investment required to replace San Bruno's water mains within 20 years. The 2012 Master Plan provides a list with relevant priority for rehabilitation or replacement due to age, condition and capacity. The high-priority projects over the next five years will include pipelines in the neighborhoods in and around the San Bruno heart and the central portion of the City between Jenevein Avenue and San Bruno Avenue. These projects include approximately 21,000 feet of large diameter and 55,000 feet of small diameter water main pipelines in the following areas: Cedar, Maple, Cherry, Chestnut, Beech, Oak, Hazel, Acacia, Donner, Parkview, Glen, Santa Lucia, Pepper, Hawthorne, Sylvan, Huntington, Milton, San Anselmo, Florida, Texas, Terrace, Cupid, Georgia, San Felipe, East, First and Second Avenues.

The current proposed rehabilitation project is the water main beneath Spyglass Drive from Pacific Heights Avenue to the east end of Spyglass Drive, and the water main beneath Merion Drive from Fleetwood Drive to Oakmont Drive. Identified in the Master Plan as a replacement priority, these water mains have experienced an unusually high rate of corrosion that led to frequent leaks and excessive repairs over the last few years. Measures were undertaken to prevent further pipeline corrosion, but the corrosion that has occurred to date cannot be reversed and the affected mains will need to be replaced to prevent further leaks and breaks.

Master plans for sewer, water, and storm drain systems have been developed independently and prioritize improvement projects based on capacity and rehabilitation needs independent of other infrastructure systems. The most efficient way to construct the improvements would be to coordinate the different infrastructure priorities with bundled projects to minimize impacts to public and realize the economies of larger scale construction projects. A 10 year prioritized work plan will be developed which coordinates the individual improvement projects identified in the separate utility master plans into sequenced, bundled construction packages.

2012-13 Status:

The City entered the preliminary design phase to replace the Spyglass Drive and Merion Drive water mains.

2013-14 Work Plan:

Design and construct new water mains in Spyglass Drive and Merion Drive.

**Project Appropriations:
 Current Year Appropriations:**

Projects	Funding Source	Prior Approp.	Prior Expense	Carryover Approp.	2013-14 Funding Request	2013-14 Total Funds Available	Total Project Cost
Spyglass & Merion Dr(0004)	Water Capital	647,500	(83,103)	564,397	0	564,397	647,500
Other Main Replmnt (0005)	Water Capital	125,000	(95,375)	29,625	500,000	529,625	21,183,900
Total		772,500	(178,478)	594,022	500,000	1,094,022	21,831,400

Five-Year Work Program Appropriations:

Projects	Funding Source	2013-14	2014-15	2015-16	2016-17	2017-18	Total Request
Other Main Replacement	Water Capital	500,000	2,732,500	4,504,000	5,795,000	7,527,400	21,058,900
Total		500,000	2,732,500	4,504,000	5,795,000	7,527,400	21,058,900



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 28, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Connie Jackson, City Manager

SUBJECT: Adopt Resolution Approving Out of State Travel for Two Councilmembers and Three Staff Members to Attend the Mayor's Council on Pipeline Safety Conference on May 14-15, 2015 in Philadelphia, Pennsylvania

BACKGROUND:

Following the September 9, 2010 high pressure gas transmission line explosion in the Crestmoor Neighborhood, the City has participated in several investigations and regulatory proceedings to identify and bring about correction to the various operational, maintenance and regulatory deficiencies that contributed to causing the disaster. In early 2011, a similarly devastating gas pipeline explosion occurred in Allentown, Pennsylvania prompting that city's Mayor Ed Pawlowski to also become involved in pipeline safety activities.

In order to bring attention to the urgent need for improvements to pipeline maintenance and operation, legislative and regulatory reform and public awareness related to pipeline safety, Mayor Pawlowski and Mayor Ruane, co-founded the Mayor's Council on Pipeline Safety (MCPS). MCPS is uniquely dedicated to engaging Mayors and other elected officials across the nation in the important effort to promote pipeline safety and education.

In 2014, the City of San Bruno was awarded Technical Assistance Grant (TAG) funding through the federal Pipeline and Hazardous Material Safety Administration (PHMSA) to fund safety initiatives in coordination with MCPS that San Bruno has persistently advocated since 2010. The City of Allentown also received TAG funding for initiatives related to pipeline safety. Among the initiatives funded by the TAG grants is development of the MCPS and delivery of a national conference to bring together elected officials, pipeline safety experts, labor, regulators and others to discuss and develop strategies to raise awareness and promote pipeline safety in local communities.

DISCUSSION:

The first annual MCPS conference is scheduled to be held May 14, 2015 and May 15, 2015 at the National Constitution Center in Philadelphia, Pennsylvania. The targeted audience members are industry experts, elected officials, and others involved in pipeline leak and explosion issues to discuss pipeline safety practices, procedures and impacts. Panel discussions will include leak detection, distribution line safety regulations, urban pipeline mapping initiatives, best practices in gas leak detection and explosion response, and automatic shut off valves. San Bruno remains committed to safety advocacy and will provide important and valuable insight to response and recovery from a pipeline disaster.

7.9.

The following San Bruno representatives proposed to attend are Mayor Jim Ruane, Councilmember Irene O'Connell, City Manager Connie Jackson, Fire Battalion Chief Dave Cresta, and Management Analyst Jennifer Dianos.

FISCAL IMPACT:

The travel costs to attend the MCPS conference are estimated to be approximately \$1,500 per attendee, for a total of \$7,500. Approximately \$6,000 of the travel expenses are covered by TAG funds awarded to San Bruno by PHMSA. The remaining expenses will be covered by the Trust Fund established to fund the City's costs for rebuilding, restoration and recovery following the September 2010 explosion.

ALTERNATIVES:

1. Do not authorize staff and Councilmembers out of state travel.
2. Provide alternative direction regarding funding for the travel.

RECOMMENDATION:

Adopt resolution approving out of state travel for two Councilmembers and three staff members to attend the Mayor's Council on Pipeline Safety Conference on May 14-15, 2015 in Philadelphia, Pennsylvania.

DISTRIBUTION:

None.

ATTACHMENTS:

1. Resolution
2. Conference Flyer

DATE PREPARED:

April 17, 2015

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015-_____

ADOPT RESOLUTION APPROVING OUT OF STATE TRAVEL FOR TWO COUNCILMEMBERS AND THREE STAFF MEMBERS TO ATTEND THE MAYOR'S COUNCIL ON PIPELINE SAFETY CONFERENCE ON MAY 14-15, 2015 IN PHILADELPHIA, PENNSYLVANIA

WHEREAS, following the September 9, 2010 high pressure gas transmission line explosion in the Crestmoor Neighborhood, the City has participated in several investigations and regulatory proceedings to identify and bring about correction to the various operational, maintenance and regulatory deficiencies that contributed to causing the disaster.

WHEREAS, Mayor Ed Pawlowski of Allentown, PA and Mayor Jim Ruane, co-founded the Mayor's Council on Pipeline Safety (MCPS), uniquely dedicated to engaging Mayors and other elected officials across the nation in the important effort to promote pipeline safety and education; and

WHEREAS, the first annual MCPS conference is scheduled to be held May 14, 2015 and May 15, 2015 at the National Constitution Center in Philadelphia, Pennsylvania; and

WHEREAS, San Bruno will be represented by Mayor Jim Ruane, Councilmember Irene O'Connell, City Manager Connie Jackson, Fire Battalion Chief Dave Cresta, Management Analyst Jennifer Dianos; and

WHEREAS, a portion of the travel costs are covered by TAG funds awarded to San Bruno by PHMSA. The remaining costs will be covered by the Trust Fund established to fund the City's costs for rebuilding, restoration and recovery following the September 2010 explosion;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Bruno that this resolution authorizes out of state travel for two Councilmembers and three staff members to attend the Mayor's Council on Pipeline Safety Conference on May 14-15, 2015 in Philadelphia, Pennsylvania.

--oOo--

I hereby certify that foregoing Resolution No. 2015-_____ was introduced and adopted by the San Bruno City Council at its regular meeting on April 28, 2015 by the following vote:

AYES:

NOES:

ABSENT:

Mayors' Council on Pipeline Safety 2015 Conference

Lest History Repeat Itself - Pipeline Safety Initiatives

May 14-15, 2015
National Constitution Center
525 Arch Street, Philadelphia, PA

When

Thursday May 14, 2015 at 8:00 AM EDT

-to-

Friday May 15, 2015 at 5:00 PM EDT

 [Add to Calendar](#)

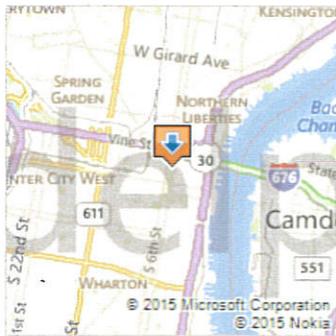
Where

National Constitution Center

525 Arch Street

Independence Mall

Philadelphia, PA 19106



[Driving Directions](#)

Contact

Lynda Farrell

Mayors' Council on Pipeline Safety

484-340-0648

mcpsdirector1@gmail.com

Conference Keynote: NTSB Chairman Chris Hart

Co-Sponsor:

**United Association of Journeymen and Apprentices of
the Plumbing and Pipe Fitting Industry of
the United States and Canada**

Join: Local, State, Federal Agencies, Legislators, Labor,
NGOs, Industry and Experts in vetting MCPS Pipeline Safety Initiatives:

Leak detection

Distribution Line Safety Regulations

Urban Pipeline Mapping Initiative

Best Practices in Gas Leak Detection and Explosion Response

Prescriptive Automatic Shut Off Valves

Seating is Limited - Register Now!

[Click for: Conference Agenda and Hotel Information](#)

Hotel Rates effective to April 30th

[Register Now!](#)



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: April 28, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Kerry Burns, Community Services Director
Danielle Brewer, Community Services Superintendent
Dan Barros, Parks Field Supervisor

SUBJECT: Adopt Resolution Establishing an Adopt-a-Park Program as Recommended by the Parks and Recreation Commission

BACKGROUND:

Cities throughout California have created an adopt-a-park program to recruit and train residents and the business community in the general maintenance and care of city parks and open spaces. Through this program, cities are able to promote community-wide volunteerism, civic pride, and engage the community in caring for parks and open spaces. Services provided by volunteers through the program include picking up trash, removing graffiti, and performing minor landscaping activities such as trimming and weeding.

The Parks and Recreation Commission first became interested in developing a San Bruno adopt-a-park program during the economic downturn as a means to engage the community in caring for its parks and open spaces as well as to provide additional resources for the maintenance and care of these areas. After a comprehensive review and discussion of various alternatives for an adopt-a-park program, the City's Parks and Recreation Commission is recommending the City Council adopt the attached City of San Bruno Adopt-a-Park Program.

DISCUSSION:

The comprehensive adopt-a-park program considered by the Commission provides all the elements necessary for a volunteer group to successfully participate in the program, while also ensuring the necessary structure and safeguards to insure the City's interests. Individuals, businesses, schools, church groups, service clubs, and youth groups are invited to participate in the program. Volunteers can paint and clean benches, buildings, fences and equipment, plant and maintain landscape areas, clean-up picnic areas and playgrounds, remove litter and graffiti, maintain vegetation in open spaces, and donate funds and equipment for parks and open space maintenance.

Parks eligible under the proposed program include:

Small Parks and Tot Lots

Catalpa Tot Lot
Lomita Park
7th Avenue Park

Fleetwood Tot Lot
Ponderosa Park
7th and Walnut Park

Herman Tot Lot
Posy Park

10.a.

Medium Parks

Bayshore Circle Park Lions Park

Large Parks

Buckeye Park City Park Commodore Park
Commodore Dog Park Forest Lane Park Grundy Park
Pacific Heights Park

Athletic Fields and Courts

Crestmoor Fields Greenberg Field Monte Verde Field
Pacific Heights Field San Bruno Park Diamond #2/#3 San Bruno Tennis Courts

Each volunteer group or individual adopting a park will be required to complete an application, follow the Park Use Regulations listed in Section 9.20 of the Municipal Code, and complete the Adopt-a-Park Volunteer Agreement (General Release and Waiver). This agreement, which has been approved by the City Attorney, states the terms and conditions of the volunteer's participation in the Program. Through this agreement, volunteers release the City from liability resulting from personal injury and/or damage to personal property. Volunteers would receive the benefits of the City's "no fault" Workers' Compensation Program coverage.

Once an application is received by the Community Services Department, staff will meet with the group or individual to evaluate the proposed project. After approval of the project by the Department Head, a work plan will be developed by the volunteer group. Staff will provide any necessary training on tool and equipment use as well as work with the group on purchasing supplies needed for the pre-approved project. Staff will monitor the progress of the project. When a park is adopted as an ongoing project, staff will monitor the progress regularly to ensure the terms of the agreement are being satisfied. The City's Parks Field Supervisor will serve as the Adopt-a-Park Coordinator.

Groups or individuals who participate in the adopt-a-park program will be acknowledged in the following ways:

- Acknowledgement in the Community Services Activity Guide;
- Acknowledgement in the City's FOCUS Newsletter; and,
- For adoptions of a year or longer or of a significant dollar value, inclusion of the name of the individual or group on the adopt-a-park plaque to be placed in City Hall.

Staff and the volunteers will discuss the acknowledgement options prior to a final determination of the recognition. Volunteers will be prohibited from branding a park or facility with their name.

The Commission also discussed including outdoor areas associated with City facilities such as the Recreation Center and the Senior Center in the program at a future time. This phased approach would provide staff with the opportunity to implement and establish the program, and in its initial phase, place a focused priority on the City's recreational spaces.

FISCAL IMPACT:

This program is designed for the community group or volunteer to provide the human and financial resources necessary to successfully complete the tasks associated with the scope of the park adoption. Should the individual or group request financial assistance for supplies, each proposal will be evaluated and approved based on the City's determination of the project's priority and existing budget resources.

RECOMMENDATION:

Adopt resolution establishing an Adopt-a-Park Program as recommended by the Parks and Recreation Commission.

ATTACHMENTS:

1. Resolution
2. Adopt-a-Park Program Manual and Forms

DISTRIBUTION:

None

DATE PREPARED:

April 16, 2015

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015-

**ADOPT RESOLUTION ESTABLISHING AN ADOPT-A-PARK PROGRAM AS
RECOMMENDED BY THE PARKS AND RECREATION COMMISSION**

WHEREAS, by working together, the City and community volunteers can continue to provide beautiful and safe parks for the community's enjoyment and use as well as increase community pride in the City's parks;

WHEREAS, the Parks and Recreation Commission worked with staff to develop a comprehensive Adopt-a-Park Program which provides the means by which community volunteers can assist in the care and maintenance of City parks, playgrounds, and open space areas;

WHEREAS, the Adopt-a-Park Program maximizes the community's resources with a focus on protecting and preserving the community's outdoor facilities;

WHEREAS, the Adopt-a-Park Program maximizes staff's ability to focus on complex parks maintenance tasks;

WHEREAS, the following parks and facilities are included in the program: Catalpa Tot Lot, Fleetwood Tot Lot, Herman Tot Lot, Lomita Park, Ponderosa Park, Posy Park, 7th Avenue Park, 7th and Walnut Park, Bayshore Circle Park, Lions Park, Buckeye Park, City Park, Commodore Park, Commodore Dog Park, Forest Lane Park, Grundy Park, Pacific Heights Park, Crestmoor Fields, Greenberg Field, Monte Verde Field, Pacific Heights Field, San Bruno Park Diamond 2 and 3, and San Bruno Tennis Courts.

WHEREAS, volunteers can paint and clean benches, buildings, fences and equipment, plant and maintain landscape areas, clean up picnic areas and play grounds, remove litter and graffiti, maintain vegetation in open spaces and donate funds and equipment for parks and open space maintenance;

WHEREAS, each community group or volunteer must complete an application for approval of their proposed project;

WHEREAS, staff will develop a work plan, provide necessary training to volunteers, and monitor the work performed at each park;

WHEREAS, each volunteer must adhere to the Adopt-a-Park Safety Guidelines and the Park Use Regulations in Section 9 of the City's Municipal Code;

WHEREAS, each volunteer must complete the Adopt-a-Park Agreement;

WHEREAS, the City's Parks Field Supervisor shall serve as the Adopt-a-Park Coordinator;

WHEREAS, acknowledgement of the community groups or volunteers participating in the Adopt-a-Park Program may include acknowledgement in the Community Services Activity Guide, City FOCUS Newsletter, and/or on a plaque at City Hall;

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of San Bruno adopt resolution establishing an Adopt-a-Park Program as recommended by the Parks and Recreation Commission.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council at a regular meeting on April 28, 2015 by the following vote:

AYES:

NOES:

ABSENT:

Carol Bonner, City Clerk



**CITY OF SAN BRUNO
COMMUNITY SERVICES DEPARTMENT**

ADOPT-A-PARK PROGRAM



Community Services Department

251 City Park Way

San Bruno, CA 94066

Phone: (650) 616-7180

adoptapark@sanbruno.ca.gov



What is Adopt-a-Park?

Adopt a Park is a City of San Bruno program that allows community volunteers to assist in the care and maintenance of City parks, playgrounds and open space areas. Adopt a Park maximizes our community's resources with a focus on protecting our outdoor facilities.

Who can Adopt a Park?

- Individuals
- Local businesses
- Schools
- Church groups
- Service clubs
- Youth groups
- Scouts

What facilities can be adopted?

Most of the City's parks, picnic areas, athletic fields, and playgrounds can be adopted. In this packet, you will find a list and descriptions of San Bruno Parks eligible for adoption.

What can volunteers do?

- Painting and cleaning – benches, buildings, and fences
- Planting and maintenance of landscape areas
- Clean-up of City picnic areas and playgrounds
- Litter or graffiti removal
- Vegetation control
- Donate funds or equipment for purchase of supplies and maintenance of the above areas as approved by City staff

(Tasks requiring power tools or equipment will not be allowed without specific written permission of the City's Community Services Director)

How do we get started?

- To adopt a City facility, please contact the San Bruno Community Services Department at (650) 616-7180 or adoptapark@sanbruno.ca.gov
- City staff will work with the group or individual to locate appropriate volunteer assignments or donation opportunities.
- Each individual working on City property will be required to register as a City volunteer.
- City staff will provide training and some supply materials necessary for the type of work to be performed, as well as removing any gathered trash or materials to be recycled.

Recognition of Volunteers and Donors

Below are a few examples of recognition of volunteers and donors.

- Acknowledgement in the Community Services Department's Recreation Activity Guide
- Acknowledgement in the City's FOCUS Newsletter
- Plaque of current Adopt-a-Park volunteers to be placed in City Hall

Parks Use Regulations

The following are excerpts of the regulations governing use of the City of San Bruno's Parks. The full text of these Use Regulations can be found in Chapter 9 of the City's Municipal Code.

9.20.030 Fires and barbecues.

No person shall light a fire or barbecue within any park or recreation area except on city installed or provided barbecue grills. No person responsible for a barbecue shall leave the fire unattended. When the user has finished with the fire, it shall be completely extinguished.

9.20.040 Prohibited acts.

- A. No person shall pick flowers, foliage or fruit, or in any way mutilate or injure any tree, shrub, plant, fern, grass turf, railing, seat, fence, structure or any other thing.
- B. No person shall climb any tree, stone, fence, wall, building in any recreation area.
- C. No person shall place rubbish in any park except in a receptacle designed for that purpose.
- D. No person shall transport, dump, disturb or remove any rock, rubble, dirt, sand, fill or other similar material into or in any park or recreation area.
- E. No person shall remove, damage or destroy any object of interest or value in any park.

9.20.045 General noise regulation.

It shall be unlawful for any person to willfully make any loud noise which disturbs the peace or quiet of any park, open space or recreation area or which causes discomfort or annoyance to any reasonable person of normal sensitiveness residing in the area, or using the park facilities.

9.20.050 Concessions.

No person shall engage in the business of soliciting, selling or peddling of any liquids or edibles for human consumption, distribute circulars, or hawk, peddle or vend any goods, wares or merchandise of any kind in any recreation area, except by specific permit.

9.20.060 Cameras.

Still and motion picture cameras may be freely used for general purposes in any recreation area. Filming of motion pictures requiring the use of artificial or special settings or special equipment, or involving the performance of a professional cast, first requires a permit.

9.20.070 Hours.

The City parks shall be closed every evening from 10:00pm to 5:00am.

9.20.080 No drinking alcoholic beverages in designated locations.

Unless authorized by permit from the Community Services Department or where the consumption of alcohol is specifically authorized by the City, no person shall drink any alcoholic beverage in any City park or recreation area.

Adopt-a-Park Safety Guidelines

Volunteer work in City Parks should be done in a manner following these safety guidelines:

- Follow all of the City of San Bruno's Parks Use Rules and Regulations
- Lift all objects with your legs, not with your back.
- Wear light or bright colored clothing, hard-soled shoes and if possible sturdy work gloves.
- Use sun block or wear a hat.
- Call Parks and Recreation Department staff at (650) 616-7180 immediately if you notice a safety hazard, such as broken equipment. If staff cannot be reached, call the San Bruno Police Department at (650) 616-7100.
- Tie bags after disposing of in containers.
- Work only during park hours and always with at least two people in the group.
- Make sure all the volunteers are following these safety precautions.
- Take breaks, drink liquids, and dress appropriately for the weather. Be careful to not overexert yourself.
- Do not bring small children on projects unless they can be closely supervised.
- Never pick up material that you suspect might be hazardous. Immediately contact the Police Department if you find drug paraphernalia such as needles. Immediately contact the Fire Department if you find bio-waste such as bloody objects.
- Only pick up litter close to the edge of any roadways if oncoming traffic is clearly visible. Remember to stay on the right-of-way facing traffic.

Individual Volunteers

- Individuals interested in volunteering for the Adopt a Park program need to register with the Community Services Department at (650) 616-7180.
- Adopt-a-Park workdays will be established during the year with all volunteers working together with City staff.
- City staff will supply all necessary training and equipment.

Non-Profit Organizations

- Non-profit organizations interested in adopting a park, picnic area, athletic field, or other City facility need to contact the Community Services Department at (650) 616-7180.
- After receiving training on specific tasks from City staff, organizations with insurance coverage and adult supervision will be allowed to establish their own schedules on approved projects.



Adopt-a-Park Application

Name of Individual or Organization: _____ Date: _____

Name of Organization's Contact: _____ Day Phone #: _____

Address: _____ Other Phone #: _____

E-mail: _____ Fax #: _____

Adopt-A-Park Location Requested: _____

Type of Adoption:

- Litter Removal
- Vegetation Control
- Flower or Tree Planting
- Reporting Park Hazards
- Graffiti Removal
- Painting or Cleaning
- Other _____

Scope of Project _____

Proposed Work Schedule _____

TERM AND CONDITIONS

TERM: Subject to the City of San Bruno's right to terminate, this agreement shall be in full effect for one year beginning _____.

CONDITIONS:

- A) The above named individual(s) or organization shall develop and follow a regular schedule of maintenance of the Adopt a Park Location as agreed upon by the City of San Bruno's Community Services Department and report any hazards to the City staff.
- B) The contact person shall report all hours volunteered to the Adopt a Park Coordinator.
- C) Each individual volunteer working in a City Park must sign the City of San Bruno's Adopt a Park Volunteer Agreement.
- D) The above named individual(s) or organization is allowed access to the City property location shown above for the purpose of carrying out the terms of this agreement.
- E) The City of San Bruno reserves the right to terminate this agreement at any time.
- F) The City of San Bruno reserves the right to refuse or deny projects that may not meet the needs of the Community Services Department.

I have read the above information and hereby agree to accept the above Term and Conditions

Adopt-A-Park Participant Signature

Community Services Director

Adopt-A-Park Participant – Printed Name

Date



Adopt-a-Park Volunteer Agreement General Release and Waiver for Volunteers

Before you can volunteer to work on property, you are required to read information and then sign the Release and Waiver. and Waiver imposes obligations on you and limits rights, so you must understand it fully before you have any questions, please ask us before you sign.

Please Return to:
Community Services Department
567 El Camino Real
San Bruno, CA 94066

City
the following
The Release
your legal
sign. If you

Safety -- In order to clean up our City, we may be using equipment, such as litter-grabbers, plastic bags, latex gloves and other equipment. Mishandling or misusing these items could cause you injury, and it is possible that you may have an allergy to latex that could cause a severe reaction. You may also be working in streets where cars are moving, cleaning gutters, stepping on and off curbs, etc. You will be given common-sense instructions before heading out, but ultimately responsibility for safety is yours.

Personal Injury -- if you are injured while volunteering for the City, Workers Compensation will cover you as authorized by California Labor Code Sec. 3363.5 and San Bruno Municipal Code Sec. 5.16.140. Workers Compensation is 'no fault'. This means you will receive benefits no matter who was at fault for the accident. These benefits include medical care, temporary disability benefits, and permanent disability benefits, if necessary. The City pays for this coverage; there is no cost to you as a volunteer, however, because you are covered by Workers Compensation, should you be injured, State law does not allow you to sue the City for your injury. You also agree to release the City of San Bruno and all its employees and officers, and you waive all claims against them for personal injury (including death) incurred as a result of the negligence of any employee, agent or servant of the City of San Bruno during your involvement with the Adopt-a-Park program.

Personal Property Damage --The environment in which we will work may damage your personal property, especially your clothing. If your property is damaged, you agree to hold the City harmless. This means you will not file any claims against the City for any personal property damage related to your volunteer work for Adopt-a Park, even if the damage is caused by the negligence of a City employee. We strongly urge you to use common sense and care.

Injury to Third Persons and Their Property -- In addition to your own safety and that of other volunteers, we want you to take every step possible to protect the safety of other residents and visitors to our City. You must take every reasonable precaution to prevent injury to others and to prevent damage to their property. If such injury or damage does occur, you agree to indemnify the City. This means that, if the injured party sues the City, you will reimburse the City for any money paid out to the injured party.

The attached form must be signed prior to beginning any volunteer work on City property. If the volunteer is under 18 years old, that child's parent or guardian must fill out the form. Volunteers under the age of 18, must be supervised by a parent, guardian or responsible adult.



Adopt-a-Park Volunteer Agreement General Release and Waiver

I have read the information sheet and the above background to the Volunteer's Release and Waiver and each paragraph contained therein. I understand all the provisions in the Release and Waiver. I understand that I am eligible for Worker's Compensation benefits, but I will not under any circumstances receive any other type of compensation.

I further understand that accidents and injuries can arise out of the event. Knowing the risks, nevertheless, I hereby agree to assume those risks and to release and to hold harmless all of the persons or agencies mentioned below who, through negligence or carelessness, might otherwise be liable to me or my heirs or assigns for damages.

I hereby release the City of San Bruno and all its employees and officers and waive all claims against them for personal injury (including death) and/or property damage, including such injury and/or damage incurred as a result of the negligence of any employee, agent, servant, or volunteer of the City of San Bruno. It is further understood and agreed that this waiver, release and assumption of risk is to be binding on my heirs and assigns.

I also hereby agree to indemnify the City of San Bruno against any claims made by third parties against the City due to my intentional or negligent acts.

Signature of Volunteer

Date

Address

Daytime phone number

Print Name

Email Address

Signature of Parent or Guardian (If volunteer is less than 18 years old)

Date

San Bruno Parks Descriptions

Small Parks/Tot Lots

Catalpa Tot Lot

Catalpa near Rollingwood Drive - .5 Acre

This neighborhood tot lot offers a play area as well as a basketball court.

Fleetwood Tot Lot

Fleetwood near Rollingwood Drive - .5 Acre

Fleetwood Tot Lot offers benches, a play area, and a basketball court.

Herman Tot Lot

Diamond and Herman Streets - .25 Acres

This small neighborhood park is home to a play area.

Lomita Park

500 San Anselmo Avenue - .25 Acres

This small neighborhood park is home to a picnic and play area, perfect for a family outing.

Ponderosa Park

Pacific Heights @ Seacliff Way - .25 Acres

Hidden in the hills above Pacifica, this park features benches, a water faucet, grass area and a play area.

Posy Park

San Mateo Avenue & Huntington Avenue - .5 Acres

Located adjacent to the new train station, this park features trees, benches and a water fountain. This is the perfect relaxation spot after shopping and before hopping on the train.

7th Avenue Park

7th Avenue at Angus Avenue - .5 Acres

This small neighborhood park features benches and a play area.

7th & Walnut Park

7th Avenue at Walnut Avenue - 1 Acre

This small neighborhood park features benches, a basketball court and a play area.

Medium Parks

Bayshore Circle Park

North Bayshore Circle – 1.0 Acre

This neighborhood park features a basketball court and play area.

Lions Park

End of 1st Avenue – 3 Acres

Located next to Lions Field, this park features a play structure, grass area and the adjacent ball field. This park is a perfect place for children to play and eat while baseball games are played.

Large Parks

Buckeye Park

Rosewood near Madison Avenue – 7.0 Acres

Nestled in the hillside of San Bruno, Buckeye Park offers a beautiful setting for a picnic or just a lazy day in the park.

City Park

Crystal Springs at Oak Avenue – 31 Acres

The largest of the San Bruno Parks, City Park is home to a seasonal swimming pool, 3 athletic fields, 13 picnic areas available for reservation, 4 tennis courts, 3 play areas, and the Veterans Memorial Recreation Center.

Commodore Park & Commodore Dog Park

Commodore Avenue and Cherry Avenue - 4.0 Acres

As one of the City's larger parks, Commodore features play areas, a baseball diamond (Greenberg Field), picnic tables, BBQ pits, restroom facilities and a fully enclosed dog exercise area located at the eastern end of the park.

Forest Lane Park

Forest Lane at Green Avenue – 4 Acres

This park features a grassy area, basketball court, play area and picnic tables.

Grundy Park

Cherry Avenue & Oak Avenue - 4.0 Acres

Named after San Bruno's first Mayor, Grundy Park features a large open lawn area, two play areas, one picnic site available for reservation and a restroom.

Pacific Heights Park

Longview Drive and Goodwin Drive – 5 Acres

Pacific Heights features benches, play area, a baseball diamond, a basketball court and a walking trail.

Athletic Fields & Courts

Crestmoor Fields

End of Courtland Drive

This non lighted field is used by the local soccer organizations for practice and games as well as for a practice location for the Pony Baseball league.

Greenberg Field

Commodore Avenue and Cherry Avenue

This non lighted field, named after a long time Park and Recreation Commissioner and baseball league volunteer, hosts baseball and softball games for the youth Farm Leagues, Junior Giants and Girls softball. When not reserved for scheduled activities, the public can rent the field for birthday parties or family pickup games.

Monte Verde Field

Oakmont at Evergreen Drs. – 5 Acres

This large open grass area perfect for soccer. It is used by the local youth soccer organizations for practices and games.

Pacific Heights Field

Longview Drive and Goodwin Drive

This non lighted field is home to the youth baseball and softball organizations. The field is sized to allow for play for sports leagues with players up to the age of 14 years old.

San Bruno Park Diamond #2

Crystal Springs at Oak Avenue

This is one of three lighted fields at San Bruno City Park. It is home to San Bruno Youth Baseball League and the San Bruno Girls Softball League. The City of San Bruno also holds many events on the field including the adult softball games, youth flag football games and the youth triathlon.

San Bruno Park Diamond #3

Crystal Springs at Oak Avenue

This is one of three lighted fields at San Bruno City Park. It is home to San Bruno Youth Baseball League and the San Bruno Girls Softball League. The City of San Bruno also holds events on the field including Concerts in the Park and Operation Clean Sweep.

San Bruno Tennis Courts

Crystal Springs at Oak Avenue

These unlighted tennis courts hosts the recreational tennis classes. The courts are open and free to the community on a first come first served basis. The courts can be reserved by individuals or leagues for a fee.

Frequently Asked Questions

Who administers the Adopt-a-Park Program?

The City of San Bruno Community Services Department administers the Adopt-a-Park Program. All projects will be subject to approval by the Department. In some cases, approval by the Park and Recreation Commission or City Council may be necessary.

What if the park I want to adopt is already adopted?

Parks and Facilities are offered on a first come, first served basis. If the site you want is already adopted, you can be placed on the site waiting list. When the existing adopted gives up the site, it is offered to the first group or individual on the waiting list.

How much does it cost to adopt a park?

Cost to adopt a park varies on the size of the park and the scope of work the individual or group plans. Most supplies needed for adoptions must be purchased by the adopter. Some equipment may be available such as litter removal pickers and trash bags. City staff will approve purchase of supplies such as paint color and landscape material.

Who provides Adopt-a-Park quality assurance?

All work performed by the adopting group will be subject to Community Services Department staff inspection. Staff will assure work is done to the City standards and sign off prior to the completion of the project.

How long does the adoption period last?

Length of the adoption is at the digression of the City and the adopting individual or group. The City can cancel the agreement at any time. There is no penalty for the adopter to cancel the agreement. However, if the adopter chooses to terminate the agreement, the location will be made available to others interested in adoption.



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 28, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Connie Jackson, City Manager

SUBJECT: Adopt Resolution Authorizing Waiver of Charges to the San Bruno Park School District for Services Provided by the City

BACKGROUND:

At the April 14, 2015 City Council meeting the City Council received public comments regarding the San Bruno Park School District projected budget deficit of over \$2 million and the efforts of parents who have organized to raise \$191,000 by the end of April to help offset the deficit and avoid layoff of some District staff and other cuts to District services for the 2015-16 school year. Speakers requested City support for the effort to raise funds to support the District and avoid reductions to school programs. At the meeting Councilmember Medina requested the opportunity for the City Council to consider a one-time waiver of costs for services that the City provides to the District in light of the serious deficit situation and the substantial cuts to District programs, staffing and services that are currently being evaluated.

DISCUSSION:

The City provides a broad range of services to support the educational programs of the San Bruno Park School District. Most of these programs and services are provided by the City at no cost to the District. A representative list of the services and support provided by the City at no charge to the District is attached to this report. Like other property owners, residents and businesses in the community, the District is a customer of the City's water utility and its high speed internet and broadband services. The District is charged for these municipal enterprise fund services in the same manner as any other customer.

Under the terms of the Joint Use Agreement between the City and the School District approved by the City Council on September 23, 2014, the City also provides services to maintain the sports fields at Belle Air and Parkside Schools and the District pays the City for a proportionate share of the cost for this service. These fields are used by the District for physical education and sports programs during school hours and they are used during non-school hours for community sports and recreation programs. Field maintenance services provided by the City include maintenance of irrigation equipment, mowing, edging, fertilizing, field preparation for sports activities and other related work. The Joint Use Agreement includes a formula for the allocation of costs associated with this service between the City and the School District. According to the formula, the District's share of the cost for field maintenance services is

approximately 28%. For the current fiscal year the District is responsible for a cost of \$29,400 to the City. The City typically bills the District for this service at the end of each fiscal year.

As requested at the April 14th City Council meeting, staff has evaluated opportunities for the City to offer a waiver of costs to the District and recommends that the City Council could consider waiver of the field maintenance cost. In order to avoid disruption to use of the District fields by community sports organizations and the public, staff further recommends that the City continue to provide the field maintenance service as scheduled for the remainder of the current year.

As part of the City Council consideration of a one-time waiver of cost to the School District, staff notes that the District itself has not made a request to the City for a waiver of City charges. If the City Council determines that the field maintenance costs should be waived for the current year, this action would simply result in reduced cost for the District. While this action would have the potential effect of reducing the District's projected deficit, it would not provide a direct contribution to the parents' initiative to raise funds that could be contributed by them to the District.

FISCAL IMPACT:

A one-time waiver of the \$29,400 field maintenance charge to the School District pursuant to the Joint Use Agreement would represent a loss of budgeted revenue to the City General Fund in this same amount for the current 2014-15 fiscal year. Based on preliminary budget projections, the City expects to end the current fiscal year on June 30th with some savings in budgeted expenditures that are anticipated to be sufficient to offset the loss of revenue that a waiver of the \$29,400 field maintenance cost would represent.

RECOMMENDATION:

Consider adoption of a Resolution authorizing waiver of charges to the San Bruno Park School District for services provided by the City.

ALTERNATIVES:

1. Take no action
2. Provide alternate direction regarding financial or other support to the District's deficit situation.

ATTACHMENTS:

1. Resolution
2. List of Services Provided by the City to the School District

DISTRIBUTION:

None

RESOLUTION NO. 2015-

RESOLUTION AUTHORIZING WAIVER OF CHARGES TO THE SAN BRUNO PARK SCHOOL DISTRICT FOR SERVICES PROVIDED BY THE CITY

WHEREAS, the San Bruno Park School District is projecting a budget deficit for the current fiscal year in an amount that exceeds \$2 million; and

WHEREAS, in response to the District's consideration of substantial reductions to District programs and services for the coming school year, parents have organized to raise funds to help offset the deficit with the intent to avoid some of the proposed reductions; and

WHEREAS, at the April 14, 2015 City Council meeting a City Councilmember requested that the City Council consider a one-time waiver of costs charged by the City to the School District for services provided by the City; and

WHEREAS, the City provides a broad range of programs and services to the District to support the District's educational programs; and

WHEREAS, the City recognizes the important role of education in supporting the general welfare of the community; and

WHEREAS, according to the terms of the Joint Use Agreement between the City and the District approved by the City Council in September, 2014, the City performs field maintenance services at the Belle Air and Parkside School fields and charges the School District a proportionate share of the costs for this service that represents approximately 28% of the City's total cost for the service; and

WHEREAS, the School District's cost for field maintenance services for fiscal year 2015-16 is \$30,235; and

WHEREAS, waiver of the field maintenance cost to the District would reduce the District's overall budgeted costs for fiscal year 2015-16 by \$30,235; and

WHEREAS, in order to avoid disruption to the regular use of the School District fields by the public and the community's sports organizations, the City Council has determined that field maintenance services should be provided by the City at its cost for the 2015-16 fiscal year.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of San Bruno that the City's charge to the San Bruno Park School District for field maintenance services in the amount of \$30,235 is hereby waived on a one-time basis for fiscal year 2015-16.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council at a regular meeting on April 28, 2015 by the following vote:

AYES:
NOES:
ABSENT:

Carol Bonner, City Clerk



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 28, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Al Johnson, Cable System Engineer
Steve Firpo, Cable Business Manager

SUBJECT: Adopt Resolution Authorizing Purchase of Cable Modem Internet Service Equipment in the Amount of \$366,485

BACKGROUND:

As part of the current Capital Improvement Program, the Cable Department outlined system enhancements to be completed in fiscal year 2014-15. These improvements are part of a two-phased approach to address the rising amount of Internet bandwidth usage experienced on the cable system and to ensure the reliability of the network. Industry-wide, as more services rely on the Internet connectivity, consumer data usage is growing at increasingly rapid rates worldwide. The first phase of the project upgraded and replaced the three routers that connect to the Cable System's Internet providers. The enhancement addressed capacity issues on the entire network that affected commercial subscribers, including the City, School District, Dedicated Fiber Accounts and residential users. That upgrade has been completed and the second phase of the residential service upgrade specifically addresses modem service enhancements. The second phase of this project will continue to improve the efficiency, speed and capacity of San Bruno Cable's Cable Modem Termination System (CMTS).

DISCUSSION:

All modems on the cable system connect to the Cable Modem Termination System (CMTS). This hardware unit is responsible for all data communication for subscribers both to and from the World Wide Web. Another function of this unit is the configuration of the modems, e.g. speed settings, diagnostics, routing. When the cable system was designed in 1999, it included a system design that distributed service in groups of 300 homes. This helped ensure that "traffic" that passed through the CMTS had enough capacity to avoid usage overloads. As subscriber Internet usage has increased over the years and saturation becomes eminent, staff has used techniques to avoid expensive upgrades to address congestion issues. One strategy is to split the area to 150 homes by using an additional port on the current CMTS. The implementation of caching servers, that the City Council previously approved, has also worked well to preserve capacity and reduce service fees to providers. Today with the limited number of available ports, coupled with the exponential use Internet bandwidth by consumers and aging technology in this unit, a replacement of the hardware is the best option to continue to offer Internet services at speeds demanded by subscribers.

As more Internet traffic downloads and uploads are generated with more video sites, Internet enabled devices, home security video, streaming opportunities and more users in general, it is incumbent on the Department to proactively monitor traffic and to avoid congestion of the

A.C.

network. San Bruno Cable staff has explored upgrading the current unit, compression of channels, channel bonding, fiber plant extension and other measures to address capacity issues. Some of these options have already been implemented, others require a new unit capable of implementing these methods.

Taking into consideration costs and time lines, the Department is recommending the purchase of this new CMTS. This new unit is capable of meeting the 99% up time standard required of Internet service providers. Components within the new unit are all fully redundant. This unit is also expandable to meet the bandwidth usage capacity requirements of subscribers for the next 4 -5 years. This new unit supports future technologies and upgrades unlike the current unit. Other features include the ability to tie 12 download channels together instead of only 4 channels staff is able to utilize today, increasing throughput capacity three-fold. Additional ports allow for splitting of groups should one area have more bandwidth usage than another. The resulting benefit is to create additional bandwidth and eliminate any potential saturation issues related to the modem network. The Department's Internet Support Team (Zcorum) has advised staff that this purchase is a proactive approach, necessary for growth and recommended this unit to improve the reliability of the network. As a side note, this is the same model unit that larger Internet Service Providers have purchased in large numbers. With this purchase, the user experience will be improved in the form of faster downloads, faster uploads and support for more Internet services. The Department will be able offer faster service plans like its competitors.

FISCAL IMPACT:

In 2009 when the current CMTS unit was purchased, it cost \$435,000. San Bruno Cable now has an opportunity to purchase a brand new device, with greater capacity, greater redundancy, fully configured for the City's system, expandable, fully warranted and supported for \$366,485. The unit is made by Arris and sold through one vendor, Advance Media Technologies (AMT). As such, The National Cable Television Cooperative where San Bruno generally gets the best pricing also sells the unit through that same vendor. Staff approached the sole source provider AMT directly for this model and received the lowest price. \$287,982 of the funding was appropriated through the Capital Improvement Program Cable Service Equipment Replacement Project. The department is requesting that the additional \$78,503 be allocated from the CIP Program Commercial Data and Voice Service Project.

ALTERNATIVES:

1. Direct staff not to purchase the Equipment.
2. Direct staff to purchase a unit with less features.
3. Direct staff to provide other alternatives

RECOMMENDATION:

Adopt resolution authorizing purchase of cable modem internet service equipment in the amount of \$366,485.

DISTRIBUTION:

None.

ATTACHMENTS:

1. Resolution

DATE PREPARED:

March 31, 2015

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015-_____

ADOPT RESOLUTION AUTHORIZING PURCHASE OF CABLE MODEM INTERNET SERVICE EQUIPMENT IN THE AMOUNT OF \$366,485

WHEREAS, On July 28, 2009, the City Council had adopted resolution authorizing the purchase of Cisco System equipment related to the Cable Modem Internet Service.

WHEREAS, part of the planning and network design process included future upgrades for the purpose of taking advantage of new features, technologies and greater capacities; and

WHEREAS, usefulness for the current device has diminished to the point it no longer meets the needs of the service and replacement of this Cisco equipment is necessary to continue the viability of the Internet Service; and

WHEREAS, future enhancements and use of new technologies are not available with the current device;

WHEREAS, staff anticipates that a timely purchase will result in the completion of the network replacement project before end of FY 2014-15; and

WHEREAS, the new unit will be installed during early morning maintenance windows with notice provided to subscribers well in advance of the implementation in an effort to minimize downtime of the network and impact on customers;

WHEREAS, the only manufacturer that produces a unit compatible with and that meets all of the City's requirements for this upgrade is Arris, unit E-6000, and the only source for obtaining that unit is Advance Media Technologies; and

WHEREAS, City's Municipal Code section 2.44.030 provides exception criteria for the bidding procedure stating "Bidding may be dispensed with when the commodity can be obtained from only one vendor," which is applicable in this situation because both the manufacturer and the vendor are the only source of said equipment; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Bruno that this resolution authorizing purchase of cable modem internet service in the amount of \$366,485 is hereby approved.

--oOo--

I hereby certify that foregoing Resolution No. 2015-_____ was introduced and adopted by the San Bruno City Council at its regular meeting on April 28, 2015 by the following vote:

AYES:

NOES:

ABSENT:



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 28, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Ray Razavi, Interim Public Services Director
Jimmy Tan, Deputy Public Services Director

SUBJECT: Adopt Resolution Authorizing the City Manager to Execute a Consultant Contract with V&A Consulting Engineers, Inc. for the Masson Avenue Box Culvert Repair Project in an Amount Not to Exceed \$99,189 and Appropriating \$500,000 from the General Capital Reserve

BACKGROUND:

Much of the City's existing storm infrastructure was originally installed in the 1900s when the eastern portion of the City developed and urbanized. The system then extended to the west part of the City as more developments were completed. The storm water collection system consists of underground pipelines and culverts, concrete and earthen channels, and detention basins. A culvert is an enclosed structure that is used to convey water from one area to another across the road, railroad, trail, or other similar obstruction. Culverts come in many sizes and shapes including round, elliptical, flat-bottomed, pear-shaped, and box-like constructions.

One of the City's existing concrete box culverts is located between San Bruno Avenue and Kains Avenue. This box culvert is important as it collects storm water from the west of State Route 35 and conveys the flow to the San Bruno Channel near Pine Street. The box culvert alignment runs underneath multiple residential and commercial properties as well as the public right-of-way. During the heavy rain storm event on December 11, 2014, the section of box culvert at Masson Avenue reached its capacity and the resulting pressure in the box culvert damaged the top of the culvert (Attachment 2). The damage from the culvert subsequently caused the pavement and sidewalk to be lifted from the ground surface and obstructed the adjacent residential driveway and sidewalk. City staff performed a visual inspection inside the culvert at Masson after the rain event and confirmed that there was some structural damage which included separation of the concrete top slab and exposed re-bar from deterioration of the concrete. Temporary repairs to the sidewalk and roadway were completed by the City to allow access to the adjacent residence.

In order to provide a permanent repair of the damaged box culvert, staff recommends an assessment of the overall condition of the box culvert between Green Avenue and Mills Avenue be completed and structural design for repair of the damage be developed. The proposed assessment will provide staff with the information necessary to determine the extent of the damage and whether there is damage to the box culvert extending beyond the public right-of-way.

10.d.

DISCUSSION:

The City issued a Request for Proposals (RFP) for professional engineering design services for the Masson Avenue Box Culvert Repair Project in February 2015. Staff received five proposals and ranked the proposals based on the following criteria:

- Project understanding and innovative approach
- Qualifications and experience of the project manager and team
- Qualifications relating to assessment and design of box culverts
- Experience and completion of similar projects

V&A Consulting Engineers, Inc. (V&A) is one of three proposers to provide a fully inclusive proposal for both the assessment and the design. The proposals by the other two firms included only the assessment phase of the work and identified that the manpower allocation for the design work could not be provided until the assessment was completed.

Based on the evaluation, staff is recommending V&A as the most qualified firm to prepare the assessment and professional engineering design for this project. V&A completed a similar project for the City for an assessment and design for the box culvert on Green Avenue that was damaged in 2000.

The proposal by V&A for the Masson Avenue Box Culvert Repair is \$99,189. Staff believes that this cost is reasonable. The scope of work includes preparation of a condition assessment report, detailed final design, bid documents, and providing construction support services.

For the project schedule, staff estimates that the assessment and design will take approximately four months to complete. It is anticipated that the design will be completed by October 2015 with construction anticipated to begin in early 2016. Construction of the project may have some impacts on nearby residents, such as roadway closure, noise, dust, service interruption, and accessibility in and out of their private properties. Staff will evaluate these impacts and communicate with the community during the design phase of the project.

During the design process, staff will prepare the appropriate environmental review documents for recordation under the CEQA guidelines.

FISCAL IMPACT:

The proposal by V&A for the consultant services for Masson Avenue Box Culvert Repair is \$99,189. The only dedicated funds available to the City for operations, maintenance and capital improvements to the Stormwater system come from the stormwater fees collected with the property tax. For FY 14-15 the total amount of this revenue is budgeted at \$600,000. This amount is just adequate to fund the City's stormwater operation costs. Staff is requesting an appropriation of \$500,000 from the General Capital Reserve to cover the design, and anticipated costs for construction, staff management and inspection to complete repair.

Total estimated cost for the project:

Design Contract	\$ 99,189
Estimated Construction contract	\$ 300,000
Estimated Construction Contingency	\$ 45,000
Estimated Staff Management and Inspection	<u>\$ 55,811</u>
Total	\$ 500,000

ALTERNATIVES:

1. Do not proceed with the assessment and design and leave the box culvert in its existing condition.
2. Select a different design professional from the current proposals.

RECOMMENDATION:

Adopt resolution authorizing the City Manager to execute a consultant contract with V&A Consulting Engineers, Inc. for the Masson Avenue Box Culvert Repair Project in an amount not to exceed \$99,189 and appropriating \$500,000 from the General Capital Reserve.

ATTACHMENTS:

1. Resolution
2. Project Site Map
3. Photos

DISTRIBUTION:

None.

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015 - ____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSULTANT CONTRACT WITH V&A CONSULTING ENGINEERS, INC. FOR THE MASSON AVENUE BOX CULVERT REPAIR PROJECT IN AN AMOUNT NOT TO EXCEED \$99,189 AND APPROPRIATING \$500,000 FROM THE GENERAL CAPITAL RESERVE

WHEREAS, an existing box culvert that conveys stormwater between San Bruno Avenue and Kains Avenue runs underneath multiple residential properties as well as the public right-of-way; and

WHEREAS, during the heavy rain storm event on December 11, 2014, a section of culvert at Masson Avenue reached its capacity and the resulting pressure in the box culvert damaged the top of the culvert; and

WHEREAS, the City issued a Request for Proposals (RFP) for professional engineering design services to complete an assessment of the damage and design repairs in February 2015 and received five proposals; and

WHEREAS, V&A Consulting Engineers, Inc. was one of three proposers that provided a comprehensive proposal for services to assess the damage and for design of the necessary repairs; and

WHEREAS, the City does not have adequate dedicated funding for Stormwater infrastructure capital projects; and

WHEREAS, an appropriation of \$500,000 is necessary from the General Capital Reserve to cover the design, construction, and staff management and inspection for repair of the box culvert.

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council hereby authorizes the City Manager to execute a contract for assessment and design for the Masson Avenue Box Culvert Repair Project with V&A Consulting Engineers, Inc. in an amount not to exceed \$99,189 be it further resolved that the City Council authorizes appropriation of \$500,000 from the General Capital Reserve for completion of the project.

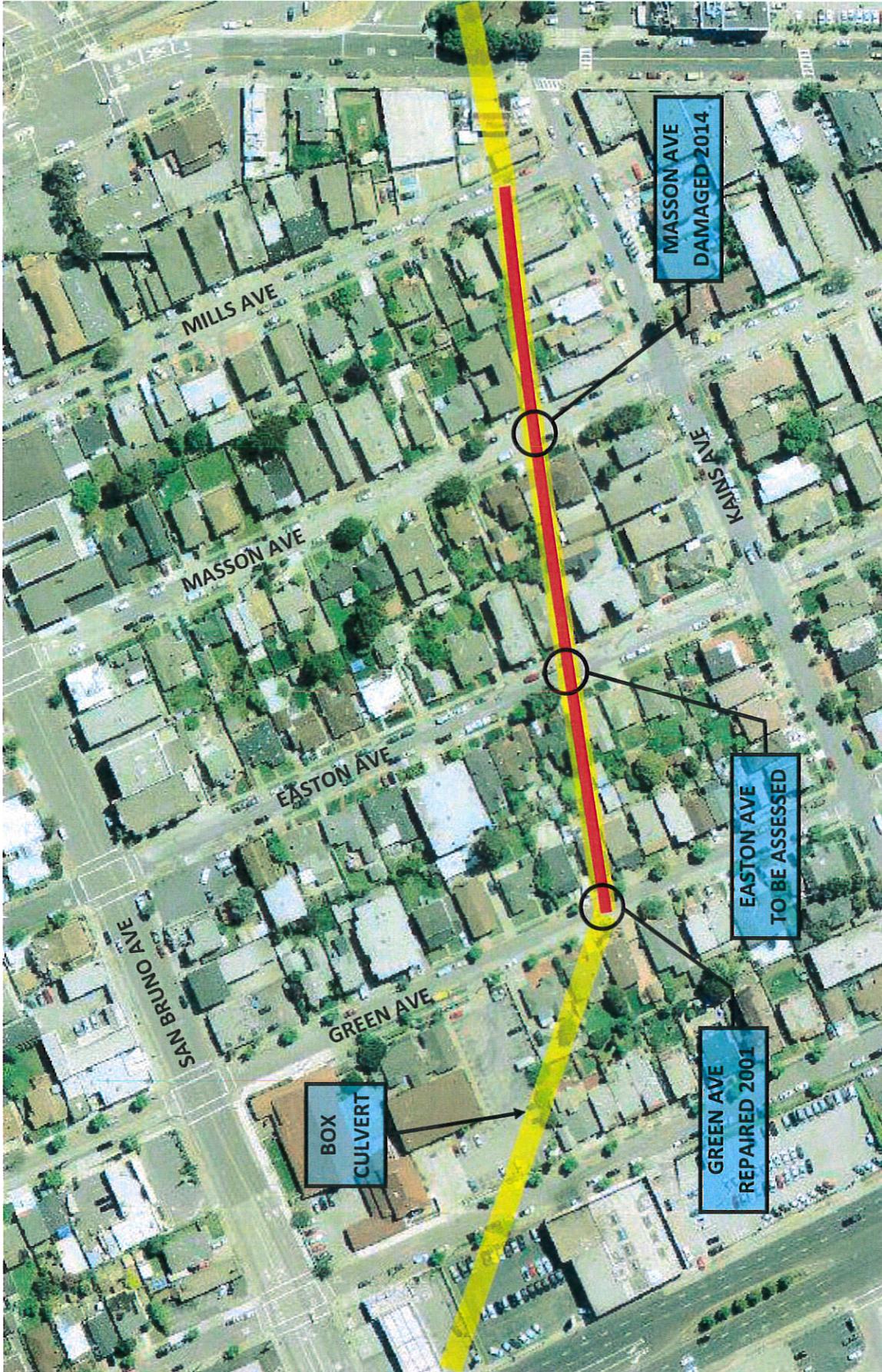
Dated: April 28, 2015

ATTEST:

Carol Bonner, City Clerk

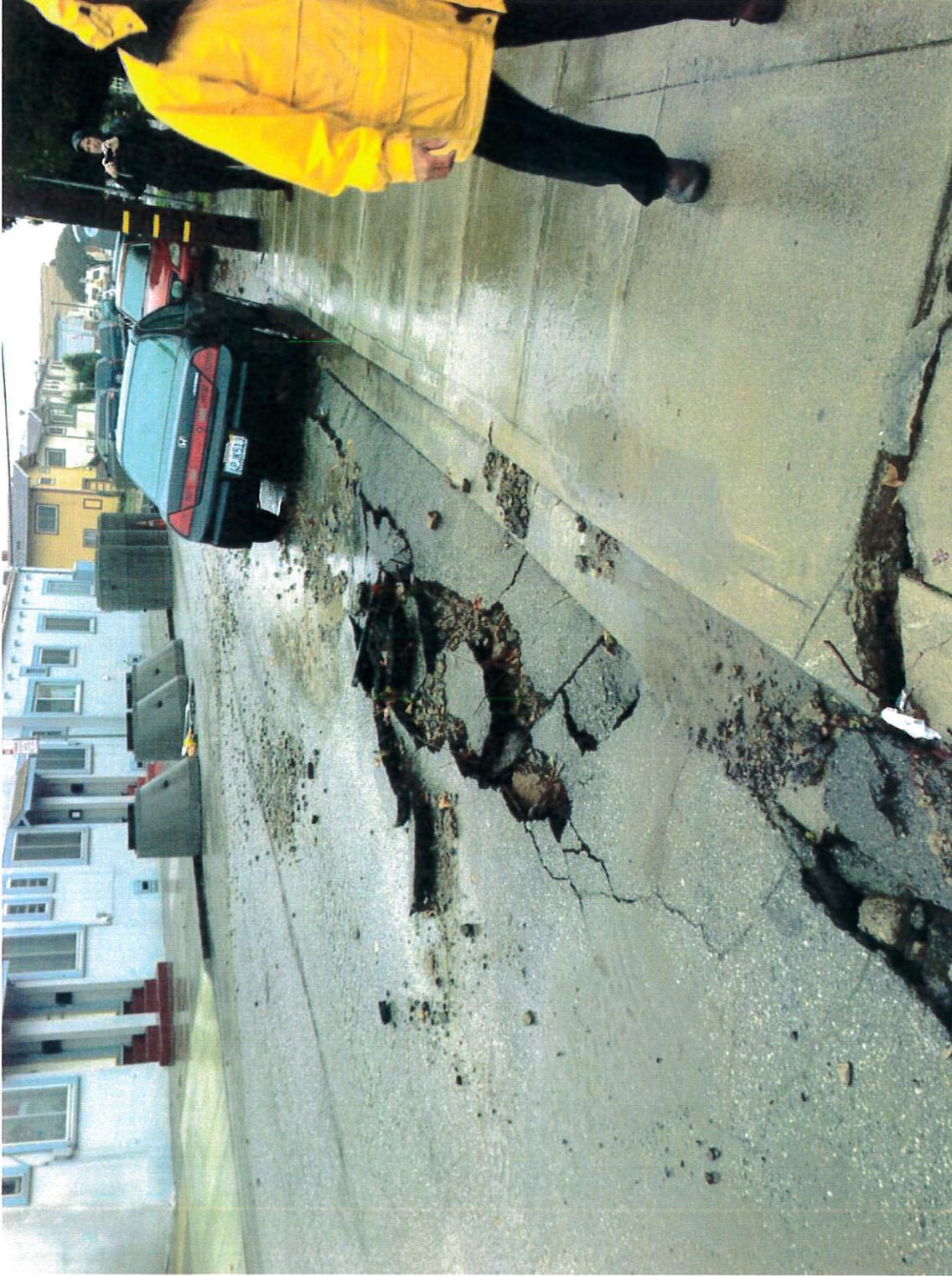
I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 28th day of April 2015 by the following vote:

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



MASSON AVENUE BOX CULVERT REPAIR PROJECT

ATTACHMENT 2 - PROJECT SITE MAP



**MASSON AVENUE BOX CULVERT REPAIR PROJECT
PHOTO #1 - DAMAGE FROM DECEMBER STORM EVENT**

Date of Photo: December 11, 2014



**MASSON AVENUE BOX CULVERT REPAIR PROJECT
PHOTO #2 - DAMAGE FROM DECEMBER STORM EVENT**



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 28, 2015
TO: Honorable Mayor and Members of the City Council
FROM: Ed Barberini, Chief of Police
SUBJECT: Adopt Resolution Approving an Agreement with the County of San Mateo for Animal Control Services through June 30, 2020.

BACKGROUND:

Animal control has been one of the longest running regionally shared services in San Mateo County. Since 1952, the County of San Mateo has contracted with the Peninsula Humane Society (PHS) for animal control field and sheltering services. All twenty cities in the County have, in turn, contracted with the County of San Mateo for these services.

Mandated animal control service functions include: receiving and housing stray animals, serving as the location for the public when looking for lost pets or surrendering unwanted animals, sheltering animals, and serving as a spay, neuter, and vaccination clinic.

The current Animal Control Agreement between the County of San Mateo and PHS is set to expire on June 30, 2015. Services provided by PHS continue through June 30, 2020, under the proposed contract extension, and include:

- Rescue of injured animals
- Capture of at-large or stray animals
- Investigation of animal bites and attacks
- Removal of dead animals from public property
- Removal of dead or living wildlife from private property
- Enforcement of leash laws and local ordinances
- Euthanasia of severely injured animals
- Investigation of reports of animal cruelty
- Provision of shelter services
- Treatment services to injured animals
- Administrative hearings for dangerous and vicious animals
- Conduct mandatory spay/neuter permit administrative hearings
- In-person customer service at a minimum of two County locations
- Work with San Mateo County veterinarians to ensure anti-rabies vaccination reporting is carried out as required by the county.

10.e.

Both the facility funding arrangement approved last year by the twenty cities in San Mateo County and the County and the attached animal control contract extension were developed in concept and reviewed by a working group of City Managers. The County established a standing committee of City Managers and other staff to review in more depth the contracts, performance audits, cost sharing formulas, and strategic direction for the provision of countywide animal control services. Coordinating with the committee, the County negotiated a new five year agreement with PHS. This new agreement's expiration coincides with the County's construction of a new animal shelter that will replace the outdated shelter owned by PHS. The new shelter will be owned by the County and is anticipated to provide the opportunity for the cities and County to evaluate alternative service providers and service options at the expiration of the proposed agreement.

DISCUSSION:

The proposed agreement provides for a performance audit after the first two years to assess the efficiency and effectiveness of PHS in the performance of the services and makes copy of the performance audit available to the cities. The parameters of the audit and cost will be determined by a subgroup of all parties through a County administered Request for Proposals (RFP) process. That RFP and the review process will be coordinated with interested city participants.

In 2014 all cities within San Mateo County approved a Memorandum of Understanding (MOU) with the County for funding the construction of a new animal care facility. The expiration of this agreement coincides with the completion of the new facility. As described briefly above, the County and the cities, with a new shelter under the ownership and control of both the County and the cities, will have the ability to consider alternative service options for obtaining animal control services. For example, a new Joint Powers Authority (JPA) could be formed wherein the County and member cities develop their own joint field services units throughout the county to replace the services currently provided by Request for Proposals to a wider array of service providers in order to obtain more competitive quotes and more choices for services. Finally, individual cities (or smaller groups of cities) could consider operating their own field services units and contracting with the County for its sheltering services. The timing of this contract extension (5 years) provides the County and the cities time to evaluate these options.

The agreement with the County includes a provision in that states "*Once construction begins on the new animal care shelter ... in San Mateo..., presently anticipated to be during the summer of 2015, each city may participate on an Animal Care Shelter Advisory Committee. This committee will convene at key junctures during the construction process to discuss the progress. It will also be used as a venue for each city to ask questions and share concerns.*"

FISCAL IMPACT:

Overall costs with PHS were negotiated to increase no more than 3% annually over the five year term of the agreement. The County cost for facilitation and coordination of the program also has increases of between 2.5% and 3% annually over the term, but no more than the actual cost for PHS services.

While financing is based on a fiscal year schedule, costs are determined by use in the previous calendar year. For example, the City's recent cost in November, 2014 was based on services received in the 2013 calendar year. Each city receives a credit for the animal licensing and vaccination revenue attributable to that particular city. For the calendar year 2014 (billed in FY 2015-16) The City of San Bruno is expected to receive a credit of \$51,720 reducing its total estimated share from \$382,256 to \$330,536.

The cost increase over the five year contract term is capped at 2.5% in Fiscal Years 2017-18 and 2019-20 and 3.0% in Fiscal Years 2016-17 and 2018-19.

ALTERNATIVES:

1. Seek another entity to provide Animal Services on a contractual basis.
2. Discontinue Animal Services in the City.

RECOMMENDATION:

Adopt Resolution Approving an Agreement with the County of San Mateo For Animal Control Services for period that extends from July 1, 2015, through June 30, 2020.

ATTACHMENTS:

1. Resolution
2. FY 2015 -2016 Estimated Animal Control Costs

DATE PREPARED:

April 3, 2015

REVIEWED BY:

____ City Manager

____ Finance Department

RESOLUTION NO. 2015-_____

RESOLUTION AUTHORIZING AN AGREEMENT WITH THE COUNTY OF SAN MATEO FOR ANIMAL CONTROL SERVICES

WHEREAS, animal control services are delivered regionally among the twenty cities and the County in San Mateo County, and

WHEREAS, the County has contracted with the Peninsula Humane Society to provide animal control field and sheltering services to all cities, and

WHEREAS, the current animal control services agreement between the County and the Peninsula Humane Society is scheduled to expire on June 30, 2015, and

WHEREAS, the County has negotiated an agreement to extend the existing animal control services agreement with the Peninsula Humane Society for a period of five years based on a shared cost formula among the County and the twenty municipalities located within the County, and

WHEREAS, the agreement provides for animal control services provided through the Peninsula Humane Society through June 30, 2020; and

WHEREAS, costs for animal control services provide through the agreement are calculated on pro-rated basis for each city in the County and will increase according to a schedule that will not exceed 2.5% in the first two years and 3% thereafter.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of San Bruno authorizes the City Manager to execute an agreement with the County of San Mateo for animal control services through June 30, 2020. .

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 28th day of April 2015 by the following vote:

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



ESTIMATED - FY 2015-16 ANIMAL CONTROL COSTS

CITY	Service Level Percentage		Service Level Percentage		Animals Received Percent		Field Services Percent		Final 2015-16 Distribution		Estimated 2015-16 City Cost		CY 2014 Licensing Revenue		Final Estimated 2015-16 City Cost	
	Yr 1 CY 2012 Actual	Yr 2 CY 2013 Actual	Yr 2 CY 2013 Actual	Yr 2 CY 2014 Actual	CY 2014	CY 2014	CY 2014	CY 2014	% of total revenue	Licensing Revenue Collected	Before subtracting license revenue		% of total revenue	Licensing Revenue Collected		
Atherton	0.74%	0.76%	0.76%	1.03%	0.87%	1.25%	0.84%	\$54,015	1.06%	\$10,093	\$54,015	0.84%	\$10,093	\$43,922		\$43,922
Belmont	2.53%	2.34%	2.34%	2.91%	2.69%	3.22%	2.59%	\$166,318	4.61%	\$43,896	\$166,318	2.59%	\$43,896	\$122,422		\$122,422
Brisbane	1.05%	0.77%	0.77%	1.13%	1.10%	1.17%	0.98%	\$63,058	0.66%	\$6,284	\$63,058	0.98%	\$6,284	\$56,774		\$56,774
Burlingame	3.82%	3.97%	3.97%	3.65%	3.75%	3.50%	3.81%	\$244,592	4.48%	\$42,658	\$244,592	3.81%	\$42,658	\$201,934		\$201,934
Colma	0.46%	0.46%	0.46%	0.55%	0.41%	0.74%	0.49%	\$31,336	0.13%	\$1,238	\$31,336	0.49%	\$1,238	\$30,098		\$30,098
Daly City	10.63%	9.74%	9.74%	10.39%	11.26%	9.15%	10.25%	\$657,911	7.89%	\$75,128	\$657,911	10.25%	\$75,128	\$582,783		\$582,783
East Palo Alto	9.25%	8.67%	8.67%	7.74%	8.39%	6.80%	8.55%	\$548,701	0.85%	\$8,094	\$548,701	8.55%	\$8,094	\$540,607		\$540,607
Foster City	2.15%	2.19%	2.19%	2.55%	2.07%	3.24%	2.30%	\$147,337	4.02%	\$38,278	\$147,337	2.30%	\$38,278	\$109,059		\$109,059
Half Moon Bay	2.63%	2.39%	2.39%	2.57%	2.86%	2.15%	2.53%	\$162,289	3.10%	\$29,518	\$162,289	2.53%	\$29,518	\$132,771		\$132,771
Hillsborough	1.08%	1.18%	1.18%	1.33%	0.94%	1.88%	1.20%	\$76,674	2.69%	\$25,614	\$76,674	1.20%	\$25,614	\$51,060		\$51,060
Menlo Park	4.70%	4.43%	4.43%	4.31%	3.97%	4.81%	4.48%	\$287,510	3.02%	\$28,756	\$287,510	4.48%	\$28,756	\$258,754		\$258,754
Millbrae	1.79%	1.96%	1.96%	1.88%	1.96%	1.76%	1.88%	\$120,355	2.62%	\$24,947	\$120,355	1.88%	\$24,947	\$95,408		\$95,408
Pacifica	5.56%	4.33%	4.33%	5.17%	4.61%	5.98%	5.02%	\$322,096	8.58%	\$81,698	\$322,096	5.02%	\$81,698	\$240,398		\$240,398
Portola Valley	0.38%	0.33%	0.33%	0.41%	0.18%	0.73%	0.37%	\$23,855	0.85%	\$8,094	\$23,855	0.37%	\$8,094	\$15,761		\$15,761
Redwood City	12.93%	11.84%	11.84%	12.67%	13.15%	11.97%	12.48%	\$800,577	12.56%	\$119,595	\$800,577	12.48%	\$119,595	\$680,982		\$680,982
San Bruno	6.04%	5.93%	5.93%	5.89%	6.64%	4.82%	5.95%	\$382,019	5.39%	\$51,323	\$382,019	5.95%	\$51,323	\$330,696		\$330,696
San Carlos	3.37%	2.87%	2.87%	3.23%	2.66%	4.06%	3.16%	\$202,603	4.87%	\$46,372	\$202,603	3.16%	\$46,372	\$156,231		\$156,231
San Mateo	15.80%	14.51%	14.51%	14.94%	16.76%	12.32%	15.08%	\$967,668	15.94%	\$151,780	\$967,668	15.08%	\$151,780	\$815,888		\$815,888
S. San Francisco	10.05%	9.48%	9.48%	9.41%	9.85%	8.78%	9.65%	\$618,913	7.16%	\$68,177	\$618,913	9.65%	\$68,177	\$550,736		\$550,736
Woodside	0.88%	0.94%	0.94%	1.40%	0.89%	2.14%	1.07%	\$68,914	1.18%	\$11,236	\$68,914	1.07%	\$11,236	\$57,678		\$57,678
County	4.16%	10.91%	10.91%	6.85%	4.99%	9.53%	7.31%	\$468,792	8.34%	\$79,413	\$468,792	7.31%	\$79,413	\$389,379		\$389,379
Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	\$6,415,533	100.00%	\$952,193	\$6,415,533	100.00%	\$952,193	\$5,463,340		\$5,463,340

*Service Level Percentage assumes 41% field services and 59% shelter services beginning Yr 3 CY 2014.

Connie Jackson

From: DPine@smcgov.org
Sent: Wednesday, April 01, 2015 4:53 PM
To: Connie Jackson
Cc: Jim Ruane
Subject: Re: Request for Appointments to Countywide CCA Advisory Committee

April 1, 2015

Connie Jackson
City Manager
City of San Bruno

Dear Ms. Jackson:

As you are likely aware, the County of San Mateo is actively investigating the formation of a local Community Choice Aggregation (CCA) program. Over the past several months, the County has conducted numerous community workshops and presentations on the subject and in February the County Board of Supervisors approved funding for a county-wide technical study to assess the feasibility of a CCA program in San Mateo County. We are pleased to report that every city in the County agreed to participate in the technical study which we expect will commence in early June and be completed by late summer 2015.

The technical study will coincide with a broad range of community outreach efforts to provide information to local residents, businesses, civic organizations, and policymakers to learn more about CCA and its potential benefits for our County. Central to this process is the formation of a CCA advisory committee comprised of key stakeholders which will help guide and shape the process as we move along.

The advisory committee members will be charged with providing input on matters relating to the formation, structure and governance of the CCA program -- establishing early goals and objectives, shaping portfolio offerings for consumers, reporting on the results of the technical study, and generally serving as a liaison back to their cities and constituent groups.

To this end, we are asking you to appoint one representative from your city and one alternate to serve on the County's advisory committee. Your representative and alternate may be a staff member or a councilmember. Because local cities will ultimately have a seat on the Board of any future CCA Agency, it is imperative that city officials participate on the committee prior to its legal formation.

We anticipate the advisory committee will meet monthly on the fourth Thursday of every month beginning on May 28, 2015. The advisory committee will meet for a period of approximately 16 months or up until the formation of a Joint Powers Authority which would serve as the administrative and governance arm of the CCA. All meetings will be open to the public and subject to the Brown Act.

We ask that you provide the names of your appointed advisory committee member and alternate no later than Friday, April 24, 2015 to David Burruto in the Office of Supervisor Dave Pine at dburruto@smcgov.org.

Thank you for your continued interest and participation in the CCA initiative. We look forward to taking the next steps in this important and exciting effort.

Sincerely,



Dave Pine
SMC Supervisor, District 1



Carole Groom
SMC Supervisor District 2
President of the Board of Supervisors

cc: Mayor Jim Ruane

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San Mateo County Supervisor, District 1
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