



"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

August 25, 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:

The City will hold a Five-year Remembrance Event on September 9, 2015. Information is available on the City Website, www.sanbruno.ca.gov.

4. PRESENTATIONS:

Receive Presentation from the 2015 San Bruno Sister City Student Exchange Delegation to Narita, Japan.

5. REVIEW OF AGENDA:

6. APPROVAL OF MINUTES: Special Council Meetings of July 23 and 30 and Regular Council Meeting of July 28, 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.

a. **Approve:** Accounts Payable of July 27 and August 3, 2015.

b. **Approve:** Payroll of July 31, 2015.

c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated June 30, 2015.

d. **Approve:** Response to Grand Jury Report "Flooding Ahead: Planning for Sea Level Rise."

e. **Waive:** Second Reading and Adopt Ordinance Adding Chapter 11.34 to the San Bruno Municipal Code Relating to Expedited Permitting Procedures for Small Residential Rooftop Solar Systems.

- f. **Adopt:** Resolution Authorizing the City Manager to Execute a Contract in the Amount of \$140,465 with the San Mateo County Area Agency on Aging for the City of San Bruno's Senior Center 2015-2016 Nutrition and Transportation Programs.
- g. **Accept:** Resignation from Parks and Recreation Commission Member. Declare a Commission Member Vacancy and Direct the City Clerk to Initiate the Process for Appointment of a New Member.
- h. **Adopt:** Resolution Authorizing the Closure of Whitman Way Between the Hours of 9:00 AM to 3:30 PM during Certain Weeks in September 2015 for the San Francisco Public Utilities Commission Peninsula Pipeline Seismic Upgrade Project.

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 Authorizing the City Manager to Execute a Contract with TJKM Transportation Consultants, Inc. for the Speed Zone Survey and Traffic Engineering Services Project in an Amount not to exceed \$34,563.
- b. Receive Report and Recommendation from the Parks and Recreation Commission Regarding Amendment of the City's Master Fee Schedule to Move the San Bruno Park School District into the Group III Community and Service Organizations Fee Category.
- c. Adopt Resolution Extending Library Hours of Operation from 1:00 p.m. - 5:00 p.m. to 10:00 a.m. - 5:00 p.m. on Fridays.

11. REPORT OF COMMISSIONS, BOARDS & COMMITTEES:

Receive Annual Report from the Culture and Arts Commission.

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

The next regular City Council Meeting will be held on September 8, 2015 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



"The City With a Heart"

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MINUTES
SAN BRUNO CITY COUNCIL – SPECIAL MEETING

July 23, 2015

6:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 30, 2015 at San Bruno's City Hall, 567 El Camino Real, Room 115, San Bruno, CA. The meeting was called to order at 6:07 p.m.

2. ROLL CALL:

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

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

4. CONDUCT OF BUSINESS:

Mayor Ruane said they would Receive a Report and Discuss Operation of the San Bruno Cable Television Enterprise.

City Manager Jackson made introductory remarks.

Acting Cable Director Firpo gave the history of cable television.

Finance Director Kraetch went over the financials.

5. ADJOURNMENT:

Mayor Ruane closed the meeting at 8:30 p.m. with no reportable action. The next regular City Council Meeting will be held on July 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
August 25, 2015

Carol Bonner, City Clerk

Jim Ruane, Mayor



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MINUTES
SAN BRUNO CITY COUNCIL – SPECIAL MEETING
STUDY SESSION

July 30, 2015

6:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 30, 2015 at San Bruno's City Hall, 567 El Camino Real, Room 115, San Bruno, CA. The meeting was called to order at 6:00 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

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

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

4. CONDUCT OF BUSINESS:

Mayor Ruane said they would Receive a Report and Discuss the City's Interests Regarding Consolidation of the San Bruno Fire Department with the Central County Fire Department. Council was in full agreement they would move forward.

5. CLOSED SESSION:

6. ADJOURNMENT:

Mayor Ruane closed the meeting at 6:40 p.m. The next regular City Council Meeting will be held on August 25, 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
August 25, 2015

Carol Bonner, City Clerk

Jim Ruane, Mayor



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**MINUTES
SAN BRUNO CITY COUNCIL**

July 28, 2015

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 28, 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/PLEDGE OF ALLEGIANCE:

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

3. ANNOUNCEMENTS:

a. **Mayor Ruane** announced the Regular City Council Meeting of August 11 is cancelled.

b. **Mayor Ruane** said the Beautification Task Force is accepting nominations for the Annual Beautification Awards Program. Applications can be found on the website as well as in the City Clerk’s office. The deadline is Friday, August 14, 2015 at 5:00 p.m.

4. PRESENTATIONS:

a. **Mayor Ruane** said we will a Receive Presentation from the General Manager Chindi Peavey of the San Mateo County Mosquito Abatement District who gave advice on the things that can be done to prevent mosquitoes.

b. **Mayor Ruane** Presented a Proclamation for the 32nd Annual National Night Out on August 4, 2015. Marie Kayal accepted the proclamation on behalf of the Citizen’s Crime Prevention Committee. Joined by some members of the Committee, she explained what they will be doing on National Night Out.

c. Receive Introduction of the San Bruno Park School District’s Newly Appointed **Superintendent Cheryl Olson**, who shared her background and enthusiastically told us of her future plans and the Board’s top priorities.

5. REVIEW OF AGENDA:

Mayor Ruane moved Item 11. To follow Item 8.

6. APPROVAL OF MINUTES: Special Council Meetings of May 26, June 9 and 23 and Regular Council Meeting of July 14, 2015, approved as submitted.

Steve Ritchie, Assistant General Manager from the PUC shared the 54’ waterline break that occurred around 9:30 p.m. last night. He said there was a continuous water flow in order that those homes in the area were not without water.

7. CONSENT CALENDAR:

a. **Approve:** Accounts Payable of July 13 and 20, 2015.

b. **Approve:** Payroll of June 19 and July 17, 2015.

c. **Adopt:** Resolution Approving Out of State Travel for Cable Department Staff to Attend Cable Television Industry Conferences in FY 2015-16.

d. **Adopt:** Resolution Authorizing the Closure of 200 Linear Feet of the 200 Block of Santa Inez Avenue on Friday August 14, 2015 Between the Hours of 10:00 AM and 7:00 PM for Happy Hall School's 64th Anniversary Party.

e. **Receive:** Report on the Pavement Management Program.

f. **Adopt:** Resolution Authorizing the Purchase of Cable Television High Definition and High Definition Digital Video Recorder (HD/DVR) Set-top Boxes and Internet Modem Equipment in the amount of \$203,650.

M/S O'Connell/Medina to approve the Consent Calendar and passed with all ayes.

8. PUBLIC HEARING:

Hold Public Hearing, Waive First Reading and Introduce Ordinance Adding Chapter 11.34 to the San Bruno Municipal Code Relating to Expedited Permitting Procedures for Small Residential Rooftop Solar Systems.

Community Development Director Woltering gave an overview of the staff report and asked for questions.

Councilmember Ibarra asked how it can all be done in one inspection. **Woltering** said staff has been trained and certified to inspect when all the components are in place.

Vice Mayor Salazar asked how many inspections they anticipate. **Woltering** said staff has seen two or three a week.

M/S Ibarra/Medina to close the Public Hearing and passed with all ayes.

M/S Ibarra/Medina to waive the first reading and passed with all ayes.

Councilmember Ibarra introduced the ordinance for adoption and passed with a unanimous vote.

11. Receive Annual Report from the Senior Citizens Advisory Board.

William Goff, Chair of the Senior Citizens Advisory Board gave a powerpoint presentation reviewing all the things the Board has done over the last year. He talked about their future plans.

Mayor Ruane thanked the Board and volunteers for all they do.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Marty Medina, Garden Ave. talked about the hotel space and its worth. He talked about millions of dollars slipping away without public review. He asked for public access to view the report for financial assistance.

10. CONDUCT OF BUSINESS:

a. Waive Second Reading and Re-Adopt an Ordinance Amending Chapter 8.24, Section 8.24.200 of the San Bruno Municipal Code Relating to Private Sewer Laterals.

City Attorney Zafferano gave an overview of the staff report and asked for questions. He said the 27th of August will be the effective date of the new ordinance.

Councilmember Ibarra said the City should make a policy where conforming clean-outs are installed.

M/S O’Connell/Salazar to waive the second reading and passed with all ayes.

Councilmember O’Connell re-introduced the ordinance and passed with three ayes, Councilmember O’Connell, Vice Mayor Salazar and Mayor Ruane. No votes by Councilmembers Ibarra and Medina.

b. Adopt Resolution Authorizing the City Manager to Execute a Contract Amendment with HB Consulting Group, Inc. to Provide Overall Project Management, Engineering Services, Construction Contract Administration, and Construction Inspection Services for the Crestmoor Neighborhood Reconstruction Project in an Amount Not to Exceed \$1,847,500.

City Manager Jackson gave an overview of the staff report and asked for questions.

Councilmember Ibarra said he was concerned that this was all budgeted.

City Manager Jackson said the costs have been included in the cost projections for all the projects. He said those costs do exceed the amount available out of the \$50 million dollar trust. She said there will be additional decisions that will need to be made.

Councilmember Medina asked when Council will know where we are.

City Manager Jackson said they are happy to provide current information at any time. There are some projects where our cost estimates have not changed because we have not obtained the pre-development information that allows us to price those costs. She said staff would be coming back to Council in three to four months to award the contract for Phase 4 construction.

Vice Mayor Salazar said looking at the schedules provided in our packets, he asked how far off are we from our original projections. He said originally we were looking at completion in 2014 and now we are looking at 2017. He would like to see us move a little faster to minimize the disruption to the neighborhood. He also expressed his concern over not being sure about the cost of these things. He asked if this should be revisited and prioritized and then move forward with some of the smaller ones that we know we can afford. He also said maybe the fire station should be made a lower priority if we are unable to fund it.

Consultant Burrowes said the push of the schedule from the original and revised schedule was because of phase three, underground utilities turned out to be a lot more time consuming than anticipated. The sanitary sewer lateral program was sandwiched between the completion of the phase three project and the surface improvement project. He said there has been some refinement on the surface improvement project and he hopes that the work will be done in the neighborhood by the end of 2016. He said the fire station and other improvements are pushed beyond 2016. He said there is a lot of environmental constraints with the Sneath trees.

Vice Mayor Salazar praised Burrowes for his work and reiterated he would like to see things move faster.

Mayor Ruane said he also would like to see some of this move faster.

Councilmember Ibarra said we’re not up to date on what consultants are involved in some of these new projects.

Councilmember Medina said he would like updates. He asked if the Parks and Recreation Commission have been involved. **City Manager Jackson** said they will be coordinating with the Parks and Recreation Commission and the neighborhood.

Vice Mayor Salazar introduced the resolution for adoption and passed with a unanimous vote.

c. Adopt Resolution Approving Template Bylaws for City Boards, Commissions and Committees.

City Attorney Zafferano said staff developed and standardized a template that can be adjusted and used by all the City Boards, Commissions and Committees. He reviewed the staff report and asked for questions.

Councilmember Medina said based on the needs of that Commission, Committee or Board, can it be tweaked if a chair is asked to serve a second year term? **Zafferano** said the chair and vice chair can serve more than one term.

Vice Mayor Salazar said he did not see every single City Commission, Committee and Board referenced in the muni code. **Zafferano** said he was correct. He said aside from the Planning Commission, there is no particular reason to include them all.

Robert Riechel, 7th Ave. asked about the Secretary on the Committee and he believed it should be someone from the City. He also asked about the need to have the meetings recorded. **Zafferano** said he would look into it.

Councilmember Ibarra introduced the resolution for adoption and passed with a unanimous vote.

d. Adopt Resolution Approving Service Level Enhancements for the FY 2015-16 Operating Budget.

Finance Director Kraecht gave an overview of the staff report and asked for questions.

Councilmember O'Connell asked if ongoing could be moved to one-time. She asked the Community Day in the Park be moved to one-time. It can then be thoroughly evaluated as to whether it will be continued. She said she did not see anything she would take off the list.

Vice Mayor Salazar said he would like to have Council vote on one-time and ongoing separately.

Councilmember Medina said he wanted to vote for ongoing and one-time costs separately.

M/S O'Connell/Ruane to move Community Day in the Park from the ongoing cost to the one-time cost and passed with four ayes and one no.

City Manager Jackson clarified that Council approved all the one-time costs including Community Day in the Park. Council concurred.

M/S O'Connell/Salazar to approve \$84,800 in costs as listed on the right side of the chart which passed with all ayes.

MS O'Connell/Ibarra to approve Associate Planner and passed with one additional aye, Mayor Ruane and two noes, Vice Mayor Salazar and Councilmember Medina.

M/S Salazar/O'Connell to approve the balance of the remaining items and passed with one additional aye, Mayor Ruane and two noes, Vice Mayor Salazar and Councilmember Medina.

In summary, **City Manager Jackson** said Council has approved all of the one-time items including Community Day in the Park. Council also approved \$84,800 worth of all on-going non-personnel items. The City Council has approved all of the remaining listed/recommended personnel items that does not include items that were proposed but not recommended.

Councilmember Medina brought up the police officer which he felt is important to the community. There will be money back from the San Bruno Parks School District, \$32,000.

M/S Councilmember Medina/Ibarra to bring back the title of an HR Director to HR Manager with an approximate \$42,000 to \$45,000 savings which would then in essence pay for the police officer.

City Manager Jackson asked if the motion is intended to approve addition of the police officer Position, amend the budget to reflect reclassification of the HR Director position to HR Manager and to reflect the use this budget would not include monies from San Bruno Parks School District to include a note that funds received from the school district for 2016-17 are intended to be used for part of the funding for the police officer. She asked in summary is the motion intending approval of the police officer position. **Councilmember Medina** concurred.

Discussion ensued with staff and Council regarding the budget and funding a police officer.

Councilmember Ibarra said we need to start building our police force.

City Manager Jackson clarified the motion on the floor is to approve the police officer position and direct staff to reclassify the HR Director position to HR Manager and to amend the budget to reflect those cost savings and to identify in the budget that the Council's intent is to recognize the monies going back to the City beginning in 2016-17 for maintenance of the school fields as an offset to the ongoing cost of the police officer position.

Continuing with the motion, Mayor Ruane voted aye and Vice Mayor Salazar voted no and Councilmember O'Connell voted no.

e. Receive Report and Provide Direction Regarding Appointment to the Vacant Planning Commissioner Position.

City Manager Jackson asked to extend the Planning Commission application process.

Councilmember Ibarra asked a link to the questionnaire be put on San Bruno's web page.

f. Adopt Resolution Authorizing Appropriation of \$13,500 from the Equipment Reserve Fund for Purchase of Replacement Furniture for the Police Department Patrol Watch Commander's Office.

Vice Mayor Salazar introduced the resolution and passed with a unanimous vote.

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

Receive Annual Report from the Senior Citizens Advisory Board.

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 9:16 p.m. The next regular City Council Meeting will be held on August 25, 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
August 25, 2015

Carol Bonner, City Clerk

Jim Ruane, Mayor

07/27/15

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$155,390.82
003	ONE-TIME REVENUE	\$2,598.96
121	FEDERAL/STATE GRANTS	\$2,080.00
132	AGENCY ON AGING	\$4,225.39
133	RESTRICTED DONATIONS	\$1,860.86
190	EMERGENCY DISASTER FUND	\$90,635.00
207	TECHNOLOGY CAPITAL	\$2,145.00
611	WATER FUND	\$48,241.58
621	STORMWATER FUND	\$4,726.82
631	WASTEWATER FUND	\$93,360.58
641	CABLE TV FUND	\$20,474.30
701	CENTRAL GARAGE	\$2,770.92
702	FACILITY MAINT. FUND	\$13,390.02
707	TECHNOLOGY DEVELOPMENT	\$10,945.13
711	SELF INSURANCE	\$419,830.17
891	S.B. GARBAGE CO. TRUST	\$624,735.61
TOTAL FOR APPROVAL		\$1,497,411.16

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 156280 THROUGH 156417 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,497,411.16 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

7-28-15
DATE

7.a.

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0096852 ABAG PLAN CORPORATION	156281	7/27/2015	9,830.17
0103202 ADVANCED MOBILE COMMUNICATIONS	156283	7/27/2015	75.00
0001170 AIRGAS USA, LLC	156284	7/27/2015	233.68
0000372 ALLIED SECURITY ALARMS	156285	7/27/2015	951.00
0096469 ALMADEN PRESS	156286	7/27/2015	4,824.66
0104542 ALTA LANGUAGE SERVICES, INC.	156287	7/27/2015	240.00
0102355 AMAZON	156288	7/27/2015	1,801.21
0017403 APPLICATION ASSOCIATES	156289	7/27/2015	1,837.50
0106199 ARAGON VETERINARY CLINIC	156290	7/27/2015	27.00
0000118 ART'S PENINSULA LOCKSMITH	156291	7/27/2015	13.63
0016123 AT&T	156292	7/27/2015	317.69
0017191 AT&T	156293	7/27/2015	1,543.99
0018465 AT&T MOBILITY	156294	7/27/2015	46.50
0018583 AT&T MOBILITY	156295	7/27/2015	63.02
0000345 BAKER & TAYLOR BOOKS	156296	7/27/2015	1,867.48
0001849 BAY AREA WATER SUPPLY & CONSERVATION AGEN	156392	7/27/2015	11,445.00
0017361 BOETHING TREELAND FARMS, INC.	156297	7/27/2015	91.56
0099680 BRIAN ABLANG	156282	7/27/2015	50.00
0106233 BROTHERS HOME IMPROVEMENT INC.	156299	7/27/2015	3,453.84
0102737 BURKE, WILLIAMS & SORENSEN,LLP	156300	7/27/2015	2,757.56
0014739 CAL-STEAM	156302	7/27/2015	43.86
0099432 CANDICE SOUTAS	156387	7/27/2015	100.00
0017679 CDW GOVERNMENT, INC	156303	7/27/2015	4,173.57
0017843 CENTRAL COUNTY FIRE DEPT.	156304	7/27/2015	34,136.75
0104689 CHEMTREC	156305	7/27/2015	675.00
0016324 CINTAS CORPORATION	156306	7/27/2015	157.82
0098588 CITY OF BURLINGAME	156307	7/27/2015	3,388.50
0000386 CITY OF SOUTH SAN FRANCISCO	156308	7/27/2015	3,723.28
0106218 CITY SITE SERVICES, INC.	156309	7/27/2015	3,100.00
0097187 CLAUDIA PADILLA	156363	7/27/2015	400.00
0097187 CLAUDIA PADILLA	156364	7/27/2015	283.50
0104508 COMCAST SPORTSNET CALIFORNIA	156310	7/27/2015	20,474.30
0106239 CORPORATE WAREHOUSE SUPPLY	156311	7/27/2015	489.85
0097071 CRESCO EQUIPMENT RENTALS	156312	7/27/2015	3,802.63
0018912 DASH MEDICAL GLOVES INC.	156313	7/27/2015	706.21
0018188 DAU PRODUCTS	156314	7/27/2015	927.07
0105750 DAVID WOLTERING	156414	7/27/2015	1,000.00
0017064 DERMOT DOWNES	156315	7/27/2015	30.00
0000383 DWAN ELEVATOR CO.	156316	7/27/2015	980.00
0099067 EDITHA PRESTON	156369	7/27/2015	36.50
0017152 ERLER & KALINOWSKI, INC.	156320	7/27/2015	121.50
0018697 EVIDENT	156321	7/27/2015	107.00
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	156323	7/27/2015	120.00
0099624 FRED HYSLOP	156332	7/27/2015	100.00
0105999 FRESHI FILMS	156324	7/27/2015	904.80
0014910 G & M AUTO BODY	156325	7/27/2015	2,770.92
0099124 GENNARO RUOCCO	156380	7/27/2015	36.00
0104135 GLOBAL TRACKING COMMUNICATIONS, INC.	156399	7/27/2015	329.89
0017983 GLORIA DEETER	156326	7/27/2015	370.53
0000162 GRAINGER	156327	7/27/2015	112.37
0096316 GREEN CARPET LANDSCAPING & MAINTENANCE	156338	7/27/2015	3,400.00
0104705 HB CONSULTING GROUP	156328	7/27/2015	90,635.00
0105735 HYDROSCIENCE ENGINEERS, INC.	156330	7/27/2015	10,097.50

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0096178	HYLAND SOFTWARE	156331	7/27/2015	6,334.89
0018838	INFOSEND, INC.	156333	7/27/2015	947.66
0106235	JESSE BONNER	156298	7/27/2015	100.00
0093434	JT2 INTEGRATED RESOURCES	156280	7/21/2015	350,000.00
0093434	JT2 INTEGRATED RESOURCES	156335	7/27/2015	60,000.00
0000075	K-119 TOOLS OF CALIFORNIA INC.	156336	7/27/2015	174.35
0094473	KAREN MITCHELL	156352	7/27/2015	42.00
0096379	KAREN OJAKIAN	156360	7/27/2015	254.80
0000132	KELLY-MOORE PAINT CO INC.	156337	7/27/2015	980.91
0017947	KEVIN MCMULLAN	156350	7/27/2015	213.00
0099659	LAILA YEE	156416	7/27/2015	50.00
0103049	LAURETTA PRINTING© CENTER	156339	7/27/2015	1,141.88
0105822	LEE & RO, INC.	156340	7/27/2015	1,148.00
0104335	LEXIPOL LLC	156341	7/27/2015	2,850.00
0104424	LIDIA'S ITALIAN DELICACIES	156342	7/27/2015	3,525.00
0017026	LYNX TECHNOLOGIES, INC.	156345	7/27/2015	2,145.00
0106237	MALAYAH HERNANDEZ	156329	7/27/2015	1,521.00
0017681	MARK SULLIVAN	156347	7/27/2015	332.76
0097910	MARS INC.	156348	7/27/2015	42.00
0106236	MAZE & ASSOCIATES	156349	7/27/2015	9,562.50
0001709	MILLBRAE LOCK	156351	7/27/2015	130.70
0099210	MILLICENT JACOBS	156334	7/27/2015	200.00
0106173	MOFFATT & NICHOL	156353	7/27/2015	451.50
0105925	MONICA WALKER	156409	7/27/2015	194.82
0099711	NANCY YOUNG	156417	7/27/2015	100.00
0105725	NATIONAL ACADEMY OF ATHLETICS	156355	7/27/2015	650.65
0106174	NATIONAL BUSINESS FURNITURE, LLC	156301	7/27/2015	463.62
0096724	NATIONAL CONSTRUCTION RENTALS	156356	7/27/2015	49.05
0097979	NOHA TANNOUS	156394	7/27/2015	100.00
0096042	NORCAL SPORTWEARS	156357	7/27/2015	249.91
0092263	OFFICE DEPOT INC	156358	7/27/2015	864.02
0018519	OFFICETEAM	156359	7/27/2015	946.00
0000012	PACIFIC GAS & ELECTRIC	156361	7/27/2015	11,614.76
0000101	PACIFIC NURSERIES	156362	7/27/2015	509.90
0015163	PENINSULA SPORTS OFFICIALS ASSOC.INC.	156388	7/27/2015	270.00
0014961	PENINSULA UNIFORMS & EQUIPMENT	156365	7/27/2015	2,718.36
0106154	PIPELINE SAFETY COALITION	156366	7/27/2015	2,080.00
0102915	PRECISE PRINTING & MAILING	156367	7/27/2015	2,117.21
0000285	PREFERRED ALLIANCE, INC.	156368	7/27/2015	327.52
0104869	PURSUIT NORTH	156370	7/27/2015	13,774.74
0000175	RECOLOGY SAN BRUNO	156371	7/27/2015	624,735.61
0094546	RECORDED BOOKS, INC.	156372	7/27/2015	56.00
0090749	RED WING SHOE STORE	156373	7/27/2015	156.95
0000229	REEVES CO., INC.	156374	7/27/2015	28.55
0105325	RENE BUSINESS MACHINES	156375	7/27/2015	182.00
0099851	RENEE MORRIS	156354	7/27/2015	100.00
0104548	RENNE SLOAN HOLTZMAN SAKAI LLP	156376	7/27/2015	3,943.76
0016729	RICOH AMERICAS CORPORATION	156377	7/27/2015	328.19
0096458	RMC WATER AND ENVIRONMENT	156378	7/27/2015	3,188.50
0000022	ROBERT LOUIE	156343	7/27/2015	269.75
0105798	ROBERT WOOD	156415	7/27/2015	443.29
0016213	ROZZI REPRODUCTION&SUPPLY INC.	156379	7/27/2015	216.91
0018839	RYAN JOHANSEN	156381	7/27/2015	500.00
0092148	SAN MATEO CTY LAW ENFORCEMENT TRAINING M(156317	7/27/2015	150.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0099047 SAN MATEO CTY SHERIFF'S OFFICE	156382	7/27/2015	1,170.00
0017145 SAN MATEO LAWN MOWER SHOP	156383	7/27/2015	158.73
0093191 SCOTT LUCIANO	156344	7/27/2015	18.00
0103732 SFO MEDICAL CLINIC	156384	7/27/2015	1,508.00
0101667 SHELL DOOR SERVICE	156385	7/27/2015	729.60
0001225 SIERRA PACIFIC TURF SUPPLY,INC	156386	7/27/2015	628.35
0097079 SPRINT	156389	7/27/2015	241.79
0014075 STATE BOARD OF EQUALIZATION	156390	7/27/2015	2,689.00
0106232 SUNRISE ENVIRONMENTAL SCIENTIFIC	156319	7/27/2015	213.49
0105796 SUNRISE FOOD DISTRIBUTOR INC.	156391	7/27/2015	522.34
0017802 SUPPLYWORKS	156393	7/27/2015	1,427.88
0100437 TAMMY MARINI	156346	7/27/2015	178.05
0018073 TEAMSTERS LOCAL 350	156395	7/27/2015	2,312.00
0015691 TEAMSTERS LOCAL 856	156396	7/27/2015	13,500.00
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	156318	7/27/2015	2,342.00
0097449 THYSSENKRUPP ELEVATOR CORP.	156397	7/27/2015	403.85
0106203 TOWILL, INC.	156398	7/27/2015	7,800.00
0105953 TRIIO, LLC	156400	7/27/2015	1,210.00
0105824 TRIVAD, INC.	156401	7/27/2015	1,408.00
0016966 TROY FRY	156402	7/27/2015	30.00
0017133 TURBO DATA SYSTEMS INC	156403	7/27/2015	2,859.26
0018665 TUTOR.COM INC.	156404	7/27/2015	7,416.00
0018618 UNITED SITE SERVICES INC.	156405	7/27/2015	185.40
0102744 UNIVERSAL BUILDING SERVICES	156406	7/27/2015	4,511.00
0017083 VALI COOPER & ASSOCIATES INC	156407	7/27/2015	62,320.10
0104256 VIBO MUSIC CENTER	156408	7/27/2015	542.40
0104660 WEST YOST ASSOCIATES, INC.	156410	7/27/2015	21,074.31
0096421 WEST-LITE SUPPLY CO., INC.	156411	7/27/2015	296.48
0000612 WESTVALLEY CONSTRUCTION CO.INC	156412	7/27/2015	15,659.91
0100184 WILLIAM J. FEISTER	156322	7/27/2015	650.00
0013841 WITMER-TYSON IMPORTS INC	156413	7/27/2015	722.36
		GrandTotal:	1,497,411.16
		Total count:	138

08/03/15

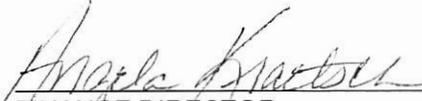
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$85,801.64
122	SOLID WASTE/RECYCL.	\$16.46
132	AGENCY ON AGING	\$93.42
133	RESTRICTED DONATIONS	\$172.08
190	EMERGENCY DISASTER FUND	\$85,732.50
611	WATER FUND	\$1,051,136.22
621	STORMWATER FUND	\$1,135.14
631	WASTEWATER FUND	\$14,628.38
641	CABLE TV FUND	\$77,647.73
701	CENTRAL GARAGE	\$1,048.11
702	FACILITY MAINT. FUND	\$9,199.58
703	GENERAL EQUIPMENT REVOLVING	\$3,201.46
707	TECHNOLOGY DEVELOPMENT	\$7,980.00
891	S.B. GARBAGE CO. TRUST	\$40,000.00
TOTAL FOR APPROVAL		\$1,377,792.72

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 156418 THROUGH 156533 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,377,792.72 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 8/4/15
DATE

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Vendor Code & Name	Check #	Check Date	Amount	
0093358	ADVANCED BUSINESS FORMS	156419	8/3/2015	546.00
0017586	AIR EXCHANGE, INC	156420	8/3/2015	174.05
0001170	AIRGAS USA, LLC	156421	8/3/2015	56.08
0095130	ALAMEDA COUNTY SHERIFF'S DEPT.	156422	8/3/2015	290.00
0018611	ALL INDUSTRIAL ELECTRIC SUPPLY	156423	8/3/2015	114.21
0000372	ALLIED SECURITY ALARMS	156424	8/3/2015	738.00
0018976	ALPHA ANALYTICAL LAB. INC.	156425	8/3/2015	1,196.00
0000082	AMERICAN MESSAGING	156426	8/3/2015	44.66
0100741	ANGELINA PONCE	156498	8/3/2015	100.00
0001965	ARISTA BUSINESS	156428	8/3/2015	1,388.36
0000118	ART'S PENINSULA LOCKSMITH	156429	8/3/2015	54.51
0104899	ASSOCIATE PARTNERS	156430	8/3/2015	184.95
0016123	AT&T	156431	8/3/2015	37.11
0017191	AT&T	156432	8/3/2015	165.75
0017913	AT&T	156433	8/3/2015	276.00
0000345	BAKER & TAYLOR BOOKS	156434	8/3/2015	3,127.17
0018093	BBC AMERICA INC.	156436	8/3/2015	722.48
0106204	BLUE LINE CANINE LLC	156438	8/3/2015	250.00
0000378	BROADMOOR LANDSCAPE SUPPLY	156439	8/3/2015	109.00
0096798	BUSINESS PRODUCTS & SUPPLIES	156442	8/3/2015	2,163.82
0015818	CALIFORNIA RESERVE PEACE OFFICERS ASSOCIA	156492	8/3/2015	360.00
0018977	CBS TELEVISION STATIONS	156443	8/3/2015	10,593.00
0017679	CDW GOVERNMENT, INC	156444	8/3/2015	2,228.79
0099086	CHIH CHIEH HSU	156465	8/3/2015	628.00
0016324	CINTAS CORPORATION	156445	8/3/2015	552.29
0013595	CITY OF SAN BRUNO	156446	8/3/2015	1,108.38
0000650	CRW SYSTEMS, INC.	156449	8/3/2015	1,000.00
0018331	CSG CONSULTANTS INC.	156450	8/3/2015	108.50
0016604	CUMMINS PACIFIC, LLC	156451	8/3/2015	1,385.78
0106211	ED BARBERINI	156435	8/3/2015	710.00
0093212	ETI SOFTWARE SOLUTIONS	156454	8/3/2015	14,440.00
0000046	EWING IRRIGATION PRODUCTS INC	156455	8/3/2015	616.84
0106234	FASTRAK INVOICE PROCESSING DEPT.	156467	8/3/2015	7.00
0018117	FLYERS ENERGY, LLC	156456	8/3/2015	10,247.13
0102869	FRANCHISE TAX BOARD	156457	8/3/2015	50.00
0016969	GOLDEN IDEAS	156458	8/3/2015	805.90
0017454	GOLDEN STATE FLOW MEASUREMENT	156459	8/3/2015	1,008,729.60
0000162	GRAINGER	156460	8/3/2015	89.86
0017900	GREAT LAKES DATA SYSTEMS INC	156461	8/3/2015	21,756.70
0095966	GREATAMERICA FINANCIAL SVCS.	156462	8/3/2015	289.31
0104705	HB CONSULTING GROUP	156463	8/3/2015	76,732.50
0018192	ICC	156466	8/3/2015	135.00
0100489	JACOB SZETO	156517	8/3/2015	1,000.00
0096581	JASON NIEDER	156484	8/3/2015	405.00
0000075	K-119 TOOLS OF CALIFORNIA INC.	156468	8/3/2015	60.94
0018050	KAISER FOUNDATION HEALTH PLAN	156469	8/3/2015	3,581.93
0017947	KEVIN MCMULLAN	156475	8/3/2015	213.00
0106073	LAUREN MEYER	156478	8/3/2015	60.00
0106187	LIBROMEX	156471	8/3/2015	55.00
0017924	LORAL LANDSCAPING INC.	156473	8/3/2015	1,130.00
0017026	LYNX TECHNOLOGIES, INC.	156474	8/3/2015	2,405.00
0000376	MARILYN BENNETT	156437	8/3/2015	525.20
0097915	MARK BOSIA	156418	8/3/2015	2,679.50

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000389 MATRISHA PERSON	156496	8/3/2015	869.37
0102770 METLIFE	156476	8/3/2015	350.46
0016041 METROMOBILE COMMUNICATIONS	156477	8/3/2015	195.00
0000027 MEYERS NAVE PROFESSIONAL LAW	156479	8/3/2015	9,000.00
0016863 MIDWEST TAPE, LLC	156480	8/3/2015	15.88
0001709 MILLBRAE LOCK	156481	8/3/2015	119.75
0096800 MOBILE CALIBRATION SVCS. LLC	156482	8/3/2015	334.08
0000333 MOSS RUBBER & EQUIP. CORP.	156483	8/3/2015	242.58
0106174 NATIONAL BUSINESS FURNITURE, LLC	156441	8/3/2015	360.41
0105238 NORTHERN SERVICES INC.	156485	8/3/2015	1,328.69
0092263 OFFICE DEPOT INC	156486	8/3/2015	417.36
0018284 OFFICEMAX INC.	156487	8/3/2015	223.15
0097567 ONE HOUR DRY CLEANING	156488	8/3/2015	316.70
0001292 ORCHARD BUSINESS/SYNCB	156489	8/3/2015	693.19
0000012 PACIFIC GAS & ELECTRIC	156490	8/3/2015	69,199.13
0104173 PAUL VELLA	156527	8/3/2015	79.46
0001154 PENINSULA LIBRARY SYSTEM	156493	8/3/2015	411.70
0095148 PENINSULA MUNI.ENGINEERING	156494	8/3/2015	18,300.00
0000294 PITNEY BOWES	156497	8/3/2015	2,218.02
0106238 PRIORITY 1 PUBLIC SAFETY EQUIPMENT INSTALLA	156453	8/3/2015	3,201.46
0091044 R.A. METAL PRODUCTS, INC	156499	8/3/2015	310.00
0099019 RCFFA SMCO MEMORIAL SERVICE	156500	8/3/2015	200.00
0105990 REBEL YELL BAND LLC	156501	8/3/2015	1,431.00
0000175 RECOLOGY SAN BRUNO	156502	8/3/2015	40,000.00
0094546 RECORDED BOOKS, INC.	156503	8/3/2015	8.67
0098677 RENEE RITTLER	156504	8/3/2015	180.00
0106244 RYAN BUCKLEY	156440	8/3/2015	60.00
0105003 S & S PLUMBING CO.	156505	8/3/2015	385.50
0106242 SAMANTHA PERLMAN	156495	8/3/2015	229.00
0094227 SAN MATEO COUNTY FIRE CHIEF'S ASSOC	156448	8/3/2015	750.00
0093465 SAN MATEO COUNTY SHERIFF	156506	8/3/2015	312.00
0018597 SAN MATEO DAILY JOURNAL	156507	8/3/2015	600.00
0106241 SCOTT SMITHMATUNGOL	156511	8/3/2015	325.00
0099899 SHIRLEY LIU	156472	8/3/2015	2,000.00
0018962 SHOE DEPOT INC.	156508	8/3/2015	294.21
0098030 SHRED-IT USA - SAN FRANCISCO	156509	8/3/2015	54.95
0001225 SIERRA PACIFIC TURF SUPPLY,INC	156510	8/3/2015	643.27
0105992 SPOK, INC.	156512	8/3/2015	56.90
0097079 SPRINT	156513	8/3/2015	65.38
0092291 ST. ROBERT'S CHURCH	156514	8/3/2015	200.00
0105796 SUNRISE FOOD DISTRIBUTOR INC.	156515	8/3/2015	87.06
0017802 SUPPLYWORKS	156516	8/3/2015	1,542.27
0018658 TASER INTERNATIONAL INC.	156519	8/3/2015	651.42
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	156452	8/3/2015	324.00
0098021 THE SAN MATEO MEDICAL CENTER	156520	8/3/2015	2,100.00
0106243 THOMAS TANGATAEVAHA	156518	8/3/2015	60.00
0000036 THOMSON WEST	156521	8/3/2015	381.50
0105932 THOMY LEDESMA	156470	8/3/2015	60.00
0099781 THU S. TRAN	156522	8/3/2015	18.11
0000019 U.S. POSTMASTER	156523	8/3/2015	3,800.00
0000019 U.S. POSTMASTER	156524	8/3/2015	3,456.53
0105133 UTILITY TELEPHONE, INC.	156525	8/3/2015	184.33
0102988 VANTAGEPOINT TRANSFER AGENTS	156526	8/3/2015	12,904.25
0095749 VERIZON WIRELESS	156528	8/3/2015	3,057.66

Document group: komalley Bank: apbank 05507660

<u>Vendor Code & Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0097542 VERONICA PADILLA	156491	8/3/2015	400.00
0104233 WAVE	156529	8/3/2015	8,833.50
0000612 WESTVALLEY CONSTRUCTION CO.INC	156530	8/3/2015	200.00
0103866 WILL ANDERSON	156427	8/3/2015	500.00
0099946 WILL HSIAO	156464	8/3/2015	276.00
0104022 WORLD JOURNAL	156531	8/3/2015	305.00
0018585 WRIME INC.	156532	8/3/2015	1,766.50
0102630 XO COMMUNICATIONS, LLC	156533	8/3/2015	4,227.62
0096001 YENIS COTUA DE GALINDO	156447	8/3/2015	246.40
		GrandTotal:	1,377,792.72
		Total count:	116



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: August 25, 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 July 31, 2015 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,398,375.77 for bi-weekly pay period ending July 26, 2015 is attached.

LABOR SUMMARY FOR PAY PERIOD ENDING : JULY 26, 2015

pyLaborDist	07/31/15
Fund: 001 - GENERAL FUND	1,067,025.55
Fund: 122 - SOLID WASTE/RECYCL.	1,645.04
Fund: 190 - EMERGENCY DISASTER FUND	7,983.23
Fund: 203 - STREET IMPROVE. PROJECTS	4,400.80
Fund: 207 - TECHNOLOGY CAPITAL	162.66
Fund: 611 - WATER FUND	92,177.34
Fund: 621 - STORMWATER FUND	18,425.01
Fund: 631 - WASTEWATER FUND	62,300.65
Fund: 641 - CABLE TV FUND	85,256.70
Fund: 701 - CENTRAL GARAGE	10,716.76
Fund: 702 - FACILITY MAINT.FUND	26,312.35
Fund: 707 - TECHNOLOGY DEVELOPMENT	16,829.22
Fund: 711 - SELF INSURANCE	5,140.46
Total	1,398,375.77

CITY OF SAN BRUNO
Portfolio Summary
June 30, 2015



Investments	CUSIP	Book Value	Interest Rate	Maturity Date	% of Portfolio
Investment Pools:					
Local Agency Investment Fund		\$ 14,309,781.21	0.26%		11%
Glenview Fire Local Investment Fund		3,044,575.81	0.26%		2%
San Mateo County Pool		21,681,702.89	1.00%		16%
Total Investment Pools		39,036,059.91			29%
Federal Agency Bonds:					
Federal National Mortgage Association	3136G1KS7	1,000,000.00	0.50%	August 15, 2016	1%
Federal Home Loan Banks	3130A5T74	1,000,000.00	0.85%	June 30, 2017	1%
Federal Home Loan Mortgage Corp	3134G6ZX4	1,000,000.00	0.85%	August 25, 2017	1%
Federal Home Loan Bank Notes	3130A5HT9	1,000,000.00	0.75%	August 28, 2017	1%
Federal National Mortgage Association	3136G25J2	1,000,000.00	1.12%	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 Banks	313382EH2	1,000,000.00	1.01%	December 27, 2017	1%
Federal Home Loan Mortgage Corp	3134G7FK2	1,000,000.00	1.10%	March 23, 2018	1%
Federal Home Loan Mortgage Corp	3134G6KW2	1,000,000.00	1.30%	March 29, 2018	1%
Federal Home Loan Banks	3130A5S59	1,000,000.00	1.10%	March 29, 2018	1%
Federal Home Loan Mortgage Corp	3134G6U43	1,000,000.00	1.15%	May 25, 2018	1%
Federal Farm Credit Banks	3133EDQ21	1,000,000.00	1.47%	July 9, 2018	1%
Federal Home Loan Banks	3130A3NJ9	1,000,000.00	0.00%	December 30, 2019	1%
Total Federal Agency Bonds		16,000,000.00			12%
Municipal Bonds:					
Cal State Federal Taxable	13063CKL3	2,015,100.00	2.22%	May 1, 2019	2%
Total Municipal Bonds		2,015,100.00			
Money Market:					
U.S. Government Money Market	23380W525	7,123,358.39	0.01%		5%
Total Money Market		7,123,358.39			
Custodial Account:					
City of San Bruno as Temporary Custodian		68,501,735.68			52%
Total Custodial Account		\$ 68,501,735.68			
TOTAL INVESTMENTS		\$ 132,676,253.98			100%

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City of San Bruno
Through June 2015

Through period: 12

		Cash	Investments	Fund Total
001	GENERAL FUND	6,764,742.55	53,746.38	6,818,488.93
002	GENERAL FUND RESERVE	8,560,751.00	0.00	8,560,751.00
003	ONE-TIME REVENUE	887,785.86	0.00	887,785.86
004	NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	5,581,050.11	0.00	5,581,050.11
101	GAS TAX	688,514.95	0.00	688,514.95
102	MEASURE A TRANSPORTATION TAX	1,069,526.01	0.00	1,069,526.01
103	STREET SPECIAL REVENUE	310,691.09	0.00	310,691.09
104	TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00
111	POLICE ASSET FORFEITURE	58,118.86	0.00	58,118.86
112	SAFETY AUGMENT. -PROP.172	51,052.80	0.00	51,052.80
113	POLICE SPECIAL REVENUE	51,415.76	0.00	51,415.76
114	TRAFFIC SAFETY GRANT	61,813.57	0.00	61,813.57
121	FEDERAL/STATE GRANTS	751.86	0.00	751.86
122	SOLID WASTE/RECYCL.	252,708.11	0.00	252,708.11
123	LIBRARY SPECIAL REVENUE	202,083.93	0.00	202,083.93
131	IN-LIEU FEES	3,533,137.27	0.00	3,533,137.27
132	AGENCY ON AGING	40,083.08	0.00	40,083.08
133	RESTRICTED DONATIONS	905,626.13	0.00	905,626.13
134	ED JOHNSON BEQUEST FUND	26,031.68	0.00	26,031.68
135	GLENVIEW FIRE DONATIONS	0.00	0.00	0.00
136	EMERGENCY DISASTER RESERVE	3,044,575.81	0.00	3,044,575.81
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	1,653,214.84	649,997.86	2,303,212.70
190	DISASTER RECOVERY FUND	7,966,023.61	0.00	7,966,023.61
201	PARKS AND FACILITIES CAPITAL	1,629,136.78	0.00	1,629,136.78
203	STREET IMPROVE. PROJECTS	3,881,030.55	0.00	3,881,030.55
207	TECHNOLOGY CAPITAL	293,239.89	0.00	293,239.89
251	SUCCESSOR AGENCY TO THE SB RDA - CAPIT/	0.00	0.00	0.00
302	LEASE DEBT SERVICE	11,465.06	2.97	11,468.03
351	SUCCESSOR AGENCY TO THE SB RDA -2000 C\	0.00	0.00	0.00
611	WATER FUND	13,068,913.19	0.00	13,068,913.19
621	STORMWATER FUND	124,330.93	0.00	124,330.93
631	WASTEWATER FUND	9,713,254.20	402,594.74	10,115,848.94
641	CABLE TV FUND	(7,200,621.99)	200.00	(7,200,421.99)
701	CENTRAL GARAGE	606,080.15	0.00	606,080.15
702	FACILITY MAINT.FUND	823,807.73	0.00	823,807.73
703	GENERAL EQUIPMENT REVOLVING	4,141,015.73	0.00	4,141,015.73
707	TECHNOLOGY DEVELOPMENT	215,884.40	0.00	215,884.40
711	SELF INSURANCE	2,087,648.11	91,118.50	2,178,766.61
870	SAN BRUNO COMMUNITY FOUNDATION	68,501,735.68	0.00	68,501,735.68
880	PROJECT DEVELOP. TRUST	274,411.90	0.00	274,411.90
891	S.B. GARBAGE CO. TRUST	473,821.45	0.00	473,821.45
	Grand Total:	140,445,252.64 *	1,197,660.45	141,642,913.09

* Reconciliation of Pooled Cash & Investments to Portfolio Book Value

Investment Porfolio Value	\$132,676,253.98
Cash on hand - Checking Accounts	8,876,334.57
Payroll and Accounts Payable Outstanding Checks	(1,327,457.90)
Deposits in Transit	220,121.99
General Ledger Cash Balance as of June 30, 2015	\$140,445,252.64

Totals are through period: 12

Page: 1



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 25, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Connie Jackson, City Manager

SUBJECT: Approve Response to Grand Jury Report "Flooding Ahead: Planning for Sea Level Rise"

BACKGROUND:

Over the past century, sea level has risen nearly eight inches along the California coast, and model scenarios suggest substantial increases in sea level will result in significant impact to communities over the coming century. Flooding already poses a threat to communities along the San Francisco Bay, and there is compelling evidence that these risks will increase in the future.

A study conducted by the Pacific Institute in 2012 for the California Energy Commission included a detailed analysis of the population, infrastructure and property along the San Francisco Bay that are at risk from projected Sea Level Rise (SLR) if no actions are taken to protect the coast. Based on the analyses, the mean sea level along the California coast will rise approximately 55 inches by year 2100 as a result of thermal expansion of the oceans and an increase in ocean volume as land ice melts and runs off.

On June 5, 2015, San Mateo County conducted a kickoff meeting in Foster City for the San Mateo County Sea Level Rise Vulnerability Assessment Study. City staff and elected officials were invited to participate in the meeting and discussion to become informed about the study and effects of SLR in San Mateo County. The study will perform vulnerability and risk analyses from SLR and evaluate mitigation measure to reduce the risk of inundation. City staff have participated in the meetings and will continue to provide input on the study.

San Mateo County will be affected by SLR as a lot of the coastal communities and properties are at risk of flooding. The San Mateo County Grand Jury released the attached report titled "Flooding Ahead: Planning for Sea Level Rise" and requested agencies within the County including San Bruno to respond to the findings and recommendations in the report pursuant to California Penal Code Section 933.05 by September 3, 2015.

DISCUSSION:

The Grand Jury Report provided information regarding the impacts of SLR, evaluated an approach to address the issue in terms of creating an organizational structure, and discussed potential funding scenarios. The report includes twelve (12) findings and seven (7) recommendations for response by the City of San Bruno.

J.d.

Staff reviewed the findings and recommendations and provided draft responses as attached. Based on staff's assessment, the City is generally supportive of the findings and recommendations; however, further investigation and evaluation are required for some of the recommendations. The City's draft responses are in line with the responses from City/County Association of Governments (C/CAG).

For instance, the recommendations R2 and R4 suggest that a single organization be identified such as a new joint powers authority or an expanded San Mateo County Flood Control District to undertake the countywide SLR planning. Although the concept of a single organization to undertake Countywide SLR planning sounds positive, further analysis should be explored to determine the advantages and disadvantages. The expanded role of the County Flood Control District offers advantages; however, the concern to the focus and attention for SLR will need to be evaluated given other County's responsibilities. Focused work on SLR will require staff with specific knowledge and expertise. Additionally, staff recommends that communication between the County and cities needs to be streamlined so cities can participate in the decision-making process.

One additional recommendation under R4 suggests the new organization to expand the role to include functions such as the National Pollution Discharge Elimination System (NPDES) and the new State requirements for local sustainable groundwater planning. The City does not support this recommendation as NPDES is currently managed by C/CAG and the local sustainable groundwater planning should be left to the agencies that manage their own groundwater.

FISCAL IMPACT:

There is no fiscal impact for responding to the Grand Jury Report.

ALTERNATIVES:

1. Request changes to the proposed responses.
2. Do not respond to the report. This alternative would subject the City to additional follow up and potential sanctions.

RECOMMENDATION:

Approve Response to Grand Jury Report "Flooding Ahead: Planning for Sea Level Rise".

ATTACHMENTS:

1. Grand Jury Report titled "Flooding Ahead: Planning for Sea Level Rise"
2. Response to Grand Jury Report

DISTRIBUTION:

None

DATE PREPARED:

July 23, 2015

REVIEWED BY:

_____ CM



FLOODING AHEAD: PLANNING FOR SEA LEVEL RISE

ISSUE

What actions can the County of San Mateo, and the 20 cities and two relevant local special agencies within the county, take now to plan for sea level rise?

SUMMARY

San Mateo County is at severe risk for sea level rise (SLR) over the period 2015-2100. The County, and the 20 cities and two relevant local special agencies within the county,¹ do not have a coordinated approach to address *existing* problems related to flooding and are not prepared for the added challenge of SLR. This investigation documents the countywide risk that SLR poses to people, property, and critical infrastructure. For example, wastewater treatment plants are highly vulnerable to SLR and this vulnerability presents significant problems for all cities, not just those along the coast and bay.

This Grand Jury report discusses ways to get organized to plan for SLR, as well as alternative sources of funding for SLR-related projects. Based on this investigation, the Grand Jury recommends that a single organization undertake SLR planning on a countywide basis. This report also examines ways to address SLR as part of local land use planning and recommends including SLR-related policies in local General Plans. It also recommends implementation of a coordinated program to raise public awareness of SLR, particularly as to how it may impact this county. Finally, the report highlights the need for effective and coordinated advocacy at the regional, State, and federal levels.

The Grand Jury strongly urges action *now* to undertake countywide planning for SLR. By acting now, SMC may be able to reduce future costs by integrating SLR-related projects with other programmed levee projects, such as those that may be triggered by new FEMA flood hazard maps. By acting now, San Mateo County jurisdictions may apply land use planning measures to mitigate future exposure to SLR. Finally, by acting now to address SLR, San Mateo County can also address the lack of coordination among jurisdictions that is evident in existing flood prevention efforts. Notably, this lack of coordination places the county at a severe disadvantage when applying for federal or State monies for flood protection.

GLOSSARY

County of San Mateo or County: County government under the Board of Supervisors

San Mateo County or SMC, or county: the geographic entity. Local governments and residents collectively.

¹ The two relevant special agencies with responsibilities for flood prevention are the County Flood Control District and the San Francisquito Creek Joint Powers Authority.

Levees: includes levees, horizontal levees, walls, dikes, and similar structures designed to prevent flooding along the coast, bay shoreline, and along creeks subject to tidal flows

Local officials: elected and appointed officials and staff of the County, cities, and special agencies within the county, interviewed by the jury

CEQA: California Environmental Quality Act. A law governing the environmental review process, including the preparation of environmental impact reports, to be used by local governments when considering proposed new developments.

JPA: Joint Powers Authority. A separate government agency created by its member agencies (such as cities and counties), typically with officials from the member agencies on its governing board. JPAs are formed for specific purposes and to exercise powers commonly held by the member agencies. For example, two or more cities may form a JPA to manage a common government function, such as fire protection for their jurisdictions, where it is more cost-effective to act together than separately.

Specific Agencies

BCDC: San Francisco Bay Conservation and Development Commission. A State agency with permit authority over new development along the San Francisco Bay shoreline. BCDC requires an SLR risk assessment for any new development within its jurisdiction. It published the report *Living with a Rising Bay: Vulnerability and Adaptation in San Francisco Bay and on Its Shoreline* (2011).

C/CAG: City/County Association of Governments of San Mateo County. A JPA formed by the County of San Mateo and all 20 cities within the county for various purposes including, for example, oversight of a regional transportation Congestion Management Program.

CCC: California Coastal Commission. A State agency with permit authority over new development along the coast. CCC requires an SLR risk assessment for new development within its jurisdiction.

CEC: California Energy Commission. A State agency responsible for energy policy and planning, including research. It published the reports *The Impacts of Sea Level Rise on the San Francisco Bay* (2012) and *Climate Change Scenarios and Sea Level Rise Estimates for California* (2009).

CO-CAT: Coastal and Ocean Working Group of the California Climate Action Team. A working group of senior staff from 17 State agencies with ocean and coastal resource management responsibilities. It issued the *State of California Sea-Level Rise Guidance Document* (2013) for use by State agencies as part of their assessments and decisions.

FEMA: Federal Emergency Management Administration. A federal agency whose responsibilities include preparing Flood Insurance Rate Maps that depict areas subject to

inundation by a “100-year storm.”² At present, FEMA does not map flood hazards based on anticipated future sea levels.

NRC: National Research Council. An operating arm of the National Academy of Sciences and the National Academy of Engineering, a private nonprofit institution. It published the report *Sea Level Rise for the Coasts of California, Oregon and Washington: Past, Present and Future* (2012).

SCC: State Coastal Conservancy. A State agency that purchases, protects, restores, and enhances coastal resources. Currently supports preparation of local coastal plans and vulnerability assessments in San Mateo County that address SLR.

BACKGROUND

San Mateo County (SMC) residents are at severe risk for flooding due to projected sea level rise (SLR) over the period 2015-2100. In fact, SLR is already occurring. Measurements at the San Francisco Tide Station at the Golden Gate show eight inches of SLR between 1897 and 2006, consistent with figures from around the world.³

The precise amount and rate of SLR are unknown, but State agencies have consistently advised that seas are rising at “accelerating rates,” and project SLR ranging up to 65 inches (167 centimeters) by the year 2100.⁴ One scientist advised SMC officials of the possibility of even greater SLR, nearly 15 feet, during this century.⁵

² A “100-year-storm” is used to define a rainfall event that statistically has a one percent chance of occurring in any given year. However, it is not the storm that will occur once every 100 years. Rather, it is the rainfall totals that have a one percent chance of being equaled or exceeded each year.

³ Matthew Heberger et al. (Pacific Institute) 2012, *The Impacts of Sea Level Rise on the San Francisco Bay*, California Energy Commission (CEC) Publication No. CEC-500-2012-014, pp. 2-3; and San Francisco Bay Conservation and Development Commission (BCDC), *Living with a Rising Bay: Vulnerability and Adaptation in San Francisco Bay and on Its Shoreline*, Staff Report, October 6, 2011, p. 18.

⁴ In 2008, Governor Schwarzenegger issued an executive order requiring State agencies to prepare SLR scenarios for the years 2050 and 2100 to “assess project vulnerability, reduce expected risks, and increase resilience to sea level rise.” In response, the Coastal and Ocean Working Group of the California Climate Action Team (CO-CAT), representing 17 State agencies, proposed interim SLR projections for the year 2100 ranging from 31 to 69 inches, grouped into “low,” “medium,” and “high” models (based on a 2009 CEC study). For some planning purposes, agencies such as BCDC focused on 55 inches of SLR, the average projection in the “high” model. However, CO-CAT urged agencies to “select SLR values based on agency and context-specific considerations of risk tolerance and adaptive capacity.” (See BCDC, *Living with a Rising Bay*, pp. 9, 20-22.) In 2012, the National Research Council (NRC) issued a report *Sea Level Rise for the Coasts of California, Oregon and Washington: Past, Present and Future*. The report projects SLR ranging from about 16 inches to 65 inches (42 to 167 centimeters) by the year 2100. The NRC report was commissioned by California, Oregon, and Washington State agencies, by the National Oceanic and Atmospheric Administration (NOAA), the U.S. Army Corps of Engineers, and the U.S. Geological Survey. CO-CAT now considers the NRC report to be the “best available science” on SLR for this state, but allows State agencies to use the projections “in a flexible manner” in their assessments or decisions. (See CO-CAT, *Sea-Level Rise Guidance Document*, March 2013, p. 1, and California Coastal Commission (CCC), *Draft Sea Level Rise Policy Guidance*, October 14, 2013, p. 4.)

⁵ John Englander, Conference Speech at Jackie Speier, Rich Gordon, and Dave Pine, “Meeting the Challenge of Sea Level Rise in San Mateo County,” December 9, 2013, College of San Mateo Theatre, San Mateo, CA.

Scientists have identified the major sources of SLR: an increase in water temperature causing expansion of the oceans, plus the addition of water from melting glaciers.⁶ Based on scientific studies, State agencies warn that additional SLR is now *inevitable*.⁷

Most discussions of SLR focus on the cause (climate change) and means of prevention (such as reducing carbon emissions). This Grand Jury report is not about preventing SLR, but rather about *adaptation* to SLR. Adaptation includes measures such as constructing or modifying levees, elevating structures, restoring wetlands, or abandoning low-lying areas.

This report addresses SLR that is projected to gradually increase through the year 2100. Although this may seem to stretch far into the future, it is within the lifespan of younger residents and the useful life of many existing buildings and infrastructure. Substantial areas of the county are *already* within existing FEMA flood insurance rate maps. Unless better protected, these areas could feel the first impact of SLR at any time.

Over the last 20 years, there have been incidents of severe flooding in SMC. In December 2014, low-lying basins and levee over-topping were contributing factors when a moderate “five-year”⁸ storm left hundreds of residents homeless.⁹ If the County, cities, and two relevant local special agencies are struggling to address *existing* flood conditions, how will they handle worse conditions in the future?¹⁰

METHODOLOGY

Documents

See Bibliography for a detailed list:

- Federal, State, and regional agency reports
- Consultant studies prepared for government agencies

⁶ The risk is not just SLR alone, that is, a slow rise in sea level until one day the levees are topped. For one thing, SLR can undermine the integrity of existing levees. Even more, the risk lies in the *combination* of SLR, plus the yearly high tides (“king” tides), plus a 100-year storm that causes a storm surge and wave action in the Bay, plus heavy rainwater runoff in creeks. Other factors that influence the risk of flooding due to SLR include changes in land elevation due to earthquakes, and the subsidence, or sinking, of land such as that caused by excess pumping of groundwater. See BCDC, *Living with a Rising Bay*, p. 4; and see Schaaf & Wheeler, Consulting Civil Engineers, *Climate Change Impacts for San Mateo, California*, February 2, 2009, pp. 4-10 (report commissioned by the City of San Mateo).

⁷ “Perhaps the most notable finding from the IPCC is that the effect of GHG emissions will continue long after emissions are reduced. The IPCC projects that global temperature will continue rising for a few centuries before stabilizing. Sea level rise from thermal expansion will continue for centuries to millennia. Sea level rise from ice-sheet melting will continue for several millennia.” BCDC, *Living with a Rising Bay*, p. 9.

⁸ A five-year storm statistically is a storm whose magnitude has a 20% chance of occurrence each year.

⁹ Angela Swartz, “Cleanup Begins: Some Still Can’t Return to Homes Damaged from Storm, CSM Shelter Available,” *San Mateo Daily Journal*, December 16, 2014; a 45-year flood in 1998 that damaged about 1,700 properties was a factor that led to the creation of the San Francisquito Creek JPA. See <http://sfcjpa.org/web/about/agency-overview/>.

¹⁰ The two relevant local special agencies with responsibilities for flood prevention are the San Mateo County Flood Control District and the San Francisquito Creek Joint Powers Authority.

- Information from government websites
- City and county planning documents
- Newspaper articles
- Videos of two conferences on SLR held in San Mateo County

Site Tours

Silicon Valley Clean Water wastewater treatment plant (Redwood Shores)

Interviews

In conducting this investigation, the jury interviewed 14 individuals including two elected officials; four city managers or assistant city managers; four executive directors, general managers, or assistant general managers of three joint powers authorities; and four County of San Mateo appointed officials.

DISCUSSION

San Mateo County's Exposure to Sea Level Rise

As noted earlier, State agencies project SLR within a range of up to 65 inches by 2100. A 2012 report, prepared by the Pacific Institute for the California Energy Commission (CEC), documents the potential impacts on areas around San Francisco Bay of sea level rise of 16 inches by 2050 and 55 inches by 2100.¹¹

The results of the CEC study are startling. Of all the counties in California, SMC is by far the most exposed to SLR, in terms of both the residents and economic value at risk. Assuming 55 inches of SLR, the replacement value of buildings and contents at risk of flooding along the bay is estimated to exceed \$23 billion, while that along the coast is valued at \$910 million (land value is not included in these figures).¹² This is about one-quarter of the statewide total and nearly 40% of the Bay Area total. The dollar figure only hints at the threat to the people and structures within SMC due to SLR:

- 120,000 residents at risk of losing their homes to flooding (also nearly one-quarter of the statewide and 40 percent of the Bay Area totals)¹³
- 110,000 employees at job locations at risk

¹¹ Heberger et al., *The Impacts of Sea Level Rise*, pp. 6-21. As noted in the discussion in footnote 4 of this Grand Jury report, 55 inches is the average of "high" model projections. Thus, it represents a close-to-worst-case scenario (excluding catastrophic SLR discussed elsewhere in this report).

¹² SCC, "San Mateo County Shoreline Vulnerability Assessment," Staff Recommendation, January 29, 2015, p. 2. Valuation of coastal property at risk was not included in the Heberger et al. report but was provided by the Pacific Institute.

¹³ Pacific Institute, "Thematic Maps." <http://www.pacinst.org/publications/sea-level-rise-thematic-maps/>. Based upon 2010 U.S. Census data, the website updates the 110,000 population figure for SMC that was included in Heberger et al.

- 6 wastewater treatment plants at risk
- 1 power plant at risk
- 72 miles of highways at risk
- 420 miles of roads at risk
- 10 miles of railroads at risk
- 78 EPA-regulated hazardous material sites at risk
- 75% of existing wetlands at risk of being “unviable”

The Grand Jury reviewed SLR flood maps prepared by the Pacific Institute, which show the impact of 55 inches of SLR.¹⁴ These maps are included in the Appendix. All of Foster City and substantial areas of Redwood City and San Mateo could be inundated. Serious flooding could also occur in East Palo Alto, Menlo Park, San Carlos, Belmont, Burlingame, Millbrae, San Bruno, and South San Francisco.

The 55-inch SLR flood zone covers important commercial centers including part of South San Francisco’s biotech industrial area, the hotels along Burlingame’s shoreline, numerous shopping areas, business parks, and recreational spaces. Within this floodplain are the headquarters of Visa International in Foster City, Franklin Templeton Investments in San Mateo, Oracle in Redwood Shores, and Facebook in Menlo Park.

Fifty-five inches of SLR waters would flood San Francisco International Airport and the County’s Half Moon Bay and San Carlos Airports. Other County facilities at risk include the new jail under construction and the Government Center, both in Redwood City. The Caltrain line in San Mateo, Burlingame, and Millbrae is threatened. The Port of Redwood City and marinas operated by the County Harbor District at Pillar Point on the coast and at Oyster Point in South San Francisco could be flooded.

The new Kaiser Foundation hospital in Redwood City, the Kaiser Foundation medical office building in San Mateo, the new Palo Alto Medical Foundation medical office building in San Carlos, and the Stanford Health Care medical office buildings in Redwood City are all within the 55-inch SLR flood zone.

On the coast, parts of Half Moon Bay and Pescadero could be flooded. In Pacifica, the potential for SLR has “very serious implications . . . areas of the Sharp Park Golf Course, the Rockaway Beach district, and the West Linda Mar and West Sharp Park neighborhoods could be inundated.”¹⁵ Further, “coastal erosion processes that have caused damage along the high bluffs of Pacifica’s northern neighborhoods would very likely increase in magnitude . . . while there

¹⁴ Pacific Institute, “Impacts of Sea Level Rise on the California Coast.”
http://www2.pacinst.org/reports/sea_level_rise/gmap.html.

¹⁵ Dyett & Bhatia (consultants), *City of Pacifica Draft General Plan*, March 2014, pp. 7-8.

could be new risks of erosion along the length of Pacifica’s coastline in areas that are not currently exposed to wave action erosion. . . .”¹⁶

Countywide Impact—Tax Revenue

Although no exact figure has been calculated, it is evident that the impacts identified above would also have a severe effect on tax revenues from a variety of sources. In particular, a reduction in property tax revenue from SLR flood zones would affect all taxing entities in the county. This might affect the provision of County and city services throughout the county.

Countywide Impact—Wastewater Treatment Plants

The impact of SLR is not limited to jurisdictions touching the ocean or bay. Inundation of wastewater treatment plants would pose severe countywide environmental and health threats. Since sewer systems rely on gravity, treatment plants are often located at sea level, with outflow of treated wastewater into the bay or ocean. The CEC report identified the following plants in SMC as vulnerable with 55 inches of SLR:¹⁷

- Mid-Coast Sewer Authority (includes the city of Half Moon Bay)
- City of Millbrae
- San Francisco International Airport
- City of San Mateo (includes the city of Foster City and part of the town of Hillsborough)
- South Bayside System Authority (now Silicon Valley Clean Water) (includes the cities and towns of Atherton, Belmont, East Palo Alto, Menlo Park, Portola Valley, Redwood City, San Carlos, and Woodside)
- South San Francisco/San Bruno (includes the town of Colma)

In addition to the threat of flooding, it is likely that these plants, and others that pump their treated water into the bay or ocean, will also need to install stronger pumps in order to deal with the increased water pressure at depths that will have increased due to SLR.¹⁸

The State CO-CAT advises that shoreline wastewater treatment plants with no space to relocate inland have “low adaptive capacity and high potential impacts from flooding.” For such facilities, preparing for a higher projected SLR would be prudent.¹⁹

The Grand Jury toured the largest treatment plant, located in Redwood Shores, operated by Silicon Valley Clean Water. It serves 200,000 south county residents. At the plant, key

¹⁶ Ibid.

¹⁷ Heberger et al., *The Impacts of Sea Level Rise*, p. 16. Note also that the City of Brisbane is served by the Southeast Water Quality Control treatment facility in San Francisco, which also appears to be vulnerable to SLR.

¹⁸ Source: Interview.

¹⁹ CO-CAT, *Sea-Level Rise Guidance*, pp. 3-4.

components have been elevated to protect against possible levee failure. However, this does not take into account SLR. Also, staff noted that the treatment plant receives wastewater from four pumping stations, all of which are in the SLR flood plain.²⁰

Catastrophic Sea Level Rise

A 2013 *National Geographic Magazine* article described potential SLR of 212 feet, over many centuries.²¹ In a presentation to SMC officials, oceanographer John Englander said that a 10-foot rise over just 10-15 years is possible this century if two west Antarctic glaciers break loose into the ocean.²² This would be *in addition to* the SLR already projected by State agencies. This Grand Jury report looks at the local planning required for up to about 55 inches of SLR. At this level, SLR impacts SMC to a much greater extent than other Bay Area counties, and it makes sense to look at this county separately. However, SLR on the order of 15 feet or more would severely impact the entire Bay Area and planning may need to be addressed primarily at the regional level.

SLR Is a Countywide Issue

A key question is whether SLR should be viewed as a *countywide* threat or only as a risk to areas threatened with *actual inundation*. The answer to this question has important implications for how the problem is addressed—and who pays for it.

Currently, flood control, whether along creeks or shorelines, is the responsibility of each city, as cities have responsibility for public safety and for land use. In fact, exposure to SLR is partly the result of land use decisions by cities to develop tidal wetlands and other low-lying areas.

However, as detailed above, the impact of SLR will fall on *all* county residents. In particular, the exposure of wastewater treatment plants and the loss of countywide tax revenue are serious countywide threats.

Public Awareness of the Threat

Developing a plan to adapt to SLR will require broad support among elected officials and other government policymakers and, most importantly, the general public. This, in turn, requires greater public awareness of the issue.

Two forums on SLR sponsored by Congresswoman Jackie Speier, Assemblyman Rich Gordon, and Supervisor Dave Pine have served to educate many local elected officials and government

²⁰ Source: Interview.

²¹ Tim Folger and George Steinmetz, "Rising Seas: How They Are Changing Our Coastlines," *National Geographic*, September 2013.

²² John Englander, Conference Speech at Speier, Gordon, and Pine, "Meeting the Challenge of Sea Level Rise"; see also Will Travis (former Executive Director of BCDC), Conference Speech at Speier, Gordon, and Pine, "Meeting the Challenge of Sea Level Rise." Travis noted that at some point higher levees may not be viable and suggested that we may need to look at the Dutch model of "living with water"; see also Larry Goldzband (Executive Director of BCDC), Conference Speech at Speier, Gordon, and Pine, "Meeting the Challenge of Sea Level Rise." He noted the possibility of addressing SLR at the Golden Gate, rather than along the entire length of the bay shoreline.

staff.²³ However, as one city manager noted, continuing education is necessary as elected officials rotate off their councils.

Moreover, despite some press coverage of the two forums, it appears that the public at large is not well informed on the issue. At present, the Grand Jury is not aware of any on-going educational efforts by local governments to inform county residents about SLR, particularly as it may impact SMC.

Preparing for SLR

Existing Flood Protection in San Mateo County

Cities and two special local agencies are responsible for construction and maintenance of levees within their jurisdictions.²⁴ Often, they pay the entire cost of levee projects. They work closely with various regional, State, and federal permitting agencies to meet design standards, both for the structures themselves and the adjacent shoreline environment.²⁵

Presently, there is a chain of levees along the bay. Each link in the chain is the responsibility of a different city or special agency. However, flood risk is based on topography, not political boundaries. Thus, the safety of properties in any given city often depends on levee projects undertaken by its neighboring cities. The public is protected only so long as the “weakest link” in the chain of levees is able to meet the threat. Officials interviewed by the Grand Jury identified a number of existing “weak links.”

Currently, no countywide agency has oversight of the levees as a whole. No agency provides countywide planning, coordinates cities’ construction and maintenance efforts, or assists with grant applications related to *existing* flood problems, much less preparing for SLR. Cities do not contribute money to pay for projects outside their jurisdiction, even though their own residents may benefit.

The San Mateo County Flood Control District is “countywide” on paper but its tax base is limited by the California Water Code to certain “subzones,” which were specified prior to the voters’ adoption in 1978 of Proposition 13. The District’s revenue stream is small and limited to funding flood control along the Colma, San Bruno, and San Francisquito Creeks. The District has no staff of its own, contracting with the County’s Public Works Department on an as-needed basis for necessary staffing.

²³Jackie Speier, Rich Gordon, and Dave Pine, “Meeting the Challenge of Sea Level Rise in San Mateo County,” College of San Mateo, December 9, 2013, and “Planning for Sea Level Rise in San Mateo County,” Foster City City Hall, June 27, 2014.

²⁴ The cities of East Palo Alto and Menlo Park, the San Mateo County Flood Control District, the city of Palo Alto and the Santa Clara Valley Water District have formed the San Francisquito Creek Joint Powers Authority to address flooding, enhanced ecosystems and recreation along that creek in both San Mateo and Santa Clara Counties. The San Mateo County Flood Control District also has responsibility for flood control along Colma and San Bruno Creeks.

²⁵ Other agencies may be involved in particular situations. For instance, Caltrans is responsible for protecting State highways and airport owners may be responsible for protecting certain airports. (Source: Interviews.)

Current Efforts in San Mateo County to Plan for SLR²⁶

The County has taken the lead in trying to jump-start the process of planning for SLR. Along with working groups of elected officials, city staff, and special district personnel, the County has commenced (a) conducting a vulnerability assessment, (b) exploring options for a countywide governance organization to address flood control and SLR, and (c) identifying sources of funding. In January 2015, the County's Office of Sustainability received a grant from the State Coastal Conservancy (SCC) to jointly manage an SLR vulnerability assessment for SMC. The study will cover the entire bayside and the coast from Half Moon Bay north.²⁷ While there is currently no guarantee, staff is confident that the Office of Sustainability will continue working on SLR beyond the period of the grant.

Characteristics of a Possible Organization to Address SLR Planning

Almost every local official interviewed by the Grand Jury acknowledged the need for greater coordination among jurisdictions to address SLR. Each person was asked about options for "getting organized" to address SLR. Some of the characteristics identified by many of those interviewed include:

- The organization should be countywide, including upland and coastal communities.
- The cities should participate in decision-making by the organization.
- The organization should have a *focus* on SLR and have a staff with expertise in the subject.
- The organization must be sustainably funded.

Interviewees also identified a number of existing needs related to planning for SLR that should be met:

- Identify consistent SLR-related projections and flood control project standards for all jurisdictions
- Help coordinate jurisdictions regarding SLR-related flood control projects and seek a commitment by jurisdictions to implement projects in a timely fashion

²⁶ Other important SLR-related efforts in SMC include the "SFO/San Bruno Creek/Colma Creek Resilience Study," a joint effort of the airport, affected cities, and the County to assess SLR impacts in the vicinity of San Francisco International Airport (Brendan P. Bartholomew, "Peninsula Sea-Level Study to Focus on Flood Threats Surrounding SFO," *San Francisco Examiner*, February 13, 2014). The San Francisquito Creek JPA is undertaking two SLR-related projects: the SAFER Bay project will protect property within the cities of East Palo Alto and Menlo Park from Bay 100-year tides with up to three feet of SLR and enhance and create Bay marshes; and the San Francisco Bay to Highway 101 project along San Francisquito Creek that will protect the tidally influenced areas of East Palo Alto and Palo Alto from a 100-year creek flow coincident with an extreme tide and 26 inches of SLR (<http://sfcjpa.org/projects>). In addition, the SCC is funding Local Coastal Plan updates for Half Moon Bay and Pacifica that will address adaptation to SLR (SCC, "San Mateo County Shoreline Vulnerability Assessment" RFP, February 18, 2015).

²⁷ SCC, "San Mateo County Shoreline Vulnerability Assessment," Staff Recommendation, January 29, 2015.

- Assist with grant applications (State and federal agencies prefer to provide grants to projects that demonstrate a multi-jurisdictional approach)
- Seek to broaden the revenue sources for SLR projects

However, several city managers and others questioned whether the cities are ready for a new organization to assume direct control of levees, since such an organization might impinge on city authority regarding public safety, land use, and use of eminent domain.

Organizational Options

The Grand Jury discussed the following organizational options for SLR planning with the interviewees:

- Expanding the role of the County Flood Control District (SMCFCD) and/or the County Office of Sustainability
- Creating a new independent special district with an elected board (such as the Santa Clara Valley Water District)
- Expanding the role of the City/County Association of Governments (C/CAG)
- Creating a new joint powers authority (JPA) with an appointed board of elected officials from the cities and County (and possibly relevant special agencies)

The County option (first bullet point) offers advantages. As an existing agency, the Flood Control District would not need to be created anew (although legislative action would be required to expand its role). Its existing jurisdiction extends countywide, at least on paper. County staff already has expertise in matters relating to flood control. Although separate, the SMC Office of Sustainability is also developing staff with knowledge about SLR. The relevant functions of the Office of Sustainability and County's Public Works Department (which staffs the County Flood Control District) could easily be coordinated or merged. Both the Flood Control District and the Office of Sustainability are responsible to the County Board of Supervisors. Therefore, a way would need to be found to ensure that cities may participate in decision-making. Given its other responsibilities, some interviewees were also concerned that the County Board of Supervisors might not be able to give SLR the focus it requires.

In the case of an independent special district with its own elected board (second bullet point), neither the cities nor the County Board of Supervisors would have decision-making authority. It is not a near-term option, since it would require voter approval, hiring of staff and acquisition of office space, among other things. The Grand Jury's investigation also suggests that the creation of a new district would be an expensive choice, particularly if the district's responsibilities are limited to SLR planning. An independent special district might be a more appropriate option if responsibilities included actual levee construction and maintenance.

The Grand Jury inquired as to whether C/CAG, which already has committees on several environmental subjects, could expand its role to include planning for SLR. However, local officials felt that C/CAG is strongly focused on congestion management and does not have

expertise in SLR/flood control. C/CAG staff has not proposed to the agency's Board of Directors that the agency take on SLR.²⁸

Creating a new JPA (fourth bullet point) would allow the cities (and County) to have a voice. A JPA for SLR could hire staff with expertise in the field and, as a single-purpose agency, could stay focused on SLR. One negative factor is the need to create a brand new governmental structure and the added expense to do so. However, it is possible that the JPA could contract for administrative services and staffing with another agency, such as the County. A second concern expressed by local officials is the need to structure the JPA so that a membership that includes the County, 20 cities, and possibly other relevant local agencies does not become unwieldy.

Based on this analysis, the Grand Jury concludes that, under current circumstances, there is no perfect choice for an organization to undertake countywide SLR planning. However, it appears that either enlarging the role of the County Flood Control District or creating a new JPA would be viable options. What is critical is that a coordinated countywide approach be agreed upon soon.

Funding of an Organization to Plan for SLR

The costs of an organization that only focuses on *planning-type* functions such as coordinating local jurisdictions, conducting studies, developing standards and timelines, and preparing grant applications would be much less than the cost of actual construction of levees. It could be funded by member contributions, grants, and contributions from industry and wastewater treatment agencies. This would be similar to the general fund revenues that C/CAG currently collects from member contributions and grants.

Funding of Projects to Protect against SLR

At the Grand Jury's first interview, a local official posed the following question regarding SLR: "how are we going to pay for it?" Levee construction is extremely expensive. Projects recently completed or proposed in the county, just to address existing needs, have run into the tens of millions of dollars.²⁹

Current Funding for Levee Protection in San Mateo County

Currently, funding for levee projects comes mainly from local general funds or capital improvement funds, plus, in some cases, an assessment on property owners who directly benefit from such projects. Where relatively few properties are involved, the assessment per parcel can be prohibitive.

²⁸ Source: Interview.

²⁹ For example, in 2012 the City of San Mateo completed \$22.7 million in levee improvements to protect 8,000 properties and faces raising another \$22.35 million for levee improvements to protect 1,500 properties that remain in FEMA flood insurance rate maps (Larry Patterson, Conference Speech at Speier, Gordon, and Pine, "Meeting the Challenge of Sea Level Rise"). The San Francisquito Creek JPA has secured State and local funding for its \$37.5 million project for the portion of that creek between the Bay and Highway 101 (Gennady Sheyner, "San Francisquito Creek Project Sees Breakthrough after Permit Stall," *Palo Alto Online*, November 3, 2014, and interview).

The cost of flood insurance to property owners is also expensive. As a result, cities focus on projects that remove residents from FEMA flood zones (which determine the need for insurance). Savings on insurance helps offset the cost of a property assessment.

Potential Countywide Sources of Funding for SLR Projects

City general funds and assessments on properties that directly benefit may also be used for SLR-related projects. However, since SLR has countywide impacts, spreading part of the cost countywide appears justified. Some potential sources of countywide revenue include:³⁰

- Wastewater agencies may impose fees on customers within their service area to help pay for levee projects that protect wastewater treatment plants and pumping stations threatened by SLR.
- Officials interviewed doubt that, at present, SLR levee projects could secure the 66.7% voter approval required under Proposition 218 for a special tax (i.e., a tax imposed to raise revenue for a specific purpose). However, this could be a source of funds in the future, when the threat of SLR becomes more evident.
- The County and cities may raise funds through general taxes, such as County Measure A (2012), which require approval of a simple majority of voters, and distribute a *portion* of such revenues to protect against SLR, so long as the measure does not include a specific commitment to fund SLR projects.
- C/CAG used the simple majority voter threshold to win approval for County Measure M (2010), a vehicle registration fee used for a variety of transportation projects and for mitigation of transportation-related stormwater pollution.³¹ Any organization, such as the County Flood Control District or a new JPA, that addresses SLR and other related issues such as groundwater management and water pollution, might be able to use a similar approach.
- State law (SB 628, 2014) allows for the formation of Enhanced Infrastructure Financing Districts within cities and counties with the authority to issue bonds, with 55% voter approval, for purposes such as “flood control levees and dams, retention basins, and drainage channels.”³² In certain circumstances, such districts may be formed within SMC jurisdictions to serve as a source of funding for SLR projects.
- Contributions may be solicited from business parks or agencies responsible for facilities such as airports or highways that are within SLR flood plains. For example, the Facebook headquarters campus in Menlo Park will benefit from the San Francisquito Creek JPA’s SAFER project, and the company has contributed \$275,000 toward its design and EIR.³³
- Mitigation fees may be imposed on new developments in areas subject to SLR.

³⁰ Source: Interview.

³¹ C/CAG, Funding-Local/Measure M. <http://ccag.ca.gov/funding/measure-m/>.

³² California Legislative Information, SB-678 Enhanced Infrastructure Financing Districts.

³³ Renee Batti, “Stemming the Tide,” *Almanac: The Hometown Newspaper for Menlo Park, Atherton, Portola Valley and Woodside*, March 10, 2014, and interview source.

Potential Regional, State, and Federal Sources of Funding for SLR Projects

To date, local cities have received little federal or State funding for levee projects.³⁴ Several officials advised that granting agencies typically prefer projects that show multi-jurisdictional cooperation, placing the local government entities in San Mateo County at a significant competitive disadvantage in securing such funds. However, even for a multi-jurisdictional project, grants are highly competitive. SLR-related projects face a further difficulty if the granting agency does not yet recognize the risk of SLR. Finally, since SMC is by far the county most vulnerable to SLR, it may be difficult to find other counties with similar needs with which to collaborate on a regional basis. However, there is one new source of funding:

- The State of California’s Climate Resilience Account, created in 2014, is a source of grant funding directed specifically at SLR. Although only \$2.5 million has been allocated statewide in the first year, it may be enlarged in the future.

Reducing Costs by Integrating SLR-Related Projects with Other Levee Projects

Given that the amount and rate of SLR are uncertain, local officials may be reluctant to spend large amounts of money for projects that may never be needed. Possible cost-saving options that cities and relevant special agencies may examine on a case-by-case basis include:³⁵

- Integrating SLR-related protection with existing planned or proposed levee projects³⁶
- Developing SLR-related projects in stages, with specific “triggers” required before undertaking each stage of construction

In order to take advantage of these cost-saving options, however, SLR planning should begin now. For instance, a FEMA representative has advised county officials that new FEMA flood hazard maps will be forthcoming in the near future. These maps will reflect a new higher calculation of bay wave action during storms. This new calculation, which is independent of any SLR effect, may trigger the need for new levee projects to keep properties in SMC from being subject to flood insurance requirements. Incorporating consideration of future SLR in these new projects may result in cost-savings later.³⁷

SLR Is a Land Use Issue

Levee projects are a common solution to SLR. However, they may not be feasible everywhere, due to financial, environmental, or technical reasons. If the risk of flooding due to SLR cannot be completely eliminated, the County and cities will need to examine land use measures to help mitigate the threat of SLR.³⁸ Possible land use measures include the following:

³⁴ Notably, San Francisquito Creek JPA has received an \$8 million State Water Resources Board grant for a multi-jurisdictional project. (Source: Interview.)

³⁵ Craig Conner, U.S. Army Corps of Engineers, Conference Speech at Speier, Gordon, and Pine, “Meeting the Challenge of Sea Level Rise.” These suggestions were supported by local officials interviewed by the Grand Jury.

³⁶ The San Francisquito Creek JPA’s San Francisco Bay to Highway 101 flood protection project will address, in combination, a 100-year creek flow coincident with an extreme tide and 26 inches of SLR. (Source: Interview.)

³⁷ Kathleen Schaefer, FEMA, Conference Speech at Speier, Gordon, and Pine, “Meeting the Challenge of Sea Level Rise.”

³⁸ Flood control levees themselves are local land uses, sometimes offering public trails, and vista points, and other recreational options.

- Jurisdictions can include adaptation to SLR in the Safety Element of their General Plans. While not required by State Guidelines,³⁹ several cities in the county do mention SLR in their Safety Elements and/or Climate Action Plans.⁴⁰
- Jurisdictions may restrict new development or types of land use in areas subject to SLR.
- Jurisdictions may use building codes to mitigate SLR flood risk. For instance, they could require habitable areas and key building equipment be placed above flood level.
- Jurisdictions may identify areas suitable for environmental resource protection and habitat enhancement, in light of the threat of SLR.
- Jurisdictions may need to identify certain areas to be abandoned to SLR.
- Jurisdictions may impose SLR mitigation fees as a condition of approval on major residential or commercial projects in undeveloped areas subject to future SLR.
- Jurisdictions may use the CEQA environmental review process to ensure that exposure to SLR is considered, and mitigation measures identified, when major residential or commercial projects are proposed within a SLR flood plain.

Actions Needed at the Regional, State, and Federal Levels

While focused on SMC, this investigation points to the need for action on SLR at other levels of government. The County, cities, and relevant local special districts, through their representation at regional agencies, memberships in state associations, lobbyists, and elected State and federal legislators, could advocate on our behalf. Some examples include:

- Federal agencies, such as the U.S. Army Corps of Engineers, do not currently recognize SLR in their flood control mapping and/or funding.⁴¹
- Federal and State funding is extremely limited for all stages of adaptation to SLR: studies, planning, and actual levee projects.

³⁹ California Governor's Office of Planning and Research, *State of California General Plan Guidelines*, 2003.

⁴⁰ The City of Pacifica's draft Safety Element has a particularly comprehensive discussion related to SLR. However, the City will wait for "an adequate model with sufficient local detail" to project specific impacts of SLR (see Dyett & Bhatia, *City of Pacifica Draft General Plan*, March 2014, pp. 8-11 – 8-16). The City of San Carlos approved a *Climate Action Plan* (CAP) as a component of the City's General Plan update. The CAP includes a BCDC map of the city showing SLR of 16 and 55 inches. The City's approach to SLR is to cooperate with regional agencies, such as BCDC. (See City of San Carlos, *Climate Action Plan*, October 12, 2009, pp. 2, 87-91.) The City of San Mateo commissioned a report that includes a description of the potential effects of SLR on that city and has appended the report to the City's General Plan. However, the General Plan states that "considering that there is no definitive estimate and that sea level rise will occur slowly over time, the City will continue to address FEMA's current certification standards" (see *City of San Mateo 2030 General Plan*, 2010, pp. VII-6 and Appendix V, Schaaf & Wheeler, *Climate Change Impacts for San Mateo, California*).

⁴¹ This may change. "In accord with the Biggert-Water Flood Insurance Reform Act of 2012, FEMA is to establish a Technical Mapping Advisory Council that will provide recommendations to FEMA on flood hazard mapping guidelines— including . . . the impacts of sea level rise. . . . FEMA will be required to incorporate future risk assessment in accordance with the recommendations of the Council." (See FEMA, <http://www.fema.gov/coastal-frequently-asked-questions#CoastalFloodHazardMappingQuestions>, pp. 10-11.)

- With just \$2.5 million in this year’s budget for statewide use, funding of the California Climate Resilience Account, dedicated to SLR, is inadequate.
- California General Plan Guidelines (2003), prepared by the Governor’s Office of Planning and Research, do not require that SLR be addressed in the Safety Element or elsewhere in local general plans.
- Regional agencies, such as BCDC, could provide a forum for discussing SLR, including alternatives for addressing catastrophic SLR greater than 10 feet.

While these and other actions at the regional, State, and federal levels are important, it must be emphasized that San Mateo County cannot afford to wait for planning and resources to appear from outside the county. They may never come.

FINDINGS

- F1. SMC is at severe risk for flooding due to the gradual rise in sea level, projected at up to 65 inches (167 centimeters) by the year 2100. Catastrophic SLR of nearly 15 feet is a possibility this century.
- F2. SLR is a threat *countywide*, including the upland areas. All residents depend on public infrastructure, especially wastewater treatment plants. Also, a significant portion of the countywide property tax base is within the area threatened by SLR.
- F3. Although many local officials are now familiar with and concerned about the threat of SLR, there is inadequate public awareness of SLR’s potential impacts on this county.
- F4. Levees, including their financing, are currently the responsibility of each individual city or special agency with jurisdiction along streams, bay, and coast (the County is responsible for unincorporated areas).
- F5. Flood risk is based on topography, not political boundaries. The safety of properties in one jurisdiction often depends on levee projects undertaken by another jurisdiction.
- F6. Currently, no countywide agency exists to provide planning, facilitate coordination among jurisdictions, or to assist with securing funding for *existing* flood control projects. The same is true for future SLR-related projects.
- F7. To the Grand Jury’s knowledge, no local jurisdiction has adopted SLR projections or maps for specific local land use planning purposes.⁴² No consistent SLR projection has been adopted countywide by the County and cities.
- F8. There is a recognized need for a countywide approach to SLR planning and coordination among jurisdictions.
- F9. Several city managers and others interviewed did not support having a new countywide organization assume direct control of levee projects at this time.
- F10. The County and cities can address SLR in their General Plans and Climate Action Plans, can map the threat, and can adopt relevant policies.

⁴² See discussion of SLR planning in several San Mateo County cities in footnote 39.

- F11. Many actions to address SLR are within the authority of regional, State, and federal agencies.
- F12. By acting *now*, SMC may be able to reduce future costs by integrating SLR-related projects with other programmed levee projects, and by using land use planning measures to mitigate future exposure to SLR.

RECOMMENDATIONS

The Grand Jury recommends increased public education about SLR:

- R1. The County, each city in the county and relevant local special agencies⁴³ should conduct a public education effort to increase awareness of SLR and its potential effects on this county.

The Grand Jury recommends identifying a single organization to undertake SLR planning:

- R2. The County, each city in the county and relevant local special agencies⁴⁴ should identify a single organization, such as a new joint powers authority or an expanded SMC Flood Control District, to undertake countywide SLR planning. It should be structured to ensure that:

- The organization is countywide in scope
- The organization is able to *focus* on SLR
- Both the County and cities (and possibly relevant local agencies) are able to participate in the organization's decision-making⁴⁵
- The organization is sustainably funded

- R3. The organization's responsibilities should include:

- Adopt consistent SLR projections for use in levee planning countywide
- Conduct and/or evaluate vulnerability assessments⁴⁶
- Provide a forum for inter-jurisdictional coordination and exchange of information related to SLR
- Undertake grant applications for SLR-related planning and projects
- Facilitate raising funds on a countywide basis for SLR-related projects, to be passed through to agencies with direct responsibility for project construction

⁴³ San Mateo County Flood Control District and San Francisquito Creek Joint Powers Authority.

⁴⁴ Ibid.

⁴⁵ The organization could also create a technical advisory committee with representatives of departments responsible for levee construction and management, as well as representatives of public facilities at risk, such as airports and wastewater treatment plants.

⁴⁶ A vulnerability assessment could (a) inventory areas at risk for SLR (commercial, residential, public facilities, and infrastructure), (b) determine the adequacy of existing levee protection, and (c) identify and prioritize the projects that will be needed to adapt to SLR.

- Monitor actual SLR over time and any changes in SLR projections, based upon the latest federal, State, or regional government reports and scientific studies
 - Through the CEQA environmental review process, comment on major new developments proposed in the SLR floodplain
 - Advocate on behalf of the member jurisdictions with federal, State, and regional agencies regarding SLR issues
 - Assist the County and cities in public awareness efforts, as described in R1
- R4. The County, cities and two relevant local special agencies⁴⁷ should consider expanding the role of the organization beyond SLR to include planning and coordination of efforts to address *existing* flooding problems along the Bay, coast, and creeks that are subject to tidal action. It may be cost-effective to integrate SLR protection with other levee-improvement programs.

The County and cities may also consider expanding the role of the new organization to include potentially compatible functions such as the National Pollution Discharge Elimination System (NPDES), currently managed by C/CAG, and the new (2014) State requirements for local sustainable groundwater planning.

- R5. The organization—its administration, staffing, and program expenses—should be funded on a sustainable basis by:
- Member contributions
 - Contributions solicited from parties threatened by SLR, including corporations and agencies that operate public facilities such as wastewater treatment plants
 - Grants solicited from available potential sources such as the California Climate Resilience Account
 - Reducing administrative costs by contracting for services with the County or another agency

The Grand Jury recommends that SLR be addressed in local land use planning:

- R6. The County and each city should amend its General Plan, as needed, to address the risk for SLR. The Safety Element⁴⁸ should include a map of any areas vulnerable to SLR, as determined by measurements in the countywide Vulnerability Assessment [R3]. Further, it should identify policies that apply to areas threatened by SLR.

⁴⁷ San Mateo County Flood Control District and San Francisquito Creek Joint Powers Authority.

⁴⁸ As an alternative, the City of San Carlos has addressed SLR in its Climate Action Plan (CAP). The City states that the CAP was developed as a “component of the 2009 General Plan update . . . a legally defensible approach to ensuring that the Climate Action Plan is implemented” (see City of San Carlos, *Climate Action Plan*, 2009, p. 2).

The Grand Jury recommends that local governments champion SLR issues before regional, State, and federal governments and agencies:

R7. The County, cities, and relevant local special agencies, through their representatives on regional agencies, membership in state associations, lobbyists, and elected State and federal legislators, should pursue SLR-related issues with government bodies outside SMC.

REQUEST FOR RESPONSES

Pursuant to Penal code section 933.05, the Grand Jury requests responses as follows:

From the following governing bodies:

Responses to recommendations R1, R2, R3, R4, R5, R6, and R7 are requested from:

- The County of San Mateo Board of Supervisors
- The City and Town Councils of Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, Portola Valley, Redwood City, San Bruno, San Carlos, San Mateo, South San Francisco, and Woodside

Responses to recommendations R1, R2, R3, R4, R5, and R7 are requested from:

- The Board of Directors of the San Francisquito Creek Joint Powers Authority

Response to recommendation R4 is requested from:

- The Board of Directors of the City/County Association of Governments of San Mateo County

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted subject to the notice, agenda, and open meeting requirements of the Brown Act.

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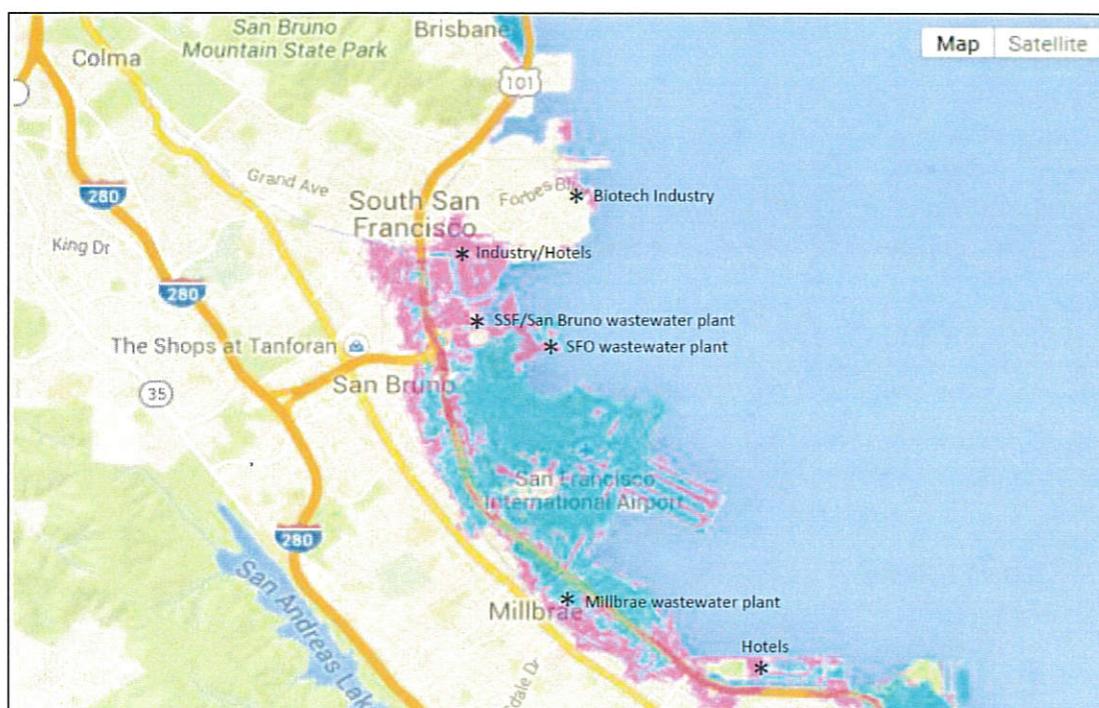
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APPENDIX

Sea level rise inundation maps for selected areas of San Mateo County are presented below. The turquoise-colored zones represent the “current area at risk” to flooding during a 100-year storm, without consideration of existing flood protection levees. The magenta-colored zones represent the area at risk during a 100-year storm with 1.4 meters of SLR (140 centimeters or about 55 inches). The green-colored zones represent areas at risk of erosion from 1.4 meters of SLR, but are not clearly distinguishable at the scale used in this Appendix. These maps were prepared by the Pacific Institute, with specific infrastructure and major government and commercial facilities identified by the Grand Jury with an * symbol.

SAN FRANCISCO INTERNATIONAL AIRPORT AND VICINITY



Maps from Pacific Institute at "http://www2.pacinst.org/reports/sea_level_rise/gmap.html"
Modified by the Grand Jury to show facilities at risk

Area at risk from a 100-year coastal flood event

-  Current area at risk
-  Area at risk with a 1.4 meter sea-level rise

Erosion

-  Area at risk from erosion in 2100 with a 1.4 meter sea-level rise

SAN MATEO AND VICINITY



Maps from Pacific Institute at "http://www2.pacinst.org/reports/sea_level_rise/gmap.html"
Modified by the Grand Jury to show facilities at risk

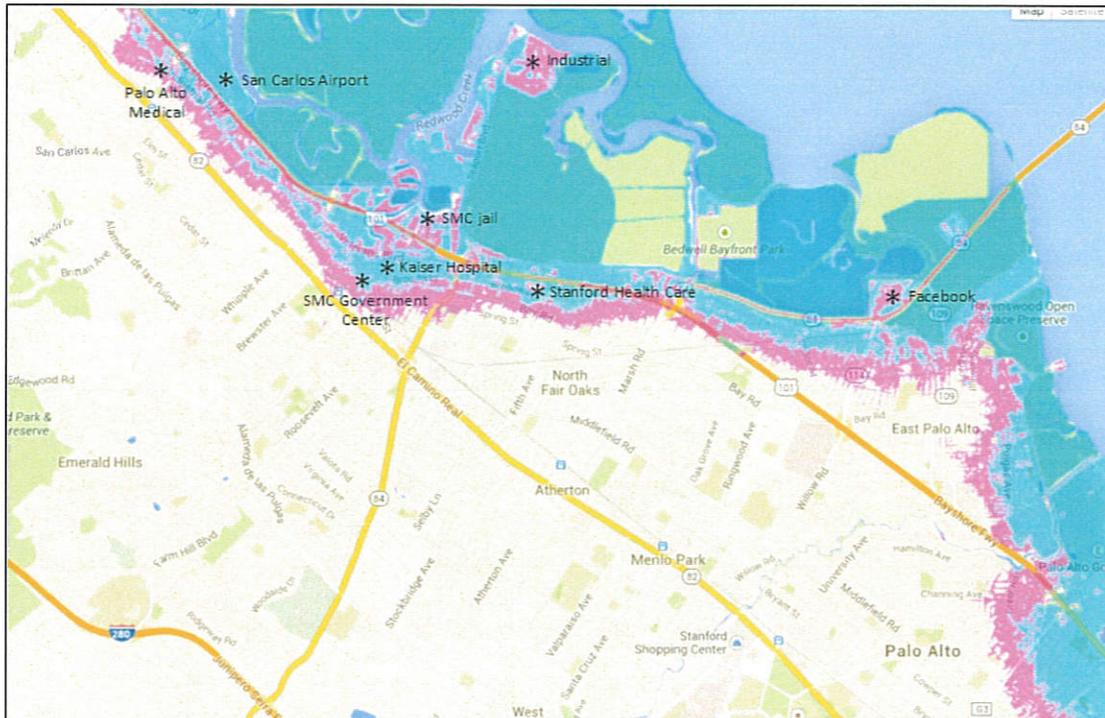
Area at risk from a 100-year coastal flood event

-  Current area at risk
-  Area at risk with a 1.4 meter sea-level rise

Erosion

-  Area at risk from erosion in 2100 with a 1.4 meter sea-level rise

REDWOOD CITY AND VICINITY



Maps from Pacific Institute at "http://www2.pacinst.org/reports/sea_level_rise/gmap.html"
Modified by the Grand Jury to show facilities at risk

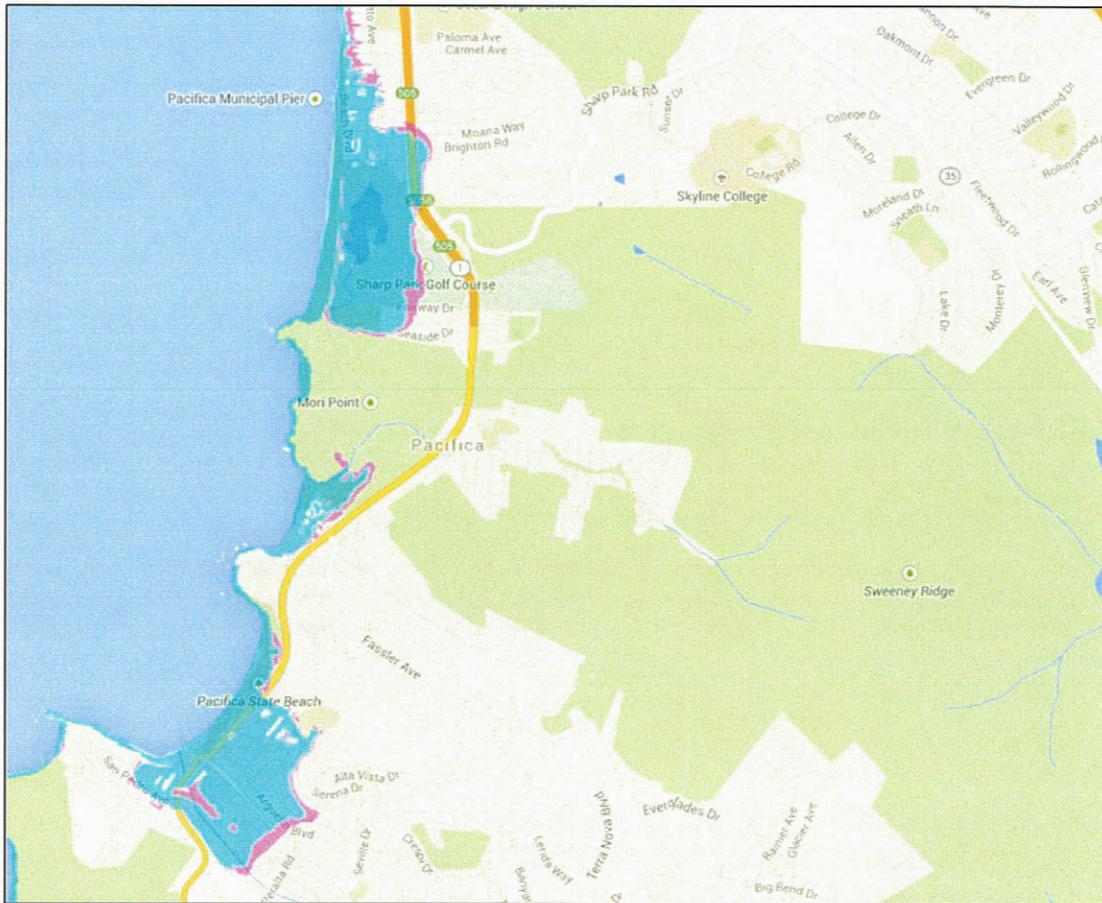
Area at risk from a 100-year coastal flood event

-  Current area at risk
-  Area at risk with a 1.4 meter sea-level rise

Erosion

-  Area at risk from erosion in 2100 with a 1.4 meter sea-level rise

PACIFICA



Maps from Pacific Institute at "http://www2.pacinst.org/reports/sea_level_rise/gmap.html"

Area at risk from a 100-year coastal flood event

-  Current area at risk
-  Area at risk with a 1.4 meter sea-level rise

Erosion

-  Area at risk from erosion in 2100 with a 1.4 meter sea-level rise

HALF MOON BAY



Maps from Pacific Institute at "http://www2.pacinst.org/reports/sea_level_rise/gmap.html"
Modified by the Grand Jury to show facility at risk

Area at risk from a 100-year coastal flood event

-  Current area at risk
-  Area at risk with a 1.4 meter sea-level rise

Erosion

-  Area at risk from erosion in 2100 with a 1.4 meter sea-level rise

Issued: June 4, 2015



August 31, 2015

Hon. Susan I. Etezadi
Judge of the Superior Court
c/o Charlene Kresevich
Hall of Justice
400 County Center, 2nd Floor
Redwood City, CA 94063-1655

Dear Judge Etezadi:

We are in receipt of the Grand Jury's final report entitled "Flooding Ahead: Planning for Sea Level Rise" dated June 4, 2015. The City Council was requested to submit comments in regards to the findings and recommendations within 90 days and no later than September 3, 2015.

For the "findings", Council was to indicate one of the following:

1. Council agrees with the finding.
2. Council disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed, and shall include an explanation of the reasons therefore.

Additionally, for the Grand Jury "recommendations," Council was requested to report one of the following actions:

1. The recommendation has been implemented, with a summary regarding the implemented action.
2. The recommendation has not yet been implemented, but will be implemented in the future, with a time frame for implementation.
3. The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a time frame for the matter to be prepared for discussion by the officer or director of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. The first time frame shall not exceed six months from the date of publication of the Grand Jury report.
4. The recommendation will not be implemented because it is not warranted or reasonable, with an explanation therefore.

The San Bruno City Council held a public meeting on August 25, 2015, and approved the attached responses to the findings and recommendations.

On behalf of the San Bruno City Council, I would like to thank the Grand Jury for their work on this report.

Sincerely,

Jim Ruane
Mayor

cc- San Bruno City Council

Responses to Grand Jury Findings:

F1. SMC is at severe risk of flooding due to the gradual rise in sea level, projected at up to 65 inches (167 centimeters) by the year 2100. Catastrophic Sea Level Rise (SLR) of nearly 15 feet is a possibility this century.

Response: The City partially agrees that SMC is at severe risk of flooding as there is no sufficient data to accurately predict the exact level of SLR. The City does not possess independent expertise regarding SLR to necessarily agree with the data presented in the findings.

F2. SLR is a threat countywide, including the upland areas. All residents depend on public infrastructure, especially wastewater treatment plants. Also, a significant portion of the countywide property tax base is within the area threatened by SLR.

Response: The City partially agrees with the findings that although wastewater treatment plants are affected from SLR other major public infrastructure such as the airports, transportation facilities, and hospitals should be considered as being impacted as well.

F3. Although many local officials are now familiar with and concerned about the threat of SLR, there is inadequate public awareness of SLR's potential impact on this county.

Response: The City partially agrees. While many of the local officials are starting to become familiar and concerned about the SLR, the City is not familiar with the general level of public understanding and awareness of SLR issues and the inadequate SLR potential impact on this county. The City agrees with the need for public awareness.

F4. Levees, including their financing, are currently the responsibility of each individual city or special agency with jurisdiction along streams, bay, and coast (the County is responsible for unincorporated areas).

Response: The City agrees with the finding.

F5. Flood risk is based on topography, not political boundaries. The safety of properties in one jurisdiction often depends on levee projects undertaken by another jurisdiction.

Response: The City agrees with the finding.

F6. Currently, no countywide agency exists to provide planning, facilitate coordination among jurisdictions, or to assist with securing funding for existing flood control projects. The same is true for future SLR-related projects:

Response: The City agrees that there is currently no countywide agency with responsibility for planning, coordination and securing funding for SLR projects.

F7. To the Grand Jury's knowledge, no local jurisdiction has adopted SLR projections or maps for specific local land use planning purposes. No consistent SLR project has been adopted countywide by the County and cities.

Response: As of the current time, the City has not adopted SLR projections or maps.

F8. There is a recognized need for the countywide approach to SLR planning and coordination among jurisdictions.

Response: The City agrees with the finding.

F9. Several city managers and others interviewed did not support having a new countywide organization assume direct control of levee projects at this time.

Response: The City does not have independent knowledge of the results of the Grand Jury interviews, and therefore cannot agree or disagree with the finding. Instead, the City acknowledges that these interviews took place as noted in the Grand Jury report.

F10. The County and cities can address SLR in their General Plans and Climate Action Plans, can map the threat, and can adopt relevant policies.

Response: The City partially agrees with the finding. The cities can address SLR in their General Plans and Climate Action Plans and can adopt relevant policies. Since flood risk is based on topography, SLR policies should be performed on a regional basis in coordination with adjacent municipalities in order to realize the greatest benefit from the policies and plans.

F11. Many actions to address SLR are within the authority of regional, State, and federal agencies.

Response: The City agrees with the findings.

F12. By acting now, SMC may be able to reduce future costs by integrating SLR-related projects with other programmed levee projects, and by using land use planning measures to mitigate future exposure to SLR.

Response: The City agrees with the findings.

Responses to Grand Jury Recommendations:

The Grand Jury recommends increased public education about SLR:

R1. The County, each city in the county and relevant local special agencies⁴³ should conduct a public education effort to increase awareness of SLR and its potential effects on this county.

Response: The recommendation has not yet been implemented, but will be implemented in the future after the Countywide SLR Vulnerability Assessment Study is completed. The City of San Bruno supports public education efforts to increase awareness of SLR and impacts to neighborhood. City agencies can perform public outreach; however, there should be a regional public education effort conducted by the County to educate the community that is consistent and providing any relevant information. The City recommends the San Mateo County's Sea Level Rise Vulnerability Assessment be completed and results shared with the community in regards to the vulnerable areas, impacts and recommended adaptation measures.

The Grand Jury recommends identifying a single organization to undertake SLR planning:

R2. The County, each city in the county and relevant local special agencies⁴⁴ should identify a single organization, such as a new joint powers authority or an expanded SMC Flood Control District, to undertake countywide SLR planning. It should be structured to ensure that:

- The organization is countywide in scope
- The organization is able to *focus* on SLR
- Both the County and cities (and possibly relevant local agencies) are able to participate in the organization's decision-making⁴⁵
- The organization is sustainably funded

Response: The City has not yet implemented the above recommendation, and cannot do so without the cooperation of the County and other cities. The City supports the concept of a single organization to undertake Countywide SLR planning; however, further analysis shall be explored to determine the advantages and disadvantages of each options. As noted in the grand jury report, although the expanded role of the County Flood Control District may offer advantages, the concern in regards to the focus and attention for SLR will need to be evaluated given other County's responsibilities. The City advocates consideration of all available viable alternatives for establishment of an organization to undertake SLR planning including the City/County Association of Governments (C/CAG) or another similar organization. Staff knowledgeable about SLR will need to be acquired and communication between the County and Cities need to be streamlined so Cities can participate in the decision-making process. The City cannot unilaterally dictate the timing of implementation of this recommendation as this effort requires regional cooperation.

R3. The organization's responsibilities should include:

- Adopt consistent SLR projections for use in levee planning countywide
- Conduct and/or evaluate vulnerability assessments⁴⁶
- Provide a forum for inter-jurisdictional coordination and exchange of information related to SLR
- Undertake grant applications for SLR-related planning and projects
- Facilitate raising funds on a countywide basis for SLR-related projects, to be passed through to agencies with direct responsibility for project construction
- Monitor actual SLR over time and any changes in SLR projections, based upon the latest federal, State, or regional government reports and scientific studies
- Through the CEQA environmental review process, comment on major new developments proposed in the SLR floodplain
- Advocate on behalf of the member jurisdictions with federal, State, and regional agencies regarding SLR issues
- Assist the County and cities in public awareness efforts, as described in R1

Response: The City has not yet implemented the above recommendation, and cannot do so without the cooperation of the County and other cities. The City of San Bruno supports the organization responsibilities by the Grand Jury. The City cannot unilaterally dictate the timing of implementation of this recommendation as this effort requires regional cooperation.

R4. The County, cities and two relevant local special agencies⁴⁷ should consider expanding the role of the organization beyond SLR to include planning and coordination of efforts to address *existing* flooding problems along the Bay, coast, and creeks that are subject to tidal action. It may be cost-effective to integrate SLR protection with other levee-improvement programs.

The County and cities may also consider expanding the role of the new organization to include potentially compatible functions such as the National Pollution Discharge Elimination System (NPDES), currently managed by C/CAG, and the new (2014) State requirements for local sustainable groundwater planning.

Response: The City has not yet implemented the above recommendation, and cannot do so without the cooperation of the County and other cities. However, the City supports the idea of expanding the role of the organization beyond SLR to include the planning and coordination of efforts to address the existing flood issues is warranted since the mitigation improvements for SLR may also address flooding. An assessment for staffing and administration of all the programs shall be evaluated to determine whether the organization is capable of providing the focus and support it needs for existing County responsibilities. The City cannot unilaterally dictate the timing of implementation of this recommendation as this effort requires regional cooperation.

The expansion of the role to include other functions such as National Pollution Discharge Elimination System (NPDES) and local sustainable groundwater planning will likely to be very difficult. State and Federal laws already designate responsibility for these other functional areas. The City of San Bruno does not support combining these functions into the organization. As identified in the City's response to recommendation #2, the City supports review of available alternatives for establishment of a countywide organization to manage SLR planning.

R5. The organization—its administration, staffing, and program expenses—should be funded on a sustainable basis by:

- Member contributions
- Contributions solicited from parties threatened by SLR, including corporations and agencies that operate public facilities such as wastewater treatment plants
- Grants solicited from available potential sources such as the California Climate Resilience Account
- Reducing administrative costs by contracting for services with the County or another agency

Response: While City of San Bruno supports the concept of a regional agency, the funding required to support the organization needs shall be further evaluated and discussed with Cities. The City has not yet implemented the above recommendation, and cannot do so without the cooperation of the County and other cities. The City cannot unilaterally dictate the timing of implementation of this recommendation as this effort requires regional cooperation.

The Grand Jury recommends that SLR be addressed in local land use planning:

R6. The County and each city should amend its General Plan, as needed, to address the risk for SLR. The Safety Element⁴⁸ should include a map of any areas vulnerable to SLR, as determined by measurements in the countywide Vulnerability Assessment [R3]. Further, it should identify policies that apply to areas threatened by SLR.

Response: The recommendation has not yet been implemented, but will be implemented in the future. Due to the required noticing, public meetings, comment period and environmental review requirements, the City cannot commit to a timeframe of six months or less.

The Grand Jury recommends that local governments champion SLR issues before regional, State, and federal governments and agencies:

R7. The County, cities, and relevant local special agencies, through their representatives on regional agencies, membership in state associations, lobbyists, and elected State and federal legislators, should pursue SLR-related issues with government bodies outside SMC.

Response: The City of San Bruno supports the discussion of sea level rise related issues with government bodies outside of San Mateo County. The recommendation has not yet been implemented, but will be implemented in the future.



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: August 25, 2015

TO: Honorable Mayor and Members of the City Council

FROM: David Woltering, Community Development Director

SUBJECT: Waive Second Reading and Adopt Ordinance Adding Chapter 11.34 to the San Bruno Municipal Code Relating to Expedited Permitting Procedures for Small Residential Rooftop Solar Systems

BACKGROUND

On July 28, 2015, the City Council held a public hearing, waived the first reading and introduced the attached ordinance adding Section 11.34 of Title 11 (Buildings, Construction and Fire Protection) to the San Bruno Municipal Code, to establish the Small Solar System Permitting Program. The ordinance would establish an expedited application process for small residential rooftop solar systems as required by State law. The ordinance is presented now for second reading and adoption. In accordance with the Municipal Code, this ordinance would go into effect 30 days after the second reading.

In 2014, the state legislature passed Assembly Bill 2188 (AB 2188), the Expedited Solar Permitting Act (Government Code Section 65850.5), which requires each city or county to adopt expedited solar permitting procedures by September 30, 2015. AB 2188 is intended to implement consistent statewide standards to achieve timely and cost-effective installation of solar energy systems and to remove obstacles to their use by minimizing the permitting costs of such systems.

The City currently accepts solar roof top applications at the Community Development Customer Service Counter, which are reviewed within 10 business days from time of submittal, followed by issuance of a building permit. Upon completion of the installation of a rooftop solar system, inspections are typically performed on the next day (within 24 hours) from the time of request. The City building inspector typically performs two inspections: one inspection after installation of the roof top module track, and a second inspection after installation of all electrical components and safety signage.

On July 14, 2015, the City Council received a report and reviewed the new State requirements for local jurisdictions to establish an expedited application process for small residential rooftop solar systems. The City Council expressed support for staff's approach to establishing procedures to expedite approval of small rooftop residential

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solar systems in conformance with the state mandate, and directed staff to return with the draft ordinance for consideration of approval.

DISCUSSION

The proposed ordinance would amend the Municipal Code to add Section 11.34, The Small Solar System Permitting Program (Attachment 1). San Bruno's proposed ordinance conforms to the expedited, streamlined permitting process recommendations contained in the most current version of the California Solar Permitting Guidebook adopted by the Governor's Office of Planning and Research (OPR), as required by AB 2188. Adoption of the attached ordinance would allow the following process to be implemented:

- Implement an Expedited Permitting Process for solar PV and solar thermal systems, including required permit application paperwork, review process, and the inspection procedure.
- Create a checklist for expedited plan review.
- Offer same-day "over the counter" plan reviews.
- Reduce field inspections to one inspection. Inspections will be done in a timely manner and according to best practices, which include scheduling an inspection within 24 hours of request.
- Post requirements and forms online including a checklist of all requirements that must be met by an applicant for a system to be eligible for expedited review and for an application to be considered complete and application forms.
- Train Permitting Staff in review of Solar Systems

Although AB 2188 does not require that permits be processed online, the use of online permitting is a best practice. AB 2188 does require that jurisdictions allow electronic submittal (web, email, or fax) of a permit application and associated documentation. It also requires allowing electronic signatures on all forms, applications, and other documentation in lieu of a wet signature, unless the City is unable to accept electronic signatures. In that circumstance, the City must state the reasons for the inability to accept electronic signatures in the ordinance. San Bruno's permit tracking system does not currently have the capability of accepting electronic signatures; however, the City is in the process of upgrading the system to allow this.

The Community Development Department will inform the public about the program through a variety of means, including an article in the City's Focus newsletter, posting information on the City's website, airing a public service announcement on the City's cable TV station, and providing informational handouts. Community Development staff will also be prepared to communicate the changes to the public.

In conclusion, the City is required to adopt an expedited residential rooftop solar permitting ordinance in accordance with AB 2188. The attached ordinance is based on model ordinance language by the Center for Sustainable Energy, adapted for specific

conditions and needs of San Bruno. The ordinance codifies the requirements of Section 65850.5(g)(1), such as accepting and approving applications electronically, directing the City's Building Official to develop a checklist of all requirements with which small rooftop solar energy systems shall comply to be eligible for expedited review, and authorizing the Building Official to administratively approve such applications.

If the City Council adopts the ordinance, it would become effective 30 days after this second reading on September 24, 2015.

FISCAL IMPACT

Implementation of an expedited permitting process for small residential rooftop solar system projects is not expected to result in any significant fiscal impacts to the City because Building Division staff has received training to process these applications and the City has a fee structure in place for these applications. Current permit fees of \$261 for plan review and inspection and \$673.26, if a new electrical panel upgrade is required, are expected to cover costs for services. However, the expedited review of these projects may cause some delay for other projects. Staff will monitor this situation to minimize and, as possible, avoid any adverse impacts to overall service levels.

ALTERNATIVES

1. Direct staff to provide more information before considering the ordinance
2. Direct staff to make changes to the draft ordinance

RECOMMENDATION

Waive Second Reading and Adopt Ordinance Adding Chapter 11.34 To The San Bruno Municipal Code Relating To Expedited Permitting Procedures For Small Residential Rooftop Solar Systems

ATTACHMENTS

1. Ordinance – The Small Solar System Permitting Program

DATE PREPARED

August 17, 2015

REVIEWED BY

_____ CM

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF SAN BRUNO ADDING CHAPTER 11.34
TO THE SAN BRUNO MUNICIPAL CODE RELATING TO EXPEDITED
PERMITTING PROCEDURES FOR SMALL RESIDENTIAL ROOFTOP SOLAR
SYSTEMS**

WHEREAS, the City Council of the City of San Bruno seeks to implement AB 2188 (Chapter 521, Statutes 2014) through the creation of an expedited, streamlined permitting process for small residential rooftop solar energy systems; and

WHEREAS, California State law, California Government Code Section 65850.5(g)(1), provides that, on or before September 30, 2015, every city, county, or city and county shall adopt an ordinance, consistent with the goals and intent of subdivision (a) of Section 65850.5, that creates an expedited, streamlined permitting process for small residential rooftop solar energy systems.

WHEREAS, the City Council of the City of San Bruno wishes to advance the use of solar energy by all of its citizens, businesses and industries, and to meet the climate action goals set by the City and the State; and

WHEREAS, on July 14, 2015, the City Council of the City of San Bruno held a public meeting to review the Small Solar System Permitting Program, and recognizes that rooftop solar energy provides reliable energy and pricing for its residents and businesses; and

WHEREAS, solar energy creates local jobs and economic opportunity; and

WHEREAS, it is in the interest of the health, welfare and safety of the people of San Bruno to provide an expedited permitting process to assure the effective deployment of solar technology; and

WHEREAS, on July 28, 2015 the City Council conducted a duly noticed public hearing and the City Council introduced said Ordinance.

NOW, THEREFORE, the City Council of the City of San Bruno hereby ordains as follows:

SECTION 1: Chapter 11.34 [Small Solar System Permitting Program] is hereby added Title 11 [BUILDING CONSTRUCTION AND FIRE PROTECTION] as follows:

Sections:

- 11.34.010 Purpose.**
- 11.34.020 Applicability.**
- 11.34.030 Definitions.**
- 11.34.040 Solar Energy System Requirements.**
- 11.34.050 Duties of Building Department and Building Official.**
- 11.34.060 Permit Review and Inspection Requirements.**

Small Solar System Permitting Program

11.34.010 Purpose.

The purpose of the Ordinance is to adopt an expedited, streamlined solar permitting process that complies with the Solar Rights Act and AB 2188 (Chapter 521, Statutes 2014) to achieve timely and cost-effective installations of small residential rooftop solar energy systems. The Ordinance encourages the use of solar systems by removing unreasonable barriers, minimizing costs to property owners and expanding the ability of property owners to install solar energy systems. The Ordinance allows the City Council of the City of San Bruno to achieve these goals while protecting the public health and safety.

11.34.020 Applicability.

A. This Ordinance applies to the permitting of all small residential rooftop solar energy systems in the City of San Bruno.

B. Small residential rooftop solar energy systems legally established or permitted prior to the effective date of this Ordinance are not subject to the requirements of this Ordinance unless physical modifications or alterations are undertaken that materially change the size, type, or components of a small rooftop energy system in such a way as to require new permitting. Routine operation and maintenance or like-kind replacements shall not require a permit.

11.34.030 Definitions.

A. A "Solar Energy System" means either of the following:

1. Any solar collector or other solar energy device whose primary purpose is to provide for the collection, storage, and distribution of solar energy for space heating, space cooling, electric generation, or water heating.

2. Any structural design feature of a building, whose primary purpose is to provide for the collection, storage, and distribution of solar energy for electricity generation, space heating or cooling, or for water heating.

B. A "small residential rooftop solar energy system" means all of the following:

1. A solar energy system that is no larger than 10 kilowatts alternating current nameplate rating or 30 kilowatts thermal.

2. A solar energy system that conforms to all applicable state fire, structural, electrical, and other building codes as adopted or amended by the City Council of the City of San Bruno and all state and City health and safety standards.

3. A solar energy system that is installed on a single or duplex family dwelling.

4. A solar panel or module array that does not exceed the maximum legal building height as defined by ordinance by the City of San Bruno

C. "Electronic submittal" means the utilization of one or more of the following:

1. Email.

2. The Internet.

D. An "association" means a nonprofit corporation or unincorporated association created for the purpose of managing a common interest development.

Small Solar System Permitting Program

E. A “common interest development” means any of the following:

1. A community apartment project.
2. A condominium project.
3. A planned development.
4. A stock cooperative.

F. “Specific, adverse impact” means a significant, quantifiable, direct, and unavoidable impact, based on objective, identified, and written public health or safety standards, policies, or conditions as they existed on the date the application was deemed complete.

G. “Reasonable restrictions” on a solar energy system are those restrictions that do not significantly increase the cost of the system or significantly decrease its efficiency or specified performance, or that allow for an alternative system of comparable cost, efficiency, and energy conservation benefits.

H. “Restrictions that do not significantly increase the cost of the system or decrease its efficiency or specified performance” means:

1. For Water Heater Systems or Solar Swimming Pool Heating Systems: an amount exceeding 10 percent of the cost of the system, but in no case more than one thousand dollars (\$1,000), or decreasing the efficiency of the solar energy system by an amount exceeding 10 percent, as originally specified and proposed.

2. For Photovoltaic Systems: an amount not to exceed one thousand dollars (\$1,000) over the system cost as originally specified and proposed, or a decrease in system efficiency of an amount exceeding 10 percent as originally specified and proposed.

11.34.040 Solar Energy System Requirements.

A. All solar energy systems shall meet applicable health and safety standards and requirements imposed by the state, the City Council of the City of San Bruno, local fire and the Community Development Department.

B. Solar energy systems for heating water in single-family residences and for heating water in commercial or swimming pool applications shall be certified by an accredited listing agency as defined by the California Plumbing and Mechanical Code.

C. Solar energy systems for producing electricity shall meet all applicable safety and performance standards established by the California Electrical Code, the Institute of Electrical and Electronics Engineers, and accredited testing laboratories such as Underwriters Laboratories and, where applicable, rules of the Public Utilities Commission regarding safety and reliability.

11.34.050 Duties of Building Department and Building Official.

A. All documents required for the submission of an expedited solar energy system application shall be made available on the publicly accessible City of San Bruno Website.

B. Electronic submittal of the required permit application and documents by [email, the Internet, or facsimile] shall be made available to all small residential rooftop solar energy system permit applicants.

Small Solar System Permitting Program

C. Wet signatures shall be required on all forms, applications, and other documents because San Bruno's permit tracking system does not currently have the capability of accepting electronic signatures; however, at the time the City upgrades the system to allow this, an applicant's electronic signature shall be accepted on all forms, applications, and other documents in lieu of a wet signature.

D. The City's Community Development Department shall adopt a standard plan and checklist of all requirements with which small residential rooftop solar energy systems shall comply to be eligible for expedited review.

E. The small residential rooftop solar system permit process, standard plan(s), and checklist(s) shall substantially conform to recommendations for expedited permitting, including the checklist and standard plans contained in the most current version of the California Solar Permitting Guidebook adopted by the Governor's Office of Planning and Research.

F. All fees prescribed for the permitting of small residential rooftop solar energy system must comply with Government Code Section 65850.55, Government Code Section 66015, Government Code Section 66016, and State Health and Safety Code Section 17951.

11.34.060 Permit Review and Inspection Requirements.

A. The City Community Development Department shall adopt an administrative, nondiscretionary review process to expedite approval of small residential rooftop solar energy systems within 30 days of the adoption on this Ordinance. [Note: A jurisdiction must create their permitting process on or before September 30, 2015.] The Community Development Department shall issue a building permit or other nondiscretionary permit the same day for over-the-counter applications or within 1-3 business days for electronic applications of receipt of a complete application and meets the requirements of the approved checklist and standard plan. A building official may require an applicant to apply for a use permit if the official finds, based on substantial evidence, that the solar energy system could have a specific, adverse impact upon the public health and safety. Such decisions may be appealed to the City, Planning Commission.

B. Review of the application shall be limited to the building official's review of whether the application meets local, state, and federal health and safety requirements.

C. If a use permit is required, a building official may deny an application for the use permit if the official makes written findings based upon substantive evidence in the record that the proposed installation would have a specific, adverse impact upon public health or safety and there is no feasible method to satisfactorily mitigate or avoid, as defined, the adverse impact. Such findings shall include the basis for the rejection of the potential feasible alternative for preventing the adverse impact. Such decisions may be appealed to the City, Planning Commission.

D. Any condition imposed on an application shall be designed to mitigate the specific, adverse impact upon health and safety at the lowest possible cost.

E. "A feasible method to satisfactorily mitigate or avoid the specific, adverse impact" includes, but is not limited to, any cost-effective method, condition, or mitigation imposed by the City on another similarly situated application in a prior successful application for a permit. The City shall use its best efforts to ensure that the selected method, condition, or mitigation meets the conditions of subparagraphs (A) and (B) of paragraph (1) of subdivision (d) of Section 714 of

Small Solar System Permitting Program

the Civil Code defining restrictions that do not significantly increase the cost of the system or decrease its efficiency or specified performance.

F. A City shall not condition approval of an application on the approval of an association, as defined in Section 4080 of the Civil Code.

G. If an application is deemed incomplete, a written correction notice detailing all deficiencies in the application and any additional information or documentation required to be eligible for expedited permit issuance shall be sent to the applicant for resubmission.

H. Only one inspection shall be required and performed by the Building Department for small residential rooftop solar energy systems eligible for expedited review.

I. The inspection shall be done in a timely manner and should include consolidated inspections. An inspection will be scheduled within one (1) business days of a request and provide an A.M. or P.M. inspection window.

J. If a small residential rooftop solar energy system fails inspection, a subsequent inspection is authorized but need not conform to the requirements of this Ordinance.

SECTION 2: Validity. The City Council of the City hereby declares that should any section, paragraph, sentence or work of this code as adopted and amended herein be declared for any reason to be invalid, it is the intent of the City Council of the City that it would have passed all other portions or provisions of this Ordinance independent of the elimination here from any such portion or provision as may be declared invalid.

SECTION 3: The project is exempt from environmental review per CEQA Guidelines under the General Rule (Section 15061(b)(3)). The project involves updates and revisions to existing regulations. The proposed code amendments are consistent with California Law, specifically Government Code section 65850.5 and Civil Code section 714. It can be seen with certainty that the proposed Municipal Code text amendments will have no significant negative effect on the environment.

SECTION 4: This Ordinance shall be published as required by law and shall be in force 30 days after its adoption.

Dated:

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

Marc Zafferano, City Attorney

Small Solar System Permitting Program

---o0o---

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

AYES: COUNCILMEMBERS: _____
NOES: COUNCILMEMBERS: _____
ABSENT: COUNCILMEMBERS: _____

City Clerk



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 25, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Kerry Burns, Community Services Director
Danielle Brewer, Community Services Superintendent

SUBJECT: Adopt Resolution Authorizing the City Manager to Execute a Contract in the Amount of \$140,465 with the San Mateo County Area Agency on Aging for the City of San Bruno's Senior Center 2015-2016 Nutrition and Transportation Programs

BACKGROUND:

For 25 years, the City of San Bruno has contracted with the San Mateo County Area Agency on Aging for funding to support the Congregate Nutrition and Transportation programs at the San Bruno Senior Center. The Congregate Nutrition Program is delivered Monday through Friday and provides a healthy meal for adults 60 years of age and older. For adults 60 years of age and older or disabled persons, there is a suggested donation of \$3.50 per meal. Anyone 59 years of age and under must pay a \$5.50 fee per meal. The Transportation Program brings San Bruno residents 60 years of age and older to the Senior Center from their homes and local transit stops Monday through Friday. Program participants enjoy Senior Center activities including exercise, lunch, health screening, recreation, and socializing. Participants are transported in the afternoon back to their homes.

These federally funded programs support older adults in their ability to remain engaged, independent, and contribute to the community. These programs are also supported by the City and through donations from the non-profit San Bruno Nutrition Site Council.

The purpose of the agreement between the City and Aging and Adult Services is to continue the funding for these programs through Older Americans Act. The total annual reimbursement allocation for these services amounts to \$140,465.

DISCUSSION:

To qualify for the Area Agency on Aging of San Mateo County Grant each year, the City of San Bruno must comply with a number of grant requirements. A monthly report must be generated by staff by the 10th of each month. This report includes details on number of meals served, number of rides given, and donation amounts collected. Each month, staff must fill out a menu with daily nutritional breakdowns for each meal. Staff is required to attend a quarterly providers meeting with the County for networking and information proposes. Finally, a budget is produced for each program and at the conclusion of each year, a final closeout document is produced and forwarded to the County for final approval.

The Area Agency on Aging of San Mateo County recommended an allocation to the City of up to \$140,465 during the 2015-2016 fiscal year. Staff is requesting the City Council authorize the City Manager to sign this agreement which is valid through June of 2016.

FISCAL IMPACT:

The proposed contract provides \$140,465 of funding for meals and transportation for the period of July 1 through June 30, 2016. Additional funding for the nutrition and transportation programs is provided by the \$100,000 grant from the San Bruno Nutrition Site Council, participant donations, and the City's General Fund

ALTERNATIVE:

1. Use additional City funds to subsidize the nutrition and transportation programs or reduce the service and participation levels
2. Do not accept County funds and reduce or eliminate the lunch and transportation programs.

RECOMMENDATION:

Adopt Resolution Authorizing the City Manager to Execute a Contract in the Amount of \$140,465 with the San Mateo County Area Agency on Aging for the City of San Bruno's Senior Center 2015-2016 Nutrition and Transportation Programs.

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolution

DATE PREPARED:

August 4, 2015

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015- ____

ADOPT RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT IN THE AMOUNT OF \$140,465 WITH THE SAN MATEO COUNTY AREA AGENCY ON AGING FOR THE CITY OF SAN BRUNO'S SENIOR CENTER 2015-2016 NUTRITION AND TRANSPORTATION PROGRAMS

WHEREAS, the City of San Bruno supports residents age 60 and over by providing a daily, weekday donation-based lunch service; and

WHEREAS, the City of San Bruno operates a transportation program to bring residents 60 and older to the San Bruno Senior Center to enjoy meals, exercise, and other healthy activities; and

WHEREAS, the City of San Bruno has contracted with the San Mateo County Aging and Adult Services Department's Area Agency on Aging since 1979 to support the congregate nutrition and transportation programs for adults 60 and over; and

WHEREAS, the Area Agency on Aging has agreed to provide the City with \$140,465 in Federal Older Americans Act funds for the 2015-2016 fiscal year;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to execute a contract in the amount of \$140,465 with the San Mateo County Area Agency on Aging for the City of San Bruno's Senior Center 2015-2016 Nutrition and Transportation Programs.

Dated: August 25, 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 25th day of August 2015 by the following vote:

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

From: Greg Pierce
Sent: Wednesday, July 29, 2015 7:52 PM
To: MICHAEL PALMER

Subject: Adios Amigos

I am formally resigning from the San Bruno Park & Recreation Commission effective July 31, 2015 as Heidi and I have decided to spend more time in Lake Tahoe and Capitola. We will still have a legal address in San Bruno but I will be unable to participate as a commissioner at the same level as in the past.

Rest assured I will miss working with each and everyone of you to insure that the citizens of San Bruno are well represented. Please continue to take the necessary steps to insure ALL youth sports groups are treated equally, repair and upgrade existing facilities and fight for more new parks and facilities in San Bruno.

I will continue to save pennies for you Lorrie, miss your leadership Mike, your friendship Laura, your zeal Lucy and your historical input David!

Danielle, thank you for your support and I hope to be able to light the San Bruno Christmas Tree for many years - please keep my suit ready to go!

Thanks - Greg



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: August 25, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Jimmy Tan, Deputy Public Services Director/City Engineer

SUBJECT: Adopt Resolution Authorizing the Closure of Whitman Way Between the Hours of 9:00 AM to 3:30 PM during Certain Weeks in September 2015 for the San Francisco Public Utilities Commission Peninsula Pipeline Seismic Upgrade Project

BACKGROUND:

The City and County of San Francisco's Water System Improvement Program (WSIP) was developed with the goal to increase the reliability of the water system to withstand major seismic events. One project within the WSIP is the Peninsula Pipeline Seismic Upgrade Project (PPSU) which includes the repair and replacement of portions of the existing pipelines. The project includes six improvement components at five different locations in San Mateo County. The pipeline work areas are located in Colma, South San Francisco, San Bruno and Millbrae.

On June 9, 2015, the City Council adopted a resolution authorizing the closure of Whitman Way from the intersection at Shelter Creek Lane to the intersection at Courtland Drive to complete construction of the large diameter water pipelines (Attachment 2). The roadway closure provided San Francisco Public Utilities Commission (SFPUC) contractor, Ranger Pipelines, to safely construct the pipeline and expedite the construction activities.

SFPUC is currently requesting to close Whitman Way again within the same limits as the previous closure to complete the trench restoration and roadway surface improvement. Whitman Way is a local residential street with one travel lane in both the west and east direction with street parking.

DISCUSSION:

SFPUC is in the process of completing the constructing of two large diameter pipelines using conventional open trench excavation method to replace approximately 2,200 feet of 66-inch and 54-inch diameter pipelines from Peninsula High School to Shelter Creek Condominiums.

The previous road closure request provided Ranger Pipelines to safely construct the 66-inch diameter pipeline across Whitman Way and restore the trench for the 54-inch diameter pipeline. Currently, SFPUC is requesting a road closure similar to the previous request from the intersection at Shelter Creek Lane and Whitman Way to the intersection at Courtland Drive and Whitman Way to complete the trench restoration and roadway surface improvement for the 66-inch diameter pipeline.

T.h.

The roadway closure duration is between 9:00 AM to 3:30 PM, Monday through Friday, with the following anticipated closure dates:

- Trench backfill/roadway restoration for 66-inch pipe: September 3 and 4, September 8 – September 11, 2015 and September 14 – September 21, 2015

A road closure detour plan was developed by Ranger Pipelines as shown in Attachment 2. All residents and property owners within the area bounded by San Bruno Avenue, Shelter Creek Lane, Interstate 280 and State Route 35 will be provided with written notice of the proposed road closure in Whitman Way. The contractor will also provide message boards at two locations (Jenevein and Hawthorne Avenue; Whitman Way and Courtland Drive) to inform residents with advance notice of the road closure.

Residents driving west along Jenevein Avenue will be rerouted north along Shelter Creek Lane to San Bruno Avenue. Residents within Madison Avenue, Courtland Drive and Rosewood Drive will be rerouted to San Bruno Avenue through Princeton Drive.

FISCAL IMPACT:

The fiscal impact of this project for the City is limited to minimal staff-time for inspection. The City and County of San Francisco will pay for the cost associated with the road closure.

RECOMMENDATION:

Adopt resolution authorizing the closure of Whitman Way between the hours of 9:00 AM to 3:30 PM during certain weeks in September 2015 for the San Francisco Public Utilities Commission Peninsula Pipeline Seismic Upgrade Project.

ALTERNATIVES:

1. Do not approve the street closure.
2. Approve the road closure subject to additional conditions.

ATTACHMENTS:

1. Resolution
2. Road Closure Detour Plan

DATE PREPARED:

August 18, 2015

DISTRIBUTION:

None

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015 - _____

RESOLUTION AUTHORIZING THE CLOSURE OF WHITMAN WAY BETWEEN THE HOURS OF 9:00 AM TO 3:30 PM DURING CERTAIN WEEKS IN SEPTEMBER 2015 FOR THE SAN FRANCISCO PUBLIC UTILITIES COMMISSION PENINSULA PIPELINE SEISMIC UPGRADE PROJECT

WHEREAS, the City and County of San Francisco's (CCSF) Water System Improvement Program (WSIP) was developed with the goal to increase the reliability of the water system to withstand major seismic events; and

WHEREAS, one project within the WSIP is the Peninsula Pipeline Seismic Upgrade Project (PPSU) which includes the repair and replacement of portions of the existing pipelines; and

WHEREAS, the PPSU project includes six improvement components at five different locations in San Mateo County with two of the five PPSU projects located in San Bruno; and

WHEREAS, SFPUC is requesting to close Whitman Way from the intersection of Shelter Creek Lane to the intersection of Courtland Drive to safely restore the trench and perform street restoration work; and

WHEREAS, the roadway closure is between 9:00 AM to 3:30 PM, Monday through Friday, except holiday and weekend, with anticipated closure dates from September 3 through September 4, September 8, 2015 to September 11, 2015 and September 14 to September 18; and

WHEREAS, the cost associated with the road closure will be paid by CCSF.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby adopts resolution authorizing the closure of Whitman Way between the hours of 9:00 AM to 3:30 PM during certain weeks in September 2015 for the San Francisco Public Utilities Commission Peninsula Pipeline Seismic Upgrade Project.

Dated: August 25, 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 25th day of August 2015 by the following vote:

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



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 25, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Jimmy Tan, Deputy Public Services Director

SUBJECT: Adopt Resolution Authorizing the City Manager to Execute a Contract with TJKM Transportation Consultants, Inc. for the Speed Zone Survey and Traffic Engineering Services Project in an Amount Not to Exceed \$34,563

BACKGROUND:

California legislation requires that speed limits be updated every five (5) years through an engineering and traffic survey (speed zone survey) if a local jurisdiction intends to use radar as the method for issuing speeding violations. The City's current use of radar guns can be overturned if the required speed survey study is not updated in a timely manner. California laws also allow local jurisdictions to modify speed limits from the prima facie limits established upon justification from speed zone survey analysis.

A speed zone survey consists of traffic speed data collection through the use of calibrated radar survey equipment, analysis of speed survey data to determine the range of speeds observed and the average speed for each surveyed location, collection of average daily traffic counts, analysis of collision history data for each roadway segment, and field review of street segments by a traffic engineer. The speed zone survey identifies the appropriate speed limit for each roadway based on the prevailing speeds, accident rates, existing land uses and roadway design characteristics.

In May 2006, the City completed a Speed Zone Survey with recommendations for speed limit changes at 32 locations throughout the City. Results of this study were presented to the Council on June 13, 2006. In 2010, the City updated the Speed Zone Survey. However, the speed surveys for 20 locations were extended for an additional two (2) years since there were no significant changes in design, land use or traffic volumes, and the enforcement met the criteria established in Section 40802 (c) of the California Vehicle Code. The remaining 12 locations were evaluated and updated for a five-year period since the recommended speeds were consistent with the posted speed.

The speed zone surveys for the 20 locations were due for an update in 2012, but were further deferred until construction of the Grade Separation project had been completed to account for changes in traffic patterns resulting from that project. With the completion of the Grade Separation Project, a current speed zone survey is now required. This proposed survey will analyze the original 32 roadway segments and 3 new additional locations requested by the San Bruno Police Department for a total of 35 locations (see Attachment 2) throughout the City.

10.a.

DISCUSSION:

The City issued a Request for Proposal (RFP) for the Speed Zone Survey and Traffic Engineering Services Project and received two competitive proposals. Staff conducted an evaluation of the proposals received and selected TJKM Transportation Consultants, Inc. due to their strong familiarity with City streets, quick follow-up on issues, and their track record on previous City projects. TJKM successfully completed the most recent speed zone survey for the City in 2010.

TJKM is a qualified firm that specializes in traffic engineering and transportation planning in the Northern and Central California areas. The firm has provided traffic engineering services and traffic surveys for several other Bay Area cities.

The consultant contract will include data collection and preparation of a speed zone survey final report. Data collection, which includes the use of radar guns and tube counters, should have little to no disruption to the neighborhoods. Initial analysis will be presented to the Public Services and Police Departments before a final report is completed. This report will be presented to the Traffic Safety and Parking Committee (TSPC) for review and recommendation for the City Council's consideration.

The City Council would then consider the adoption of the Speed Zone Survey and recommend any speed limit changes, if necessary. Speed limit modifications require the adoption of an ordinance amending Chapter 7.20 of the Municipal Code, which was last amended when the City Council adopted the 2006 Speed Zone Survey.

FISCAL IMPACT:

The Speed Zone Survey and Traffic Engineering Services Project is part of the established Capital Improvement Program (CIP) Neighborhood Traffic-Calming Program. The Neighborhood Traffic Calming Program, as shown in the FY 2015-16 CIP (Attachment 3), has a fund balance of approximately \$354,112 and is sufficient to fund the entire project.

The estimated total cost for the project is as follows:

TJKM Transportation Consultant Contract	\$ 34,563
Estimated Staff Management Support	<u>\$ 3,750</u>
Total Project Cost Estimate:	\$ 38,313

ALTERNATIVES:

1. Do not authorize award of this contract and direct staff to renegotiate the scope.
2. Direct staff to issue a new request for proposals and modify the scope of work as directed by the City Council.

RECOMMENDATION:

Adopt resolution authorizing the City Manager to execute a contract with TJKM Transportation Consultants, Inc. for the Speed Zone Survey and Traffic Engineering Services Project in an amount not to exceed \$38,313.

ATTACHMENTS:

1. Resolution
2. List of Roadway Segments
3. 2015-16 CIP Budget Sheet

DISTRIBUTION:

None

DATE PREPARED:

August 13, 2015

REVIEWED BY:

_____ CM

_____ PD

RESOLUTION NO. 2015 - ____

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH
TJKM TRANSPORTATION CONSULTANTS, INC. FOR THE SPEED ZONE SURVEY
AND TRAFFIC ENGINEERING SERVICES PROJECT IN AN AMOUNT NOT TO EXCEED
\$34,563**

WHEREAS, in 2006, speed zone surveys were conducted and speed limits were established at 32 locations throughout the City; and

WHEREAS, in 2010, speed limits for 20 locations were extended for an additional two years and 12 locations were updated for a five-year period; and

WHEREAS, California laws require speed zone surveys to be updated every five years in order for speed limits to be enforceable; and

WHEREAS, the completion of this project will provide updated speed zone surveys and will provide San Bruno Police the continued authority to utilize radar technology for speed enforcement and cite drivers that violate established speed limits; and

WHEREAS, the City has solicited requests for proposal for the Speed Zone Survey and Traffic Engineering Services Project and received two proposals;

WHEREAS, TJKM Transportation Consultants, Inc. was determined to be the most qualified firm that specializes in Traffic Engineering and has experience with the City's roadway system; and

WHEREAS, the Speed Zone Survey and Traffic Engineering Services Project is an established Capital Improvement Program project with sufficient funds in the Neighborhood Traffic-Calming Program.

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council hereby authorizes the City Manager to execute a contract with TJKM Transportation Consultants, Inc. for the Speed Zone Survey and Traffic Engineering Services Project in an amount not to exceed \$34,563.

Dated: August 25, 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 25th day of August 2015 by the following vote:

AYES: Councilmembers: _____

NOES: Councilmembers _____

ABSENT: Councilmembers: _____

Attachment 2

Road Segments Requiring Updated Speed Zone Surveys

#	Street	Limits	Year Last Surveyed	Survey Expiration
1	Cherry Avenue	Jenevien to San Bruno	2005	2012
2	Cherry Avenue	San Bruno to Sneath	2005	2012
3	Fleetwood Drive	Crestwood to Rollingwood	2005	2012
4	Herman Street	Tanforan To Huntington	2005	2012
5	Huntington Avenue	North City Limits to Forest	2005	2012
6	Huntington Avenue	Forest to San Bruno	2005	2012
7	Huntington Avenue	San Bruno to San Felipe	2005	2012
8	San Antonio Avenue	San Felipe to Santa Helena	2005	2012
9	Kains Avenue	Cherry to El Camino Real (SR 82)	2005	2012
10	Oakmont Drive	St. Cloud to Valleywood	2005	2012
11	Rollingwood Drive	Fleetwood To Sneath	2005	2012
12	San Anselmo Avenue	San Felipe to Santa Helena	2005	2012
13	San Bruno Avenue	SF 35/Skyline to I-280	2005	2012
14	San Bruno Avenue	I-280 to El Camino Real (SR 82)	2005	2012
15	Shelter Creek Lane	San Bruno to Whitman	2005	2012
16	Sneath Lane	West City Limits to SR/35 Skyline	2005	2012
17	Sneath Lane	SR 35/Skyline to I-280	2005	2012
18	Sneath Lane	I-280 to El Camino Real (SR-82)	2005	2012
19	Sneath Lane	El Camino Real (SR-82) to Huntington	2005	2012
20	San Mateo Avenue	Tanforan to El Camino	2005	2012

Road Segments Surveyed in 2010

#	Street	Limits	Year Last Surveyed	Survey Expiration
1	College Drive	Skyline College Limits to SR 35/Skyline	2010	2015
2	Crystal Springs Road	Donner to Cunningham	2010	2015
3	Crystal Springs Road	Cunningham to Crestmoor	2010	2015
4	Fleetwood Drive	North City Limits to Berkshire	2010	2015
5	Fleetwood Drive	Berkshire to Rollingwood	2010	2015
6	Oakmont Drive	North City Limits to St. Cloud	2010	2015
7	San Bruno Avenue	El Camino Real (SR 82) to US 101	2010	2015
8	Sharp Park Road	SR 35/Skyline to West City Limits	2010	2015
9	Susan Drive	College to Summit	2010	2015
10	Valleywood Drive	Crestwood to Oakmont	2010	2015
11	Crestmoor Drive	San Bruno to Crystal Springs	2010	2015
12	Monterey Drive	Sneath Lane West to Sneath Lane East	2010	2015

Attachment 2

New Road Segments Requiring Speed Zone Surveys

#	Street	Limits	Year Last Surveyed	Survey Expiration
1	City Park Way	Crystal Springs to Portola	--	--
2	College Road	Skyline College Limits to No. City Limits	--	--
3	Cunningham Way	Jenevein to I-280	--	--

Neighborhood Traffic-Calming Program

PROJECT INFORMATION

Origination Year: 2007-08

Project Number: 82662

Projected Completion Date: On-going Program

Total Project Cost: \$ 1,801,230

Project Description:

The primary purpose of this program is to investigate traffic and pedestrian safety concerns, evaluate possible alternatives, and implement spot improvement projects to improve safety and enhance the livability of neighborhoods. Program activities may include, but are not limited to, traffic speed and volume studies, speed limit evaluation, education efforts, police enforcement, and engineering solutions including installation of traffic signs, parking restrictions, parking studies, and minor traffic calming capital projects. Each request by a neighborhood, resident, or business for traffic-calming measures is presented to the Traffic Safety and Parking Commission (TSPC) for consideration and approval by the City Council.

TSPC program initiatives include the establishment of a parking restriction evaluation criteria policy and a Traffic Calming Toolkit. The toolkit presents an overview of measures and devices intended to enhance pedestrian safety and encourage safe driving.

In the funding table on the following page, the Belle Air School Improvements are listed as a project separate from other miscellaneous traffic calming improvements and analysis. Although the City has secured a grant for the construction of the Belle Air project, the design phase must be paid from City funds.

2014-15 Status:

Completed assessment of the following: Acacia and Angus Yield Sign, Shelter Creek Speed Reduction, Parking Restriction at San Mateo Avenue/Huntington Avenue intersection, loading zone at 406 San Mateo Avenue, traffic calming measures along Oakmont Drive, installation of red curb striping near the Bayhill Drive pressure regulating station, speeding analysis on Walnut Street between San Mateo and 7th Avenues, speeding analysis on Susan Drive between College Drive and Pacific Bay Circle, traffic circulation concerns and potential mitigation at the San Bruno Post Office, commercial vehicle parking restrictions near Artichoke Joe's Casino, and parking restrictions near Lunardi's Market.

2015-16 Work Plan:

Continue to assess the traffic and pedestrian safety concerns received from residents and businesses. Develop plans for Belle Air School improvements which have been postponed due to construction conflicts with the adjacent Caltrain Grade Separation project. Separately, complete traffic speed survey study to comply with a 5-year requirement to evaluate posted speed limits.

**Project Appropriations:
 Current Year Appropriations:**

Projects	Funding Source	Prior Approp.	Estimated Prior Expense	Estimated Carryover Approp.	2015-16 Funding Request	2015-16 Total Funds Available	Total Project Cost
Belle Air School Improvement	Various	232,252	28,140	204,112	0	204,112	457,252
Other Improvements	Various	1,118,978	1,118,978	0	150,000	150,000	1,343,978
Total		1,351,230	1,147,118	204,112	150,000	354,112	1,801,230

Funding Source	Prior Approp.	Estimated Prior Expense	Estimated Carryover Approp.	2015-16 Funding Request	2015-16 Total Funds Available	Total Project Cost	
Gas Tax	501,989	406,022	95,967	75,000	170,967	726,989	
Lifeline Grant (Prop 1B)	157,252	103,254	53,998	0	53,998	157,252	
Measure A	641,989	637,842	54,147	75,000	129,147	916,989	
Total		1,351,230	1,147,118	204,112	150,000	354,112	1,801,230

Five-Year Work Program Appropriations:

Projects	Funding Source	2015-16	2016-17	2017-18	2018-19	2019-20	Total Request
Other Improvements	Gas Tax	75,000	50,000	50,000	50,000	0	225,000
Other Improvements	Measure A	75,000	50,000	50,000	50,000	0	225,000
Total		150,000	100,000	100,000	100,000	0	450,000



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 25, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Kerry Burns, Community Services Director

SUBJECT: Receive Report and Recommendation from the Parks and Recreation Commission Regarding Amendment of the City's Master Fee Schedule to Move the San Bruno Park School District into the Group III Community and Service Organizations Fee Category

BACKGROUND:

The City's Master Fee Schedule establishes fees and charges for City programs and services. Within Chapter 9 of the Master Fee Schedule, Parks and Recreation field and facility rental fees are classified into five groups:

- Group I: City sponsored programs and activities.
- Group II: San Bruno Park School District programs and activities.
- Group III: San Bruno based service or community organizations recognized as providing programs and activities for the benefit of the San Bruno community
- Group IV: San Bruno resident or business possessing a current San Bruno business license
- Group V: Non-resident individuals, business or organization (not-for-profit activities only)

At its regular meeting on June 23, 2015, the City Council approved the Master Fee Schedule for the 2015-16 Fiscal Year. During its deliberations, the City Council requested that the Parks and Recreation Commission review the Master Fee Schedule with a focus on two fee groups, Group II (San Bruno Park School District) and Group III (San Bruno based services or community organizations). Specifically, the City Council asked the Commission for its input on whether the Group II fee structure should be discontinued and the user, the School District, should begin paying the Group III fees and charges. The City Council also asked the Parks and Recreation Commission to review the Group III fees and provide input to the City Council on any suggestions or concerns the Commission had regarding the fees charged to San Bruno based service and community organizations.

Currently, under the Master Fee Schedule, the only fees charged to the School District are the following:

Senior Center Assembly	\$37 per hour
Lifeguard	\$20 per hour per lifeguard
Concession Stand	\$150-\$300 base on season per two week rental

Historically, the School District uses the City's swimming pool, picnic areas, and fields for annual end-of-school-year parties. Five schools, Parkside Middle School and Belle Air, Portola, El Crystal and Allen Elementary Schools hold their end-of-year parties at City Park. Additionally, the School District uses the Rotary Pavilion and field area for the annual Day of the Child, Day of the Book.

For this use, and per the Master Fee Schedule, the School District pays only \$20 per hour, per life guard for use of the swimming pool. The School District is not currently charged for use of the fields, facilities, or picnic areas. Based on historic use, were the School District charged the Group III rates, the additional annual cost for its use would be approximately \$1,045 per year as shown below:

Annual End-of-School-Year Party: \$975 Annually

Picnic Areas: 5 schools at \$85 per rental = \$425 annually

Field Areas: 5 schools at \$90 per field = \$450 annually

Day of the Child, Day of the Book: \$170 Annually

Use of Rotary Pavilion: \$50

Use of the Field Area: \$15 per hour for 8 hours: \$120

DISCUSSION:

Per the City Council's request, the Parks and Recreation Commission reviewed the Master Fee Schedule at its Special Meeting on August 12, 2015. The Commission deferred review of the Group III fees until it conducts this annual review of Chapter 9-Parks and Recreation of the Master Fee Schedule, which it does early each calendar year in order to provide input to the City Council in advance of annual operating budget review and adoption.

The Commission discussed the fees and charges currently paid by the School District. The Commission recognized and acknowledged the School District's current financial condition and challenges and spoke about the potential impact additional fees might have on the School District. After its deliberation, the Commission concluded it was reasonable to require the School District pay the Group III fees, especially in light of the new fees charged to the City by the School District for its use of School District facilities for the delivery of the City's After School Adventures and Youth Sports Programs. Since the School District is the only entity which falls under Group II and all other City of San Bruno community and service organizations fall under Group III, the Commission concluded the School District should be treated like all of the City community and service organizations and be moved into Group III. In a unanimous vote of those in attendance, the Commission voted to recommend to the City Council that the School District be moved into Group III and that Group II fee structure be eliminated from the Master Fee Schedule.

Should the City Council wish to make this modification to the Master Fee Schedule, and in order to provide the School District reasonable notice of the change, staff would present for City Council consideration a modified Master Fee Schedule in January 2016. This modified Master Fee Schedule would eliminate the Group II fee structure and add the School District to the community and service organizations fee group.

FISCAL IMPACT:

Based on the School District's historic use of City fields and facilities if the Master Fee Schedule were amended, the City would collect approximately \$1,040 in additional annual revenue from the School District by charging it the Group III rates for its use of the City's swimming pool, picnic areas, fields, and Rotary Pavilion.

ALTERNATIVE:

1. Make no change to the current structure of the Master Fee Schedule
2. Request the Parks and Recreation Commission to further evaluate the fees charged the School District.
3. Request further review and information from staff.

RECOMMENDATION:

Receive a report and recommendation from the Parks and Recreation Commission regarding the amendment of the City's Master Fee Schedule to move the San Bruno Park School District into the Group III community and service organizations fee category.

DISTRIBUTION:

None

ATTACHMENTS:

1. Master Fee Schedule – Chapter 9: Parks and Recreation

DATE PREPARED:

August 14, 2015

REVIEWED BY:

_____ CM

Chapter 9: Parks & Recreation

I. Indoor Rental (per hour)

Group I: City Sponsored programs and activities.

Group II: San Bruno Park School District program and activities.

Group III: San Bruno based service or community organization recognized as providing programs and activities for the benefit of the San Bruno community.

Group IV: San Bruno resident or business possessing current San Bruno business license.

Group V: Non-resident individuals, business or organization (not-for-profit activities only).

Rental Deposit: (Refunds are given to renters who comply with the recycling and organics policies and have left the building with no damage.)

Meeting Room & Senior Center Assembly Room	\$400.00
Community Room	\$200.00
Gymnasium	\$100.00

Group	I	II ^k	III ^k	IV	V
Gymnasium	\$0.00	\$0.00	\$50.00	\$100.00	\$125.00
Conference Room	\$0.00	\$0.00	\$3.00	\$15.00	\$18.00
Full Meeting Room	\$0.00	\$0.00	\$17.00	\$63.00 ^l	\$79.00 ^l
Half Meeting Room	\$0.00	\$0.00	\$9.00	\$50.00	\$63.00
Community Room	\$0.00	\$0.00	\$7.00	\$50.00	\$63.00
Senior Center Assembly Room	\$0.00	\$37.00	\$52.00	\$130.00 ^l	\$150.00 ^l
(Hourly rates include Building Attendant cost. Additional \$45 is applied for use of Senior Center kitchen equipment.)					
Senior Center Conference Room					
Weekdays	\$0.00	\$0.00	\$15.00	\$50.00	\$63.00
Weekends	\$0.00	\$0.00	\$20.00	\$75.00	\$94.00
Exercise Room					
Daily	\$0.00	N/A	N/A	\$4.00	\$4.00
Monthly	\$0.00	N/A	N/A	\$24.00	N/A
Six Month	\$0.00	N/A	N/A	\$95.00	N/A
Facility Attendant costs not included in Group II and III fees.					
Facility Attendant	\$0.00	\$15.00/hr	\$15.00/hr	Included	included

^k Groups under II and III are required to pay for Facility Attendant during non-business hours.

^l 4-hour minimum room rental required.

Outdoor Rental (Daily Rental)

Group	I	II	III	IV	V
Small Picnic Area: City Park 1-5 and 8-11; Commodore Park and Grundy Park					
Peak (Mar – Oct)	\$0.00	\$0.00	\$85.00	\$85.00	\$107.00
Off-Peak (Nov – Feb)	\$0.00	\$0.00	\$40.00	\$40.00	\$50.00
Medium Picnic Area: City Park 6, 7 and 12					
Peak (Mar – Oct)	\$0.00	\$0.00	\$95.00	\$95.00	\$119.00
Off-Peak (Nov – Feb)	\$0.00	\$0.00	\$50.00	\$50.00	\$63.00
Large Picnic Area: City Park 14 (Beckner Shelter)					
Peak (Mar – Oct)	\$0.00	\$0.00	\$300.00	\$300.00	\$375.00
Off-Peak (Nov – Feb)	\$0.00	\$0.00	\$150.00	\$150.00	\$188.00
Rental deposit - Beckner Shelter					
Rental Deposit	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00
<i>*Rental Deposit: Refunds are given to renters who comply with use policies, including noise, and leave the area free of litter and damage.</i>					
Alcohol Permit	\$0.00	\$0.00	\$15.00	\$15.00	\$15.00
Fee covers cost for issuing additional permits.					
Rotary Pavilion – per hour	\$0.00	\$0.00	\$50.00	\$50.00	\$63.00
San Bruno Park Pool ^m - per hour	\$0.00	\$0.00	\$120.00	\$120.00	\$150.00
Lane Rental ^m – per hour	\$0.00	\$0.00	\$20.00	\$20.00	\$25.00
Small Pool ^m – per hour	\$0.00	\$0.00	\$20.00	\$20.00	\$20.00
Requires San Bruno Park Pool Rental.					
Lifeguards – per hour per lifeguard	\$0.00	\$20.00	\$20.00	\$20.00	\$20.00

II. Concession Stand (2 Week Rental)

Group	I	II	III	IV	V
April through May	N/A	\$200.00	\$200.00	N/A	N/A
May through August	N/A	\$300.00	\$300.00	N/A	N/A
August through October	N/A	\$150.00	\$150.00	N/A	N/A

^m Pools rentals requires 3 lifeguards for groups of 1-49 people; 4 lifeguards for 50 or more; and 1 additional lifeguard for rental of small pool. See above for Lifeguard pricing.

III. Department Programs & Services

Please go to http://www.sanbruno.ca.gov/parks_main.asp for latest classes and rates in the Recreation Brochure.

Promotional Discounts & Incentives

The Parks and Recreation Commission may authorize discounts (1) on City classes and activities in order to promote those that have additional capacity or (2) in order to assist families with multiple children.

A. Sport (Per Season)

1. Adult Softball (discount of \$12/ resident up to \$60)	\$760.00
2. Adult Flag Football (discount of \$12/ resident up to \$60)	\$760.00
3. Adult Soccer (discount of \$12/ resident up to \$60)	\$760.00
4. Adult Basketball (discount of \$12/ resident up to \$60)	\$760.00
5. Adult Open Gym	\$4.00/visit
6. Elementary Volleyball	\$65.00
7. Elementary Basketball	\$75.00
8. Elementary Flag Football	\$75.00
9. Elementary School Kickball	\$65.00
10. Middle School Volleyball	\$116.00
11. Middle School Flag Football	\$116.00
12. Middle School Basketball	\$116.00
13. Middle School Cross Country	\$65.00
14. Middle School Badminton	\$143.00
15. Middle School Track	\$90.00
16. Middle School Tennis	\$101.00
17. Middle School Golf	\$123.00
18. Youth Open Gym	\$2.00/visit

B. Camps (Cost will be prorated when schedule camp falls on a city holiday)

1. Spring Camp	Resident	\$142.00/week
	Non-Resident	\$157.00/week
2. Spring Extended Camp	Resident	\$30.00/week
	Non-Resident	\$36.00/week

3. Winter Camp	Resident Non-Resident	\$142.00/week \$157.00/week
4. Winter Extended Camp	Resident Non-Resident	\$35.00/week \$44.00/week
5. Mini Kaleidoscope (Half -Day)	Resident Non-Resident	\$84.00/week \$99.00/week
6. Mini Kaleidoscope (Full -Day)	Resident Non-Resident	\$142.00/week \$157.00/week
7. Camp Kaleidoscope (Regular)	Resident Non-Resident	\$142.00/week \$157.00/week
8. Camp Kaleidoscope (Field Trip Session)	Resident Non-Resident	\$175.00/week \$190.00/week
9. Adventure Camp (Regular)	Resident Non-Resident	\$153.00/week \$168.00/week
10. Adventure Camp (Field Trip Session)	Resident Non-Resident	\$189.00/week \$204.00/week
11. Summer Extended (per week)	Resident Non-Resident	\$35.00/week \$44.00/week
12. Leader in Training		\$50.00/session
13. Playground Program		Free
14. After School Adventures		\$125.00/month
C. Aquatics		
1. Swim Lessons	Resident Non-Resident	\$60.00 (M-Th)/session \$75.00 (M-Th)/session
2. Recreation Swim	Age between 3-54 Age of 55+ Family package up to 5 25 Punch Pass 50 Punch Pass Season Pass Resident Season Pass Non-Resident	\$3.00/visit \$2.50/visit \$12.00/visit \$62.50 \$125.00 \$280.00/season \$295.00/season
3. Lap Swim	Drop-in Resident (10-Punch Pass) Non-Resident (10-Punch Pass) Season Pass Resident Season Pass Non-Resident	\$4.00/visit \$35.00 \$38.00 \$145.00/season \$160.00/season

4. Water Aerobics	Drop-in	\$4.50/visit
	Resident (10-Punch Pass)	\$40.00
	Non-Resident (10-Punch Pass)	\$42.00
	Season Pass Resident	\$200.00/season
	Season Pass Non-Resident	\$215.00/season
5. Lifeguard Training		\$185.00/session
6. Jr. Lifeguard Camp	Resident	\$136.00/session
	Non-Resident	\$151.00/session
7. Tennis & Swim Camp	Resident	\$156.00/session
	Non-Resident	\$171.00/session
D. Registration Fee		\$6.00/class
E. Contractor Provided Programs		
Program fee based on negotiated agreement with contractor based on "recreation market rate." The Instructor-City split is as followed:		
Onsite Instructors:	65%-35%	
Offsite Instructors:	80%-20%	
F. Special Events		
Youth Triathlon	Pre-Registration	\$18.00/event
	Registration	\$25.00/event
Clean Sweep Flea Market	Resident	\$38.00/event
	Non-Resident	\$48.00/event
Family Overnight		\$12.00/person
Goblin Grotto		\$7.00/child
Holiday Boutique		
Small Space	Resident	\$42.00/space
	Non-Resident	\$53.00/space
Large Space	Resident	\$62.00/space
	Non-Resident	\$77.00/space
Visits from Santa		\$30.00/5-children
Father Daughter Dance		\$55.00/Couple
		\$12.00/Additional daughter
Polar Bear Plunge		\$20.00/person

IV. Athletic Fields (per hour)

Group	I	II	III	IV	V
Athletic Field Rental	\$0.00	\$0.00	\$15.00	\$30.00	\$38.00
Sport Field Lighting Fee					
Diamond 2 & 3	\$0.00	\$0.00	\$10.00	N/A	N/A
Diamond 2 & Center Field	\$0.00	\$0.00	\$18.00	N/A	N/A
Lara & Center Field	\$0.00	\$0.00	\$20.00	N/A	N/A
Lions Baseball	\$0.00	\$0.00	\$12.00	N/A	N/A
Lions Football	\$0.00	\$0.00	\$6.00	N/A	N/A
Field User Fee (per player)					
Residents	\$0.00	\$0.00	\$10.00	N/A	N/A

Non-Residents	\$0.00	\$0.00	\$15.00	N/A	N/A
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V. Tree Fees

Group	I	II	III	IV	V
New Street Tree Fee	N/A	N/A	N/A	\$65.00	N/A
Tree Pruning Permit ⁿ	N/A	N/A	N/A	\$70.00	N/A
Tree Removal Permit ⁿ	N/A	N/A	N/A	\$105.00	N/A
Inspection Fee	N/A	N/A	N/A	\$70.00	N/A
Tree Replacement Fee (one - 36" box tree or two - 24" box trees)	N/A	N/A	N/A	\$415.00	N/A
Planting/Pruning Deposit	N/A	N/A	N/A	\$300.00	N/A

ⁿ Nonrefundable, includes inspection fee.



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: August 25, 2015
TO: Honorable Mayor and Members of the City Council
FROM: Kerry Burns, Community Services Director
Tim Wallace, Community Services Superintendent – Library Services Division
Manager
SUBJECT: Adopt Resolution Extending Library Hours of Operation from 1:00 p.m. - 5:00 p.m. to 10:00 a.m. – 5:00 p.m. on Fridays

BACKGROUND:

Prior to the recent economic downturn, the San Bruno Public Library was open 59 hours per week. Due to a significant decline in General Fund revenues in 2010, the Library’s budget for part-time employees was significantly reduced. This resulted in a reduction of 12 hours per week in the operating hours of the Library and reducing hours to 47 hours per week. Since that time the reduced Library operation schedule has not changed and all reductions of operation hours remain in effect. The library schedule changes are shown below:

<u>Day of Week</u>	<u>Previous Schedule</u>	<u>Current Schedule</u>	<u>Proposed Schedule</u>
Monday-Thursday	10:00 a.m. to 9:00 p.m.	11:00 a.m. to 8:00 p.m.	11:00 a.m. to 8:00 p.m.
Friday	10:00 a.m. to 6:00 p.m.	1:00 p.m. to 5:00 p.m.	10:00 a.m. to 5:00 p.m.
Saturday	10:00 a.m. to 5:00 p.m.	10:00 a.m. to 5:00 p.m.	10:00 a.m. to 5:00 p.m.
Sunday	Closed	Closed	Closed

DISCUSSION:

The inconsistency in the time of day the Library opens throughout the week continues to cause confusion for Library patrons. Because the Friday opening time is significantly later than any other day of the week, it is difficult for patrons to remember the exception. Nearly six years after instituting the reduced Friday schedule, staff continues to observe many people approaching the Library on Fridays between 10:00 a.m. and 1:00 p.m. expecting it to be open. Additionally, the community continues to request the earlier Friday hours be reinstated; especially seniors and parents with young children.

Based on input received from the community, extending the hours of operation on Friday morning would be the most responsive schedule adjustment. This would also result in the least costly solution to extending operating hours as full-time staff is already available at the Library and only the addition of part-time staff hours would be necessary. By implementing a Friday schedule of 10:00 a.m. to 5:00 p.m., the Library would have only two sets of opening hours: Monday through Thursday from 11:00 a.m. to 8:00 p.m. and Friday through Saturday from 10:00

D.C.

a.m. to 5:00 p.m. The Library would remain closed on Sunday. These additional hours would increase the Library's weekly operating hours from 47 to 50.

FISCAL IMPACT:

There is sufficient funding available in the Fiscal Year 2015-16 Operating Budget to provide the necessary ongoing fiscal resources to extend Library hours by three hours weekly which includes the funding of three additional part-time positions; a Librarian I, a Senior Clerk, and a Library Page.

ALTERNATIVES:

1. Do not extend Library hours of operation.
2. Extend Library hours of operation by selecting alternate days and times.

RECOMMENDATION:

Adopt a resolution extending Library hours of operation from 47 to 50 hours per week by extending Friday operating hours from 1:00 p.m. - 5:00 p.m. to 10:00 a.m. – 5:00 p.m.

ATTACHMENTS:

1. Resolution

DISTRIBUTION:

None

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015- _____

Adopt Resolution Extending Library Hours of Operation from 1:00 p.m. - 5:00 p.m. to 10:00 a.m. – 5:00 p.m. on Fridays

WHEREAS, prior to 2010 the San Bruno Public Library was open on Fridays from 10:00 a.m. to 6:00 p.m.; and

WHEREAS, the recent economic downturn resulted in a reduction in Library's budget for part-time employees; and

WHEREAS, in 2010 Friday open hours were reduced to 1:00 p.m. to 5:00 p.m.; and

WHEREAS, the 1:00 p.m. opening time on Fridays has caused confusion and inconvenience for Library patrons; and

WHEREAS, by opening at 10:00 a.m. on Fridays, Library patrons would have a simpler schedule to remember with only two sets of Library hours; and

WHEREAS, sufficient funds exist in the adopted FY 2015-16 operating budget to accommodate the proposed additional open hours;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of San Bruno adopts a resolution extending Library hours of operation from 1:00 p.m. - 5:00 p.m. to 10:00 a.m. – 5:00 p.m. on Fridays.

Dated: August 25, 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 25th day of August 2015 by the following vote:

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