



“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

October 13, 2015

7:00 p.m.

A Reception will be held in the Senior Center Foyer at 6:45 p.m. to Recognize the Beautification Awards Program Award Recipients

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:**
- 4. PRESENTATIONS:**
 - a. Present Beautification Task Force Awards.
 - b. Present Proclamation Declaring Arbor Day in San Bruno.
 - c. Receive Presentation by the Tanforan Assembly Center Memorial Committee Regarding Installation and Maintenance of a Proposed Memorial at the San Bruno BART Plaza as the Historic Site of the Tanforan Assembly Center.
- 5. REVIEW OF AGENDA:**
- 6. APPROVAL OF MINUTES:** Special Council Meeting of October 1, 2015 and Regular Council Meeting of October 13, 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 September 14, 21, 28 and October 5, 2015
 - b. **Approve:** Payroll of September 11, 2015.
 - c. **Adopt:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated August 31, 2015.
 - d. **Adopt:** Resolution Amending the City Classification Plan by Adopting a Position Description and Salary Range for the Assistant to the City Manager Position.

8. PUBLIC HEARING:

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

10. CONDUCT OF BUSINESS:

- a. Appoint Commissioner to fill the vacant Planning Commission position.
- b. Receive Report on the Street Light Replacement Project.
- c. Receive Report on the Community Choice Aggregation Program in San Mateo County.
- d. Adopt Resolution Amending the Community Services Activity Guide Advertisement Policy and Receive Report on the Draft Redesigned Community Services Activity Guide.
- e. Adopt Resolution Authorizing the Purchase of Self-Contained Breathing Apparatus (SCBA) Bottles from Municipal Emergency Services in the Amount of \$45,301.

11. REPORT OF COMMISSIONS, BOARDS & COMMITTEES:

Receive Annual Report from the Planning Commission.

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

The next regular City Council Meeting will be held on October 27, 2015 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



“The City With a Heart”

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

**MINUTES
SAN BRUNO CITY COUNCIL
SPECIAL MEETING**

October 1, 2015

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on October 1, 2015 at San Bruno’s City Hall, 567 El Camino Real, Room 115, San Bruno, CA. The meeting was called to order at 7:00 p.m.

2. ROLL CALL:

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

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

4. CONDUCT OF BUSINESS:

Council Conducted Four Interviews to Fill a Vacant Seat on the Planning Commission.

5. CLOSED SESSION:

Mayor Ruane said they would be going into closed session. Conference with Legal Counsel, Anticipated Litigation, Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Case

6. ADJOURNMENT:

Mayor Ruane closed the meeting at 9:30 p.m. with no reportable action. The next regular City Council Meeting will be held on October 13, 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
October 13, 2015

Carol Bonner, City Clerk

Jim Ruane, Mayor



“The City With a Heart”

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

MINUTES
SAN BRUNO CITY COUNCIL
&
SAN BRUNO SUCCESSOR AGENCY
September 22, 2015
7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on September 22, 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.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor/Chair Ruane, Vice Mayor/Vice Chair Salazar, Councilmembers/Boardmembers Ibarra, Medina and O’Connell. **Sergeant Scott Luciano** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

- a. **Mayor Ruane** announced Community Day in the Park will be held in San Bruno Park on October 10, 2015 from 11:00 a.m. to 5:00 p.m.
- b. **Mayor Ruane** announced the Candidate Forum will be held at the San Bruno Senior Center on Monday, October 5 at 7:00 p.m. sponsored by the League of Women Voters.
- c. **Councilmember Medina** announced there will be a San Bruno Park School Board Forum on October 12 at Bellaire Elementary School sponsored by the League of Women Voters.

4. PRESENTATIONS:

- a. **Mayor Ruane** Presented a Proclamation for Fire Prevention Week October 4-10, 2015, “Hear the Beep Where You Sleep, Every Bedroom Needs a Working Smoke Alarm.” **Deputy Chief Downing** received the proclamation and talked about the poster contest and working smoke detectors.
- b. **Mayor Ruane** delivered a brief description of the background of **Sergeant Scott Luciano** in the San Bruno Police Department and **Police Chief Barberini** presented a 25-Year Service Award to him. **Sergeant Luciano** introduced his family members and thanked the Chief and staff for acknowledging and recognizing him.

5. REVIEW OF AGENDA: No Changes.

6. APPROVAL OF MINUTES: Special Council Meeting of July 14, 2015 and Regular Council Meeting of September 8, 2015, approved as submitted.

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of September 9, 2015
- b. **Approve:** Successor Agency Accounts Payable of August 31, 2015.
- c. **Approve:** Payroll of August 28, 2015.
- d. **Adopt:** Resolution Approving the Recognized Obligation Payment Schedule (ROPS 15-16B) and Successor Agency Administrative Budget for the Period January 1, 2016 through June 30, 2016.

Mayor Ruane noted the Recognized Obligation Payment Schedule (ROPS) approval was approved by the entire Oversight Board at their meeting on Monday morning.

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

8. PUBLIC HEARING: None.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Anand Singh, Hotel Workers of San Mateo County talked about the hotel and asked Council to take into consideration union workers.

Ryan Myrsny, Kains Ave. said he was in favor of a hotel and the revenue it would generate. He addressed a flier that is being distributed and questioned whether the truth was being told. He asked if it was ethical/legal for Councilmember O'Connell and Mayor Ruane to be using their government email address in campaign literature. He handed the City Clerk a little over a hundred signatures from residents demanding no subsidies be given to a multi-million dollar corporation.

Rita Escobar, who has worked for **United** more than fifteen years said she hopes that San Bruno will provide good jobs to all the community.

Leif Paulson, Acacia Ave. said he felt the need for a hotel is a false premise. He suggested a multi-cultural center.

Alan Paulson, Acacia Ave. said he didn't believe this hotel was good for San Bruno.

Laura, UniteHere 2 (representing Carol Whitaker who has been a resident of San Bruno for ten years and a bartender at SF Airport for over twenty years) said local shops are already suffering and San Bruno doesn't need to give more money to billion dollar corporations. She asked the City focus on good union jobs.

Maria said as a union member she supports unions. They give her flexibility to take a day off for her children.

Marty Medina, Garden Ave. said he didn't feel this election was about a hotel but it shouldn't be subsidized by the people. He said we need to be sensitive to the community's workforce and help whenever we can assuring good paying jobs. He asked for the report regarding the hotel. He believed the property is worth more than \$1.4 million. He asked how San Bruno plans to rebuild their infrastructure. He said as a former employee he knew how things work in the City and he said we can do things better. He said his website is www.medinaforsanbruno2015.com.

Mayor Ruane said there is no deal, the land has not been sold for \$1.00. No subsidies have been agreed upon for a multi-million dollar corporation. They are only talking and negotiating with OTO Development about a potential hotel site which they have been working on for many, many years. He said this council has supported the unions. He said we do not have a hotel that will serve the City, we have a lot of motels but they do not serve the specific needs that we want here.

Paul Rumsey, Shelter Creek said he would like to see a hotel that would draw people to San Bruno.

10. CONDUCT OF BUSINESS:

a. Receive Report on the Federal Emergency Management Agency San Francisco Bay Coastal Study for the City of San Bruno.

Public Services Engineer Tan gave an overview of the staff report and asked for questions.

Councilmember Ibarra asked what is mitigate, isn't the structure that is there sufficient? He said we have a contract with Moffatt and Nichol and asked if the appeal is included in that. He asked if SSF is sharing in the cost with the consultant. **Tan** said there is a structure there but it is not taken into account because it is not an accredited structure. Similar to all the flood walls that are around the perimeter of the San Francisco Airport, they don't meet the FEMA requirement for high elevations. It needs to be improved to protect the inland. He said we have gone to Moffatt and Nichol for two contracts with the third one coming back in October.

Councilmember Ibarra asked Council be advised of what mitigate may entail. **Tan** said the wall has to be structurally sound and its evaluation is part of the process.

City Manager Jackson said the idea of giving this presentation tonight is to get the word out. She said there are pamphlets on the table that give a further explanation.

Councilmember Ibarra suggested a postcard be sent to the homeowners that this is happening and that there are pamphlets and information they can pick up.

Councilmember Medina suggested those who are affected be notified.

Councilmember O'Connell asked the County to share what is being done and a timeline.

Jim Porter, Director of Public Works for San Mateo County said they have been looking at the tide-gate owned by the San Bruno Flood Control District. He said a draft proposal has been received from Brown and Moffet. They need to see what needs to be done to certify that structure as well as the land around it. Four to six months to complete a study. **Councilmember O'Connell** asked if the County knew before the City. **Porter** said they knew about two weeks before San Bruno. He also said he was not aware of any tidal flooding in this area.

Michael Barber, Assistant to Dave Pine said they have been working very hard on this and they are there to help.

b. Adopt Resolution Authorizing the City Manager to Execute a Contract with Wilsey Ham, Inc. for Design of the Avenues 1-1 and 1-2 Sewer and Water Main Replacement Project in an Amount not to Exceed \$454,002.

Public Services Engineer Tan gave an overview of the staff report and asked for questions.

Councilmember Ibarra said he assumed we had enough money to fund all these projects, but he asked if we were prudent in finding the best price. **Tan** said the costs are evaluated with a thorough review to make the sure labor effort being provided for the project is adequate.

Councilmember Ibarra said he would feel better if he knew what the estimate breakdown would be. **City Manager Jackson** said the total engineer's estimate of the project for construction is in the \$9 million dollar range. It is not unusual that design costs range from 10 to 15 percent of total costs and we are well within that anticipated range.

Vice Mayor Salazar asked if anything was in house or are they all being subbed out. **Tan** said currently there is only one pipeline project being designed in house. It is not as complicated as the other projects and there is very little utility conflict in that area. This project is a whole cluster of several blocks.

Vice Mayor Salazar said looking at the big picture ahead to 2019 when all these projects are to be completed, has consideration been given to build up staff so we can bring in additional expertise and reduce our costs and what is our cost for doing an in house project vs. when we sub it out. **Tan** said there are competing parties and that needs to be evaluated and how many projects we have moving forward. He suggested some consideration be given for right sizing the department and making sure we are not in the position of making short term decisions.

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

c. Receive Report and Recommendations Regarding Parking Studies Conducted at the Areas Near the Caltrain Station and North of I-380.

Councilmember Medina recused himself from this item because of his home location being in close proximity to the topic.

Associate Engineer Cervantes gave an overview of the staff report and asked for approval to move forward in developing a parking plan in both areas. With Council approval, staff intends to collaborate with San Bruno's public, the Traffic, Safety & Parking Committee in investigating the need for permits and/or timed parking.

Councilmember Ibarra asked what the notification period was. **Cervantes** said for the first area, they were sent out mailers of a public hearing. The second area, north of the Caltrain station, notifications (prior to the Traffic, Safety & Parking Committee meeting) were mailed out to the entire area inviting them to the meeting. **Councilmember Ibarra** asked how many people showed up. **Cervantes** said for the first area, ten people attended and the Traffic, Safety & Parking Committee had about sixteen people in attendance.

Councilmember Ibarra expressed his worry about this because in his other profession he worked with a property owner who complied with remodeling his auto body repair shop to comply with parking and ever since that project was completed, he has been fighting tooth and nail with the neighborhood because he has parking as there is not enough parking. He said he believed the direction to go is with limited time parking.

May, property and business owner on San Mateo Ave. talked about the difficulties they have encountered with parking.

Rosie, Herman Street said she can't find parking and she is heavily affected by the auto shops on Montgomery and San Mateo Ave. She said she never received a notification.

Councilmember Ibarra said we need to look at how people are being notified and he added there seems to be a lot of red curbing in the area and maybe there are some options to that.

Councilmember O'Connell talked about how difficult parking is in the area and asked if they could have something come back to them by December.

City Manager Jackson said it appears timed parking appears to be a good solution. She said they would get something back to the Council by the end of the year.

d. Adopt Resolution Authorizing the City Manager to Purchase Three Automated Water Tank Residual Control System Units and Two Water Tank Mixers from PAX Water Technologies in the Total Amount of \$181,000.

Public Services Deputy Director Burch gave an overview of the staff report and asked for questions.

Vice Mayor Salazar said it would have been nice to see ongoing maintenance costs and description of the life span.

Councilmember O’Connell thanked staff for their due diligence.

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

11. REPORT OF COMMISSIONS, BOARDS & COMMITTEES: None.

12. COMMENTS FROM COUNCIL MEMBERS:

Councilmember O’Connell said on Saturday, September 19 they participated in a coastal cleanup day. She said they set the stage at Posy Park near the train station. Slides of the day’s event as well as the participants were shown.

Councilmember Ibarra said this Friday is the last concert in the park and last movie in the park. He thanked staff for all they do.

13. CLOSED SESSION: None.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 8:52 p.m. The next regular City Council Meeting will be held on October 13, 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
October 13, 2015

Carol Bonner, City Clerk

Jim Ruane, Mayor

09/14/15

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$135,398.51
002	GENERAL FUND RESERVE	\$140,000.00
132	AGENCY ON AGING	\$3,260.58
133	RESTRICTED DONATIONS	\$300.00
190	DISASTER RECOVERY FUND	\$270.00
207	TECHNOLOGY CAPITAL	\$14,027.00
611	WATER FUND	\$598,304.04
621	STORMWATER FUND	\$276.20
631	WASTEWATER FUND	\$940,536.98
641	CABLE TV FUND	\$57,377.17
701	CENTRAL GARAGE	\$16,228.15
702	FACILITY MAINT. FUND	\$1,727.30
703	GENERAL EQUIPMENT REVOLVING	\$2,820.75
707	TECHNOLOGY DEVELOPMENT	\$56.64
711	SELF INSURANCE	\$32,537.51
TOTAL FOR APPROVAL		\$1,943,120.83

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 157220 THROUGH 157346 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,943,120.83 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 9-17-15
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0017770 A-A LOCK & ALARM INC	157221	9/14/2015	468.08
0000368 ABCO PRINTERS	157222	9/14/2015	742.90
0016499 ACTION SPORTS	157223	9/14/2015	317.76
0000858 ADECCO EMPLOYMENT SERVICES	157224	9/14/2015	9,008.64
0000163 AIRPORT AUTO PARTS INC.	157225	9/14/2015	368.40
0000372 ALLIED SECURITY ALARMS	157226	9/14/2015	1,569.91
0000082 AMERICAN MESSAGING	157227	9/14/2015	72.65
0001965 ARISTA BUSINESS	157228	9/14/2015	7,254.16
0016123 AT&T	157229	9/14/2015	2,895.32
0017191 AT&T	157230	9/14/2015	558.22
0000345 BAKER & TAYLOR BOOKS	157231	9/14/2015	1,562.91
0018567 BATTERY SYSTEMS	157232	9/14/2015	622.66
0018390 BEN'ZARA MINKIN	157234	9/14/2015	450.00
0093170 BOOKPAGE	157235	9/14/2015	300.00
0000479 BORDEN DECAL CO	157236	9/14/2015	2,085.85
0000378 BROADMOOR LANDSCAPE SUPPLY	157237	9/14/2015	54.50
0105324 CAINE COMPUTER CONSULTING, LLC	157238	9/14/2015	3,120.00
0014739 CAL-STEAM	157239	9/14/2015	262.80
0017284 CHEMSEARCHFE	157240	9/14/2015	386.50
0016324 CINTAS CORPORATION	157241	9/14/2015	197.16
0016324 CINTAS CORPORATION	157242	9/14/2015	420.80
0000227 CITY OF SAN BRUNO	157243	9/14/2015	4,878.75
0000386 CITY OF SOUTH SAN FRANCISCO	157244	9/14/2015	806,354.75
0106167 CIVICA SOFTWARE, INC.	157245	9/14/2015	14,027.00
0014338 CREST/GOOD MANUFACTURING CO.	157247	9/14/2015	286.90
0018188 DAU PRODUCTS	157248	9/14/2015	1,256.53
0000182 DAVID CRESTA	157249	9/14/2015	81.38
0099912 DENNIS MITCHELL	157250	9/14/2015	338.00
0093479 DEPARTMENT OF JUSTICE	157251	9/14/2015	706.00
0018779 DUDLEY PERKINS CO	157253	9/14/2015	679.09
0014812 ELECTRONIC INNOVATIONS INC.	157254	9/14/2015	194.40
0093685 ERIC JACKSON	157275	9/14/2015	56.64
0013683 F. FERRANDO & CO.	157255	9/14/2015	8,173.00
0000944 FEDEX	157256	9/14/2015	59.23
0106280 FIRST AMERICAN	157220	9/11/2015	140,000.00
0017707 FITZGERALD ELECTRO-MECH.CO.INC	157257	9/14/2015	29.69
0096429 FLEET DATA SYSTEMS, LLC	157258	9/14/2015	6,120.00
0018117 FLYERS ENERGY, LLC	157259	9/14/2015	8,195.91
0102869 FRANCHISE TAX BOARD	157260	9/14/2015	50.00
0018272 GALE/CENGAGE LEARNING	157262	9/14/2015	29.64
0105960 GARRATT CALLAHAN	157263	9/14/2015	4,492.96
0017454 GOLDEN STATE FLOW MEASUREMENT	157264	9/14/2015	302,812.98
0000162 GRAINGER	157265	9/14/2015	1,438.00
0000541 GRANITE ROCK COMPANY	157266	9/14/2015	210.11
0105687 GRAPHICS ON THE EDGE	157267	9/14/2015	1,185.75
0017900 GREAT LAKES DATA SYSTEMS INC	157268	9/14/2015	1,450.00
0000385 HACH COMPANY	157269	9/14/2015	682.88
0000457 HAINES & COMPANY INC.	157270	9/14/2015	451.41
0105378 HOME MAID RAVIOLI COMPANY INC.	157271	9/14/2015	65.90
0018090 HOPKINS TECHNICAL PRODUCTS,INC	157272	9/14/2015	1,665.30
0001786 IN DEMAND-NYC	157273	9/14/2015	1,625.82
0015531 INTERSTATE BATTERY SYS. OF SF	157274	9/14/2015	369.01
0000771 JT2 INTEGRATED RESOURCES	157276	9/14/2015	32,537.51

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Vendor Code & Name	Check #	Check Date	Amount	
0000075	K-119 TOOLS OF CALIFORNIA INC.	157278	9/14/2015	1,354.97
0096586	K.J. WOODS CONSTRUCTION, INC.	157277	9/14/2015	56,709.68
0018050	KAISER FOUNDATION HEALTH PLAN	157279	9/14/2015	4,239.99
0000132	KELLY-MOORE PAINT CO INC.	157280	9/14/2015	27.61
0000317	L.N. CURTIS & SONS	157281	9/14/2015	1,962.04
0017435	LECH AUTO AIR CONDITIONING	157282	9/14/2015	223.00
0105034	LFP BROADCASTING, LLC	157283	9/14/2015	53.30
0104424	LIDIA'S ITALIAN DELICACIES	157284	9/14/2015	2,982.50
0095766	LIFE-ASSIST, INC.	157285	9/14/2015	343.89
0018177	LOWE'S	157286	9/14/2015	1,837.33
0017949	MARSHALL SCOTT	157288	9/14/2015	120.00
0102770	METLIFE	157289	9/14/2015	350.46
0016041	METROMOBILE COMMUNICATIONS	157290	9/14/2015	195.00
0016863	MIDWEST TAPE, LLC	157291	9/14/2015	66.29
0000333	MOSS RUBBER & EQUIP. CORP.	157292	9/14/2015	258.64
0104730	MUNICIPAL EMERGENCY SERVICES	157293	9/14/2015	264.16
0000762	MUNICIPAL MAINTENANCE EQUIPMENT INC.	157287	9/14/2015	2,913.58
0105725	NATIONAL ACADEMY OF ATHLETICS	157294	9/14/2015	1,022.45
0000357	NATIONAL CABLE TV CO-OP, INC.	157295	9/14/2015	4,344.13
0100335	NATIONAL PLANT SERVICES INC.	157296	9/14/2015	988.46
0103301	NHL NETWORK US, LP	157297	9/14/2015	754.97
0000522	NORTH COAST COUNTY WATER DISTRICT(NCCWD)	157246	9/14/2015	24,259.15
0092263	OFFICE DEPOT INC	157298	9/14/2015	202.17
0018284	OFFICEMAX INC.	157299	9/14/2015	120.71
0018519	OFFICETEAM	157300	9/14/2015	486.40
0000210	OLE'S CARBURETOR &ELECTRIC INC	157301	9/14/2015	501.25
0097567	ONE HOUR DRY CLEANING	157302	9/14/2015	212.60
0001292	ORCHARD BUSINESS/SYNCB	157303	9/14/2015	338.72
0018701	ORKIN PEST CONTROL	157304	9/14/2015	517.69
0000012	PACIFIC GAS & ELECTRIC	157305	9/14/2015	34,629.77
0106156	PENGUIN RANDOM HOUSE LLC	157306	9/14/2015	73.58
0014961	PENINSULA UNIFORMS & EQUIPMENT	157307	9/14/2015	1,068.15
0103618	PETERSON POWER SYSTEMS, INC.	157308	9/14/2015	7,774.23
0016770	PRAXAIR DISTRIBUTION INC -192	157309	9/14/2015	144.16
0097558	PURCHASE POWER	157310	9/14/2015	350.00
0000071	R & B COMPANY	157311	9/14/2015	13,549.89
0017712	RECALL SECURE DESTRUCTION SERVICES, INC.	157252	9/14/2015	102.53
0094546	RECORDED BOOKS, INC.	157312	9/14/2015	49.04
0090749	RED WING SHOE STORE	157313	9/14/2015	523.71
0104548	RENNE SLOAN HOLTZMAN SAKAI LLP	157314	9/14/2015	732.50
0103531	RICOH USA, INC.	157315	9/14/2015	270.20
0104306	ROOTX	157316	9/14/2015	1,071.90
0013581	ROVI GUIDES, INC.	157317	9/14/2015	9,983.26
0106070	SAFETY-KLEEN SYSTEMS, INC.	157318	9/14/2015	48.57
0000569	SAN BRUNO AUTO CENTER, INC.	157319	9/14/2015	555.00
0093465	SAN MATEO COUNTY SHERIFF	157320	9/14/2015	1,100.00
0099047	SAN MATEO CTY SHERIFF'S OFFICE	157321	9/14/2015	3,352.08
0018461	SERRAMONTE FORD, INC.	157322	9/14/2015	802.09
0000074	SFPUC - WATER DEPARTMENT	157323	9/14/2015	191,928.00
0018962	SHOE DEPOT INC.	157324	9/14/2015	336.41
0098030	SHRED-IT USA - SAN FRANCISCO	157325	9/14/2015	54.95
0016458	SIADAT ENTERPRISES INC.	157326	9/14/2015	45.65
0105992	SPOK, INC.	157327	9/14/2015	57.78
0097079	SPRINT	157328	9/14/2015	65.38

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0103599 STEVEN FREITAS	157261	9/14/2015	600.00
0017036 STEVEN'S BAY AREA DIESEL SER., INC.	157233	9/14/2015	2,786.85
0105796 SUNRISE FOOD DISTRIBUTOR INC.	157329	9/14/2015	212.18
0017016 SUPERCO SPECIALTY PRODUCTS	157330	9/14/2015	501.40
0017802 SUPPLYWORKS	157331	9/14/2015	319.23
0096932 TASC	157332	9/14/2015	270.00
0015691 TEAMSTERS LOCAL 856	157333	9/14/2015	12,955.00
0017659 THE CALIFORNIA CHANNEL	157334	9/14/2015	116.90
0000424 THE URBAN FARMER STORE	157335	9/14/2015	130.50
0018744 TUMBLEWEED PRESS INC.	157336	9/14/2015	349.30
0103095 TUTV	157337	9/14/2015	105.85
0017876 UNION BANK OF CALIFORNIA	157338	9/14/2015	1,695.00
0099592 UNIVISION COMMUNICATIONS, INC.	157339	9/14/2015	6,191.64
0105133 UTILITY TELEPHONE, INC.	157340	9/14/2015	613.61
0102988 VANTAGEPOINT TRANSFER AGENTS	157341	9/14/2015	9,967.93
0095749 VERIZON WIRELESS	157342	9/14/2015	676.93
0104233 WAVE	157343	9/14/2015	8,822.50
0000612 WESTVALLEY CONSTRUCTION CO.INC	157344	9/14/2015	123,762.18
0013841 WITMER-TYSON IMPORTS INC	157345	9/14/2015	739.80
0104033 ZCORUM, INC.	157346	9/14/2015	22,760.30
		GrandTotal:	1,943,120.83
		Total count:	127

09/21/15

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$84,158.01
003	ONE-TIME REVENUE	\$1,898.52
132	AGENCY ON AGING	\$1,850.31
133	RESTRICTED DONATIONS	\$397.59
611	WATER FUND	\$14,075.72
621	STORMWATER FUND	\$1,009.51
631	WASTEWATER FUND	\$23,641.48
641	CABLE TV FUND	\$55,086.50
701	CENTRAL GARAGE	\$3,046.16
702	FACILITY MAINT. FUND	\$14,609.75
703	GENERAL EQUIPMENT REVOLVING	\$5,741.50
707	TECHNOLOGY DEVELOPMENT	\$1,959.82
711	SELF INSURANCE	\$2,625.00
891	S.B. GARBAGE CO. TRUST	\$599,695.28
TOTAL FOR APPROVAL		\$809,795.15

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 2 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 157347 THROUGH 157446 INCLUSIVE, TOTALING IN THE AMOUNT OF \$809,795.15 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

9-22-15
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000858 ADECCO EMPLOYMENT SERVICES	157347	9/21/2015	606.00
0018601 ADVANCED MEDIA TECH., INC.	157348	9/21/2015	1,959.05
0001170 AIRGAS USA, LLC	157349	9/21/2015	28.46
0000163 AIRPORT AUTO PARTS INC.	157350	9/21/2015	20.93
0018953 ALLIANT INSURANCE SVC. INC.	157351	9/21/2015	2,376.00
0018976 ALPHA ANALYTICAL LAB. INC.	157352	9/21/2015	1,196.00
0104542 ALTA LANGUAGE SERVICES, INC.	157353	9/21/2015	180.00
0016123 AT&T	157355	9/21/2015	116.96
0106279 BAY OFFICE INTERIORS	157357	9/21/2015	5,741.50
0018688 BEST BEST & KRIEGER LLP	157358	9/21/2015	1,763.41
0106204 BLUE LINE CANINE LLC	157359	9/21/2015	250.00
0000378 BROADMOOR LANDSCAPE SUPPLY	157360	9/21/2015	103.55
0099815 BRUCE CONSTRUCTION	157361	9/21/2015	1,000.00
0102737 BURKE, WILLIAMS & SORENSEN,LLP	157362	9/21/2015	1,898.52
0102937 CABLE LEAKAGE TECHNOLOGIES	157363	9/21/2015	1,199.00
0016324 CINTAS CORPORATION	157364	9/21/2015	289.31
0017315 CITY AND COUNTY OF SAN FRANCISCO	157402	9/21/2015	90.00
0098588 CITY OF BURLINGAME	157365	9/21/2015	3,388.50
0000227 CITY OF SAN BRUNO	157366	9/21/2015	769.57
0000386 CITY OF SOUTH SAN FRANCISCO	157367	9/21/2015	2,715.87
0104218 COIT	157369	9/21/2015	1,475.00
0104552 COLIN PAGE	157410	9/21/2015	18.00
0018331 CSG CONSULTANTS INC.	157370	9/21/2015	7,052.32
0016604 CUMMINS PACIFIC, LLC	157371	9/21/2015	1,522.30
0018449 DARLENE WONG	157442	9/21/2015	364.13
0102345 DUKE'S ROOT CONTROL, INC.	157372	9/21/2015	11,522.34
0103682 EAST BAY MUNI UTILITY DISTRICT	157373	9/21/2015	2,310.00
0001707 EMPLOYMENT DEVELOPMENT DEPT	157374	9/21/2015	2,625.00
0000046 EWING IRRIGATION PRODUCTS INC	157376	9/21/2015	528.85
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	157377	9/21/2015	10,833.11
0104414 FOOT DREAM	157378	9/21/2015	1,000.00
0016876 GAMA TROPHIES AND GIFTS	157380	9/21/2015	65.40
0093441 GENE WONG	157443	9/21/2015	92.65
0018864 GMA NETWORK INC.	157381	9/21/2015	1,822.70
0000541 GRANITE ROCK COMPANY	157383	9/21/2015	1,409.07
0095966 GREATAMERICA FINANCIAL SVCS.	157384	9/21/2015	719.69
0106186 HIWAY SAFETY INC.	157385	9/21/2015	1,460.66
0017882 HOME BOX OFFICE	157386	9/21/2015	4,118.75
0105378 HOME MAID RAVIOLI COMPANY INC.	157387	9/21/2015	125.80
0106146 IAR MOBILE LIVESCAN & NOTARY SERVICES	157393	9/21/2015	20.00
0018838 INFOSEND, INC.	157388	9/21/2015	4,416.27
0018553 INTERSTATE TRAFFIC CONTROL PRODUCTS	157432	9/21/2015	590.90
0018127 JESSICA ARMISTEAD	157354	9/21/2015	168.96
0000317 L.N. CURTIS & SONS	157389	9/21/2015	103.46
0106073 LAUREN MEYER	157398	9/21/2015	18.00
0102274 LAURENTINO PADILLA	157409	9/21/2015	92.64
0105752 LEVEL 3 COMMUNICATIONS, LLC	157390	9/21/2015	4,527.96
0105034 LFP BROADCASTING, LLC	157391	9/21/2015	31.20
0104424 LIDIA'S ITALIAN DELICACIES	157392	9/21/2015	1,425.00
0018177 LOWE'S	157394	9/21/2015	449.83
0106236 MAZE & ASSOCIATES	157397	9/21/2015	12,300.00
0106275 MICHELLE GONZALEZ	157382	9/21/2015	300.00
0100062 MIRELLA RAMIREZ	157399	9/21/2015	576.20

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0103600	MOMENTUM TELECOM, INC.	157400	9/21/2015	14,146.05
0105925	MONICA WALKER	157440	9/21/2015	103.83
0104730	MUNICIPAL EMERGENCY SERVICES	157401	9/21/2015	3,978.51
0099470	NOEL A. URROZ	157437	9/21/2015	350.70
0092263	OFFICE DEPOT INC	157403	9/21/2015	495.77
0018519	OFFICETEAM	157404	9/21/2015	486.40
0097567	ONE HOUR DRY CLEANING	157405	9/21/2015	88.70
0103933	OWEN EQUIPMENT SALES	157406	9/21/2015	1,588.20
0000012	PACIFIC GAS & ELECTRIC	157407	9/21/2015	14,772.14
0000101	PACIFIC NURSERIES	157408	9/21/2015	185.30
0095148	PENINSULA MUNI.ENGINEERING	157411	9/21/2015	13,575.00
0015163	PENINSULA SPORTS OFFICIALS ASSOC.INC.	157423	9/21/2015	486.00
0106252	POWER SUPERSITE, INC.	157412	9/21/2015	6,633.00
0102915	PRECISE PRINTING & MAILING	157413	9/21/2015	777.09
0000175	RECOLOGY SAN BRUNO	157414	9/21/2015	599,695.28
0096177	RENE WALSH	157441	9/21/2015	500.00
0100005	RENEWAL BY ANDERSEN	157415	9/21/2015	228.11
0104548	RENNE SLOAN HOLTZMAN SAKAI LLP	157416	9/21/2015	4,834.00
0100145	RUBY YU	157445	9/21/2015	1,000.00
0018839	RYAN JOHANSEN	157417	9/21/2015	800.00
0017145	SAN MATEO LAWN MOWER SHOP	157419	9/21/2015	1,576.45
0093191	SCOTT LUCIANO	157395	9/21/2015	6.00
0016458	SIADAT ENTERPRISES INC.	157420	9/21/2015	618.70
0001225	SIERRA PACIFIC TURF SUPPLY,INC	157421	9/21/2015	271.42
0106078	SOLAR CITY	157422	9/21/2015	437.62
0097079	SPRINT	157424	9/21/2015	406.70
0102991	STEVE SALAZAR	157418	9/21/2015	202.12
0017036	STEVEN'S BAY AREA DIESEL SER., INC.	157356	9/21/2015	135.00
0105796	SUNRISE FOOD DISTRIBUTOR INC.	157425	9/21/2015	299.51
0106093	SUPPLIESOUTLET.COM	157426	9/21/2015	179.97
0017802	SUPPLYWORKS	157427	9/21/2015	1,800.28
0105883	SYLVIA ZHOU	157446	9/21/2015	1,000.00
0018813	TANKO LIGHTING	157428	9/21/2015	633.92
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	157375	9/21/2015	2,342.00
0106286	THE RADAR SHOP, INC.	157429	9/21/2015	287.00
0097449	THYSSENKRUPP ELEVATOR CORP.	157430	9/21/2015	403.87
0092084	TIMOTHY MAHON	157396	9/21/2015	108.73
0000831	TONER CARTRIDGE&INKJET EXPRESS	157431	9/21/2015	1,401.09
0017133	TURBO DATA SYSTEMS INC	157433	9/21/2015	1,941.50
0018198	UMESH MAHARAJ	157434	9/21/2015	125.00
0018618	UNITED SITE SERVICES INC.	157435	9/21/2015	185.40
0102744	UNIVERSAL BUILDING SERVICES	157436	9/21/2015	3,926.00
0095749	VERIZON WIRELESS	157438	9/21/2015	3,238.01
0105762	VUBIQUITY INC.	157439	9/21/2015	8,065.19
0105955	WEST COAST CODE CONSULTANTS, INC.	157368	9/21/2015	15,165.17
0106282	WILLIAM FRIED	157379	9/21/2015	15.60
0106283	WSPCA	157444	9/21/2015	520.00

GrandTotal: 809,795.15

Total count: 100

09/28/15

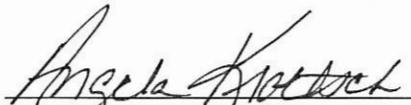
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$51,747.64
190	DISASTER RECOVERY FUND	\$20,105.29
201	PARKS AND FACILITIES CAPITAL	\$5,820.00
203	STREET IMPROVE. PROJECTS	\$31.67
611	WATER FUND	\$1,283,494.15
621	STORMWATER FUND	\$8,359.50
631	WASTEWATER FUND	\$181,986.16
641	CABLE TV FUND	\$112,248.61
701	CENTRAL GARAGE	\$4,931.86
702	FACILITY MAINT. FUND	\$2,418.46
703	GENERAL EQUIPMENT REVOLVING	\$23,955.94
707	TECHNOLOGY DEVELOPMENT	\$750.05
711	SELF INSURANCE	\$5,806.03
880	PROJECT DEVELOP. TRUST	\$2,114.15
891	S.B. GARBAGE CO. TRUST	\$40,000.00
TOTAL FOR APPROVAL		\$1,743,769.51

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 157447 THROUGH 157595 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,743,769.51 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

9/29/15
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0095710 ABDUL ALA TAIMUR MIRZA	157447	9/28/2015	29.14
0000858 ADECCO EMPLOYMENT SERVICES	157448	9/28/2015	3,162.80
0018601 ADVANCED MEDIA TECH., INC.	157449	9/28/2015	62,109.06
0000163 AIRPORT AUTO PARTS INC.	157450	9/28/2015	332.62
0100278 ALEJANDRO CALVO	157468	9/28/2015	20.55
0018976 ALPHA ANALYTICAL LAB. INC.	157452	9/28/2015	120.00
0102355 AMAZON	157453	9/28/2015	1,048.39
0000082 AMERICAN MESSAGING	157454	9/28/2015	94.70
0098508 AMERICAN PUBLIC WORKS ASSOC.	157455	9/28/2015	960.00
0091866 ANDREW GOODYEAR	157502	9/28/2015	5.41
0098463 ANITA SHARMA	157570	9/28/2015	15.89
0001965 ARISTA BUSINESS	157456	9/28/2015	495.00
0100753 ARLENE WILLWERTH	157592	9/28/2015	116.00
0016123 AT&T	157457	9/28/2015	1,058.39
0017191 AT&T	157458	9/28/2015	308.31
0018363 AT&T LONG DISTANCE	157459	9/28/2015	117.16
0018583 AT&T MOBILITY	157460	9/28/2015	63.02
0000345 BAKER & TAYLOR BOOKS	157461	9/28/2015	2,072.69
0106155 BANK OF MARIN	157462	9/28/2015	35,637.50
0018093 BBC AMERICA INC.	157463	9/28/2015	713.60
0105553 BELLECCI & ASSOCIATES, INC.	157464	9/28/2015	22,014.00
0096632 BENJAMIN CHEW	157472	9/28/2015	225.00
0097061 BETTY J. MUN	157536	9/28/2015	100.00
0017624 BKF ENGINEERS	157465	9/28/2015	3,033.00
0000378 BROADMOOR LANDSCAPE SUPPLY	157466	9/28/2015	2,561.50
0096420 BSN SPORTS	157467	9/28/2015	114.02
0001888 CALIFORNIA CABLE & TELECOMMUNICATIONS ASSI	157575	9/28/2015	992.41
0017679 CDW GOVERNMENT, INC	157470	9/28/2015	750.05
0000729 CERTIFIED LABORATORIES, INC.	157471	9/28/2015	476.94
0016324 CINTAS CORPORATION	157474	9/28/2015	157.82
0000386 CITY OF SOUTH SAN FRANCISCO	157475	9/28/2015	121,806.80
0104995 CONDISTA	157478	9/28/2015	5,622.28
0018331 CSG CONSULTANTS INC.	157479	9/28/2015	268.50
0000181 D & L FOUNDRY & SUPPLY INC.	157480	9/28/2015	3,521.10
0000197 DEMCO SUPPLY INC.	157481	9/28/2015	438.05
0101178 DISCOUNT PLUMBING	157482	9/28/2015	276.00
0096829 DKF SOLUTIONS GROUP, LLC	157483	9/28/2015	3,100.00
0106116 EVERBANK COMMERCIAL FINANCE, INC.	157476	9/28/2015	376.62
0013683 F. FERRANDO & CO.	157489	9/28/2015	7,743.00
0106288 FACTUALDIAGRAMS.COM	157490	9/28/2015	550.00
0000944 FEDEX	157491	9/28/2015	127.22
0102869 FRANCHISE TAX BOARD	157492	9/28/2015	50.00
0018272 GALE/CENGAGE LEARNING	157494	9/28/2015	35.20
0105960 GARRATT CALLAHAN	157496	9/28/2015	3,097.76
0016363 GCS ENVIRONMENTAL & EQUIPMENT SVC.	157488	9/28/2015	635.85
0016813 GEORGE PEPONIS	157555	9/28/2015	75.00
0016154 GOETZ BROTHERS SPORTING GOODS	157497	9/28/2015	1,880.80
0016969 GOLDEN IDEAS	157498	9/28/2015	124.00
0017454 GOLDEN STATE FLOW MEASUREMENT	157499	9/28/2015	219,568.26
0000162 GRAINGER	157503	9/28/2015	879.92
0095966 GREATAMERICA FINANCIAL SVCS.	157504	9/28/2015	375.89
0096316 GREEN CARPET LANDSCAPING & MAINTENANCE	157521	9/28/2015	1,100.00
0000385 HACH COMPANY	157507	9/28/2015	2,469.50

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0095985 HENRY GOMEZ	157500	9/28/2015	3.95
0105488 HINES EDM, INC.	157508	9/28/2015	120.00
0017882 HOME BOX OFFICE	157509	9/28/2015	15.00
0105735 HYDROSCIENCE ENGINEERS, INC.	157510	9/28/2015	22,242.50
0001786 IN DEMAND-NYC	157511	9/28/2015	1,517.24
0105931 INNOTRANS	157512	9/28/2015	13,293.50
0099427 INTEGRITY REMODEL&CONSTRUCTION	157513	9/28/2015	276.00
0018261 INTL MEDIA DISTRIBUTION, LLC	157514	9/28/2015	2,064.67
0093038 JACQUELINE CONCLARA	157477	9/28/2015	75.00
0095476 JEANNETTE VANDERBY	157587	9/28/2015	2,000.00
0100611 JIM MOORE	157534	9/28/2015	150.00
0103342 JMB CONSTRUCTION, INC.	157515	9/28/2015	886.82
0100661 JOHN VAN DE GROENKAN	157505	9/28/2015	10.83
0097348 JOSE RUIZ	157564	9/28/2015	197.54
0000771 JT2 INTEGRATED RESOURCES	157517	9/28/2015	5,806.03
0100478 JUAN GOMEZ	157501	9/28/2015	75.00
0000075 K-119 TOOLS OF CALIFORNIA INC.	157518	9/28/2015	508.55
0099163 KAYCE PARKINSON	157552	9/28/2015	5.41
0099181 KELVIN MUNAR	157537	9/28/2015	630.00
0095462 KENT ENG	157487	9/28/2015	5.41
0018498 KONICA MINOLTA	157519	9/28/2015	811.88
0018561 LANCE BAYER	157520	9/28/2015	675.00
0017924 LORAL LANDSCAPING INC.	157523	9/28/2015	650.00
0017026 LYNX TECHNOLOGIES, INC.	157524	9/28/2015	1,820.00
0099127 MANUEL RAPOSO CONSTRUCTION	157526	9/28/2015	276.00
0095489 MARIE C UPERESA	157584	9/28/2015	886.11
0106236 MAZE & ASSOCIATES	157527	9/28/2015	4,800.00
0106224 MELODY TOYOTA	157528	9/28/2015	23,144.06
0102770 METLIFE	157529	9/28/2015	350.46
0015875 MG MEDIA S.A.R.L	157530	9/28/2015	42.26
0092285 MICROMARKETING LLC	157531	9/28/2015	55.96
0001709 MILLBRAE LOCK	157532	9/28/2015	449.08
0017565 MONIQUE DUVAL	157486	9/28/2015	75.00
0102832 MOORE IACOFANO GOLTSMAN, INC.	157533	9/28/2015	2,114.15
0000333 MOSS RUBBER & EQUIP. CORP.	157535	9/28/2015	798.48
0000762 MUNICIPAL MAINTENANCE EQUIPMENT INC.	157525	9/28/2015	6,003.72
0017289 MUNISERVICES, LLC	157538	9/28/2015	1,125.00
0106277 NADIA SUTHERLAND	157574	9/28/2015	1,200.00
0000357 NATIONAL CABLE TV CO-OP, INC.	157539	9/28/2015	687.48
0096724 NATIONAL CONSTRUCTION RENTALS	157540	9/28/2015	49.05
0018692 NHK COSMOMEDIA AMERICA, INC.	157541	9/28/2015	375.00
0102417 OCEAN GROVE CHARTER SCHOOL	157542	9/28/2015	120.00
0018157 OCLC INC	157543	9/28/2015	352.47
0092263 OFFICE DEPOT INC	157545	9/28/2015	1,346.96
0018284 OFFICEMAX INC.	157546	9/28/2015	72.93
0000210 OLE'S CARBURETOR &ELECTRIC INC	157547	9/28/2015	410.18
0099936 OSCAR WONG	157593	9/28/2015	150.00
0000012 PACIFIC GAS & ELECTRIC	157549	9/28/2015	14,823.37
0106110 PACIFIC OFFICE AUTOMATION	157550	9/28/2015	187.48
0000102 PACIFIC WEST SECURITY, INC.	157551	9/28/2015	1,419.19
0106156 PENGUIN RANDOM HOUSE LLC	157553	9/28/2015	20.44
0001327 PENINSULA PUMP & EQUIPMENT INC	157554	9/28/2015	8,346.30
0100067 PHILIP ALEXANDER	157451	9/28/2015	56.00
0093368 PHILLIP ORILLE	157548	9/28/2015	6.91

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0018094 PLAYBOY ENTERPRISES, INC.	157556	9/28/2015	14.38
0095538 POP MEDIA NETWORKS, LLC	157557	9/28/2015	752.84
0098436 PROFESSIONAL LAND SERVICES	157558	9/28/2015	5,820.00
0096801 QINHUA LIU	157522	9/28/2015	9,000.00
0000071 R & B COMPANY	157559	9/28/2015	6,044.21
0106274 RAI CONTENT DISTRIBUTION LLC	157560	9/28/2015	199.60
0000175 RECOLOGY SAN BRUNO	157561	9/28/2015	40,000.00
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	157562	9/28/2015	3,716.15
0099792 RICHARD GUTIERREZ	157506	9/28/2015	25.42
0096458 RMC WATER AND ENVIRONMENT	157563	9/28/2015	13,912.13
0100279 ROBERT DOYLE	157484	9/28/2015	75.00
0096209 RONALD CIMA	157473	9/28/2015	75.00
0000081 SAN BRUNO CABLE TV	157565	9/28/2015	72.04
0093465 SAN MATEO COUNTY SHERIFF	157566	9/28/2015	550.00
0018597 SAN MATEO DAILY JOURNAL	157567	9/28/2015	960.00
0000074 SFPUC - WATER DEPARTMENT	157568	9/28/2015	287,545.14
0096322 SHAO FAT CONSTRUCTION	157569	9/28/2015	1,000.00
0000216 SHOWTIME NETWORKS INC.	157571	9/28/2015	13,422.40
0017806 SIGN*A*RAMA	157572	9/28/2015	285.33
0103492 SMITHSONIAN NETWORKS	157573	9/28/2015	559.80
0091902 SONGXIAN WANG	157589	9/28/2015	75.00
0100595 STELLA FUNG	157493	9/28/2015	3,975.40
0099544 STEVE JOHNSON	157516	9/28/2015	14.89
0096616 TENNANT SALES AND SERVICE CO.	157576	9/28/2015	626.85
0000241 THE ADAM-HILL COMPANY	157577	9/28/2015	77.34
0103559 THE MLB NETWORK, LLC	157578	9/28/2015	1,905.12
0018275 THE REGENTS OF THE UNIVERSITY OF CA	157544	9/28/2015	226.98
0100826 THOMPSON BUILDERS CORPORATION	157579	9/28/2015	677,112.50
0000036 THOMSON WEST	157580	9/28/2015	730.08
0099715 TONY CARUANA	157469	9/28/2015	75.00
0093944 TONY GARCIA	157495	9/28/2015	110.00
0106203 TOWILL, INC.	157581	9/28/2015	360.00
0018618 UNITED SITE SERVICES INC.	157582	9/28/2015	87.20
0102744 UNIVERSAL BUILDING SERVICES	157583	9/28/2015	1,941.00
0017083 VALI COOPER & ASSOCIATES INC	157585	9/28/2015	13,735.75
0018248 VALUE LINE PUBLISHING INC.	157586	9/28/2015	1,000.00
0102988 VANTAGEPOINT TRANSFER AGENTS	157588	9/28/2015	10,087.74
0101017 VIJAY DUGGAL	157485	9/28/2015	3,211.00
0106287 WATERWORKS - SOUTH BAY	157590	9/28/2015	3,800.00
0104660 WEST YOST ASSOCIATES, INC.	157591	9/28/2015	2,937.98
0091697 WILLIAM WONG	157594	9/28/2015	1,000.00
0095682 XIAN XING YANG	157595	9/28/2015	39.15

GrandTotal: 1,743,769.51

Total count: 149

10/05/15

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$91,428.40
121	FEDERAL/STATE GRANTS	\$6,010.05
132	AGENCY ON AGING	\$2,818.91
133	RESTRICTED DONATIONS	\$1,007.00
190	DISASTER RECOVERY FUND	\$668.59
201	PARKS AND FACILITIES CAPITAL	\$830.00
203	STREET IMPROVE. PROJECTS	\$278.37
207	TECHNOLOGY CAPITAL	\$4,119.69
611	WATER FUND	\$84,643.95
621	STORMWATER FUND	\$996.49
631	WASTEWATER FUND	\$76,070.62
641	CABLE TV FUND	\$20,812.99
701	CENTRAL GARAGE	\$2,867.85
702	FACILITY MAINT. FUND	\$757.34
703	GENERAL EQUIPMENT REVOLVING	\$427.04
707	TECHNOLOGY DEVELOPMENT	\$243.44
880	PROJECT DEVELOP. TRUST	\$2,368.75
TOTAL FOR APPROVAL		\$296,349.48

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 157596 THROUGH 157728 INCLUSIVE, TOTALING IN THE AMOUNT OF \$296,349.48 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,

 10-6-15
FINANCE DIRECTOR DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0105950 A2Z BUSINESS SYSTEMS	157596	10/5/2015	761.30
0104680 ACCESS 24 COMMUNICATIONS INC.	157597	10/5/2015	354.60
0001170 AIRGAS USA, LLC	157598	10/5/2015	211.86
0000163 AIRPORT AUTO PARTS INC.	157599	10/5/2015	33.29
0017459 ALL CITY MANAGEMENT SVC.INC.	157600	10/5/2015	3,088.36
0104542 ALTA LANGUAGE SERVICES, INC.	157601	10/5/2015	183.00
0106072 ANDREW D. HIDALGO	157651	10/5/2015	60.00
0001965 ARISTA BUSINESS	157602	10/5/2015	73.15
0099372 ARNOLD DAVIS	157625	10/5/2015	100.00
0017191 AT&T	157603	10/5/2015	2,155.13
0000345 BAKER & TAYLOR BOOKS	157604	10/5/2015	1,130.56
0017431 BAY AREA AIR QUALITY MANAGEMENT DISTRICT	157693	10/5/2015	3,921.00
0001849 BAY AREA WATER SUPPLY & CONSERVATION AGEN	157716	10/5/2015	35,686.00
0000378 BROADMOOR LANDSCAPE SUPPLY	157608	10/5/2015	33.79
0096550 CABLECOM	157609	10/5/2015	1,041.40
0014739 CAL-STEAM	157613	10/5/2015	1,588.09
0001888 CALIFORNIA CABLE & TELECOMMUNICATIONS ASSI	157719	10/5/2015	992.41
0097451 CALIFORNIA PARK & RECREATION	157612	10/5/2015	150.00
0099078 CAMINO RAMON ASSOCIATES, LLC	157614	10/5/2015	44,973.00
0098416 CARLOS FAHAM	157634	10/5/2015	23.62
0017679 CDW GOVERNMENT, INC	157616	10/5/2015	74.20
0099514 CECIL DE LEON	157626	10/5/2015	75.00
0016324 CINTAS CORPORATION	157618	10/5/2015	601.33
0016324 CINTAS CORPORATION	157619	10/5/2015	845.90
0106048 CIT	157620	10/5/2015	426.89
0001889 CITY OF REDWOOD CITY	157621	10/5/2015	1,108.00
0013595 CITY OF SAN BRUNO	157622	10/5/2015	929.67
0015857 COUNTY OF SAN MATEO	157624	10/5/2015	1,990.38
0105811 CSAC EXCESS INSURANCE AUTHORITY	157633	10/5/2015	12,580.40
0097471 DANIEL MCCAFFREY	157666	10/5/2015	54.15
0106210 DIGITAL FEAST, INC.	157627	10/5/2015	1,500.00
0018555 DND ENTERPRISES	157628	10/5/2015	2,251.71
0093737 EDIE ANN BERRYESSA	157606	10/5/2015	1,000.00
0017152 ERLER & KALINOWSKI, INC.	157631	10/5/2015	521.18
0018697 EVIDENT	157632	10/5/2015	393.00
0017227 FAIL SAFE TESTING	157635	10/5/2015	920.60
0000944 FEDEX	157636	10/5/2015	21.13
0017335 FIBER INSTRUMENT SALES INC	157637	10/5/2015	137.96
0013714 FIRST NATIONAL BANK	157638	10/5/2015	18,989.24
0018272 GALE/CENGAGE LEARNING	157640	10/5/2015	31.49
0105960 GARRATT CALLAHAN	157641	10/5/2015	4,554.06
0100294 GARY WARREN	157724	10/5/2015	58.80
0091439 GEOFFREY CALDWELL	157611	10/5/2015	7.56
0096854 GOLDEN GATE TRUCK CENTER	157642	10/5/2015	211.70
0016969 GOLDEN IDEAS	157643	10/5/2015	311.75
0000162 GRAINGER	157645	10/5/2015	1,428.73
0099569 HENSEL PHELPS CONST. CO.	157648	10/5/2015	18.16
0000909 HERTZ EQUIPMENT RENTAL CORP.	157650	10/5/2015	6,931.31
0015644 INDUSTRIAL WIPER & SUPPLY,INC.	157652	10/5/2015	703.01
0095535 JACKIE ZAYAC	157728	10/5/2015	238.00
0100137 JANET HEARD	157647	10/5/2015	1,000.00
0104708 JEREMY BRANDENBURG	157607	10/5/2015	122.00
0097128 JOE CAIRATI	157610	10/5/2015	42.25

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0091522 JOHN PONZINI	157654	10/5/2015	60.41
0098166 JORDANE DOURADO	157629	10/5/2015	39.86
0097167 JOSEPH ANTHONY CARDENAS	157615	10/5/2015	37.38
0099683 JOSIE GONZALEZ	157644	10/5/2015	56.02
0000075 K-119 TOOLS OF CALIFORNIA INC.	157655	10/5/2015	1,965.07
0099275 KATHERINE CHEMODUROW	157617	10/5/2015	69.43
0100689 KAYCE POVEY	157689	10/5/2015	43.30
0097973 KENDRA NAGLE	157672	10/5/2015	30.18
0091717 KEVIN LIU	157662	10/5/2015	20.98
0017947 KEVIN MCMULLAN	157667	10/5/2015	213.00
0018498 KONICA MINOLTA	157656	10/5/2015	1,254.33
0105822 LEE & RO, INC.	157660	10/5/2015	2,146.00
0098070 LIANA RAMIREZ	157695	10/5/2015	125.00
0091101 LIEBERT CASSIDY WHITMORE	157661	10/5/2015	14.00
0095428 LOURDES INOCENTES	157653	10/5/2015	45.29
0017026 LYNX TECHNOLOGIES, INC.	157664	10/5/2015	4,095.00
0106182 M.C. DEAN, INC.	157665	10/5/2015	4,091.25
0092880 MARINA BARCELONA	157605	10/5/2015	51.32
0106061 MICHAEL COOK	157623	10/5/2015	418.83
0097848 MICHAEL PERRANDO	157685	10/5/2015	40.22
0092285 MICROMARKETING LLC	157668	10/5/2015	24.99
0016863 MIDWEST TAPE, LLC	157669	10/5/2015	59.48
0001709 MILLBRAE LOCK	157670	10/5/2015	100.50
0000333 MOSS RUBBER & EQUIP. CORP.	157671	10/5/2015	21.80
0000357 NATIONAL CABLE TV CO-OP, INC.	157673	10/5/2015	80.89
0018319 NEAL MARTIN & ASSOCIATES	157674	10/5/2015	10,920.00
0092263 OFFICE DEPOT INC	157676	10/5/2015	626.70
0018284 OFFICEMAX INC.	157677	10/5/2015	136.56
0018519 OFFICETEAM	157678	10/5/2015	194.56
0000210 OLE'S CARBURETOR & ELECTRIC INC	157679	10/5/2015	74.98
0097567 ONE HOUR DRY CLEANING	157680	10/5/2015	239.00
0001292 ORCHARD BUSINESS/SYNCB	157681	10/5/2015	1,006.90
0100572 OSCAR ORTEGA	157682	10/5/2015	360.00
0000012 PACIFIC GAS & ELECTRIC	157683	10/5/2015	2,612.64
0106269 PENINSULA PET RESORT INC.	157684	10/5/2015	44.10
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	157714	10/5/2015	491.00
0097399 PETER SAMARDIZCH	157704	10/5/2015	31.21
0106154 PIPELINE SAFETY COALITION	157686	10/5/2015	4,510.05
0000294 PITNEY BOWES	157687	10/5/2015	279.66
0106097 PMC	157688	10/5/2015	22,707.50
0000285 PREFERRED ALLIANCE, INC.	157690	10/5/2015	667.52
0105836 PRIMETIME PAPER & PROMOTIONS	157691	10/5/2015	1,813.76
0098436 PROFESSIONAL LAND SERVICES	157692	10/5/2015	1,620.00
0000071 R & B COMPANY	157694	10/5/2015	2,416.57
0090749 RED WING SHOE STORE	157697	10/5/2015	309.01
0097477 REGINA HERBERT	157649	10/5/2015	5.00
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	157698	10/5/2015	129.00
0016729 RICOH AMERICAS CORPORATION	157699	10/5/2015	328.19
0096458 RMC WATER AND ENVIRONMENT	157700	10/5/2015	5,032.50
0106293 ROBERT HALF LEGAL	157701	10/5/2015	1,177.37
0000022 ROBERT LOUIE	157663	10/5/2015	101.40
0018839 RYAN JOHANSEN	157703	10/5/2015	122.00
0016774 SAN DIEGO POLICE EQUIPMENT CO.	157705	10/5/2015	5,343.18
0017145 SAN MATEO LAWN MOWER SHOP	157706	10/5/2015	1,178.43

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0018461 SERRAMONTE FORD, INC.	157707	10/5/2015	293.55
0103732 SFO MEDICAL CLINIC	157709	10/5/2015	1,220.00
0102917 SFPUC FINANCIAL SERVICES	157710	10/5/2015	2,070.00
0106034 SHAWN GREATHOUSE	157646	10/5/2015	106.00
0104737 SHERRY NOAKES	157675	10/5/2015	60.00
0098030 SHRED-IT USA - SAN FRANCISCO	157711	10/5/2015	42.50
0001225 SIERRA PACIFIC TURF SUPPLY,INC	157712	10/5/2015	1,655.00
0092243 SME INDUSTRIES INC.	157713	10/5/2015	35.06
0099467 STEPHEN KWONG	157658	10/5/2015	94.08
0017016 SUPERCO SPECIALTY PRODUCTS	157715	10/5/2015	704.14
0097576 SUSAN LALONDE	157659	10/5/2015	42.25
0098534 SUZAN RANTISI	157696	10/5/2015	69.00
0094632 SVITLANA KOVALCHUK	157657	10/5/2015	94.49
0101086 T-MOBILE	157720	10/5/2015	96.09
0018073 TEAMSTERS LOCAL 350	157717	10/5/2015	2,840.00
0106290 TECHSHOP MID-PENINSULA	157718	10/5/2015	1,368.00
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	157630	10/5/2015	85.00
0000019 U.S. POSTMASTER	157721	10/5/2015	3,800.00
0102744 UNIVERSAL BUILDING SERVICES	157722	10/5/2015	163.00
0102865 UNIVERSAL SERVICE ADMINISTRATIVE CO.	157708	10/5/2015	6,922.74
0098625 UPS	157723	10/5/2015	51.23
0106289 WANDZIA ROSE	157702	10/5/2015	585.70
0104660 WEST YOST ASSOCIATES, INC.	157725	10/5/2015	35,196.04
0000612 WESTVALLEY CONSTRUCTION CO.INC	157726	10/5/2015	1,679.16
0099325 WHITNEYFUSION SWAG	157727	10/5/2015	850.41
0106282 WILLIAM FRIED	157639	10/5/2015	2.60
		GrandTotal:	296,349.48
		Total count:	133



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: October 13, 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 September 11, 2015 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,384,637.22 for bi-weekly pay period ending September 6, 2015 is attached.

LABOR SUMMARY FOR PAY PERIOD ENDING : SEPTEMBER 6, 2015

pyLaborDist	09/11/15
Fund: 001 - GENERAL FUND	1042223.69
Fund: 122 - SOLID WASTE/RECYCL.	2284.09
Fund: 190 - EMERGENCY DISASTER FUND	14398.41
Fund: 201 - PARKS AND FACILITIES CAPITAL	42.12
Fund: 203 - STREET IMPROVE. PROJECTS	8678.3
Fund: 207 - TECHNOLOGY CAPITAL	528.65
Fund: 611 - WATER FUND	84045.29
Fund: 621 - STORMWATER FUND	12410.62
Fund: 631 - WASTEWATER FUND	71005.41
Fund: 641 - CABLE TV FUND	88806.95
Fund: 701 - CENTRAL GARAGE	10705.96
Fund: 702 - FACILITY MAINT.FUND	28752.38
Fund: 707 - TECHNOLOGY DEVELOPMENT	17944.82
Fund: 711 - SELF INSURANCE	2810.53
Total	<hr/> 1384637.22



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

CITY OF SAN BRUNO
Portfolio Summary
August 31, 2015

Investments	CUSIP	Book Value	Interest Rate	Maturity Date	% of Portfolio
Investment Pools:					
Local Agency Investment Fund		\$ 14,319,896.61	0.28%		11%
Glennview Fire Local Investment Fund		3,046,727.98	0.28%		2%
San Mateo County Pool		21,909,965.72	0.85%		16%
Total Investment Pools		39,276,590.31			30%
Federal Agency Bonds:					
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 Bank	3130A5SW0	1,000,000.00	1.05%	January 22, 2018	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 Home Loan Mortgage Corp	3134G7EB3	1,000,000.00	1.25%	July 20, 2018	1%
Federal Home Loan Bank	3130A5SP5	1,000,000.00	1.25%	July 20, 2018	1%
Federal Home Loan Banks	3130A3NJ9	1,000,000.00	0.00%	December 30, 2019	1%
Total Federal Agency Bonds		17,000,000.00			13%
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	6,135,279.20	0.01%		5%
Total Money Market		6,135,279.20			
Custodial Account:					
City of San Bruno as Temporary Custodian		68,550,326.96			52%
Total Custodial Account		68,550,326.96			
TOTAL INVESTMENTS		\$ 132,977,296.47			100%

T.C.

10/6/2015 11:35:08AM

Through period: 2

City of San Bruno
Through August 2015

	Cash	Investments	Fund Total
001	GENERAL FUND	53,759.09	1,527,837.39
002	GENERAL FUND RESERVE	0.00	8,579,469.05
003	ONE-TIME REVENUE	0.00	1,370,512.97
004	NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	0.00	5,081,050.11
101	GAS TAX	0.00	640,347.14
102	MEASURE A TRANSPORTATION TAX	0.00	2,588,853.61
103	STREET SPECIAL REVENUE	0.00	310,691.09
104	TRAFFIC CONGESTION RELIEF	0.00	0.00
111	POLICE ASSET FORFEITURE	0.00	58,118.86
112	SAFETY AUGMENT. -PROP.172	0.00	0.00
113	POLICE SPECIAL REVENUE	0.00	26,849.28
114	TRAFFIC SAFETY GRANT	0.00	61,813.57
121	FEDERAL/STATE GRANTS	0.00	(12,421.86)
122	SOLID WASTE/RECYCL.	0.00	251,023.35
123	LIBRARY SPECIAL REVENUE	0.00	195,583.93
131	IN-LIEU FEES	0.00	3,533,137.27
132	AGENCY ON AGING	0.00	(46,216.46)
133	RESTRICTED DONATIONS	0.00	1,129,249.88
134	ED JOHNSON BEQUEST FUND	0.00	26,031.68
135	GLENVIEW FIRE DONATIONS	0.00	0.00
136	EMERGENCY DISASTER RESERVE	0.00	3,046,727.98
151	SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00
152	CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	241,652.00
153	RDA OBLIGATION RETIREMENT FUND	649,973.23	1,070,220.68
190	DISASTER RECOVERY FUND	0.00	979,840.32
201	PARKS AND FACILITIES CAPITAL	0.00	1,583,161.88
203	STREET IMPROVE. PROJECTS	0.00	2,453,142.85
207	TECHNOLOGY CAPITAL	0.00	277,564.81
251	SUCCESSOR AGENCY TO THE SB RDA - CAPIT	0.00	0.00
302	LEASE DEBT SERVICE	2.97	195,954.97
351	SUCCESSOR AGENCY TO THE SB RDA -2000 C	0.00	0.00
611	WATER FUND	0.00	13,837,806.82
621	STORMWATER FUND	0.00	1,408,213.62
631	WASTEWATER FUND	2.31	12,160,370.66
641	CABLE TV FUND	200.00	(7,464,405.78)
701	CENTRAL GARAGE	0.00	603,261.80
702	FACILITY MAINT.FUND	0.00	801,086.84
703	GENERAL EQUIPMENT REVOLVING	0.00	4,772,113.32
707	TECHNOLOGY DEVELOPMENT	0.00	231,455.13
711	SELF INSURANCE	91,118.50	1,622,818.98
870	SAN BRUNO COMMUNITY FOUNDATION	0.00	69,793,889.65
880	PROJECT DEVELOP. TRUST	0.00	210,542.88
891	S.B. GARBAGE CO. TRUST	0.00	448,177.68
	Grand Total:	795,056.10	133,595,527.95

* Reconciliation of Pooled Cash & Investments to Portfolio Book Value

Investment Portfolio Value	\$132,977,296.47
Cash on hand - Checking Accounts	2,851,034.44
Payroll and Accounts Payable Outstanding Checks	(3,638,429.59)
Deposits in Transit	610,570.53
General Ledger Cash Balance as of August 31, 2015	\$132,800,471.85

Totals are through period: 2

Page: 1



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: October 13, 2015

TO: Honorable Mayor and Members of the City Council

FROM: Connie Jackson, City Manager
Tami Yuki, Assistant City Manager

SUBJECT: Adopt Resolution Amending the City Classification Plan by Adopting a Position Description and Salary Range for the Assistant to the City Manager Position

BACKGROUND

The current staffing level in the City Manager's Office includes one City Manager position, one Assistant City Manager position, and one Management Analyst II position. One of the service level enhancements that the City Council adopted in the Fiscal Year 2015-16 Operating Budget at the July 28, 2015 regular City Council meeting included a reclassification of the existing Management Analyst II position to an Assistant to the City Manager position in the City Manager's Office.

One of the major responsibilities of the Personnel Board is to review the City's classification plan and review proposed or revised job descriptions for recommendation to the City Council for final approval. Staff presented the Assistant to the City Manager job description at the September 21, 2015 Personnel Board meeting. The Personnel Board reviewed the job description, discussed some changes to the job description as presented to clarify the specific job task, and standardize the language and terminology, and recommended the job description for final approval to the City Council.

DISCUSSION

A reclassification of the Management Analyst II position to an Assistant to the City Manager position, was approved as part of the adopted service level enhancements in the Fiscal Year 2015-16 Operating Budget.

The Assistant to the City Manager position is a reclassification to the existing Management Analyst II position that currently operates in the City Manager's Office. The Assistant to the City Manager position is different than the Management Analyst II position in that it will perform in a more independent capacity, coordinate City-wide public information, assist in the development and coordination of the City and/or department budgets, and manage similar projects. This position represents the City

and serves as the first point of contact with the City Manager's Office. It will continue to deliver professional staff assistance to the City Manager and Assistant City Manager on highly complex public and confidential matters.

The proposed salary range for the Assistant to the City Manager is \$8,270 - \$10,148 per month, which is within the salary range of similar positions in other local agencies.

FISCAL IMPACT:

The annual fiscal impact to the General Fund of the proposed reclassification to the Assistant to the City Manager position, based on the mid-step of the proposed salary range, is \$27,515.

ALTERNATIVES:

1. Do not approve amendment of the job description or salary range.
2. Direct changes to the Assistant to the City Manager Job description or salary range.

RECOMMENDATION:

Adopt resolution amending the City Classification Plan by adopting a position description and salary range for the Assistant to the City Manager position.

ATTACHMENTS:

1. Resolution
2. Assistant to the City Manager job description

DATE PREPARED:

September 28, 2015

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015 -

**ADOPT RESOLUTION AMENDING THE CITY CLASSIFICATION PLAN BY
ADOPTING A POSITION DESCRIPTION AND SALARY RANGE FOR THE
ASSISTANT TO THE CITY MANAGER POSITION**

WHEREAS, that pursuant to Rule IV, Section I through 6 of the Personnel Rules and Regulations of the City of San Bruno, Resolution No. 1958-148, as amended, the Classification Plan of said Personnel Rules and Regulations is amended by immediately adopting the Assistant to the City Manager job description.

WHEREAS, the reclassification from a Management Analyst II to the Assistant to the City Manager position was approved by the City Council as part of the service level enhancements during the 2015-16 operating budget process.

NOW, THEREFORE, BE IT RESOLVED that the description of typical duties and responsibilities, training, experience and other qualifications required for said position, more particularly set forth in Exhibit A, attached, is made a part hereof, and are hereby approved and adopted.

BE IT FURTHER RESOLVED that the San Bruno City Council hereby approves following monthly salary for the position of Assistant to the City Manager as shown below:

Job Title	(1)	(2)	(3)	(4)	(5)
Assistant to the City Manager	\$8,270	\$8,702	\$9,160	\$9,641	\$10,148

Dated: October 13, 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 13th day of October 2015 by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____



Position Description

ASSISTANT TO THE CITY MANAGER

GENERAL PURPOSE

Under the general direction of the City Manager or designee, performs highly professional duties and is responsible for complex administrative, analytical and technical work in the administration of the City Manager's office; conducts financial and special studies, surveys and research assignments in a variety of administrative and operational procedures; coordinates meetings and activities with other departments and outside agencies; assists the City Manager with special projects; provides guidance and recommendations on various City policies, procedures, goals and objectives; may be responsible for oversight of programs, projects and/or financial and administrative sub-functions of the department; this position works directly with the City Manager and/or designee to draft and prepare press releases, and may perform the role as public information officer as necessary; and performs related work as required.

DISTINGUISHING CHARACTERISTICS

This class provides professional support to the City Manager's Office on City-wide policies by the assignment of the full range of professional duties. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise and they are fully aware of the operating procedures and policies within the functional work area. This is a full-time and Fair Labor Standards Act (FLSA) exempt position.

SUPERVISION RECEIVED

Works under the general supervision of the City Manager or other management staff member as designated by the City Manager.

SUPERVISION EXERCISED

May exercise supervision over professional, technical and clerical support staff, temporary, seasonal, part-time or other staff, as assigned.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Illustrative Only)

Provide professional staff assistance to the City Manager, and the Assistant City Manager on public and confidential matters; provide excellent customer service to internal and external representatives.

Conduct studies assigned by the City Manager or Assistant City Manager and make reports that contain findings and recommendation for the solution of various management problems; develop recommendations for improving departmental operations and procedures.

Assist in the development, coordination and monitoring of the city and/or department budget; analyze costs and prepare a variety of fiscal, administrative and management reports. Correct discrepancies in revenue and expenditure estimates for assigned budgets as well as participate as a member of the City-wide budget team; Compile and analyze a wide variety of data.

Make recommendations on the formulation of policies and procedures.

Provide professional advice and counsel to City staff and elected officials in connection with the solution of administrative and operating issues.

Process complaints and requests received from the public by the City Manager's office by obtaining needed information and preparing replies. Initiate and respond to both written and verbal correspondence.

Review and approve various operating matters that require processing through City Manager's Office as assigned and to the extent delegated.

Keep informed of State and Federal legislation that may have an impact on the City and submit reports containing results of analysis and proposed actions.

Represent the City Manager's Office in intergovernmental, interdepartmental, community, and professional meetings as required.

Make public presentations and interact with City Council, Commission, Committee and Board members, staff and the general public to answer questions and provide information.

Provide assistance and staff support on public participation, public information, labor relations, budget development and other activities as assigned.

Research and apply for State and Federal funding assistant grant programs, when available.

Support, promote, and maintain safety in the work place.

Perform related other duties or special projects as assigned.

PERIPHERAL DUTIES

Reports for work at any time in event of disaster or other emergency situation; Interviews individuals to obtain data or draft correspondence to answer inquiries.

May review purchase requisitions to insure accuracy and compliance with the budget, policies, and procedures. Establishes purchase orders, agreements, and other contracts meeting the best interests of the City.

Assists in the development of notices, flyers, brochures, newsletters, media releases, news articles, and other informational materials about programs and services.

Attend seminars and workshops related to administrative duties and responsibilities.

Serves as a member of various employee committees.

MINIMUM QUALIFICATIONS

Education and Experience:

Graduation from an accredited college or university with a bachelor's degree in either public administration, political science, business management, or a closely related field, and

At least three (3) years of full-time professional administrative and analytical experience similar to Management Analyst II as in the City of San Bruno;

Necessary Knowledge Skills and Abilities:

Working knowledge of: Ordinances, resolutions, and laws affecting the operation of a municipal organization; principles and practices of current public administration, office practices, procedures, methods and equipment; research techniques, problem solving methods and techniques, sources of information and availability of information and report preparation and presentation; principles and practices of government finance and enterprise fund finance, budgeting and accounting; organization and management practices as applied to the analysis and evaluation of programs, policies and operational needs; principles of budget preparation, analysis, monitoring and expenditure control; principles of current personnel management, supervision and labor relations.

Advanced skill in operation of listed tools and equipment.

Ability to: maintain confidentiality on sensitive matters and exhibit tact; accurately record and maintain records; establish and maintain effective working relationships with employees, supervisors, other departments, officials and the public; communicate effectively verbally and in writing; convey complex and sensitive information that is easily understood; analyze fiscal, budgetary or administrative problems and propose solutions; read, interpret and understand complex rules, regulations and ordinances; work

independently; analyze and review organizational and management problems and recommend and implement effective courses of action; draft and edit reports and various documents; learn, interpret and apply City policies, procedures, rules and regulations; perform advanced level research and manage projects; elicit cooperation of others; properly interpret and make decisions in accordance with laws, rules, and policies and to assimilate and understand information consistent with essential job duties; think clearly and work well under normal and high pressure situations; make sound judgments in a manner consistent with essential job duties.

SPECIAL REQUIREMENTS

Ability to obtain and maintain a valid California driver's license.

TOOLS AND EQUIPMENT USED

Personal computer, including word processing, spreadsheet, data base software and calendaring; 10-key calculator; phone; copy machine; fax machine; and automobile.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk and hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk. Employee must maintain physical condition appropriate to performance of job duties which may include sitting for long periods of time and operating assigned office equipment, and maintain stamina to attend and participate in evening meetings as assigned.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Incumbents generally work in an office environment with extensive public contact. Incumbents may be required to work in the field on occasion. The noise level in the work environment is usually quiet, but can be moderately noisy. The noise level when in the field can be quite noisy.

SELECTION GUIDELINES AND GENERAL INFORMATION

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Effective Date:

Revision History:

Resolution:



City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: October 13, 2015
TO: Honorable Mayor and City Council Members
FROM: Jimmy Tan, Interim Public Services Director
SUBJECT: Receive Report on the Streetlight Replacement Project

BACKGROUND:

The City has high-pressure sodium and metal halide lights for all its streetlights for many decades. These two bulb types are considered outdated and inefficient by today's standards, resulting in reduced visibility, high electric bills and maintenance costs. Advancements in streetlight technology in recent years have made comprehensive conversions a worthwhile investment for a majority of municipalities across the nation.

The City currently owns and maintains approximately 2,100 streetlights. The majority of these lights are cobra head fixtures with the exception of 95 ornamental light fixtures along San Mateo Avenue and Bayhill Drive. On February 24, 2015, the City Council awarded a contract to Tanko Lighting, Inc. to replace the current fixtures with Light Emitting Diode (LED) lamps. The scope of work for Tanko Lighting consisted of performing a comprehensive audit of City's streetlights and poles, providing Geographic Information System (GIS) data layer of City's owned streetlights, furnishing and installing LED light fixtures, assisting with obtaining rebates from PG&E, and training City personnel. The purpose of this report is to provide an update on this exciting improvement in the community and the start of installation of new lights throughout San Bruno.

The new LED lamps will provide better visibility for pedestrians, cyclists and motorists by creating a safer environment with brighter illumination, decrease outages and maintenance costs by installing lights that are long lasting and durable, and reduce energy usage to lower utility costs and carbon emissions.

DISCUSSION:

The project design phase began in June 2015 and various tasks have been completed to date which are as follows:

- Completed comprehensive audit and inventory of existing streetlights and condition of street poles.
- Created GIS layer of the streetlights inventory from the audit and uploaded it into the City's GIS system.
- Reviewed LED material submittals.
- Performed and reviewed the streetlight wattage and types to determine the optimal light coverage throughout City streets.

- Developed conversion schedule to replace all streetlights within the City, except for the lights in the Crestmoor area which will be completed and funded as part of the Crestmoor Neighborhood Rebuilding project.
- Reviewed traffic control plans.

The streetlight conversion phase commenced on October 6, beginning with the residential areas near Skyline College. A second installation crew was added on October 7 and worked in the residential area east of Tanforan Mall. A third installation crew will be added the week of October 19 to accelerate the conversion process. It is anticipated that approximately 1,600 streetlights will be converted by November 1. The remaining streetlights along San Mateo Avenue and Bayhill will be converted after November with an anticipated completion by the end of December. Approximately thirty (30) streetlight poles that are damaged and in poor condition will be replaced as part of the project.

The public impact during installation will be minimal as the removal and replacement to LED light fixtures takes approximately 10-20 minutes. Tanko Lighting submitted detailed traffic control plans to the City, which were reviewed and approved in late September.

For public outreach, staff has utilized a variety of methods to gather feedback and distribute project information, which include: City website updates, articles in the San Bruno Patch, FOCUS articles and Cable TV advertisements. Staff will continue to provide project updates on the City's website during the conversion phase.

FISCAL IMPACT:

There is no additional fiscal impact associated with this update. The project cost remains consistent with the contractual amount of \$993,664 with Tanko Lighting, Inc. for the LED streetlight conversion services.

ALTERNATIVES:

1. None – this report is presented for information only.

RECOMMENDATION:

Receive report on the Streetlight Replacement Project.

ATTACHMENTS:

1. Streetlight Conversion Map

DISTRIBUTION:

None

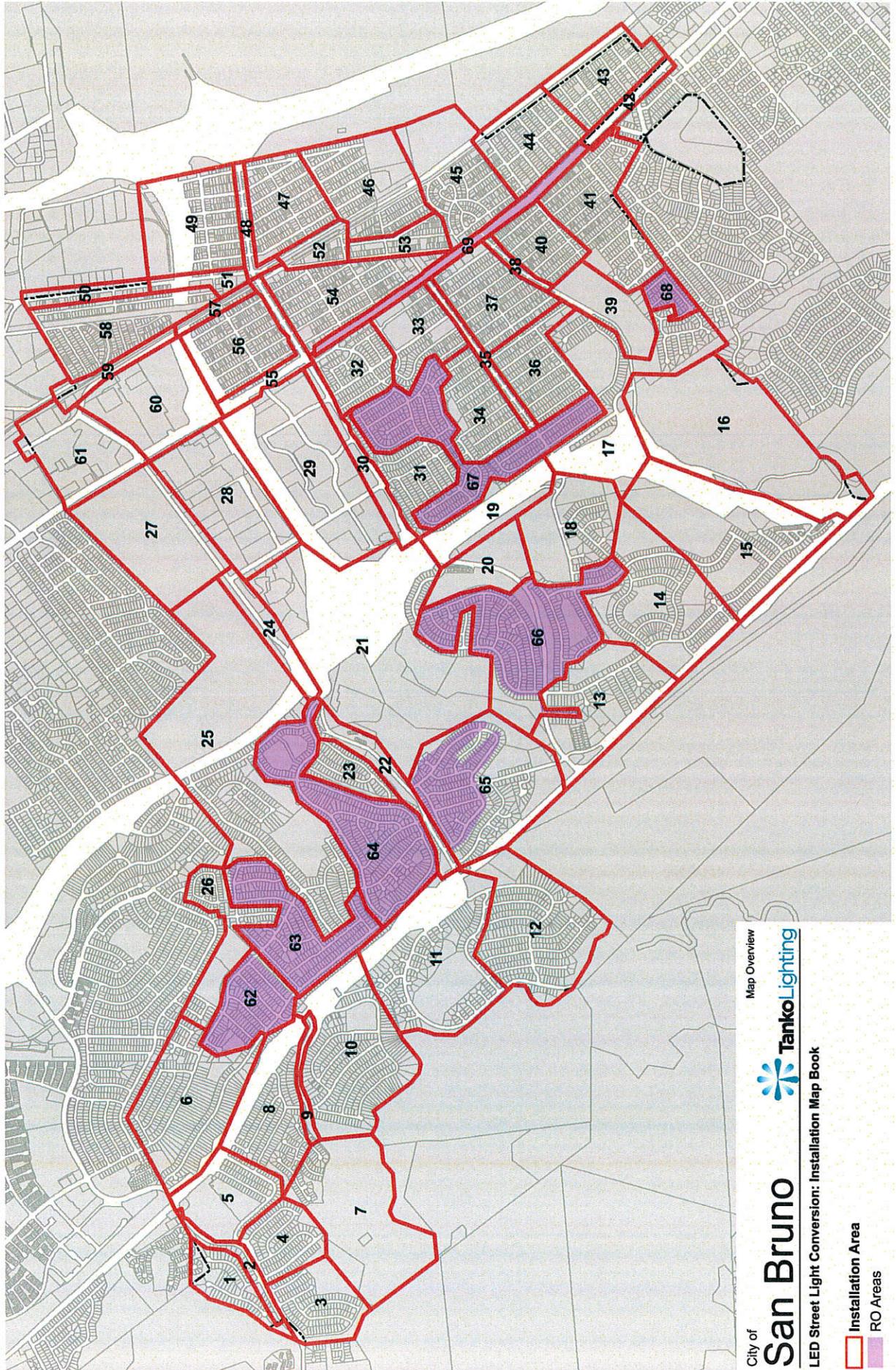
DATE PREPARED:

September 30, 2015

REVIEWED BY:

_____ CM

LED Street Light Conversion Proposed Work Plan





City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: October 13, 2015
TO: Honorable Mayor and Members of the City Council
FROM: Jimmy Tan, Deputy Public Services Director/City Engineer
SUBJECT: Receive Report on the Community Choice Aggregation Program in San Mateo County

BACKGROUND:

In 2002, California passed AB 117 which enables public agencies and joint power authorities to aggregate electricity demands of their constituents to more easily acquire electricity from preferred sources. Since this legislation was passed, a number of cities and counties have joined a Community Choice Energy or Community Clean Energy ("CCE") initiative, also referred to as Community Choice Aggregation ("CCA"). A CCA enables a city, county or group of cities and counties to pool electricity demand and purchase/generate power on behalf of residents, businesses and municipal facilities within their jurisdictions offering residents a choice to purchase power with higher renewable content.

Currently, there are three CCAs operating in California: Marin Clean Energy, Sonoma Clean Power and Lancaster Choice Energy. The County of San Mateo is in the exploration stages of creating a countywide CCA program. On February 24, 2015, the San Mateo County Board of Supervisors voted unanimously to allocate \$300,000 for the completion of the first phase of the CCA project and directed their staff to undertake the necessary steps which includes public outreach and completion of the technical study to evaluate the feasibility of the CCA program for the unincorporated county and its cities. The County's Office of Sustainability contracted with Pacific Energy Advisors, Inc. (PEA) to perform the technical study which analyzes local electricity load data, historic and current pricing, and other factors to determine whether the CCA program can meet economic, environmental and consumer benefit goals. The draft document was completed on September 18, 2015 and distributed for review to all agencies within the County.

The County also established a CCA Advisory Committee for local governments, community stakeholders and public to learn about and provide feedback on matters related to the CCA program. City Council member Salazar represents San Bruno on the committee. The first meeting was on May 28, 2015 and meetings have continued monthly. The committee members are requested to perform three primary functions throughout the formation process:

1. Represent the views of their constituency in their comments and decision-making;
2. Serve as an information channel back to their colleagues and community, providing liaison report and/or opportunities for County representatives to provide status reports and briefings; and

3. Help identify issues of concern and opportunities to educate about the CCA in San Mateo County.

This report provides an update on this San Mateo County process to consider the feasibility of establishing a CCA program in our region. No action is being proposed by the City at this time. For further information and minutes of the CCA Advisory Committee meetings, please go to the County's website at <http://green.smcgov.org/cca>.

DISCUSSION:

The cities within the County presently receive their electric services through Pacific Gas & Electric (PG&E). Through the CCA program, the CCA and PG&E will partner to deliver electricity to its service area. CCAs are essentially responsible for the electric generation (procure or develop the power) on behalf of the residents, businesses and municipal facilities. The electricity is continued to be distributed and delivered over the existing electricity lines through PG&E who continues to own the grid, distribute power, maintain the power lines, and issue consumers monthly bills.

One of the main goals of the CCA program is to give customers a choice between purchasing electricity from PG&E or the CCA with a possibility of providing a lower cost that is between 3%-10% lower than PG&E rates. The other goal is to purchase and develop electricity sources that are more heavily weighted toward renewable energy and carbon free power resources to reduce greenhouse gas emissions which are a leading cause of pollution, climate change and unhealthy air quality. Once the City decides to join the CCA program, all customers within that jurisdiction are automatically enrolled into the program. However, individual customers can choose to not participate or opt-out and return to PG&E as their direct electricity provider. State law requires that customers be informed about the opt-out option and shall receive several notifications before and after the CCA program launches. When the customer decides to opt-out, they will be reverted back to PG&E and need to stay with PG&E for one year before transferring back into CCA program. Administration fees may be required for opting-out after the program launches.

Although participating in the CCA program has benefits for the customers within the jurisdiction and environment, it is not without risk. Some of the risks fall into the following four categories:

1. Rate risk – the risk that CCA's rates are higher than those offered by PG&E.
2. Opt-out risk – the risk that customer opt-outs are too high and the program is thus economically infeasible.
3. Operational risk – the risks associated with commodity, credit, vendor default, poor management and oversight.
4. Legislative/regulatory risk – the risks associated with unfavorable state legislation or regulation that could threaten or harm the program.

To minimize the risk, the CCA proposes to post a bond in the amount of \$100,000 so that in the event of the program failure, CCA customers are returned to PG&E services without interruption or financial penalty for the customer or the member jurisdictions of the CCA/JPA.

The CCA program will require a formation of a Joint Powers Authority (JPA) which is a legal agreement between public agencies that share a common power to jointly implement programs, build facilities or deliver services. The County will oversee the start-up and formation of the the CCA program and the JPA. Local agencies that want to participate in the CCA program will be required to pass an ordinance to enable the customers to enroll into the program. The JPA agreement would need to be signed by the local agency as well. The City may withdraw from the CCA program at any time; however, the customers within the jurisdiction will remain with the program unless they withdraw on their own.

In regards to the implementation schedule for the formation of CCA program, the county established the following three phases:

1. Pre-planning and due diligence – consists of workshop and education about CCA; performing technical study; establishing internal planning team and formation of CCA advisory committee
2. Community outreach; CCA planning and development – consists of JPA formation; developing CCA program; public outreach; implementation of local ordinances and preparation of RFP for energy services.
3. Preparing for launch – consists of completing utility service agreement; drafting energy supply contracts; performing regulatory registrations and formation of call center and customers

The County has completed Phase 1 and is currently in Phase 2 which is scheduled to be completed in April 2016. Phase 3 is tentatively scheduled for completion in September 2016.

FISCAL IMPACT:

This report is presented for City Council and community information. Staff is preparing to come back to Council at a future date for a study session, reading of an ordinance and consideration of a JPA agreement.

ALTERNATIVES:

1. None—this report is presented for information only.

RECOMMENDATION:

Receive Report on the Community Choice Aggregation Program in San Mateo County.

ATTACHMENTS:

1. Community Choice Aggregate Pamphlet

DISTRIBUTION:

None

DATE PREPARED:

September 25, 2015

REVIEWED BY:

_____ CM

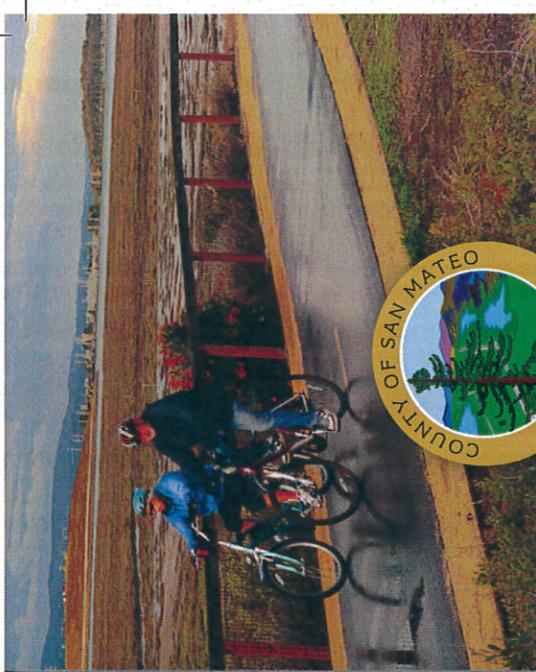
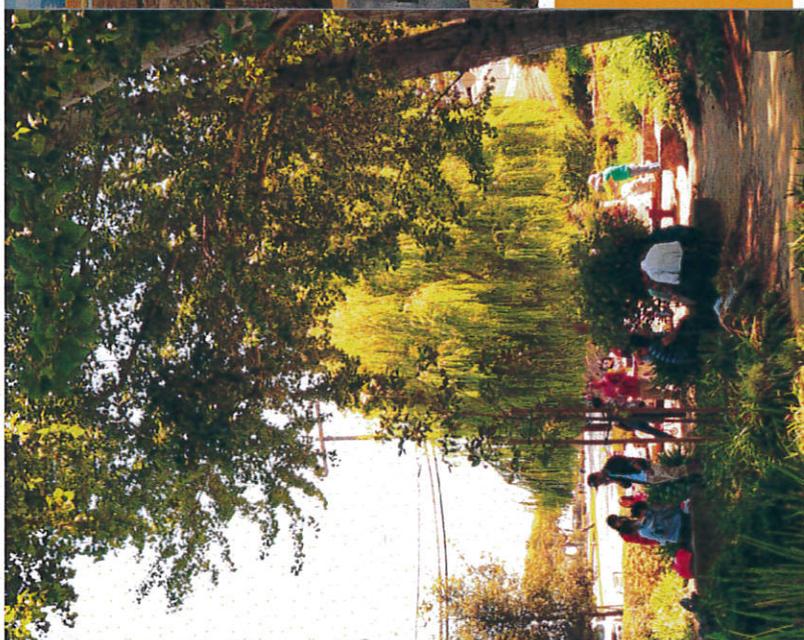
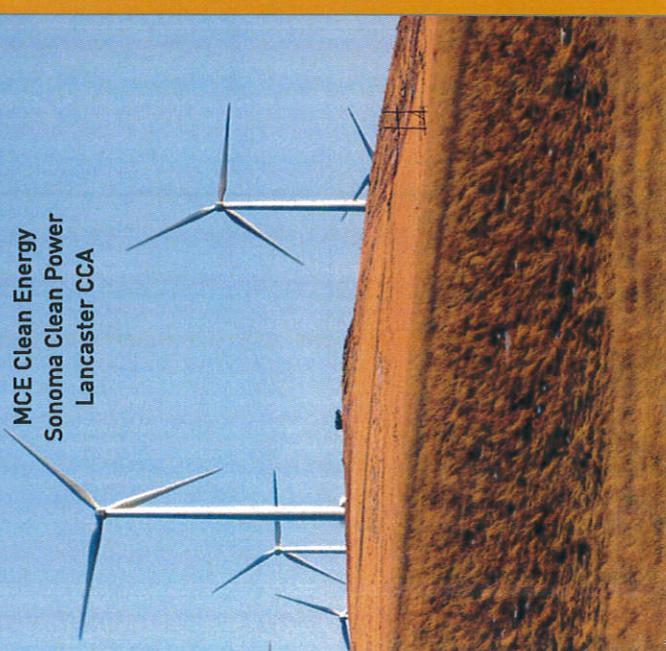
CCA

What is it?

Community Choice Aggregation (CCA) allows local governments to pool the electricity demands of their communities, purchasing power with higher renewable content, and reinvesting in local infrastructure.

There are currently three CCAs operating in California:

MCE Clean Energy
Sonoma Clean Power
Lancaster CCA



**COMMUNITY CHOICE
AGGREGATION (CCA)
SAN MATEO COUNTY**

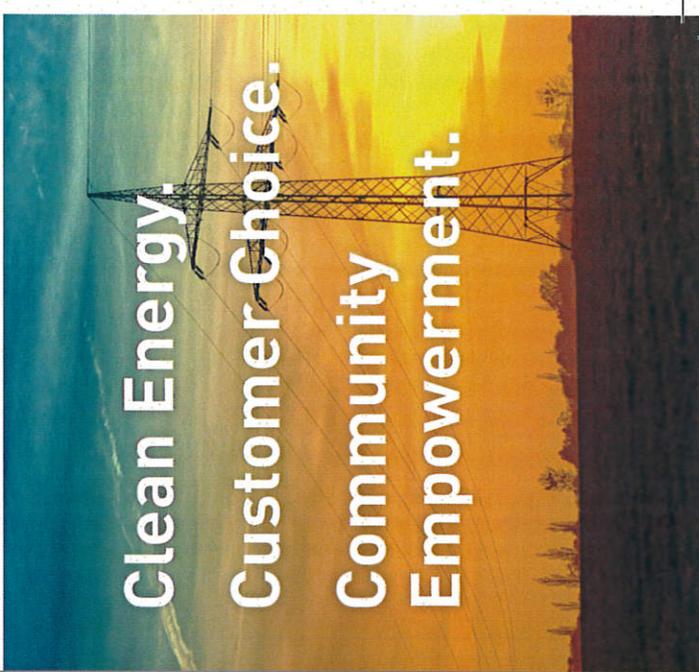
Join us in the Conversation!
Follow us on Twitter
[@SMCCleanPower](https://twitter.com/SMCCleanPower)

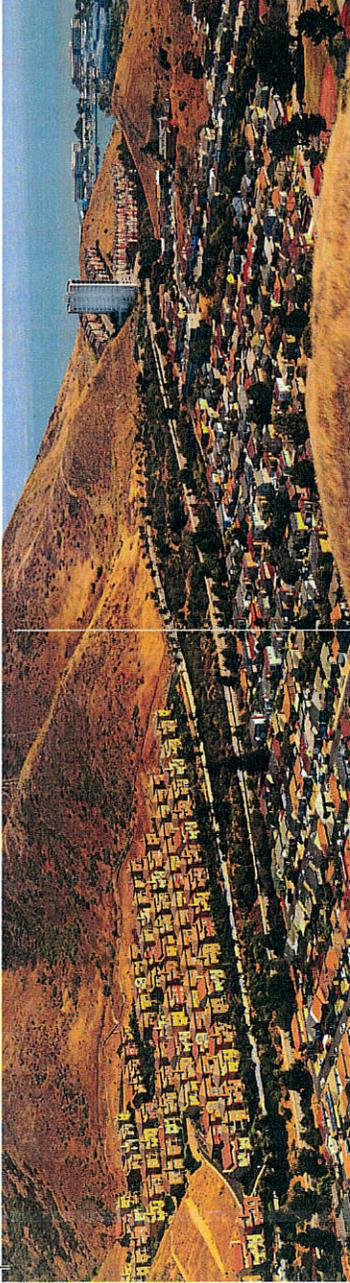
Contact us at sustainability@smcgov.org

Visit the Office of Sustainability's website at: green.smcgov.org



**Clean Energy.
Customer Choice.
Community
Empowerment.**





What's being done?

San Mateo County is currently exploring formation of a CCA to help our local governments meet sustainability goals.

The County and 20 local cities are conducting a joint technical study to assess the feasibility of CCA for the county.

The technical study will be completed in Fall 2015. The County Board of Supervisors and each City Council will then determine whether to form a CCA in San Mateo County.

A CCA in the County would be a public, non-profit agency funded by ratepayers, **not by your taxes.**

How does it work?

If San Mateo County forms a CCA, it will purchase electricity on your behalf. This will offer you some wonderful choices.

It won't interrupt your service in any way. PG&E will continue to deliver the electricity from the grid to your house, maintain the power lines, read your meter, and send you a single bill.

The only change is an opportunity to choose between different energy options—for the first time ever.

CCAs offer electricity options with much higher renewable energy content than PG&E's standard offering.

If your home or business is in a CCA service area, you will be automatically enrolled in the program. You can choose to go back to PG&E at any time.

What are the benefits?

1 Choice
CCAs introduce competition into the marketplace. They provide ratepayers with a choice about the level of renewables they wish to support.

2 Sustainability
Formation of a CCA will allow San Mateo County to achieve greater greenhouse gas reductions resulting from energy generation.

3 Community
CCAs are non-profit organizations. They're accountable not to shareholders seeking profit, but to the communities they serve. Surplus funds from a CCA are reinvested in your community to develop local renewable energy projects and create local jobs.

4 Economics
Operating CCAs in the Bay Area have been able to offer renewable energy that **costs less than PG&E.**



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 13, 2015

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Adopt Resolution Amending the Community Services Activity Guide
Advertisement Policy and Receive Report on the Draft Redesigned Community
Services Activity Guide

BACKGROUND:

Three times annually in the summer, fall and winter/spring, the City's Community Services Department produces the Community Services Activity Guide. The 44 page Guide is mailed to each home and business in San Bruno to showcase and advertise the programs, events, and classes offered by the City for the enrichment and enjoyment of the community. The Activity Guide includes youth, adult, and adult 50+ sports and enrichment programs and classes; after school programs; community special events; teen activities; library information; facility, park, and picnic rental information; and, information on the City's community organizations and sports groups.

The Guide was last updated nearly 10 years ago. Redesign of the Activity Guide is now desirable to keep the information fresh and interesting to readers and to modify the format to maximize the presentation of the material within the space allowed.

As part of the initiative to update the Activity Guide, staff also reviewed the existing Activity Guide Advertising Policy which is provided as an attachment to this report. In June 2009, the City Council approved the staff recommendation to include paid advertisements in the Activity Guide as a means to generate revenue to offset the costs associated with its production. Per the current policy, paid advertising has been accepted by the Community Services Department from organizations and businesses engaged in educational, cultural, intellectual, or charitable activities in San Bruno and the surrounding community.

DISCUSSION:

For the past several months staff has been working to create a new look for the Activity Guide. The content of the draft Activity Guide will now be presented in a crisp and clean format which will be easier for the residents to read and use. The front and back covers of the Activity Guide will continue to be presented in glossy color and the new format will maximize the use of neutral space and graphics. The new Activity Guide format will remain familiar to readers with no change to the section headings. Pages from the draft Activity Guide are provided as Attachment 1 to this staff report. These pages reflect the overall look of the new layout.

10.d.

As a result of the diversity and success of the programs, events, and classes showcased in the Activity Guide, space available for advertising is very limited or at times, not available at all. Per the attached Advertising Policy, "space is limited and only provided on a space available basis." Based on community interest, the Community Services Department is expanding its offerings of adult and youth sports programs and special events and has already recently added three new adult sports programs, a new special event, and six new contract class offerings. The revenue generated from these programs, events, and classes exceeds the revenue generated by the advertising fee for this same space in the Activity Guide.

Since the Department began accepting advertising with the fall 2009 Activity Guide, 19 editions of the Activity Guide have been published with 93 advertisements producing \$14,500 in total revenue over the last six years. The ad revenue generated per year has ranged between \$1,075 and \$3,700, with 2012 being the highest revenue generating year at \$3,700 and 2015 the lowest with \$1,075.

Cities in San Mateo County have a variety of approaches on advertising in their activity guides. The cities of Pacifica, San Mateo, San Carlos, Brisbane and Redwood City all prohibit advertisement in their activity guides. The cities of Belmont, Burlingame and Millbrae allow for-profit enterprises and community and service organizations, alike, to advertise in their activity guides if space is available.

At its meeting on September 16, 2015, the Parks and Recreation Commission reviewed the draft Activity Guide and Advertising Policy. Overall, the draft Activity Guide was very well received by the Commission. Suggestions made by the Commission have now been incorporated into the draft Activity Guide including shading on the chart showing City parks and amenities.

The Commission also discussed the existing Advertising Policy. Several Commissioners initially preferred the elimination of all advertising in the Activity Guide to standardize it with the City's FOCUS and webpages. After much deliberation, the Commission unanimously passed a motion to recommend that the existing Advertising Policy be amended to allow for advertisement from only San Bruno based community and services organizations. Advertisements would be standardized with a ¼ page portrait orientation layout, set an advertisement fee of \$75 per ad per issue, and if space is limited, priority would be given on a rolling schedule, meaning no organization could promote their organization in two consecutive Guides if multiple organizations requested advertising space.

FISCAL IMPACT:

The Fiscal Year 2015-16 Adopted Budget provides the necessary funding to produce and mail the three annual Activity Guides. The proposed changes to the Activity Guide do not result in any added cost for its production or mailing. Alteration to accept advertisements from only San Bruno service and community organizations is anticipated to result in a decline of less than \$1,000 in annual revenue. It is anticipated this revenue reduction will be recovered through growth in program revenue for new and existing classes and programs.

ALTERNATIVES

1. Make no change to the current Activity Guide and Advertising Policy.
2. Request changes to the Draft Advertising Policy.

3. Request further review and information from staff.

RECOMMENDATION:

Adopt resolution amending the Community Services Activity Guide Advertisement Policy and receive report on the draft redesigned Community Services Activity Guide.

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolution
2. Sample Pages of the Draft Winter/Spring 2016 Activity Guide
3. Draft Community Services Advertising Policy
4. Existing Community Services Advertising Policy

DATE PREPARED:

September 29, 2015

REVIEWED BY:

_____ CM

RESOLUTION NO. 2015 -

**ADOPT RESOLUTION AMENDING THE COMMUNITY SERVICES
ACTIVITY GUIDE ADVERTISEMENT POLICY**

WHEREAS, the City produces the Community Services Activity Guide three times per year; and

WHEREAS, beginning in fall 2009, 93 advertisements have been placed in the Community Services Activity Guide which have generated \$14,500 in total advertising revenue; and

WHEREAS, as part of the initiative to update the Community Services Activity Guide, staff reviewed the existing Activity Guide Advertising Policy;

WHEREAS, based on community interest, the Community Services Department is expanding its offerings of adult and youth sports programs and special events; and

WHEREAS, three new adult sports programs, a new special event, and six new contract class offerings have recently been introduced and the revenue generated from these programs, events, and classes exceeds the revenue generated by the advertising fee for this same Activity Guide space;

WHEREAS, the San Bruno Parks and Recreation Commission reviewed the Community Services Advertising Policy and voted unanimously to recommend a policy be revised to allow for only advertisement from San Bruno based service and community organizations recognized as providing programs and activities for the benefit of the San Bruno community; and

WHEREAS, advertising space is limited and shall only be provided on a space available basis to San Bruno community and service organizations; and

WHEREAS, if spaced is limited, priority shall be given to the services and community organizations on a rolling schedule, meaning no organization may promote their organization in two consecutive Activity Guides if multiple organizations are requesting advertising space; and

WHEREAS, the City reserves the right to refuse Activity Guide space to potential advertisers based upon content of material; and

WHEREAS, the Community Services Director shall make decisions regarding allowable material in the Activity Guide.

WHEREAS, all advertisements will be ¼ page in size, with a portrait orientation; and

WHEREAS, the advertisement fee per ad shall be \$75 per issue; and

WHEREAS, advertisements will not be accepted for the front, inside front, inside back, or back covers and advertisement placement shall be at the sole discretion of the Community Services Department and shall be placed in the Activity Guide, space allowing, in the section of the Activity in which the advertisement is most relevant

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of San Bruno adopts a resolution amending the Community Services Activity Guide Advertisement Policy.

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 13th day of October, 2015 by the following vote:

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

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Class Locations

The Belmont Spworts Complex: 550 Island Parkway, Belmont
 Belle Air Community Center: 400 3rd Avenue, San Bruno
 Dojo USA World Training Center: 731 Kains Avenue, San Bruno
 Grundy Park: Cherry Avenue @ Park Avenue., San Bruno
 Hula Halau 'O Makalapua: 426 San Mateo Ave, San Bruno
 Lions Field: End of 1st Avenue, San Bruno
 Millbrae Community Center: 477 Lincoln Circle, Millbrae
 Millbrae Community Center: 1 Library Avenue, Millbrae
 Parkside Elementary School: 1801 Niles Avenue, San Bruno
 Portola Elementary School: Amador & Lake Drive, San Bruno
 Rollingwood Elementary School: 2500 Cottonwood, San Bruno
 San Bruno Park Pool: 201 City Park Way, San Bruno
 San Bruno Senior Center: 1555 Crystal Springs, San Bruno
 SF Fencers Club: 617 Mountain wView Ave #3, Belmont
 Tanforan Professional Center: 1405 B Huntington, So. SF
 Veterans Memorial Recreation Center: City Park -
 251 City Park Way (Crystal Springs at Oak Avenue), San Bruno
 ViBO Music Center: 488 San Mateo Avenue, San Bruno
 YenIs Dance Studio: 588 San Mateo Avenue, San Bruno

City offices will be closed:

Thursday, December 24	Day Before Christmas
Friday, December 25	Christmas Day
Friday, January 1	New Years Day
Monday, January 18	Martin Luther King Jr.
Monday, February 15	Presidents Day
Monday, May 30	Memorial Day



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 San Bruno Community Services



The San Bruno Community Services Department

**"Providing Quality Programs,
 Places & Services"**



**Parks
 Make
 Life
 Better!**

www.sanbruno.ca.gov

San Bruno City Council

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

The City Council meets the 2nd & 4th Tuesdays of each month at 7:00pm at the San Bruno Senior Center, 1555 Crystal Springs Road

San Bruno City Manager

Connie Jackson

Culture & Arts Commission

Tami Parker-Chair
 Bardi Rosman Koodrin-Vice Chair
 Pamela Gamble
 Jeanne George
 Carolyn Livengood
 Pamela Madden
 Melodie Tobin

The Culture & Arts Commission meets the 3rd Thursday of each month at 6:30pm at San Bruno City Hall, 567 El Camino Real, Room #115.

Senior Advisory Board

Bill Goff-Chair
 Barbara Luzaich-Vice Chair
 Dorothy Carmichael
 Ellen Donnelly
 Elisa Gerald
 Flori Green
 Ken Kreisel

The Senior Advisory Board meets the 3rd Tuesday of each month at 9:00 am at the San Bruno Senior Center, 1555 Crystal Springs Road.

Parks & Recreation Commission

Mike Palmer-Chair
 Greg Pierce-Vice Chair
 Laura Davis
 Kris Gonzales
 Lorry Greenberg
 Alexander Melendrez
 David Nigel
 Lucy Zamattia

The Parks & Recreation Commission meets the 3rd Wednesday of each month at 6:30pm at San Bruno City Hall, 567 El Camino Real, Room #115.

Community Services Department

Kerry Burns, Community Services Director 616-7181
 Ludmer Aker, Executive Assistant 616-7185
 Amy Bohlen, Accounts & Customer Service Rep 616-7187

Recreation Services

Veterans Memorial Recreation Center

251 City Park Way
 Phone: 616-7180
 Fax: 583-2545
 Business Hours
 Monday - Thursday 8:00am - 9:00pm
 Friday 8:00am - 5:00pm
 Saturday 9:00am - 1:00pm
 Sunday Closed

Danielle Brewer, Community Services Superintendent 616-7182
 Dee Kranitz, Recreation Services Supervisor 616-7183
 Kelsey Clyma, Recreation Services Coordinator 616-7189
 Brian Noce, Recreation Services Coordinator 616-7184

Parks & Facilities

1125 Crystal Springs Avenue
 Phone: 616-7195
 Fax: 225-9314

Rene Walsh, Parks Field Supervisor 616-7193
 Dan Barros, Parks Field Supervisor 616-7194

Field Condition Hotline

616-7180 press 6

Mailing Address For All Divisions

567 El Camino Real
 San Bruno, CA 94066

Library Services

San Bruno Public Library

701 Angus Avenue West
 Phone: 616-7078
 Fax: 876-0848
 Business Hours
 Monday - Thurs 11:00am - 8:00pm
 Friday 10:00am - 5:00pm
 Saturday 10:00am - 5:00pm
 Sunday Closed

Tim Wallace, Library Services Division Manager 616-7084
 Barbara Bruxvoort, Children's Services Manager 616-7014

Senior Services

Senior Center

1555 Crystal Springs Road
 Phone: 616-7150

Fax: 589-8219
 Business Hours
 Monday - Friday 8:00am - 4:00pm
 Gloria Deeter, Recreation Services Supervisor 616-7154
 Mary Tessier, Recreation Services Supervisor 616-7152
 Leah Madonich, Recreation Services Coordinator 616-7155

Community Organizations & Sport Groups

School Districts

San Bruno Park School District
500 Acacia Ave, San Bruno, Ca
(650) 624-3100
www.sbpsd.k12.ca.us

San Mateo Union High School District
650 North Delaware Street, San Mateo, Ca
(650) 558-2299
www.smuhsd.org

Sports Leagues

Baseball

Tee Ball, Farm League & Peewee League (5-10 yrs)
John Seevers 871-8493
League Mar-Jun, Sign-ups begin in Jan www.sbpw.org

Junior Giants (7-13 yrs)
Lorry Greenberg 873-0856
League: July-Aug, Sign-ups first Sat. in May
www.jrgiants.org

Fall Baseball (10-14 yrs)
Jim Thiel 589-4432
League: August-November, Sign-ups June 9 & 16

AAA Division (11-12 yrs)
John Seevers 871-8493
League: Mid February-June, Sign-ups end of January

Pony Division (13-14 yrs)
Jim Thiel 589-4432
League: Mid February-June, Sign-ups end of January

Colt League (15-16 yrs)
Dave Stagnaro 583-3497
League: Mid May-Mid July, sign-ups last two Sat. in Feb.

DiMaggio Team (16-18 yrs) Summer
Lee Graf 302-0649
Edgar Hernandez 952-6833
League: End of May-Mid August, sign-ups in February

American Legion (16-18 yrs) Summer & Fall
Lynn Berliner 201-6541
League: End of May- Mid August & September-Mid November, sign-ups end of February

Bocce and Horseshoe League
50+ Spring and Summer/Fall
Mary Tessier 616-7152

Softball

Girls Minor League (6-13 yrs)
Tanya Borghello 872-0274
League: Mid February-Mid May, sign-ups Mid October
www.sanbrunogirlssoftball.com

Girls Major League (13-18 yrs)
Tanya Borghello 872-0274
League: End of May - Mid July, sign-ups late March
www.sanbrunogirlssoftball.com

Men's & Coed League
Kelsey Clyma 616-7189
League: Winter, Spring, Summer, Fall

50+ Daytime League
Mary Tessier 616-7152

Football

West Bay Rams (5-15 years)
Football & Cheerleaders-
Ed Vanisi 280-3237
www.westbayrams.com

Men's Flag Football League
Kelsey Clyma 616-7189

Cheerleading

Ultimate All Stars Competitive Cheer & Dance
Dee Williams 504-8015

Soccer

A.Y.S.O. (4-18 years)
Mike Yip 873-2976
www.sanbrunoayso.org
Lowen Soccer Club
Charlie Riggerberg 636-3243
www.lowen83.com - lowensoccer@gmail.com

Community Clubs and Organizations

Boy Scouts of America
Council Headquarters at (650) 341-5633

Friends of the San Bruno Public Library
(650) 359-7917

Girl Scouts of America
www.girlscoutsnorcal.org
1-800-447-4475

Blood Centers of the Pacific
(650) 369-8211

Golden Chordsmen of San Mateo County
Men Who Love To Sing. All are invited to join.
(650) 344-7464 for more information

San Bruno 4H Club
(650) 952-1209 or (650) 583-7249

San Bruno AARP
(650) 583-4499

San Bruno American Legion
(650) 201-6541

VFW Post 2517
Commander John Casey at (650) 697-9179

San Bruno Chamber of Commerce
(650) 588-0180
www.sanbrunochamber.com
office@sanbrunochamber.com

San Bruno Community Gardens
(650) 868-4308
Garden is located at the south end of First Avenue near Lions Field.

San Bruno Lions Club
(650) 892-2202
Posy Parade - 1st Sunday in June!

San Bruno Mothers Club
Contact (415) 706-6161
website: www.sanbrunomothersclub.com

San Bruno Police Reserves
Sergeant Grech at (650) 616-7100
agrech@sanbruno.ca.gov

San Bruno Rotary
(650) 624-8252
www.rotary5150.org

Summer Camp

Mini Kaleidoscope 3^{1/2} -5 years

Mini Kaleidoscope campers...get ready for some fun!!! Campers will explore the thrill and fascination of exploring the world around them. Children will enjoy arts & crafts, games, camp songs, special events, and more. Activities for each week will be focused around a special theme. A weekly schedule will be distributed to each camper on the first day of each session. Morning or full day sessions are available. Children should bring a bag lunch every day unless otherwise noted on the session schedule. Cost includes Camp T-shirt and all supplies. Participants must have a Health Information Form on file PRIOR to participation in camp. Extended camp is available. We are accepting children 3^{1/2}-5 years old (Children born on or before December 15, 2011 through entering Kindergarten). All children must be potty trained, no exceptions. Enrollment for each camp session closes the Saturday prior to the upcoming weekly camp session. A \$20 late fee will be charged for those who sign-up for camp on the Monday of each camp session.

Morning Session Only

Monday-Friday, 10am-1pm
 Resident \$84 Non Resident \$99
 (Session 3 only) Resident \$71 Non Resident \$86

Morning Session 1	2600.301
Morning Session 2	2600.302
Morning Session 3	2600.303
Morning Session 4	2600.304
Morning Session 5	2600.305
Morning Session 6	2600.306
Morning Session 7	2600.307
Morning Session 8	2600.308
Morning Session 9	2600.309
Morning Session 10	2600.310

Full Day Session

Monday-Friday, 10am-4pm
 Resident \$142 Non Resident \$157
 (Session 3 only) Resident \$117 Non Resident \$132

Morning Session 1	2601.301
Morning Session 2	2601.302
Morning Session 3	2601.303
Morning Session 4	2601.304
Morning Session 5	2601.305
Morning Session 6	2601.306
Morning Session 7	2601.307
Morning Session 8	2601.308
Morning Session 9	2601.309
Morning Session 10	2601.310

Sign-up for all 10 sessions of Mini Kaleidoscope and receive a 15% discount!

Morning Session Only

2600.311- Resident \$704 Non Resident \$831

Full Day Session

2601.311 - Resident \$1,187 Non Resident \$1,314
 *15% discount already included in listed price
 No Refunds Allowed for Individual Sessions.

Sign up early to ensure your spot for all ten weeks of camp.



Extended Camp options on page 8

Parkside Intermediate School Sports

6th Grade Basketball

The Parkside Intermediate School 6th grade basketball league will be sponsored and run by the San Bruno Recreation Division this winter. San Bruno teams will play in the N.C.R.L., North County Recreation League which includes schools as far north as Brisbane, as far south as Crocker and as far west as Pacifica. This program is open to all students enrolled at Parkside as well as any San Bruno resident youth in 6th grade not attending Parkside.

Registration Deadline for Basketball: Thursday, January 15th

Boys Basketball (6th Graders)

Cost: \$106.00 (includes Jersey)
Code: 4423.107

Girls Basketball (6th Graders)

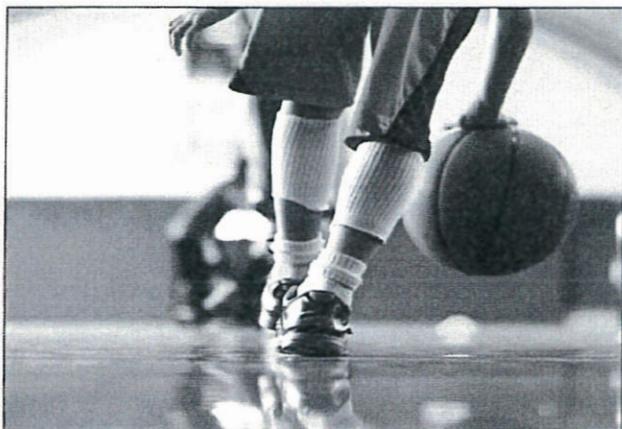
Cost: \$106.00 (includes Jersey)
Code: 4423.108

Evaluation Days:

Boys: January 20 - 3:30-4:30p_m in the Parkside Cafeteria

Girls: January 21 - 3:30-4:30pm in the Parkside Cafeteria

Once evaluations are complete, all participants will be placed on teams. All teams will play in the 6th grade division.



All participants registered by January 15th will be placed on a team.

All enrolled participants must attend evaluation days.

Teams are limited to 12 players. More teams can be added IF there is an additional coach and enough children on the waitlist.

All registration is taken at the San Bruno Recreation Center in City Park.

Game dates and times will be decided by the N.C.R.L. Board of Directors.

For more information and parent coaching/volunteer opportunities, contact Brian at 616-7184.



Arts & Design

My First Art Class

Come experience 5 art stations where making a mess is part of the process! You have fun; we clean up! Art projects continue to change all year long! Process rather than product is emphasized. Projects are age appropriate with the children having the freedom to explore materials at their own pace and in their own way. This is not a class where the children sit still and have an art lesson. The children are free to express their own creativity by moving freely around five art stations. The class ends on a musical note with singing and dancing and having too much fun. Parental participation is required. \$15 lab fee payable to instructor.

Instructor: Chris Pollard

Location: Recreation Center Tiny Tots Room

COURSE #	AGES	DAY	DATE+TIME	COST
2001.401	18mo-3yrs	Thurs	Jan 28-Mar 16	Res \$105
Winter			9:00-10:00am	Non Res \$120
2002.402	2yrs-4yrs	Thurs	Jan 28-Mar 16	Res \$105
Winter			10:15-11:15am	Non Res \$120
2002.403	18mo-3yrs	Thurs	Apr 7-May 26	Res \$105
Spring			9:00-10:00am	Non Res \$120
2002.404	2yrs-4yrs	Thurs	Apr 7-May 26	Res \$105
Spring			10:15-11:15am	Non Res \$120

Winter Preschool Drawing

Relieve winter boredom with Young Rembrandts drawing class! Our students will learn shape recognition as they create a colorful masterpiece using circles, triangles, and squares. Drawing a chilly eskimo will provide a fun lesson on texture and portraits. Aliens, a firetruck, and a ton more entertainment awaits your promising artist when they enroll in Young Rembrandts. \$10 lab fee payable to instructor.

Instructor: Young Rembrandts Staff

Location:

COURSE #	AGES	DAY	DATE+TIME	COST
2002.401	3 ^{1/2} yrs -5yrs	Fri	Jan 22-Mar 18	Res \$180
			2:30-3:30pm	Non Res \$195

Winter Children's Drawing

This winter is the perfect time to register for Young Rembrandts! Artists will learn advanced techniques in color pencil, marker and Sharpie. A fast food still life, emoticons and The Statue of Liberty will provide a lot of fun and many artistic challenges. Young Rembrandts students will emulate master artists like Andy Warhol, create their own skateboard graphics and much more. Make this an unforgettable winter for learning and fun. \$10 lab fee payable to instructor.

Instructor: Young Rembrandts Staff

Location:

COURSE #	AGES	DAY	DATE+TIME	COST
2002.403	6-11yrs-12yrs	Fri	Jan 22-Mar 18	Res \$180
			3:30-4:30pm	Non Res \$195

Sewing for Kids!

In this class, 8-12 year olds can learn how the basics of sewing. We will learn how to use a sewing machine and then layout, cut, and sew a project. This class is hands on, with lots of guidance and support. A materials list will be provided approximately 1 week before the first session or materials can be purchased from the instructor for \$25. Sewing machines available for use during class for an additional \$20, payable to instructor.

Lab Fee: \$5 payable to instructor at first class

Instructor: Christine Hopkins

Location: Recreation Center Conference Room #2

COURSE #	AGES	DAY	DATE+TIME	COST
5024.111	8yrs-12yrs	Sat	Jan 9-Jan 30	Res \$55
			10:00am-12:00pm	Non Res \$69
5024.112	8yrs-12yrs	Sat	Mar 5-Mar 26	Res \$55
			10:00am-12:00pm	Non Res \$69
5024.113	8yrs-12yrs	Sat	May 7-May 28	Res \$55
			10:00am-12:00pm	Non Res \$69

Spring Preschool Drawing

Energize your child's last stretch of school with Young Rembrandts! In our PRESCHOOL classes, students will learn to create whimsical drawings, artistic techniques and educational skills that will awaken the inner artist! \$10 lab fee payable to instructor.

Instructor: Young Rembrandts Staff

Location:

COURSE #	AGES	DAY	DATE+TIME	COST
2002.402	3 ^{1/2} yrs -5yrs	Fri	Apr 8-May 27	Res \$160
			2:30-3:30pm	Non Res \$175

Spring Children's Drawing

Energize your child's last stretch of school with Young Rembrandts! In our DRAWING classes, students will learn to create whimsical drawings, use artistic techniques and educational skills that will awaken their inner artist. \$10 lab fee payable to instructor.

Instructor: Young Rembrandts Staff

Location:

COURSE #	AGES	DAY	DATE+TIME	COST
2002.404	6yrs-12yrs	Fri	Apr-8-May 27	Res \$180
			3:30-4:30pm	Non Res \$195

Music, Dance & Performance

Pre-Ballet First Class Ages 2-3

Moms, Dads, and Nannies are encouraged to participate with their children in this fun introduction to dance. This is a playful class that improves motor skills and teaches children to follow the instructor. Children enjoy performing finger plays, dancing to nursery rhymes, and moving with balls or scarves to a variety of music. Please wear comfortable clothing that is easy to dance in. Children must be the minimum age by the first day of class.

Instructor: Matrisha Person

Location: Recreation Center Meeting Room

COURSE #	AGES	DAY	DATE+TIME	COST
2103.101 6 weeks	2yrs-3 yrs	Thurs	Jan 7-Feb 11 9:30-10:15am	Res \$81 Non Res \$96
2103.102 5 weeks	2yrs-3yrs	Thurs	Feb 25-Mar 24 9:30-10:15am	Res \$68.50 Non Res \$78.50
2103.103 7 weeks	2yrs-3yrs	Thurs	Apr 7-May 19 9:30-10:15am	Res \$93.50 Non Res \$108.50

Pre-Ballet Ages 4-5

Session 2 includes our annual recital. Children have fun as they stretch, leap, and dance to classical music. This class introduces young dancers to the ballet barre. They learn basic ballet foot and arm positions and simple choreography. At the end of each class, children have an opportunity for creative expression as they dance freely with scarves. Dancers should wear simple leotards, tights, and ballet slippers.

Instructor: Matrisha Person

Location: Recreation Center Meeting Room

COURSE #	AGES	DAY	DATE+TIME	COST
2103.105 6 weeks	4yrs-5yrs	Wed	Jan 6-Feb 10 3:00-3:45pm	Res \$81 Non Res \$96
2103.106 12 weeks	4yrs-5yrs	Wed	Feb 24-May 18 3:00-3:45	Res \$156 Non Res \$171 \$45 costume fee

Primary Ballet Ages 6-8

Session 2 includes our annual recital. Children will learn ballet technique in a supportive atmosphere. Each class will incorporate barre and center exercises, steps, turns and movement combinations across the floor, stretching and free dancing. Dancers should wear simple leotards with tights and ballet shoes, and their hair should be out of their faces in a ponytail or bun.

Instructor: Matrisha Person

Location: Recreation Center Meeting Room

COURSE #	AGES	DAY	DATE+TIME	COST
2103.109 6 weeks	6yrs-8yrs	Thurs	Jan 6-Feb 10 5:00-6:00pm	Res \$106 Non Res \$121
2103.110 12 weeks	5yrs-8yrs	Thurs	Feb 24-May 18 5:00-6:00pm	Res \$156 Non Res \$171 \$45costume fee

For questions about a class or your child's level, call the instructor, Matrisha at (415) 722-8281.

Pre-Ballet Ages 3^{1/2}-4

Session 2 includes our annual recital. For children who want to try a ballet class, this is a fun introduction. Dancers learn basic ballet with an emphasis on creative expression. They use their imagination as they plie like fairies, tendue like chickens, and jete like deer. Activities include stretching exercises, learning simple dances, free dancing with scarves, and playing games that teach social skills. Dancers should wear simple leotards, tights, and ballet slippers.

Instructor: Matrisha Person

Location: Recreation Center Meeting Room

COURSE #	AGES	DAY	DATE+TIME	COST
2103.104 6 weeks	3 ^{1/2} yrs-4yrs	Thurs	Jan 7-Feb 11 9:30-10:15am	Res \$81 Non Res \$96
2103.105 12 weeks	3 ^{1/2} yrs-4yrs	Thurs	Feb 25-May 19 9:30-10:15am	Res \$156 Non Res \$171 \$45 costume fee

Primary Ballet Ages 5-6

Session 2 includes our annual recital. This class is for children who love the fantasy of ballet. The focus is on learning classical ballet technique in a supportive atmosphere. Each class includes exercises at the barre, learning primary classical positions, steps, turns, and movement combinations. The stories danced to at the end of each class encourage individual expression in each dancer. Children should wear simple leotards, tights, and ballet slippers.

Instructor: Matrisha Person

Location: Recreation Center Meeting Room

COURSE #	AGES	DAY	DATE+TIME	COST
2103.107 6 weeks	5yrs-6yrs	Thurs	Jan 6-Feb 10 4:00-4:45pm	Res \$81 Non Res \$96
2103.108 12 weeks	5yrs-6yrs	Thurs	Feb 24-May 18 4:00-4:45pm	Res \$156 Non Res \$171 \$45 costume fee

Spring 2016 Ballet Recital Saturday, May 21, 10:00am

Ballet students ages 3^{1/2} to 8 are invited to dance in costume at the Spring Recital. Costume fees must be paid by the first day of class. New students must have permission from the instructor to register.

There are no classes the week of March 30th. On stage rehearsals will be May 20th in the afternoon.

For more information contact Matrisha Person at Matrishadance@gmail.com.

Fitness

Fitness Boot Camp

Come join this fun fast paced, high intensity exercise class. We will work on improving cardio vascular endurance, strength and flexibility using calisthenics, free weights, medicine balls, agility ladders, stairs, and more. You WILL see results all while having a great time in a supportive group atmosphere. Open to all fitness levels. Babies in strollers welcome. Bring a mat, water, and a towel. Under 18 ok with parent permission.

Punch Card:

10 classes valid for 2 months from date of purchase)

5 classes valid for 1 month from date of purchase)

Instructor: Traci Dos Santos

Location: San Bruno Park & Gymnasium

COURSE #	AGES	Day	TIME	COST
5419.101	18yrs & over	MWF	8:30-9:30am	\$100
10 Use Pass				
5419.102	18yrs & over	MWF	7:00-8:30pm	\$50
5 Use Pass				

Fitness Boot Camp Core Focus

10 Session CORE workshop with Certified Personal Trainer and Orthopedic Exercise Specialist, Traci Dos Santos. In this 30 minutes class, we will target all the muscles in your core , reaching far beyond just your abs. The muscles in your core are responsible for athletic performance, proper posture, protection against injury to lower back and spine, correcting imbalances due to sitting for long periods, and of course, strong abs. A strong core will also allow you to better undertake weight bearing movements, which is why this class works well in conjunction with Traci's Fitness Bootcamp. Under 18 ok with parent permission.

Instructor: Traci Dos Santos

Location: San Bruno Park & Gymnasium

COURSE #	AGES	Day	TIME	COST
5419.103	18yrs & over	Tues	Jan 12-Feb11	Res \$75
		Thurs	8:45-9:15am	Non \$93

Health & Wellness

Introduction to T'ai Chi

Tai Chi Ch'uan is an ancient Chinese art form of movement and meditation that is considered a national treasure in China and a gift to the world. Through practice of the graceful, low impact movements, and strengthening postures, one can develop a lifelong program and realize benefits on many levels. This beginning level class will focus on learning the 54 movements of the short form and their sequence. No previous T'ai Chi experience is necessary for this class. For more information on this class, contact the instructor at (650) 576-2244. No class January 18 & February 15.

Instructor: Jeff Madonich ATCQA Certified Tai Chi Instructor

Location: Portola Performing Arts, 300 Amador Drive

COURSE #	AGES	Day	TIME	COST
5408.101	18yrs & over	Mon	Jan 4-May 23 7:30-8:30pm	Res \$157 Non Res \$172

T'ai Chi Continuing Level

This class is designed for students who have completed the T'ai Chi Beginning Level Series. The focus will be on refining the movements and postures, as well as moving to a deeper understanding of the philosophy and benefits of this ancient Chinese art form. For more information, contact the instructor at (650) 576-2244. No class January 18 & February 15.

Instructor: Jeff Madonich ATCQA Certified Tai Chi Instructor

Location: Portola Performing Arts, 300 Amador Drive

COURSE #	AGES	Day	TIME	COST
5408.102	18yrs & over	Mon	Jan 4-May 23 6:30-7:30pm	Res \$157 Non Res \$172

Yoga

Yoga means union and is designed to assist in integrating mind, body, and spirit. Each yoga posture not only helps us to relax, strengthen, and tone, but also aids in opening major energy centers. Over time, many of us build up and hold blocked energy within, creating tension, stress, and disease, which limits us from vibrating at our highest level. Take time for yourself and join this non-competitive, relaxing, and life-giving environment. No previous experience is necessary. Please bring a mat, strap, band, or belt. It is best not to eat prior to class.

Instructor: Linda Russell

Location: Recreation Center Meeting Room

COURSE #	AGES	Day	TIME	COST
5601.101	13yrs & over	Mon	Jan 4- Feb 29 7:00-8:30pm	Res \$70 Non Res \$85
5601.102	13yrs & over	Mon	Jan 4- Feb 29 7:00-8:30pm	Res \$12 Non Res \$15
5601.103	13yrs & over	Mon	Mar 7- Apr 11 7:00-8:30pm	Res \$60 Non Res \$73
5601.104	13yrs & over	Mon	Mar 7- Apr 11 7:00-8:30pm	Res \$12 Non Res \$15
5601.105	13yrs & over	Mon	Apr 18-May 23 7:00-8:30pm	Res \$60 Non Res \$73
5601.106	13yrs & over	Mon	Apr 18-May 23 7:00-8:30pm	Res \$12 Non Res \$15



**DRAFT Advertising Policy
Community Services Activity Guide**

October 13, 2015

The San Bruno Community Services Department produces a Community Services Activity Guide three times annually and distributes this Activity Guide to each residence in the City. The purpose of the Activity Guide is to inform residents about the programs, events, and activities offered through the City's Community Services Department.

This Advertising Policy allows only for advertisements from San Bruno based community and service organizations that provide programs and activities for the benefit of the San Bruno community. Advertisements must be suitable for viewing by all ages and may not display tobacco or alcohol products, political messages, or advertise programs that may compete with City-offered programs of like type. Events advertised must be open to the public on substantially the same terms as for members of the sponsoring organization.

Since advertising space is limited, priority shall be given to organizations on a rolling schedule, such that no organization may advertise in two consecutive Activity Guides if multiple organizations are requesting advertising space and there is insufficient space for all advertising to be included. The City reserves the right to refuse Activity Guide advertising not in compliance with this Policy.

All advertisements will be ¼ page in size, with a portrait orientation. The advertisement fee is \$75 per issue. Advertisements will not be accepted for the front, inside front, inside back, or back covers. Advertisement placement shall be at the sole discretion of the Community Services Department and shall be placed in the Activity Guide, space allowing, in the section of the activity in which the advertisement is most relevant.



**RECREATION ACTIVITY GUIDE
ADVERTISING POLICY
(June 9, 2009 approved)**

The San Bruno Community Services Department produces a Recreation Activity Guide three times each year and distributes the Guide to each residence in the City. The purpose of the Guide is to inform residents about the programs and activities offered through the City's Community Services Department.

Allowing organizations and businesses to advertise in the guide allows for their visibility in the community; informs the public of community events, businesses and products; and subsidizes the cost of producing the Guide.

Because of (1) the many classes, events and other programs geared towards children, (2) the financial benefit realized from maximizing participation in many of the City operated recreation programs and (3) the City's interest in maintaining a position of neutrality on political and religious issues, advertisements will not be accepted for:

1. Tobacco or alcohol products;
2. Programs in competition with services offered by the Community Services Department;
3. Campaign materials for elections;
4. Pornography, solicitation of criminal activity, and depictions of graphic violence.

Advertising space is limited and only provided on a space available basis to San Bruno based non-profit organizations or businesses possessing a valid San Bruno Business License. In addition, the City reserves the right to refuse Guide space to other potential advertisers based upon content of material. The Community Services Director will make decisions regarding allowing material in the Guide.

Approved Advertising Rates for the Recreation Guides

<u>Size</u>	<u>1 Issue</u>	<u>3 Issues</u>
Inside Back Cover	500	1,250
Full Page	400	1,000
1/2 Page	250	625
1/4 Page	150	375
1/6 Page	120	300
1/8 Page	90	225

(Advertisements will not be accepted on the back cover)



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: October 13, 2015

TO: Honorable Mayor and Members of the City Council

FROM: David Downing, Deputy Fire Chief

SUBJECT: Adopt Resolution Authorizing the Purchase of Self-Contained Breathing Apparatus (SCBA) Bottles from Municipal Emergency Services for the Fire Department in the Amount of \$45,301.

BACKGROUND:

The City Council approved the 2015-16 Operating Budget which includes \$45,000 in appropriations for the purchase of Self-Contained Breathing Apparatus (SCBA) bottles for the Fire Department. SCBA's are worn by firefighters in hazardous environments which allows them breathing protection while mitigating all types of emergencies. This acquisition is necessary as a first step to replace SCBA units (bottles and harnesses) that are unreliable, becoming expensive to repair and are soon to be out of safety compliance. The department has been involved in county-wide committees and monthly intra-department safety equipment reviews that look at all aspects of a firefighters safety equipment and the ever changing industry standards throughout the country. It has been shown that 30-minute bottles offer the best and safest alternative for day to day firefighter operations. The 60-minute air bottles are being replaced first because they create safety concerns during emergencies due to excessive weight, size and operability in performing rescue and firefighting operations.

In July of 2002, Bay Area Rapid Transit (BART) opened a station in San Bruno that created operational concerns for the Fire Department due to the addition of an underground tunnel for the BART trains confined space challenges. In 2006, the Fire Department secured a Federal Emergency Management Association (FEMA) grant to purchase new 60-minute SCBA bottles and state of the art harnesses for carrying the bottles. The FEMA grant paid for \$105,612 of the new SCBA's and the city's matching cost allocation was \$11,735. As part of the FEMA grant, the Fire Department was required to purchase 60-minute air cylinders as a stipulation of the grant proposal and approval process because of complexities involved in confined space emergency operations that occur when emergencies must be mitigated in underground tunnels.

DISCUSSION:

Department personnel have used these 60-minute bottles over the past nine years for all emergencies requiring an SCBA. Unfortunately, 60-minute bottles are not suitable for day to day use. These larger bottles are ungainly, heavy, and more likely to cause overexertion or possible injury for those carrying these larger bottles. National Fire Protection Association 1584 which governs rehabilitation during emergency operations and training exercises states in section A.6.1.4 that a 20 minute work cycle is the maximum that should be utilized while wearing full turnouts and an SCBA. San Bruno is currently the only fire department in San Mateo County that uses 60-minute bottles for everyday use which can cause adverse health issues. According to three SCBA sales representatives, San Bruno Fire personnel remain the only department in Northern California that they service that uses 60-minute bottles for day-to-day operations.

The department proposes to purchase new 30-minute bottles which are 10 pounds lighter and will comply with National Fire Protection Association (NFPA) 1584 firefighter safety recommendations for firefighter operations. San Bruno Fire personnel will also have standardized SCBA equipment with neighboring jurisdictions within San Mateo County.

In compliance with the State Contract Code, the Fire Department received three responses from advertisements on August 28, 2015. The bids are listed below:

No.	Contractor	Bid Proposal Amount
1	Municipal Emergency Services (MES) (San Diego, CA)	\$45,301
2	Cascade (Medford, OR)	\$45,518
3	Allstar (Hayward, CA)	\$48,069

The lowest responsive and responsible bidder with the most reliable and durable product was Municipal Emergency Services (MES) from San Diego California. Their total bid amount of \$45,301 is \$301 over the appropriated funds approved in the 2015-16 Equipment Reserve budget. If the City Council authorizes the purchase, delivery is guaranteed within 60 days.

FISCAL IMPACT:

The amount of \$45,000 was approved in the adopted FY 2015-16 Operating Budget as part of the Equipment Reserve Fund for the purchase of the SCBA bottles. The Fire Department's tools and equipment budget has available funds to cover the additional expense of \$301.

ALTERNATIVES:

1. Do not purchase new SCBA bottles. Staff would continue performing their emergency operations with cumbersome and inefficient SCBA bottles as they respond to emergencies.

RECOMMENDATION:

Adopt resolution authorizing the purchase of self-contained breathing apparatus (SCBA) bottles from Municipal Emergency Services for the Fire Department in the amount of \$45,301.

ATTACHMENTS:

1. Resolution
2. Approved 2015-16 Equipment Replacement Budget Description

RESOLUTION NO. 2015- ____

ADOPT RESOLUTION AUTHORIZING THE PURCHASE OF SELF-CONTAINED BREATHING APPARATUS (SCBA) BOTTLES FROM MUNICIPAL EMERGENCY SERVICES FOR THE FIRE DEPARTMENT IN THE AMOUNT OF \$45,301

WHEREAS, the replacement of emergency equipment is necessary due to constant usage causing the equipment to become inefficient and unreliable; and

WHEREAS, the City Council appropriated \$45,000 for the purchase of SCBA bottles as part of the 2015-16 Operating Budget as part of the Equipment Reserve Fund and;

WHEREAS, the Fire Department's tools and equipment budget has available funds to cover the additional expense of \$301 and;

WHEREAS, following extensive research, staff identified 30 minute bottles as the best alternative to replace existing equipment; and

WHEREAS, MES of San Diego, California provided a competitive bid for 30 minute replacement SCBA bottles; and,

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the purchase of self-contained breathing apparatus (SCBA) bottles from Municipal Emergency Services for fire department in the amount of \$45,301.

Dated: October 13, 2015

ATTEST:

Carol Bonner, City Clerk

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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 9th day of June 2015 by the following vote:

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

2015-16 Equipment Purchase Funding Summary

		<u>New Additions¹</u>	<u>Replacement</u>	<u>Total</u>
Total Request by Fund:				
	General Fund	13,000	0	
	General Fund Equipment Reserve	0	784,000	
	Facility Maintenance Fund	70,000	0	
	Water Fund	214,000	40,000	
	Wastewater Fund	0	33,000	
	Total	<u>297,000</u>	<u>857,000</u>	<u>1,154,000</u>
 Expenditures by Department:				
Police	Community Service Officer pickup truck		35,000	
	File cabinets and storage units		20,000	
Fire	Fire Engine		389,000 ²	
	Fire Command Vehicle		107,000	
	SCBA bottles		45,000	
Water	Residual Control System (2)	140,000		
	Tank mixers (2)	74,000		
	Pressure reducing valves		40,000	
Wastewater	Service Truck		33,000	
Bldg. & Facilities	Generator	70,000		
Parks	Heavy-duty Pickup Trucks (2)		70,000	
	Aerial Bucket Truck		110,000	
	Top dresser	13,000		
	Flail mower		8,000	
	Total	<u>297,000</u>	<u>857,000</u>	<u>1,154,000</u>

Note 1: All new additions are listed as a supplemental budget item, subject to City Council approval.

Note 2: \$389,000 is down payment for the Fire Engine, funded by General Fund Equipment Reserve.

The remaining purchase cost will be financed through capital lease.

2015-16 Equipment Replacement Acquisition Descriptions

General Fund Equipment

Police

File/Storage Cabinets (703-1560-8011) \$20,000

The existing built-in file cabinets and storage units were installed as part of the Police Station's construction in 2002. They are heavily used for Police operations. The file cabinets and storage units are worn and frequently inoperable, requiring constant repairs. The Police Department is intended to replace the built-in file cabinets and storage units with new ones.

Fire

SCBA Bottles (703-1560-8014) \$45,000

The Fire Department intends to purchase thirty-minute Self-Contained Breathing Apparatus (SCBA) bottles to replace the existing one-hour SCBA bottles. The current guideline for firefighters to go into a fire site is no longer than 15 minutes at a time. The thirty-minute SCBA bottles have better profile to fit the current practice, and they are lighter in weight which improve fire fighters' mobility and cause less fatigue for firefighting. With the replacement purchase, the existing one-hour SCBA bottles will be used as backup bottles.

Parks

Flail Mower (703-1560-8014) \$8,000

The current flail mover is over 20 years old and has served well beyond its years of life expectancy. The flail mower is an attachment that mounts to the rear of a tractor and is used to cut and mow down high grass and weeds in large accessible open space areas. The existing unit is currently inoperable as it is not functioning properly and is in constant need of repair in order to return it to a serviceable state. Without the use of the flail mower, staff is handling these areas manually with smaller equipment, such as weed-eaters, and walk-behind brush mowers. These methods of weed-abatement require far more man hours and physical stress on staff. With the advances in technology, a new unit is desired to continuously maintain these open space areas and right-of-ways as intended while utilizing the minimum amount of man hours possible to complete such tasks. The flail mower is designed to address large pieces of land in a fraction of the time as a single individual with a weed-eater. The flail mower is also used by the Parks Division to address right-of-ways and open space in conjunction with the Fire Mitigation Program.