

**"The City With a Heart"**



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

## **AGENDA – SPECIAL MEETING**

### **SAN BRUNO CITY COUNCIL**

**November 25, 2014**

**6:00 p.m.**

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

**Participating in this meeting via Teleconference is Councilmember O'Connell, 206 Mossy Rock Dr., Hutto, TX**

**1. CALL TO ORDER:**

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

**3. CLOSED SESSION:**

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

**4. ADJOURNMENT:**

The next regular City Council Meeting will be held on November 25, 2014 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



“The City With a Heart”

Jim Ruane, Mayor  
Rico E. Medina, Vice Mayor  
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## AGENDA SAN BRUNO CITY COUNCIL

November 25, 2014

7:00 p.m.

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

**Participating in this meeting via Teleconference is Councilmember O’Connell, 206 Mossy Rock Dr., Hutto, TX**

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

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

**1. CALL TO ORDER:**

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

**3. ANNOUNCEMENTS:**

- a. There will not be a City Council Meeting on December 23, 2014, the fourth Tuesday in December.
- b. The Final Results of the November 4, 2014 Municipal Election will be announced on Tuesday, December 9, 2014 at 7:30 p.m.
- c. The Annual Tree Lighting Ceremony will take place on Thursday, December 4, 2014 at 5:30 p.m. at the Veterans Memorial Recreation Center in San Bruno City Park, 251 City Park Way.
- d. San Bruno’s Centennial Gala will be held on Saturday, December 6, 2014 from 6:00 p.m. to 11:00 p.m. The event is open to adults over age 21. Tickets are on sale through Wednesday, November 26, 2014, for \$100 at the Veterans Memorial Recreation Center located at 251 City Park Way or by calling (650) 616-7187.

**4. PRESENTATIONS:**

**5. REVIEW OF AGENDA:**

**6. APPROVAL OF MINUTES:** Special Council Meeting Minutes of October 28, 2014 and Regular Council Meeting of October 28, 2014.

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

- a. **Approve:** Accounts Payable of October 27, November 3, 10 and 17, 2014
- b. **Approve:** Payroll of October 19, 2014 and November 2, 2014.

- c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated October 31, 2014.
- d. **Adopt:** Resolution Authorizing Temporary Closure of the 1900 Block of Glen Avenue for the Annual Santa Arrival on Sunday, December 14, 2014 from 5:00 p.m. to 9:00 p.m.
- e. **Waive:** Second Reading and Adopt an Ordinance Amending Chapter 12.96.120 of Title 12 (Land Use) of the San Bruno Municipal Code to Conditionally Allow Ground Floor Residential Uses on All Streets in the Downtown (C-B-D Zoning District), Except San Mateo Avenue, and to Ensure Density Requirements and Setback Requirements are Consistent with the San Bruno Transit Corridors Plan.
- f. **Adopt:** Resolution Authorizing the City Manager to Execute an Amended Joint Exercise of Powers Agreement with the San Mateo County Operational Area Emergency Services Organization.

**8. PUBLIC HEARING:**

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

**10. CONDUCT OF BUSINESS:**

- a. Appoint Citizens to Bicycle & Pedestrian Advisory Committee, Citizens Crime Prevention Committee and Parks and Recreation Commission.
- b. Receive the First Quarter Financial Update Report as of September 30, 2014, and Adopt a Resolution Amending the Fiscal Year 2014-15 Operating Budget to Re-Appropriate Fiscal Year 2013-14 Carryover Encumbrances.
- c. Adopt Resolution Authorizing the City Manager to Execute a Contract with Bellecci & Associates for Design of the Crystal Springs Road Sewer and Water Main Replacement Project in an Amount Not-to-Exceed \$244,356 and Appropriating \$200,000 from the Water Capital Fund and \$200,000 from the Wastewater Capital Fund.
- d. Adopt Resolution Authorizing the City Manager to Execute a Contract with HydroScience Engineers Inc. for Design of the Spyglass Pump Station and Force Main Replacement Project in an Amount Not-to-Exceed \$331,673.

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

Receive Annual Report from the Parks and Recreation Commission.

**12. COMMENTS FROM COUNCIL MEMBERS:**

Receive Oral Report from Councilmember O'Connell on her Attendance at the Annual National Pipeline Safety Trust Conference.

**13. CLOSED SESSION:**

**14. ADJOURNMENT:**

The next regular City Council Meeting will be held on December 9, 2014 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



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

## MINUTES – SPECIAL MEETING

### SAN BRUNO CITY COUNCIL

October 28, 2014

6:30 p.m.

**1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on October 28, 2014 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 6:30 p.m.

**2. ROLL CALL:**

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

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

**4. CONDUCT OF BUSINESS:**

Council Conducted Interviews to Fill Vacancies Resulting from Resignations on the City of San Bruno's Bicycle & Pedestrian Advisory Committee, Citizens Crime Prevention Committee and Parks and Recreation Commission. Decisions to fill the positions will take place at the next regular City Council meeting.

**5. ADJOURNMENT:**

**Mayor Ruane** closed the meeting at 6:50 p.m. The next regular City Council Meeting will be held on October 28, 2014 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 28, 2014

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Carol Bonner, City Clerk

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Jim Ruane, Mayor

# "The City With a Heart"



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

## MINUTES SAN BRUNO CITY COUNCIL

October 28, 2014

7:00 p.m.

1. **CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on October 28, 2014 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:00 p.m. **Mayor Ruane** thanked the Garden Club for the beautiful flower arrangement.

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

Presiding was Mayor Ruane, Vice Mayor Medina, Councilmembers Ibarra, O'Connell and Salazar. **City Clerk Bonner** led the pledge of allegiance.

### 3. ANNOUNCEMENTS:

a. **Mayor Ruane** announced there will not be a City Council Meeting on November 11, 2014, a Legal holiday. According to the Municipal Code, any regular City Council meeting that falls on a legal holiday shall be held on the next business day. The regular meeting on November 12, 2014 will be cancelled.

b. **Mayor Ruane** announced the annual Halloween Costume Parade and Contest at the Shops at Tanforan will take place on Friday, October 31 at 3:15. Everyone is invited to join in.

c. **Mayor Ruane** announced Goblin Grotto will take place on Thursday, October 30 at 5:30 and 6:45 p.m. at San Bruno's Recreation Gym. No ticket sales at the door.

### 4. PRESENTATIONS:

a. **Mayor Ruane** said we would Receive a Presentation from the Housing Endowment and Regional Trust (HEART) of San Mateo County. **Mark Moulton** gave a brief history of HEART and asked for questions. **Councilmember Ibarra** thanked Mark Moulton and HEART.

b. **Mayor Ruane** said we would receive a Presentation of the Centennial Oral History Project and Historical Timeline Projects. **Kathleen O'Connell** gave an informative presentation. Special thanks goes to Darold Fredericks and Catherine Murphy for their contributions to these projects.

c. **Mayor Ruane** Presented a Proclamation Declaring October, 2014 as National Breast Cancer Awareness Month which was received by **Councilmember O'Connell** who thanked the City.

5. **REVIEW OF AGENDA:** **Mayor Ruane** moved 10.a. and 10.b. to be presented before the Public Hearing.

6. **APPROVAL OF MINUTES:** Special Council Meeting of October 14, 2014 and Regular Council Meeting of October 14, 2014, approved as submitted.

## 7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of October 13 and 20, 2014
- b. **Approve:** Payroll of October 5, 2014
- c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated September 30, 2014.
- d. **Receive:** Report on Emergency Preparedness Activities.
- e. **Adopt:** Resolution Authorizing the City Manager and the City Attorney to Execute Escrow Documents to Complete the Purchase of 324 Florida Avenue by the City of San Bruno and Appropriating \$604,000 from the Park In-Lieu Fund and up to \$10,000 from the General Fund.
- f. **Adopt:** Resolution Authorizing the City Manager and the City Attorney to Execute a Purchase and Sale Agreement and Associated Escrow Documents for the Sale of 981 Glenview Drive, 1110 Glenview Drive, and 1641 Claremont Drive by the City of San Bruno to Castle Companies, Inc.

**Mayor Ruane** said a member of the public asked Items d., e. and f. be pulled.

**M/S Medina/Ibarra** to approve Items a., b. and c. and passed with all ayes.

Addressing Item d. **Battalion Chief Cresta** gave a report on the emergency preparedness activities that have taken place over the last year and what they will be doing going forward.

**Councilmember Salazar** asked if there was a plan to include Council in any training. He also asked about doing “lessons learned” from everyone involved in the gas line explosion. **Cresta** said there is no required training; however, ICS 100 and 700 can be provided to Council. He said there are after action reports and part of his job was to review those reports. He said there was a list made of what needed to be improved and that will be included in the upcoming training.

**Vice Mayor Medina** said there are classes offered in other cities and he has taken a couple. Some are offered on line and some in person.

**M/S Ibarra/Medina** to approve Item d. and passed with all ayes.

**Mayor Ruane** read a letter from a citizen who had concerns as to whether the City plans to take personal property if they don't like the way things look.

Addressing Item e., **City Manager Jackson** said the City does not intend to use eminent domain to take any residences. She said it was the interest of the property owner to have the City purchase the property. She said there is not a great deal of open space in this area and it is with that thought the City considered purchasing the property to use for a park.

**City Attorney Zafferano** said there was a typo on the resolution and the last paragraph should be changed to read \$604,000.

**Marty Medina, Garden Ct.** commended the City for the purchase.

**M/S Ibarra/O'Connell** to approve Item e. and passed with three ayes, Ibarra, O'Connell and Ruane and two noes, Medina and Salazar.

**Vice Mayor Medina** said he felt we need to take care of what we have.

Addressing Item d., **City Manager Jackson** gave background on this item.

**Councilmember Salazar** said this was a very long delay, two and half years later.

**M/S Medina/Ibarra** to approve Item f. and passed with all ayes.

## 10. CONDUCT OF BUSINESS:

a. Adopt Resolution Accepting a Donation of the Centennial Time Capsule from the San Bruno Rotary Club (moved to follow Item 7.)

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

**Councilmember Ibarra** thanked the Rotary Club for their generous donation.

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

b. Appoint Citizens to Bicycle & Pedestrian Advisory Committee, Citizens Crime Prevention Committee, Community Preparedness Committee, Culture & Arts Commission, Parks and Recreation Commission and Personnel Board (moved to follow Item 7.)

**M/S Ibarra/Medina** to reappoint the Committee, Commission and Board members and passed with all ayes.

## 8. PUBLIC HEARING:

Hold Public Hearing and Take the Following Actions to Approve the Plaza Project, a Mixed-Use Project at 406-418 San Mateo Avenue, and Associated Environmental Determinations:

**City Attorney Zafferano** said some of the decisions on this item require Councilmembers to disclose communications they have had with other people regarding the project. He said this is the time any Councilmember should disclose if they have had any communications regarding the project.

**Mayor Ruane** said since he was on the subcommittee reviewing the project, he has had discussions with the applicant.

**Councilmember Ibarra** said he was also on the subcommittee reviewing the project and has had discussions with the applicant.

**Councilmember O'Connell** said she had two meetings with the applicant to discuss the architectural details. She recused herself from the first four items because she owns property in the area.

**Vice Mayor Medina** and **Councilmember Salazar** had no discussions with the applicant.

**Community Development Director Woltering** gave a brief introduction and background on the property.

**Associate Planner Neubaumer** gave a powerpoint presentation on the staff report and asked for questions and approval.

**Councilmember Ibarra** asked this is bring brought to Council rather than just being approved by the Planning Commission.

**Neubaumer** said this went through the Architectural Review Process, but the City Council action is required due to the proposed amendments to the general plan, transit plan and zoning code. The entire project has been brought before Council in order to not break it up.

**Councilmember Salazar** asked why ground floor units were not accounted for in the transit corridor plan. **Woltering** said to update the zoning code which is underway currently.

**Councilmember Salazar** said the way he read about the parking, we are granting an exemption to the parking rather than amending the codes to accommodate the parking. He asked if we are making an exemption or are we changing the code. **Woltering** said in the case of the parking exception, the zoning code update has not been completed yet. He said the action before Council is to look at the current zoning code and do an exception.

**Councilmember Salazar** asked why we want to take the position of no residential on the ground floor. **Woltering** said San Mateo Ave. is the City's downtown commercial street.

**Councilmember Salazar** talked about density and said he did not see anything that specified a maximum density for the area. **Woltering** said the Transit Corridor Plan addresses density, in the area overall, the environmental document approach is up to 1610 residential units would be allowed. It is required the City monitor the number of units added to the area over time, so there is not a specific density level per parcel. **Councilmember Salazar** asked if there was a translation for the number of units that could fit and how many people. **Woltering** said the translation is an average throughout the TCP area of about 22 units per acre with monitoring on a parcel by parcel basis. He said this site is on the denser side in terms of residential units to be seen in the project area.

**Vice Mayor Medina** asked for clarification that the gym has been relocated. **Woltering** said there was a fitness room on the ground floor but since the Planning Commission meeting it has been relocated to the second floor, in its place would be an opportunity for commercial use.

**Vice Mayor Medina** asked about aesthetics and lighting. **Woltering** said for ten years the City has dealt with a lot of code enforcement calls. The proposed demolition could begin as soon as next summer and the construction shortly thereafter to be completed sometime early 2017. The aesthetics of the proposed project will be talked about during the second part of this presentation.

**Tom Quaglia, Project Manager, Signature Development Group** talked about their proposed project.

**Mayor Ruane** opened the public hearing.

**Robert Riechel, 7<sup>th</sup> Ave.** expressed his concerns about parking and walking to transportation.

**Jamie Monozon, Crestmoor Dr.** was very much in favor of the project.

**Marty Medina, Garden Ave.** quoted the Mayor and Council to say San Bruno is a City with a Heart. With that in mind, he said in their neighborhood there are parking problems. He quoted the percentages of the surrounding streets. He strongly disagreed with approval of this project. He said there should be a parking permit program.

**Russ Stines, Reid Ave.** stated the Council are elected to protect the people in San Bruno.

**Perry Peterson, Scenic Ave.** agreed with the last two previous speakers on how to protect the residents is an important idea. He said this is an amazing project and it is a reversal of the damage when Rhoades Hardware and the other businesses left. He commended the developer and City staff and the many people who supported this.

**Mary Lou Johnson, Merced Dr.** agreed with some of the concerns expressed this evening and talked about the plus of this project. She said it was important that we make a decision to move forward for our City.

**Ben Cohn, Fleetwood Dr.** offered his support for this project.

**Councilmember Ibarra** said for half his life he has wanted to resurrect downtown. He said this is an image change for San Bruno. He said this is what the Transit Corridor Plan is all about.

**Councilmember Salazar** said he did not believe anyone disagreed with the vision but he was concerned about the erosion of the bar that is being set.

**Vice Mayor Medina** said he believed there is a process to go through the Traffic, Safety and Parking Committee to address parking permits. **Woltering** concurred. He asked if there was any type of shuttle proposed for staff on sight. **Woltering** said there is a requirement there be a transportation on demand on sight.

**Vice Mayor Medina** recalled the businesses that used to be on San Mateo Avenue and he said something needed to be done to improve the sight. This project will make a huge difference for San Bruno and its future.

**Mayor Ruane** worked on the subcommittee and he said nothing is set on stone, it is a live document. The only thing that is set in stone is the structure that has been sitting there for ten years with vagrants in and out, graffiti and fencing around it and not benefiting anyone. He added the grade separation is one end of the street, an anchor and this project will be the other end of the street, another anchor.

1. Adopt Resolution Approving an Amendment to the San Bruno 2009 General Plan to Conditionally Allow Ground Floor Residential Uses on All Streets in the Downtown (C-B-D Character Area), Except San Mateo Avenue.

**Councilmember Ibarra** introduced the resolution approving an amendment to the San Bruno 2009 General Plan and passed with four votes. **Councilmember O'Connell** recused.

2. Adopt Resolution Approving an Amendment to the San Bruno Transit Corridors Plan to Conditionally Allow Ground Floor Residential Uses on All Streets in the Downtown (C-B-D Character Area), Except San Mateo Avenue.

**Councilmember Salazar** said because we are conditionally approving this, what approvals will be required for that condition. **Woltering** said in this particular case this is coming before Council for this project; henceforth unless the project comes to Council because it is bundled with entitlement policy decisions, the Planning Commission would take the final action.

**Councilmember Ibarra** introduced the resolution approving an amendment to the San Bruno Transit Corridors Plan and passed with four votes. **Councilmember O'Connell** recused.

3. Waive First Reading and Introduce an Ordinance Amendment Chapter 12.96.120 of Title 12 (Land Use) of the San Bruno Municipal Code to Conditionally Allow Ground Floor Residential Uses on All Streets in the Downtown (C-B-D Zoning District), Except San Mateo Avenue, and to Ensure Density Requirements and Setback Requirements are Consistent with the San Bruno Transit Corridors Plan.

**M/S Ibarra/Medina** to waive the first reading and passed with four votes. **Councilmember O'Connell** recused.

**Councilmember Ibarra** introduced the ordinance for adoption and passed with four votes. **Councilmember O'Connell** recused.

4. Adopt Resolution Approving a Conditional Use Permit to Allow Ground Floor Residential

Uses, and a Parking Exception to Allow the Proposed Development with the Number of Units and Parking Spaces Currently Proposed.

**Councilmember Ibarra** introduced the resolution approving a conditional use permit and passed with four votes. **Councilmember O’Connell** recused.

**Councilmember O’Connell** returned to the dias.

5. Adopt Resolution Approving Installation of Two Loading Zone Spaces Adjacent to the Project Site Along San Mateo Avenue.

6. Adopt Resolution Approving an Architectural Review Permit for the Plaza, a Mixed-Use Project at 406-418 San Mateo Avenue.

**Neuebaumer** gave an overview of the staff report and asked for questions.

**Councilmember Ibarra** asked where the corner unit’s trash will be thrown. **Neuebaumer** said the corner unit would not have internal access to the hallway connecting it to the commercial trash room; however, they will still be utilizing that commercial trash room located on the northern edge of the property. He said he guessed there would be some sort of opening in the residential lobby which would allow access to that internal hallway. **Councilmember Ibarra** said if we don’t provide something he anticipated seeing garbage. **Neuebaumer** said there is a condition of approval stating that garbage shall not be located in the public right-of-way at any time.

**Tom Quaglia, Project Manager, Signature Development Group** said they agree with the conditions of approval and they agree with the staff presentation. He said regarding the trash, the unit in question is the smallest in the building and there are two trash areas in the building, the major one being on Taylor Ave and then there is another trash area at the other end of the building, the commercial trash. The occupants of this unit will use the trash area on Taylor. All of the trash for the entire building is stored inside, it is not put curbside. He said they have no problem shortening the time for the loading zones. **Woltering** discussed the loading zones.

**Howai Lai, Yhla Architects**, talked about the design process, the colors, the detailing, use of awnings and sunscreens and especially, the corner, the gateway to the downtown area.

**Robert Riechel, 7<sup>th</sup> Ave.** supported the two loading zones.

**Russ Stines, Reid Ave.** he said he is in support of the building, he was just concerned about the parking.

**Ben Cohn, Fleetwood Dr.** said he is 100% with the esthetics. Use of the balconies on the buildings and how management says what can go out there and what can’t.

**Jamie Monozon, Crestmoor Dr.** supported the last two resolutions. She said if Measure N is passed, there will be an opportunity to have a parking structure.

**Quaglia** said they will work on their restrictions. **Woltering** says there is a condition of approval of what can and cannot be stored on balconies.

**Councilmember Ibarra** complimented the architect.

**M/S Medina/O’Connell** to close the Public Hearing and passed with all ayes.

**Council** discussed the loading zones and shortening the hours of operation. **Neuebaumer** said the decision made tonight would be what would be done going forward. Council decided there would only be one loading zone and the hours of operation would be 6:00 a.m. to 11:00 a.m., Monday through Saturday.

**Vice Mayor Medina** introduced the resolution for adoption with the modification that there would only be one loading zone and the hours of operation would be 6:00 a.m. to 11:00 a.m., Monday through Saturday and passed with a unanimous vote.

**Councilmember O’Connell** introduced the resolution for adoption approving an Architectural Review Permit for the Plaza and passed with a unanimous vote.

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

**Isin Al-otat, Pine Street** thanked the Mayor and Council for all their hard work regarding the pipe line explosion. She said the Transit Corridor Plan is a way for San Bruno to move forward. She said we need to work together as a team.

**Perry Peterson, Scenic Ct.** talked about Optical Character Reading (OCR). He said an OCR document lets you search for any word. He asked staff to make every pdf posted to the web searchable. **Councilmember Salazar** said the Transit Corridor Plan is searchable.

**Robert Riechel, 7<sup>th</sup> Ave.** gave a short update on the Mosquito Abatement

## 10. CONDUCT OF BUSINESS:

a. Adopt Resolution Accepting a Donation of the Centennial Time Capsule from the San Bruno Rotary Club (moved to follow Item 7.)

b. Appoint Citizens to Bicycle & Pedestrian Advisory Committee, Citizens Crime Prevention Committee, Community Preparedness Committee, Culture & Arts Commission, Parks and Recreation Commission and Personnel Board (moved to follow Item 7.)

c. Adopt Resolution Authorizing the City Manager to Execute a Contract with West Yost Associates for Design of the Jenevein Avenue Sewer and Water Main Replacement Project in an Amount Not to Exceed \$213,675 and Appropriating \$222,500 from the Water Capital Fund and \$215,000 from the Wastewater Capital Fund.

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

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

d. Adopt Resolution Authorizing the City Manager to Execute a Contract with West Yost Associates for Design of the San Mateo Avenue Sewer and Water Main Replacement Project in an Amount Not to Exceed \$318,475 and Appropriating \$267,500 from the Water Capital Fund and \$400,000 from the Wastewater Capital Fund.

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

**Councilmember Ibarra** said the infrastructure on San Mateo Ave. is under the curb, and will this be addressed during this construction. **Tan** said currently there are no plans.

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

e. Adopt Resolution Authorizing the City Manager to:

- Execute a Construction Contract with McGuire and Hester for the Olympic Pump Station and Force Main Replacement Project in the Amount of \$2,294,964 with a Construction Contingency of \$350,000;

- Execute a Contract for Construction Inspection Services with West Yost Associates in an Amount Not To Exceed \$228,902; and
- Appropriate an Additional \$350,000 from the Wastewater Capital Fund.

**Associate Engineer Wong** gave an overview of the staff report and asked for questions.

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

f. Adopt Resolution Authorizing the City Manager to Execute a Maintenance Services Agreement with the City of South San Francisco to Provide Traffic Signal Maintenance and Sewer Line Video Inspections.

**Interim Public Services Director Razavi** gave an overview of the staff report and asked for questions.

**Vice Mayor Medina** asked if we would be relying on SSF for videoing our sewer system. **Razavi** said at this time we are evaluating our capabilities. He said an agency is looking at our system to see whether we can provide this, in house. **City Manager Jackson** clarified that the amount is not paid unless the service is used.

**Councilmember Salazar** asked if we have anything to compare the rates. **Razavi** said the rates have been checked with other agencies five years ago and presently, this is substantially less.

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

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

#### **12. COMMENTS FROM COUNCIL MEMBERS:**

**Mayor Ruane** said they will Receive a Report from the Bay Area Water Supply and Conservation Agency (BAWSCA) on Regional Water Supply Conditions once Councilmember O’Connell gets a little more information.

**Mayor Ruane** reminded everyone to vote next Tuesday.

#### **13. CLOSED SESSION:**

#### **14. ADJOURNMENT:**

**Mayor Ruane** closed the meeting at 10:23 p.m. with a moment of silence in memory of Al Teglia. The next regular City Council Meeting will be held on November 25, 2014 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 14, 2014

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Carol Bonner, City Clerk

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Jim Ruane, Mayor

10/27/14

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$127,540.21
132	AGENCY ON AGING	\$4,516.23
133	RESTRICTED DONATIONS	\$21,915.00
190	EMERGENCY DISASTER FUND	\$7,067.92
203	STREET IMPROVE. PROJECTS	\$1,391.76
611	WATER FUND	\$80,326.71
621	STORMWATER FUND	\$4,394.26
631	WASTEWATER FUND	\$83,960.23
641	CABLE TV FUND	\$33,996.72
701	CENTRAL GARAGE	\$3,371.37
702	FACILITY MAINT. FUND	\$6,219.10
707	TECHNOLOGY DEVELOPMENT	\$23,187.36
711	SELF INSURANCE	\$1,052.85
891	S.B. GARBAGE CO. TRUST	\$448,128.07
TOTAL FOR APPROVAL		\$847,067.79

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 151420 THROUGH 151537 INCLUSIVE, TOTALING IN THE AMOUNT OF \$847,067.79 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      10-28-14  
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0018867 3M TRAFFIC SAFETY SYSTEMS DIV.	151420	10/27/2014	4,255.09
0017053 ACCOUNTEMPS	151422	10/27/2014	3,072.00
0106027 ADVANCED TECHNICAL SOLUTIONS, INC.	151529	10/27/2014	6,747.10
0000163 AIRPORT AUTO PARTS INC.	151423	10/27/2014	34.80
0018976 ALPHA ANALYTICAL LAB. INC.	151424	10/27/2014	1,196.00
0016688 ALPHA TECHNOLOGIES, INC.	151425	10/27/2014	92.65
0102355 AMAZON	151426	10/27/2014	826.17
0017359 AMERICAN EXPRESS	151427	10/27/2014	3,859.17
0106072 ANDREW D. HIDALGO	151469	10/27/2014	45.00
0017403 APPLICATION ASSOCIATES	151428	10/27/2014	3,300.00
0001965 ARISTA BUSINESS	151429	10/27/2014	118.81
0016123 AT&T	151430	10/27/2014	1,164.59
0017191 AT&T	151431	10/27/2014	1,411.81
0018583 AT&T MOBILITY	151432	10/27/2014	62.54
0000345 BAKER & TAYLOR BOOKS	151433	10/27/2014	4,076.65
0102745 BAY AREA NEWS GROUP	151434	10/27/2014	616.32
0015628 BAY AREA TREE CO., INC.	151435	10/27/2014	1,725.00
0016099 BAY REPROGRAPHIC SUPPLY	151436	10/27/2014	154.52
0018093 BBC WORLDWIDE AMERICA INC.	151437	10/27/2014	730.59
0103924 BEAR DATA SOLUTIONS, INC.	151438	10/27/2014	1,881.50
0106074 BEST BEVERAGE CATERING	151439	10/27/2014	3,915.00
0017624 BKF ENGINEERS	151440	10/27/2014	7,067.92
0105983 BRIAN NOCE	151492	10/27/2014	1,266.09
0017434 BROWN & CALDWELL	151441	10/27/2014	3,394.75
0096798 BUSINESS PRODUCTS & SUPPLIES	151442	10/27/2014	597.10
0097451 CALIFORNIA PARK & RECREATION	151443	10/27/2014	150.00
0017843 CENTRAL COUNTY FIRE DEPT.	151445	10/27/2014	1,220.26
0018303 CHANNING BETE COMPANY INC.	151446	10/27/2014	108.95
0016324 CINTAS CORPORATION	151447	10/27/2014	306.80
0001889 CITY OF REDWOOD CITY	151448	10/27/2014	1,350.00
0104552 COLIN PAGE	151500	10/27/2014	296.00
0015857 COUNTY OF SAN MATEO	151450	10/27/2014	76.00
0105741 COX MEDIA GROUP	151451	10/27/2014	7,597.50
0105894 CRIME SCENE CLEANERS, INC.	151452	10/27/2014	175.00
0098908 DEPT. OF INDUSTRIAL RELATIONS	151453	10/27/2014	225.00
0094788 ENGEO INC	151456	10/27/2014	13,220.99
0106045 EXAMINETICS, INC.	151458	10/27/2014	1,052.85
0105857 FIRE INFORMATION SUPPORT SVCS. INC.	151473	10/27/2014	1,000.00
0098866 FLASH RIBBONS	151460	10/27/2014	377.50
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	151461	10/27/2014	720.00
0018117 FLYERS ENERGY, LLC	151462	10/27/2014	8,607.88
0102869 FRANCHISE TAX BOARD	151463	10/27/2014	725.00
0016154 GOETZ BROTHERS SPORTING GOODS	151464	10/27/2014	1,111.80
0000162 GRAINGER	151465	10/27/2014	115.70
0000541 GRANITE ROCK COMPANY	151466	10/27/2014	1,839.63
0095966 GREATAMERICA FINANCIAL SVCS.	151467	10/27/2014	647.01
0017914 GSWAW INC.	151468	10/27/2014	3,798.65
0105378 HOME MAID RAVIOLI COMPANY INC.	151470	10/27/2014	44.50
0018090 HOPKINS TECHNICAL PRODUCTS,INC	151471	10/27/2014	3,227.84
0105790 HORIZON BROTHERS PAINTING	151472	10/27/2014	4,232.50
0018557 INTERSTATE SALES	151474	10/27/2014	4,163.26
0104018 INTERSTATE TRAFFIC CONTROL	151475	10/27/2014	212.55
0018261 INTL MEDIA DISTRIBUTION, LLC	151476	10/27/2014	4,499.34

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Vendor Code & Name	Check #	Check Date	Amount
0095465 JENNIFER DIANOS	151454	10/27/2014	500.00
0018584 JOANNE RYAN	151477	10/27/2014	134.27
0104717 KRISTEN ELDERSON	151455	10/27/2014	190.00
0000317 L.N. CURTIS & SONS	151478	10/27/2014	78.48
0096347 LA LORICK ASSOCIATES	151479	10/27/2014	7,849.25
0106073 LAUREN MEYER	151483	10/27/2014	45.00
0017621 LAW OFFICES OF JONES & MAYER	151480	10/27/2014	90.00
0018177 LOWE'S	151481	10/27/2014	1,998.54
0090000 MARC CATALANO	151444	10/27/2014	325.76
0102770 METLIFE	151482	10/27/2014	350.46
0092285 MICROMARKETING LLC	151484	10/27/2014	35.99
0016863 MIDWEST TAPE, LLC	151485	10/27/2014	68.23
0001709 MILLBRAE LOCK	151486	10/27/2014	7.09
0096800 MOBILE CALIBRATION SVCS. LLC	151487	10/27/2014	224.64
0000333 MOSS RUBBER & EQUIP. CORP.	151488	10/27/2014	80.14
0000357 NATIONAL CABLE TV CO-OP, INC.	151489	10/27/2014	5,544.11
0018692 NHK COSMOMEDIA AMERICA, INC.	151490	10/27/2014	1,162.50
0015839 NOR-CAL SIGNS	151493	10/27/2014	27.25
0018157 OCLC INC	151494	10/27/2014	341.07
0092263 OFFICE DEPOT INC	151495	10/27/2014	952.32
0018284 OFFICEMAX INC.	151496	10/27/2014	64.01
0000210 OLE'S CARBURETOR &ELECTRIC INC	151497	10/27/2014	9.72
0097567 ONE HOUR DRY CLEANING	151498	10/27/2014	48.00
0000012 PACIFIC GAS & ELECTRIC	151499	10/27/2014	64,912.58
0103515 PENINSULA POWER WASH	151501	10/27/2014	4,350.00
0106077 PERMACARD	151502	10/27/2014	1,068.46
0000294 PITNEY BOWES	151503	10/27/2014	1,783.02
0102915 PRECISE PRINTING & MAILING	151504	10/27/2014	762.00
0000285 PREFERRED ALLIANCE, INC.	151505	10/27/2014	302.72
0098436 PROFESSIONAL LAND SERVICES	151506	10/27/2014	1,355.00
0000071 R & B COMPANY	151507	10/27/2014	18,554.27
0017111 RANDOM HOUSE INC	151508	10/27/2014	65.40
0000175 RECOLOGY SAN BRUNO	151509	10/27/2014	408,128.07
0000175 RECOLOGY SAN BRUNO	151510	10/27/2014	40,000.00
0090749 RED WING SHOE STORE	151511	10/27/2014	201.09
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	151512	10/27/2014	1,627.84
0103531 RICOH USA, INC.	151513	10/27/2014	328.19
0096458 RMC WATER AND ENVIRONMENT	151514	10/27/2014	10,432.50
0017923 SALSBURY INDUSTRIES	151515	10/27/2014	1,752.80
0018494 SAN BRUNO COLTS BASEBALL	151516	10/27/2014	98.00
0094031 SAN MATEO COUNTY HISTORIAL ASSOCIATION	151449	10/27/2014	18,000.00
0102917 SFPUC FINANCIAL SERVICES	151517	10/27/2014	2,600.00
0104737 SHERRY NOAKES	151491	10/27/2014	45.00
0091737 SHIFT CALENDARS INC	151518	10/27/2014	602.54
0018962 SHOE DEPOT INC.	151519	10/27/2014	161.88
0001225 SIERRA PACIFIC TURF SUPPLY,INC	151520	10/27/2014	183.12
0017508 SOUTH CITY LUMBER AND SUPPLY	151521	10/27/2014	101.87
0097079 SPRINT	151522	10/27/2014	528.98
0105481 STARVISTA	151523	10/27/2014	14,810.00
0014075 STATE BOARD OF EQUALIZATION	151524	10/27/2014	987.00
0105796 SUNRISE FOOD DISTRIBUTOR INC.	151525	10/27/2014	612.56
0106075 SUPERIOR CORING & CUTTING,INC.	151526	10/27/2014	1,400.00
0018028 SWRCB	151527	10/27/2014	7,315.70
0018813 TANKO LIGHTING	151528	10/27/2014	1,171.58

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Vendor Code & Name	Check #	Check Date	Amount
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	151457	10/27/2014	2,465.00
0096616 TENNANT SALES AND SERVICE CO.	151530	10/27/2014	3,371.37
0103559 THE MLB NETWORK, LLC	151531	10/27/2014	1,865.92
0105953 TRIIO, LLC	151532	10/27/2014	9,395.90
0095538 TV GUIDE NETWORK, INC.	151533	10/27/2014	782.85
0102988 VANTAGEPOINT TRANSFER AGENTS	151534	10/27/2014	11,990.19
0100171 VLADIMIR ABDILOV	151421	10/27/2014	200.00
0000612 WESTVALLEY CONSTRUCTION CO.INC	151535	10/27/2014	76,306.78
0100184 WILLIAM J. FEISTER	151459	10/27/2014	325.00
0102630 XO COMMUNICATIONS, LLC	151536	10/27/2014	3,130.41
0000578 ZEE MEDICAL, INC.	151537	10/27/2014	151.69
		<b>GrandTotal:</b>	<b>847,067.79</b>
		<b>Total count:</b>	<b>118</b>

11/03/14

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$61,281.97
002	GENERAL FUND RESERVE	\$140,000.00
132	AGENCY ON AGING	\$3,965.00
133	RESTRICTED DONATIONS	\$227.90
190	EMERGENCY DISASTER FUND	\$56,368.52
203	STREET IMPROVE. PROJECTS	\$18.77
611	WATER FUND	\$561,153.16
621	STORMWATER FUND	\$958.15
631	WASTEWATER FUND	\$31,995.95
641	CABLE TV FUND	\$113,811.39
701	CENTRAL GARAGE	\$10,688.14
702	FACILITY MAINT. FUND	\$2,571.55
707	TECHNOLOGY DEVELOPMENT	\$131.68
711	SELF INSURANCE	\$5,582.72
880	PROJECT DEVELOP. TRUST	\$330.00
TOTAL FOR APPROVAL		\$989,084.90

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 151538 THROUGH 151666 INCLUSIVE, TOTALING IN THE AMOUNT OF \$989,084.90 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

11-5-14  
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0093714 AARON LOZADA	151609	11/3/2014	200.00
0017053 ACCOUNTEMPS	151538	11/3/2014	1,920.00
0016499 ACTION SPORTS	151539	11/3/2014	266.65
0000858 ADECCO EMPLOYMENT SERVICES	151540	11/3/2014	3,455.04
0001170 AIRGAS NCN	151541	11/3/2014	80.70
0000163 AIRPORT AUTO PARTS INC.	151542	11/3/2014	54.46
0017459 ALL CITY MANAGEMENT SVC.INC.	151543	11/3/2014	2,261.68
0000082 AMERICAN MESSAGING	151544	11/3/2014	56.56
0100698 ANNETTE NAVARRO	151620	11/3/2014	69.00
0001202 ARAMARK UNIFORM SERVICES	151545	11/3/2014	1,064.54
0104899 ASSOCIATE PARTNERS	151546	11/3/2014	2,145.00
0016123 AT&T	151547	11/3/2014	68.39
0000345 BAKER & TAYLOR BOOKS	151548	11/3/2014	1,482.47
0102657 BASCOM TRIM & UPHOLSTERY	151549	11/3/2014	650.44
0015628 BAY AREA TREE CO., INC.	151550	11/3/2014	1,050.00
0103924 BEAR DATA SOLUTIONS, INC.	151551	11/3/2014	1,351.50
0018390 BEN'ZARA MINKIN	151552	11/3/2014	200.00
0017624 BKF ENGINEERS	151553	11/3/2014	20,557.27
0095652 BRANDAN DENMAN	151574	11/3/2014	130.23
0097686 BRIAN SCOTT PRODUCTIONS	151554	11/3/2014	375.00
0099815 BRUCE CONSTRUCTION	151555	11/3/2014	1,000.00
0018317 CANNON DESIGN GROUP	151556	11/3/2014	750.00
0100499 CARLOS LOPEZ	151608	11/3/2014	196.00
0104049 CAROL COSTAKIS	151567	11/3/2014	152.10
0017843 CENTRAL COUNTY FIRE DEPT.	151558	11/3/2014	757.43
0017284 CHEMSEARCHFE	151559	11/3/2014	386.50
0016324 CINTAS CORPORATION	151560	11/3/2014	184.10
0096053 CINTAS DOCUMENT MANAGEMENT	151561	11/3/2014	49.50
0106048 CIT	151562	11/3/2014	426.89
0098588 CITY OF BURLINGAME	151563	11/3/2014	50.00
0017802 CLEANSOURCE, INC.	151564	11/3/2014	2,054.39
0018911 COMCAST CABLE COMMUNICATIONS	151565	11/3/2014	25,244.80
0104508 COMCAST SPORTSNET CALIFORNIA	151566	11/3/2014	20,140.96
0093286 COUNTY OF SAN MATEO-SHERIFF	151569	11/3/2014	275.00
0018331 CSG CONSULTANTS INC.	151570	11/3/2014	617.00
0017533 CUTTERS EDGE	151571	11/3/2014	202.51
0105974 D&D PIPELINES, INC.	151572	11/3/2014	76,788.04
0098592 EDNA ROCHFORD	151638	11/3/2014	400.00
0106084 EQUI-TEE MFG.	151575	11/3/2014	178.95
0000944 FEDEX	151576	11/3/2014	40.03
0091890 FIDELITY NATIONAL TITLE CO.	151577	11/3/2014	140,000.00
0018117 FLYERS ENERGY, LLC	151578	11/3/2014	8,944.30
0095617 FRANCISCO JABSON	151594	11/3/2014	100.00
0014910 G & M AUTO BODY	151579	11/3/2014	1,733.73
0096232 GEOFF GABRIEL	151580	11/3/2014	600.60
0104572 GERHARD A. GEORGI	151581	11/3/2014	2,855.00
0096854 GOLDEN GATE TRUCK CENTER	151582	11/3/2014	10.27
0000162 GRAINGER	151583	11/3/2014	826.17
0102139 GRANITE CONSTRUCTION COMPANY	151584	11/3/2014	690.35
0017882 HOME BOX OFFICE	151588	11/3/2014	544.07
0099516 HOME PRIDE CONSTRUCTION	151589	11/3/2014	875.00
0105735 HYDROSCIENCE ENGINEERS, INC.	151590	11/3/2014	5,605.00
0014140 IAPMO INTL ASSN OF PLUMBING	151591	11/3/2014	200.00

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Vendor Code & Name	Check #	Check Date	Amount
0001786 IN DEMAND-NYC	151592	11/3/2014	846.85
0018261 INTL MEDIA DISTRIBUTION, LLC	151593	11/3/2014	1,067.00
0097823 IVY TAM	151653	11/3/2014	1,000.00
0105884 JACKSON LEWIS P.C.	151595	11/3/2014	160.00
0099824 JIANGUO GU	151585	11/3/2014	100.00
0093639 JIMENEZ FAMILY	151596	11/3/2014	265.64
0103342 JMB CONSTRUCTION, INC.	151597	11/3/2014	158,333.81
0018376 JT2 INTEGRATED RESOURCES	151598	11/3/2014	5,582.72
0000075 K-119 TOOLS OF CALIFORNIA INC.	151599	11/3/2014	435.89
0104994 KRON 4/BAY AREA NEWS STATION	151601	11/3/2014	8,239.05
0000317 L.N. CURTIS & SONS	151603	11/3/2014	622.94
0096347 LA LORICK ASSOCIATES	151604	11/3/2014	6,224.15
0018884 LAURA RUSSELL	151605	11/3/2014	329.47
0104424 LIDIA'S ITALIAN DELICACIES	151607	11/3/2014	3,965.00
0102701 LISA LUCIANO	151610	11/3/2014	954.85
0097172 MAHESH KHURANA	151600	11/3/2014	200.00
0095643 MARGARET MCCARTY	151612	11/3/2014	975.24
0104650 MARK E. MATTEUCCI	151611	11/3/2014	2,560.25
0000389 MATRISHA PERSON	151631	11/3/2014	1,894.10
0092285 MICROMARKETING LLC	151614	11/3/2014	86.94
0100598 MIKE DENEGRY	151573	11/3/2014	100.00
0099938 MIKE MUNDAY	151618	11/3/2014	100.00
0103600 MOMENTUM TELECOM, INC.	151615	11/3/2014	20,528.24
0105925 MONICA WALKER	151662	11/3/2014	79.30
0102832 MOORE IACOFANO GOLTSMAN, INC.	151616	11/3/2014	330.00
0000333 MOSS RUBBER & EQUIP. CORP.	151617	11/3/2014	324.66
0100455 NANCY CARRILLO	151557	11/3/2014	400.00
0002107 NANCY HERNANDEZ	151587	11/3/2014	30.71
0106081 NICOLE LENHART	151606	11/3/2014	90.00
0015839 NOR-CAL SIGNS	151621	11/3/2014	49.05
0105898 NORTH VALLEY BANK	151622	11/3/2014	8,333.36
0092263 OFFICE DEPOT INC	151623	11/3/2014	1,367.71
0018284 OFFICEMAX INC.	151624	11/3/2014	387.21
0000210 OLE'S CARBURETOR &ELECTRIC INC	151625	11/3/2014	2,292.01
0106083 OYATE	151626	11/3/2014	415.68
0000012 PACIFIC GAS & ELECTRIC	151627	11/3/2014	47,962.46
0001154 PENINSULA LIBRARY SYSTEM	151628	11/3/2014	7,338.00
0095148 PENINSULA MUNI.ENGINEERING	151629	11/3/2014	17,850.00
0018283 PERFORMANCE TOW LLC	151630	11/3/2014	240.00
0097727 PHILIP ROSSOVICH	151639	11/3/2014	200.00
0016770 PRAXAIR DISTRIBUTION INC -192	151632	11/3/2014	150.35
0016828 PRECISION AUTO SERVICE	151633	11/3/2014	79.95
0097558 PURCHASE POWER	151634	11/3/2014	252.71
0013981 QUILL CORPORATION	151635	11/3/2014	109.02
0018312 R. GUERRA & ASSOCIATES	151636	11/3/2014	275.00
0017111 RANDOM HOUSE INC	151637	11/3/2014	153.97
0104568 ROBERT B. AND COLLEEN M. MCNICHOL	151613	11/3/2014	4,273.25
0100104 ROBERT HANKE	151586	11/3/2014	200.00
0016213 ROZZI REPRODUCTION&SUPPLY INC.	151640	11/3/2014	344.33
0000569 SAN BRUNO AUTO CENTER, INC.	151641	11/3/2014	150.00
0000081 SAN BRUNO CABLE TV	151642	11/3/2014	72.04
0093465 SAN MATEO COUNTY SHERIFF	151643	11/3/2014	364.00
0099047 SAN MATEO CTY SHERIFF'S OFFICE	151644	11/3/2014	5,438.93
0018461 SERRAMONTE FORD, INC.	151645	11/3/2014	1,101.74

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Vendor Code & Name	Check #	Check Date	Amount
0000074 SFPUC - WATER DEPARTMENT	151647	11/3/2014	239,776.25
0018962 SHOE DEPOT INC.	151648	11/3/2014	107.89
0106078 SOLAR CITY	151650	11/3/2014	208.80
0105992 SPOK, INC.	151651	11/3/2014	33.17
0097079 SPRINT	151652	11/3/2014	65.38
0096616 TENNANT SALES AND SERVICE CO.	151654	11/3/2014	490.50
0106076 THE 360 GROUP	151655	11/3/2014	25,000.71
0000241 THE ADAM-HILL COMPANY	151656	11/3/2014	269.66
0000036 THOMSON WEST	151657	11/3/2014	153.72
0001362 TV GUIDE MAGAZINE, LLC	151658	11/3/2014	153.28
0102744 UNIVERSAL BUILDING SERVICES	151659	11/3/2014	175.00
0102865 UNIVERSAL SERVICE ADMINISTRATIVE CO.	151646	11/3/2014	4,960.13
0105133 UTILITY TELEPHONE, INC.	151660	11/3/2014	179.95
0100603 VADIM SHVETS	151649	11/3/2014	100.00
0100348 VALERIE NAGLE	151619	11/3/2014	200.00
0095749 VERIZON WIRELESS	151661	11/3/2014	3,556.47
0104660 WEST YOST ASSOCIATES, INC.	151663	11/3/2014	42,271.86
0018385 WFCB - OSH COMMERCIAL SERVICES	151664	11/3/2014	1,266.83
0106071 WILLSENN KUO	151602	11/3/2014	1,700.00
0106037 WINE COUNTRY COMMERCE	151665	11/3/2014	229.00
0096001 YENIS COTUA DE GALINDO	151568	11/3/2014	156.80
0104033 ZCORUM, INC.	151666	11/3/2014	22,484.30
		<b>GrandTotal:</b>	<b>989,084.90</b>
		<b>Total count:</b>	<b>129</b>

11/10/14

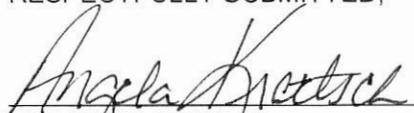
CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$125,201.71
132	AGENCY ON AGING	\$2,253.82
133	RESTRICTED DONATIONS	\$3,080.12
190	EMERGENCY DISASTER FUND	\$4,700.23
207	TECHNOLOGY CAPITAL	\$3,291.67
611	WATER FUND	\$46,430.50
631	WASTEWATER FUND	\$2,034.84
641	CABLE TV FUND	\$249,984.65
701	CENTRAL GARAGE	\$92.02
702	FACILITY MAINT. FUND	\$15,623.67
707	TECHNOLOGY DEVELOPMENT	\$11,413.22
TOTAL FOR APPROVAL		\$464,106.45

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 151667 THROUGH 151777 INCLUSIVE, TOTALING IN THE AMOUNT OF \$464,106.45 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

11-13-14  
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0104680 ACCESS 24 COMMUNICATIONS INC.	151667	11/10/2014	381.10
0017053 ACCOUNTEMPS	151668	11/10/2014	1,920.00
0016499 ACTION SPORTS	151669	11/10/2014	553.75
0106027 ADVANCED TECHNICAL SOLUTIONS, INC.	151764	11/10/2014	1,393.02
0001170 AIRGAS NCN	151670	11/10/2014	125.55
0000163 AIRPORT AUTO PARTS INC.	151671	11/10/2014	25.06
0105718 ALAMEDA ELECTRICAL DISTRIBUTORS	151706	11/10/2014	109.00
0017459 ALL CITY MANAGEMENT SVC.INC.	151672	11/10/2014	2,527.76
0000372 ALLIED SECURITY ALARMS	151673	11/10/2014	951.00
0018976 ALPHA ANALYTICAL LAB. INC.	151674	11/10/2014	2,495.00
0000082 AMERICAN MESSAGING	151675	11/10/2014	16.02
0014890 AMERICAN WATER WORKS ASSN.	151676	11/10/2014	416.00
0001965 ARISTA BUSINESS	151677	11/10/2014	2,776.99
0014617 AT&T	151678	11/10/2014	14.11
0016123 AT&T	151679	11/10/2014	922.03
0017191 AT&T	151680	11/10/2014	399.16
0000345 BAKER & TAYLOR BOOKS	151681	11/10/2014	4,918.38
0018653 BAY AREA BARRICADE SVC., INC.	151682	11/10/2014	1,124.71
0096798 BUSINESS PRODUCTS & SUPPLIES	151684	11/10/2014	435.46
0096550 CABLECOM	151685	11/10/2014	1,616.67
0017843 CENTRAL COUNTY FIRE DEPT.	151687	11/10/2014	26,960.05
0013965 CH BULL CO.	151688	11/10/2014	364.61
0016324 CINTAS CORPORATION	151690	11/10/2014	184.10
0000227 CITY OF SAN BRUNO	151691	11/10/2014	4,849.40
0013595 CITY OF SAN BRUNO	151692	11/10/2014	716.91
0017802 CLEANSOURCE, INC.	151693	11/10/2014	76.83
0105187 CONCERN	151694	11/10/2014	679.14
0102625 CONTEC, LLC	151695	11/10/2014	2,496.60
0103230 CORELOGIC SOLUTIONS, LLC	151696	11/10/2014	536.67
0104729 CRESTMOOR AUTO CENTER	151699	11/10/2014	183.65
0105811 CSAC EXCESS INSURANCE AUTHORITY	151709	11/10/2014	12,312.58
0018331 CSG CONSULTANTS INC.	151700	11/10/2014	5,745.46
0018870 DANIEL RIVAS	151701	11/10/2014	1,096.72
0095512 DANIELLE BREWER	151702	11/10/2014	94.41
0018169 DELL MARKETING L.P.	151703	11/10/2014	53.01
0018673 DENNIS BOSCH	151704	11/10/2014	500.00
0104327 EATON PUMP & SALES	151705	11/10/2014	5,125.00
0000046 EWING IRRIGATION PRODUCTS INC	151708	11/10/2014	305.75
0013683 F. FERRANDO & CO.	151710	11/10/2014	4,626.00
0098524 FEDERICO GOMEZ	151720	11/10/2014	300.00
0106089 FIREFIGHTER CANDIDTAE TESTING CENTER(FCTC)	151686	11/10/2014	1,800.00
0013714 FIRST NATIONAL BANK	151711	11/10/2014	17,957.24
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	151712	11/10/2014	2,892.47
0102869 FRANCHISE TAX BOARD	151713	11/10/2014	725.00
0105960 GARRATT CALLAHAN	151714	11/10/2014	3,965.49
0018842 GBH POLYGRAPH SERVICES	151715	11/10/2014	250.00
0096932 GENESIS EMPLOYEE BENEFITS, INC	151716	11/10/2014	269.00
0095666 GLOBAL TELECOM&TECHNOLOGY INC.	151717	11/10/2014	4,261.34
0017983 GLORIA DEETER	151718	11/10/2014	152.24
0016969 GOLDEN IDEAS	151719	11/10/2014	4,559.00
0017900 GREAT LAKES DATA SYSTEMS INC	151721	11/10/2014	1,450.00
0095966 GREATAMERICA FINANCIAL SVCS.	151722	11/10/2014	404.33
0096837 GYM DOCTORS	151723	11/10/2014	100.00

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Vendor Code & Name	Check #	Check Date	Amount	
0105378	HOME MAID RAVIOLI COMPANY INC.	151724	11/10/2014	368.70
0106054	HULA HALA 'O MAKALAPUA	151725	11/10/2014	223.20
0001786	IN DEMAND-NYC	151726	11/10/2014	2,365.64
0018261	INTL MEDIA DISTRIBUTION, LLC	151727	11/10/2014	2,266.82
0104733	JACKIE MATTIAS	151735	11/10/2014	295.96
0097254	JOAN KITAJIMA	151731	11/10/2014	100.00
0096838	JOHN MURPHY	151728	11/10/2014	125.00
0018050	KAISER FOUNDATION HEALTH PLAN	151729	11/10/2014	3,602.20
0017947	KEVIN MCMULLAN	151736	11/10/2014	213.00
0101866	KIDZ LOVE SOCCER	151730	11/10/2014	2,840.00
0105940	LEADS ONLINE	151732	11/10/2014	2,238.00
0104424	LIDIA'S ITALIAN DELICACIES	151733	11/10/2014	595.00
0096482	LISA SBRAGIA	151758	11/10/2014	100.00
0017026	LYNX TECHNOLOGIES, INC.	151734	11/10/2014	2,275.00
0000376	MARILYN BENNETT	151683	11/10/2014	421.20
0102770	METLIFE	151737	11/10/2014	350.46
0016863	MIDWEST TAPE, LLC	151738	11/10/2014	29.99
0093622	MIKE GULDNER	151739	11/10/2014	105.99
0104730	MUNICIPAL EMERGENCY SERVICES	151740	11/10/2014	5,951.40
0000357	NATIONAL CABLE TV CO-OP, INC.	151741	11/10/2014	232,531.55
0000522	NORTH COAST COUNTY WATER DISTRICT(NCCWD)	151698	11/10/2014	23,873.23
0096380	NORTH COUNTY RECREATION LEAGUE(NCRL)	151750	11/10/2014	400.00
0105238	NORTHERN SERVICES INC.	151742	11/10/2014	8,316.08
0092263	OFFICE DEPOT INC	151743	11/10/2014	1,308.93
0103900	PACIFIC LIBRARY PARTNERSHIP	151744	11/10/2014	25.00
0001154	PENINSULA LIBRARY SYSTEM	151745	11/10/2014	501.34
0103515	PENINSULA POWER WASH	151746	11/10/2014	2,725.00
0102915	PRECISE PRINTING & MAILING	151747	11/10/2014	1,646.15
0097558	PURCHASE POWER	151748	11/10/2014	200.00
0105325	RENE BUSINESS MACHINES	151751	11/10/2014	238.94
0018761	RENEE RAMSEY	151749	11/10/2014	128.70
0104548	RENNE SLOAN HOLTZMAN SAKAI LLP	151752	11/10/2014	112.50
0103531	RICOH USA, INC.	151753	11/10/2014	587.50
0096209	RONALD CIMA	151689	11/10/2014	100.00
0018839	RYAN JOHANSEN	151754	11/10/2014	110.21
0097047	SALLY L. WONG	151777	11/10/2014	100.00
0099047	SAN MATEO CTY SHERIFF'S OFFICE	151755	11/10/2014	2,562.23
0018597	SAN MATEO DAILY JOURNAL	151756	11/10/2014	480.00
0017145	SAN MATEO LAWN MOWER SHOP	151757	11/10/2014	223.64
0103732	SFO MEDICAL CLINIC	151759	11/10/2014	1,633.00
0098030	SHRED-IT USA - SAN FRANCISCO	151760	11/10/2014	42.38
0093543	SMCPCSA	151761	11/10/2014	1,350.00
0097079	SPRINT	151762	11/10/2014	240.99
0106082	SULLIAN COTTER AND ASSOCIATES, INC.	151697	11/10/2014	3,270.00
0105796	SUNRISE FOOD DISTRIBUTOR INC.	151763	11/10/2014	351.58
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	151707	11/10/2014	85.00
0000831	TONER CARTRIDGE&INKJET EXPRESS	151765	11/10/2014	553.61
0017528	TRILITHIC	151766	11/10/2014	953.72
0105824	TRIVAD, INC.	151767	11/10/2014	8,597.70
0000665	TSQ SOLUTIONS INC.	151768	11/10/2014	325.00
0017133	TURBO DATA SYSTEMS INC	151769	11/10/2014	2,026.35
0102744	UNIVERSAL BUILDING SERVICES	151770	11/10/2014	326.00
0105133	UTILITY TELEPHONE, INC.	151771	11/10/2014	591.25
0018248	VALUE LINE PUBLISHING INC.	151772	11/10/2014	1,000.00

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<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0102988      VANTAGEPOINT TRANSFER AGENTS	151773	11/10/2014	11,596.22
0095749      VERIZON WIRELESS	151774	11/10/2014	81.42
0104256      VIBO MUSIC CENTER	151775	11/10/2014	364.80
0013841      WITMER-TYSON IMPORTS INC	151776	11/10/2014	965.10
		<b>GrandTotal:</b>	<b>464,106.45</b>
		<b>Total count:</b>	<b>111</b>

11/17/14

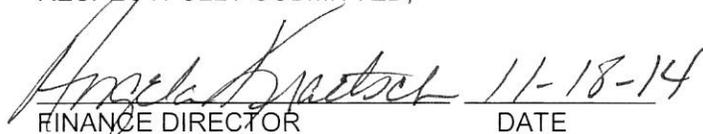
CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$562,192.44
003	ONE-TIME REVENUE	\$4,203.16
133	RESTRICTED DONATIONS	\$41,518.70
190	EMERGENCY DISASTER FUND	\$16,765.00
203	STREET IMPROVE. PROJECTS	\$18,584.10
207	TECHNOLOGY CAPITAL	\$12,904.68
611	WATER FUND	\$112,986.02
621	STORMWATER FUND	\$29.62
631	WASTEWATER FUND	\$246.57
641	CABLE TV FUND	\$25,469.50
701	CENTRAL GARAGE	\$8,478.48
702	FACILITY MAINT. FUND	\$1,100.92
707	TECHNOLOGY DEVELOPMENT	\$5,846.87
711	SELF INSURANCE	\$1,135.00
TOTAL FOR APPROVAL		\$811,461.06

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 151778 THROUGH 151908 INCLUSIVE, TOTALING IN THE AMOUNT OF \$811,461.06 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                      DATE

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Vendor Code & Name	Check #	Check Date	Amount	
0017053	ACCONTEMPS	151779	11/17/2014	1,920.00
0016499	ACTION SPORTS	151780	11/17/2014	5,891.81
0000858	ADECCO EMPLOYMENT SERVICES	151781	11/17/2014	767.52
0000163	AIRPORT AUTO PARTS INC.	151782	11/17/2014	485.14
0106064	ALLORA EVENT DESIGNS	151783	11/17/2014	4,750.00
0017727	AMERICAN BLINDS & DRAPERIES	151784	11/17/2014	97.63
0000118	ART'S PENINSULA LOCKSMITH	151785	11/17/2014	13.63
0016123	AT&T	151786	11/17/2014	1,287.80
0100829	BALINE WONG	151907	11/17/2014	6,700.00
0001849	BAY AREA WATER SUPPLY & CONSERVATION AGEN	151887	11/17/2014	35,368.76
0105737	BAY CITIES PYROTECTOR, INC.	151788	11/17/2014	405.00
0106074	BEST BEVERAGE CATERING	151789	11/17/2014	3,915.00
0017361	BOETHING TREELAND FARMS, INC.	151790	11/17/2014	1,218.95
0102737	BURKE, WILLIAMS & SORENSEN,LLP	151792	11/17/2014	4,203.16
0096798	BUSINESS PRODUCTS & SUPPLIES	151794	11/17/2014	190.75
0105324	CAINE COMPUTER CONSULTING, LLC	151795	11/17/2014	3,804.00
0105248	CARLOS FISHBURN	151815	11/17/2014	400.00
0103256	CARRIE LUJAN	151841	11/17/2014	487.13
0017843	CENTRAL COUNTY FIRE DEPT.	151799	11/17/2014	34,041.75
0100658	CHERRY SUN	151886	11/17/2014	1,000.00
0106039	CHRISTOPHER WETTSTEIN	151906	11/17/2014	200.00
0016324	CINTAS CORPORATION	151801	11/17/2014	184.10
0000227	CITY OF SAN BRUNO	151802	11/17/2014	611.21
0099157	COSTAS-OFFICE-SUPPLY	151804	11/17/2014	30.24
0105811	CSAC EXCESS INSURANCE AUTHORITY	151812	11/17/2014	1,135.00
0018331	CSG CONSULTANTS INC.	151806	11/17/2014	21,000.00
0093055	DAN ROSAIA	151872	11/17/2014	276.00
0092169	DAN VOREYER	151903	11/17/2014	4,081.73
0099816	DANIEL CASEY	151797	11/17/2014	20.30
0100474	DANIEL SHAFIE	151878	11/17/2014	20.30
0018779	DUDLEY PERKINS CO	151808	11/17/2014	444.48
0105820	EAST BAY TIRE CO	151809	11/17/2014	889.61
0097495	ERIC SANTOS	151875	11/17/2014	12.83
0000944	FEDEX	151813	11/17/2014	27.94
0105857	FIRE INFORMATION SUPPORT SVCS. INC.	151829	11/17/2014	3,500.00
0018117	FLYERS ENERGY, LLC	151816	11/17/2014	7,336.30
0105960	GARRATT CALLAHAN	151817	11/17/2014	3,695.01
0016363	GCS ENVIRONMENTAL & EQUIPMENT SVC.	151811	11/17/2014	1,848.49
0100182	GLENN FILOTEO	151814	11/17/2014	630.00
0104135	GLOBAL TRACKING COMMUNICATIONS, INC.	151898	11/17/2014	239.92
0016154	GOETZ BROTHERS SPORTING GOODS	151818	11/17/2014	485.05
0016969	GOLDEN IDEAS	151819	11/17/2014	269.00
0000162	GRAINGER	151822	11/17/2014	2,203.12
0096316	GREEN CARPET LANDSCAPING & MAINTENANCE	151836	11/17/2014	1,100.00
0017914	GSWAW INC.	151823	11/17/2014	2,777.53
0000385	HACH COMPANY	151824	11/17/2014	3,653.48
0103336	HUB INTERNATIONAL SERVICE INC.	151827	11/17/2014	719.74
0015644	INDUSTRIAL WIPER & SUPPLY,INC.	151828	11/17/2014	184.60
0018838	INFOSEND, INC.	151830	11/17/2014	4,811.81
0015531	INTERSTATE BATTERY SYS. OF SF	151831	11/17/2014	547.88
0105874	JAMES MIRANDA	151846	11/17/2014	340.17
0097856	JANICE BURROUGHS	151793	11/17/2014	37.27
0099852	JESSE LINDENSTEIN	151839	11/17/2014	54.73

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Vendor Code & Name	Check #	Check Date	Amount
0098973 JOSEPH TELLES	151892	11/17/2014	6,582.00
0097506 JULENE GOMEZ	151820	11/17/2014	98.65
0000075 K-119 TOOLS OF CALIFORNIA INC.	151833	11/17/2014	106.69
0000317 L.N. CURTIS & SONS	151834	11/17/2014	84.05
0018561 LANCE BAYER	151835	11/17/2014	375.00
0017435 LECH AUTO AIR CONDITIONING	151837	11/17/2014	362.00
0018777 LEXISNEXIS RISK DATA MANAGEMENT	151871	11/17/2014	238.85
0105979 LIFTOFF LLC	151838	11/17/2014	12,904.68
0018177 LOWE'S	151840	11/17/2014	879.44
0104916 MANDELL MUNICIPAL COUNSELING	151843	11/17/2014	180.00
0090000 MARC CATALANO	151798	11/17/2014	8,365.43
0094271 MARY TESSIER	151893	11/17/2014	83.28
0091438 MATT CAMPI	151796	11/17/2014	8,121.26
0106061 MICHAEL COOK	151803	11/17/2014	105.31
0104481 MICHAEL MATTIAS	151845	11/17/2014	105.00
0097870 MIGUEL CRUZ	151805	11/17/2014	400.00
0000333 MOSS RUBBER & EQUIP. CORP.	151847	11/17/2014	293.41
0104730 MUNICIPAL EMERGENCY SERVICES	151848	11/17/2014	10.17
0000762 MUNICIPAL MAINTENANCE EQUIPMENT INC.	151842	11/17/2014	1,409.86
0017289 MUNISERVICES, LLC	151849	11/17/2014	1,000.00
0090001 NOREEN HANLON	151850	11/17/2014	5,570.50
0018345 OCT INC.	151851	11/17/2014	1,200.00
0092263 OFFICE DEPOT INC	151852	11/17/2014	202.99
0000210 OLE'S CARBURETOR &ELECTRIC INC	151853	11/17/2014	564.74
0097567 ONE HOUR DRY CLEANING	151854	11/17/2014	296.30
0018701 ORKIN INC.	151855	11/17/2014	507.54
0016188 P & S SALES OF SAN FRANCISCO	151856	11/17/2014	91.13
0000012 PACIFIC GAS & ELECTRIC	151857	11/17/2014	36,893.20
0098208 PARY BOWEN	151791	11/17/2014	76.20
0018297 PATRICK SWEENEY	151888	11/17/2014	4,505.53
0096456 PB AMERICAS, INC.	151858	11/17/2014	10,616.96
0001154 PENINSULA LIBRARY SYSTEM	151859	11/17/2014	8,423.45
0097749 PENISIMANI MANUOFETOA	151844	11/17/2014	4,300.00
0099551 PILAR HOUK	151826	11/17/2014	75.44
0099673 PRASHANTH GOPALAKRISHNA	151821	11/17/2014	20.30
0102915 PRECISE PRINTING & MAILING	151860	11/17/2014	587.88
0016828 PRECISION AUTO SERVICE	151861	11/17/2014	79.95
0018598 QUALITY CODE PUBLISHING LLC	151863	11/17/2014	1,526.56
0000071 R & B COMPANY	151864	11/17/2014	9,431.60
0091044 R.A. METAL PRODUCTS, INC	151865	11/17/2014	135.00
0097065 RATNESH SINGH	151880	11/17/2014	5,765.00
0098064 RATIO BUILDING CO.	151866	11/17/2014	2,000.00
0105990 REBEL YELL BAND LLC	151867	11/17/2014	2,000.00
0017712 RECALL SECURE DESTRUCTION SERVICES, INC.	151807	11/17/2014	151.42
0090749 RED WING SHOE STORE	151868	11/17/2014	318.81
0104637 REGIONAL GOVERNMENT SERVICES	151869	11/17/2014	3,622.50
0106086 ROB HENSEL, JR.	151825	11/17/2014	120.00
0000569 SAN BRUNO AUTO CENTER, INC.	151873	11/17/2014	180.00
0017432 SAN MATEO COUNTY PUBLIC SAFETY COMMUNICA	151862	11/17/2014	457.95
0018597 SAN MATEO DAILY JOURNAL	151874	11/17/2014	2,280.00
0018461 SERRAMONTE FORD, INC.	151876	11/17/2014	1,042.02
0018461 SERRAMONTE FORD, INC.	151877	11/17/2014	311.86
0091737 SHIFT CALENDARS INC	151879	11/17/2014	357.76
0017508 SOUTH CITY LUMBER AND SUPPLY	151881	11/17/2014	533.15

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Vendor Code & Name	Check #	Check Date	Amount
0097079 SPRINT	151882	11/17/2014	528.98
0092258 ST. ROBERT'S SCHOOL	151883	11/17/2014	550.00
0103255 STACEY RICH-PALAFIX	151870	11/17/2014	487.13
0014075 STATE BOARD OF EQUALIZATION	151884	11/17/2014	1,228.00
0017036 STEVEN'S BAY AREA DIESEL SER., INC.	151787	11/17/2014	200.63
0000801 STEWART AUTOMOTIVE GROUP	151885	11/17/2014	129.56
0000431 TEAMSTERS LOCAL #856	151889	11/17/2014	394,144.00
0018073 TEAMSTERS LOCAL 350	151890	11/17/2014	2,312.00
0015691 TEAMSTERS LOCAL 856	151891	11/17/2014	13,408.00
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	151810	11/17/2014	239.00
0106092 THE STUART RENTAL COMPANY	151894	11/17/2014	19,594.75
0014149 THERESA JACKSON	151832	11/17/2014	4,712.40
0097449 THYSSENKRUPP ELEVATOR CORP.	151895	11/17/2014	391.14
0017527 TIFCO INDUSTRIES INC.	151896	11/17/2014	327.37
0000831 TONER CARTRIDGE&INKJET EXPRESS	151897	11/17/2014	1,167.06
0106090 TRANG VO	151778	11/13/2014	10,000.00
0106049 TRENCHFREE	151899	11/17/2014	10,650.00
0105953 TRIIO, LLC	151900	11/17/2014	770.00
0018618 UNITED SITE SERVICES INC.	151901	11/17/2014	185.40
0095749 VERIZON WIRELESS	151902	11/17/2014	806.92
0097724 VINCENT CHAN	151800	11/17/2014	20.30
0000612 WESTVALLEY CONSTRUCTION CO.INC	151905	11/17/2014	2,897.19
0104704 WHITLOCK & WEINBERGER TRANSPORTATION INC	151904	11/17/2014	7,967.14
0104033 ZCORUM, INC.	151908	11/17/2014	22,477.40
	<b>GrandTotal:</b>		<b>811,461.06</b>
	<b>Total count:</b>		<b>131</b>



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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DATE: November 25, 2014  
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 October 24, 2014 and November 7, 2014 is recommended. The Labor Summary reports reflecting the total payroll amount of \$1,378,704.53 for bi-weekly pay period ending October 19, 2014 and \$1,369,099.84 for bi-weekly pay period ending November 2, 2014 are attached.

**LABOR SUMMARY FOR PAY PERIOD ENDING : October 19, 2014**

<b>pyLaborDist</b>	<b>10/24/14</b>
Fund: 001 - GENERAL FUND	1,041,911.82
Fund: 122 - SOLID WASTE/RECYCL.	1,607.83
Fund: 190 - EMERGENCY DISASTER FUND	20,440.31
Fund: 201 - PARKS AND FACILITIES CAPITAL	242.84
Fund: 203 - STREET IMPROVE. PROJECTS	3,510.30
Fund: 611 - WATER FUND	87,223.20
Fund: 621 - STORMWATER FUND	13,576.63
Fund: 631 - WASTEWATER FUND	67,435.23
Fund: 641 - CABLE TV FUND	86,237.85
Fund: 701 - CENTRAL GARAGE	10,789.81
Fund: 702 - FACILITY MAINT.FUND	24,385.58
Fund: 707 - TECHNOLOGY DEVELOPMENT	16,444.49
Fund: 711 - SELF INSURANCE	4,898.64
<b>Total</b>	<b>1,378,704.53</b>

**LABOR SUMMARY FOR PAY PERIOD ENDING : November 02, 2014**

<b>pyLaborDist</b>	<b>11/07/14</b>
Fund: 001 - GENERAL FUND	1,038,498.89
Fund: 122 - SOLID WASTE/RECYCL.	1,603.82
Fund: 190 - EMERGENCY DISASTER FUND	12,896.65
Fund: 201 - PARKS AND FACILITIES CAPITAL	455.30
Fund: 203 - STREET IMPROVE. PROJECTS	5,377.22
Fund: 611 - WATER FUND	90,114.24
Fund: 621 - STORMWATER FUND	13,864.43
Fund: 631 - WASTEWATER FUND	62,897.69
Fund: 641 - CABLE TV FUND	86,237.92
Fund: 701 - CENTRAL GARAGE	10,768.24
Fund: 702 - FACILITY MAINT.FUND	25,020.48
Fund: 707 - TECHNOLOGY DEVELOPMENT	16,479.91
Fund: 711 - SELF INSURANCE	4,885.05
<b>Total</b>	<b>1,369,099.84</b>



John Marty  
City Treasurer

## RECONCILIATION OF GENERAL LEDGER TO BANK

### Month Ending October 2014

#### Bank Balance

#### General Ledger Balance

Union Bank of Ca. Investments	\$ 24,222,615.35
LAIF - Account Ending -764	14,291,452.78
LAIF - Account Ending -001	3,040,676.21
San Mateo County Pool	15,047,404.05
FNB - Main Account	779,316.87
FNB - Parking Fines Account	11,762.00
FNB - Glenview Counseling Assistance Account	1,387.95
FNB - Successor Agency Account	31,754.93
Wells Fargo - Custodian of SB Community Foundation	68,847,865.23

#### Bank Balance as of 10/31/14

\$ 126,274,235.37

#### General Ledger Balance

\$ 126,078,126.34

Outstanding Checks	(313,555.90)	Cable Credit Card In-Transit	1,485.20
FNB Deposit In-Transit	4,755.41	Library Credit Card In-Transit	439.84
FNB Deposit In-Transit	7,072.79	Utility ACH In-Transit	16,740.42
FNB Deposit In-Transit	14,200.60		
FNB Deposit In-Transit	9,987.83		
FNB Deposit In-Transit	44,998.80		
Finance Credit Card In-Transit	1,290.93		
Cable Credit Card In-Transit	248.72		
Utility Credit Card In-Transit	51,711.98		
Check Correction	1,845.27		

#### Adjusted Balance

\$ 126,096,791.80

#### Adjusted Balance

\$ 126,096,791.80

John Marty, City Treasurer

11/17/2014 6:26:15PM

City of San Bruno  
Through October 2014

Through period: 4

	Cash	Investments	Fund Total
001 GENERAL FUND	622,930.05	53,714.72	676,644.77
002 GENERAL FUND RESERVE	8,697,037.00	0.00	8,697,037.00
003 ONE-TIME REVENUE	13,389.32 CR	0.00	13,389.32 CR
004 NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	7,650,675.11	0.00	7,650,675.11
101 GAS TAX	927,321.79	0.00	927,321.79
102 MEASURE A TRANSPORTATION TAX	1,438,605.59	0.00	1,438,605.59
103 STREET SPECIAL REVENUE	309,602.09	0.00	309,602.09
104 TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00
111 POLICE ASSET FORFEITURE	53,075.76	0.00	53,075.76
112 SAFETY AUGMENT. -PROP.172	93,700.22	0.00	93,700.22
113 POLICE SPECIAL REVENUE	42,685.40	0.00	42,685.40
114 TRAFFIC SAFETY GRANT	61,596.57	0.00	61,596.57
121 FEDERAL/STATE GRANTS	35,717.07	0.00	35,717.07
122 SOLID WASTE/RECYCL.	235,610.47	0.00	235,610.47
123 LIBRARY SPECIAL REVENUE	227,316.93	0.00	227,316.93
131 IN-LIEU FEES	4,147,937.18	0.00	4,147,937.18
132 AGENCY ON AGING	16,103.11 CR	0.00	16,103.11 CR
133 RESTRICTED DONATIONS	1,130,392.07	0.00	1,130,392.07
134 ED JOHNSON BEQUEST FUND	25,939.68	0.00	25,939.68
135 GLENVIEW FIRE DONATIONS	0.00	0.00	0.00
136 EMERGENCY DISASTER RESERVE	3,040,676.21	0.00	3,040,676.21
151 SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	0.00
152 CITY OF SB AS SUCCESSOR HOUSING AGENCY	90,400.00	0.00	90,400.00
153 RDA OBLIGATION RETIREMENT FUND	916,177.77	649,981.34	1,566,159.11
190 EMERGENCY DISASTER FUND	1,426,855.92 CR	0.00	1,426,855.92 CR
201 PARKS AND FACILITIES CAPITAL	474,394.22	0.00	474,394.22
203 STREET IMPROVE. PROJECTS	1,493,015.17	0.00	1,493,015.17
207 TECHNOLOGY CAPITAL	214,817.08	0.00	214,817.08
251 SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00
302 LEASE DEBT SERVICE	406,492.33	3.03	406,495.36
351 SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00
611 WATER FUND	13,939,133.05	0.00	13,939,133.05
621 STORMWATER FUND	21,694.02 CR	0.00	21,694.02 CR
631 WASTEWATER FUND	9,228,080.05	2.79	9,228,082.84
641 CABLE TV FUND	5,077,645.82 CR	200.00	5,077,445.82 CR
701 CENTRAL GARAGE	610,311.47	0.00	610,311.47
702 FACILITY MAINT.FUND	884,038.28	0.00	884,038.28
703 GENERAL EQUIPMENT REVOLVING	4,148,220.34	0.00	4,148,220.34
707 TECHNOLOGY DEVELOPMENT	261,021.49	0.00	261,021.49
711 SELF INSURANCE	1,868,735.28	91,118.50	1,959,853.78
870 SAN BRUNO COMMUNITY FOUNDATION	68,847,865.23	0.00	68,847,865.23
880 PROJECT DEVELOP. TRUST	56,706.29	0.00	56,706.29
891 S.B. GARBAGE CO. TRUST	453,587.29	0.00	453,587.29
<b>Grand Total:</b>	<b>126,078,126.34</b>	<b>795,020.38</b>	<b>126,873,146.72</b>

**Expenditure Status Report**  
 City of San Bruno  
 10/1/2014 through 10/31/2014

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
Total GENERAL FUND	37,213,504.25	2,828,896.47	11,233,365.90	289,239.46	25,690,898.89	30.96
Total GENERAL FUND RESERVE	0.00	140,000.00	140,000.00	0.00	-140,000.00	0.00
Total ONE-TIME REVENUE	0.00	6,780.28	21,178.40	0.00	-21,178.40	0.00
Total NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	0.00	0.00	0.00	0.00	0.00	0.00
Total GAS TAX	750,000.00	62,500.00	250,000.00	0.00	500,000.00	33.33
Total MEASURE A TRANSPORTATION TAX	0.00	0.00	689,456.31	0.00	-689,456.31	0.00
Total POLICE ASSET FORFEITURE	0.00	0.00	0.00	0.00	0.00	0.00
Total SAFETY AUGMENT. -PROP.172	86,000.00	0.00	0.00	0.00	86,000.00	0.00
Total POLICE SPECIAL REVENUE	100,000.00	0.00	0.00	0.00	100,000.00	0.00
Total TRAFFIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
Total FEDERAL/STATE GRANTS	0.00	0.00	0.00	720.07	-720.07	0.00
Total SOLID WASTE/RECYCL.	60,806.00	3,438.65	13,713.50	0.00	47,092.50	22.55
Total LIBRARY SPECIAL REVENUE	39,000.00	3,250.00	13,000.00	0.00	26,000.00	33.33
Total IN-LIEU FEES	43,500.00	4,345.00	4,345.00	0.00	39,155.00	9.99
Total AGENCY ON AGING	184,405.00	15,765.61	54,161.16	0.00	130,243.84	29.37
Total RESTRICTED DONATIONS	27,473.00	11,556.84	76,261.41	56,400.00	-105,188.41	482.88
Total ED JOHNSON BEQUEST FUND	0.00	0.00	0.00	0.00	0.00	0.00
Total GLENVIEW FIRE DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
Total EMERGENCY DISASTER RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	0.00	0.00	0.00	0.00
Total CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Total RDA OBLIGATION RETIREMENT FUND	373,617.50	845.00	187,653.75	0.00	185,963.75	50.23
Total EMERGENCY DISASTER FUND	3,316,496.46	1,125,728.74	1,504,420.67	1,466,504.65	345,571.14	89.58
Total PARKS AND FACILITIES CAPITAL	0.00	6,756.27	50,823.06	183,715.08	-234,538.14	0.00
Total STREET IMPROVE. PROJECTS	0.00	27,509.67	55,125.43	692,495.40	-747,620.83	0.00
Total TECHNOLOGY CAPITAL	0.00	2,535.00	8,155.05	12,904.68	-21,059.73	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00
Total LEASE DEBT SERVICE	1,217,949.25	0.00	38,497.99	0.00	1,179,451.26	3.16

**Expenditure Status Report**

City of San Bruno  
 10/1/2014 through 10/31/2014

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
Total SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00	0.00	0.00	0.00
Total WATER FUND	8,800,869.11	969,462.72	3,720,131.43	4,210,446.43	870,291.25	90.11
Total STORMWATER FUND	704,509.00	42,524.09	185,669.61	64,688.00	454,151.39	35.54
Total WASTEWATER FUND	7,984,585.50	160,913.59	1,971,959.77	1,543,556.53	4,469,069.20	44.03
Total CABLE TV FUND	9,727,567.15	1,036,827.56	3,252,117.23	3,191,795.69	3,283,654.23	66.24
Total CENTRAL GARAGE	624,417.00	44,234.96	166,589.20	2,795.00	455,032.80	27.13
Total FACILITY MAINT. FUND	1,023,061.00	76,967.24	284,815.99	0.00	738,245.01	27.84
Total GENERAL EQUIPMENT REVOLVING	35,394.77	0.00	33,310.42	141,792.86	-139,708.51	494.72
Total TECHNOLOGY DEVELOPMENT	648,941.00	62,473.65	218,070.34	0.00	430,870.66	33.60
Total SELF INSURANCE	1,826,881.00	44,006.11	1,046,620.99	0.00	780,260.01	57.29
<b>Grand Total</b>	74,788,976.99	6,677,317.45	25,219,442.61	11,857,053.85	37,712,480.53	49.57

Revenue Status Report

City of San Bruno  
10/1/2014 through 10/31/2014

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total GENERAL FUND	37,539,689.00	2,769,079.23	9,516,654.38	28,023,034.62	25.35
Total GENERAL FUND RESERVE	0.00	299.00	943.40	-943.40	0.00
Total ONE-TIME REVENUE	515,000.00	0.00	0.00	515,000.00	0.00
Total NEW CAP IMPROV/ONE-TIME INITIATIVE RSRV	0.00	0.00	0.00	0.00	0.00
Total GAS TAX	1,116,405.00	112,564.03	408,168.95	708,236.05	36.56
Total MEASURE A TRANSPORTATION TAX	867,160.00	62,403.59	292,114.90	575,045.10	33.69
Total STREET SPECIAL REVENUE	759.00	0.00	0.00	759.00	0.00
Total POLICE ASSET FORFEITURE	5,129.00	0.00	0.00	5,129.00	0.00
Total SAFETY AUGMENT. -PROP.172	92,210.00	10,129.30	37,752.60	54,457.40	40.94
Total POLICE SPECIAL REVENUE	100,122.00	9,488.52	30,739.95	69,382.05	30.70
Total TRAFFIC SAFETY GRANT	150.00	0.00	0.00	150.00	0.00
Total FEDERAL/STATE GRANTS	0.00	58,208.00	58,208.00	-58,208.00	0.00
Total SOLID WASTE/RECYCL.	70,386.50	7,175.63	24,199.33	46,187.17	34.38

Revenue Status Report

City of San Bruno  
 10/1/2014 through 10/31/2014

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total LIBRARY SPECIAL REVENUE	635.00	0.00	0.00	635.00	0.00
Total IN-LIEU FEES	10,200.00	2,000.00	2,000.00	8,200.00	19.61
Total AGENCY ON AGING	184,452.00	29,251.79	47,069.33	137,382.67	25.52
Total RESTRICTED DONATIONS	115,699.00	41,289.06	96,439.43	19,259.57	83.35
Total ED JOHNSON REQUEST FUND	64.00	0.00	0.00	64.00	0.00
Total GLENVIEW FIRE DONATIONS	0.00	0.00	0.00	0.00	0.00
Total EMERGENCY DISASTER RESERVE	0.00	1,851.59	1,851.59	-1,851.59	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	0.00	0.00	0.00
Total CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	0.00	0.00	0.00	0.00
Total RDA OBLIGATION RETIREMENT FUND	0.00	5.40	21.96	-21.96	0.00
Total EMERGENCY DISASTER FUND	0.00	0.00	0.00	0.00	0.00
Total PARKS AND FACILITIES CAPITAL	0.00	0.00	0.00	0.00	0.00

**Revenue Status Report**

City of San Bruno  
 10/1/2014 through 10/31/2014

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total STREET IMPROVE. PROJECTS	0.00	16,750.69	706,207.50	-706,207.50	0.00
Total TECHNOLOGY CAPITAL	0.00	0.00	0.00	0.00	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00	0.00	0.00
Total LEASE DEBT SERVICE	1,217,949.25	98,288.00	431,650.26	786,298.99	35.44
Total SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00	0.00	0.00
Total WATER FUND	13,732,268.00	1,019,008.59	3,514,945.89	10,217,322.11	25.60
Total STORMWATER FUND	680,896.00	0.00	0.00	680,896.00	0.00
Total WASTEWATER FUND	14,916,194.01	1,112,289.87	3,646,720.04	11,269,473.97	24.45
Total CABLE TV FUND	10,447,278.08	765,011.90	3,048,406.32	7,398,871.76	29.18
Total CENTRAL GARAGE	624,417.00	52,035.00	208,140.00	416,277.00	33.33
Total FACILITY MAINT.FUND	1,023,061.00	85,255.00	341,020.00	682,041.00	33.33
Total GENERAL EQUIPMENT REVOLVING	430,587.00	37,267.00	150,518.00	280,069.00	34.96
Total TECHNOLOGY DEVELOPMENT	648,941.00	52,199.00	208,796.00	440,145.00	32.17

**Revenue Status Report**

City of San Bruno  
 10/1/2014 through 10/31/2014

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
Total SELF INSURANCE	1,826,881.00	152,240.00	608,960.00	1,217,921.00	33.33
<b>Grand Total</b>	86,166,532.84	6,494,090.19	23,381,527.83	62,785,005.01	27.14



John Marty  
City Treasurer

**INVESTMENT REPORT**  
**MONTH ENDING OCTOBER 2014**

INVESTMENT POOLS					YEILD
Local Agency Investment Fund	\$ 14,291,452.78				0.26
Glenview Fire LAIF	\$ 3,038,824.62				0.26
San Mateo County Pool	\$ 15,047,404.05				0.58
INVESTMENTS HELD AT UNION BANK	PAR VALUE	COST BASIS	MKT. VALUE	YIELD	
Federal Farm Credit Bank 3/28/13 mat 3/28/16	\$ 2,000,000.00	\$ 2,000,000.00	\$ 1,996,680.00	0.45	
Federal Home Loan Mtg Corp 0.57% 6/20/2016	\$ 1,000,000.00	\$ 1,000,000.00	\$ 998,640.00	0.57	
Federal Natl Mtg Corp 0.50% mat 8/15/16	\$ 1,000,000.00	\$ 1,000,000.00	\$ 991,120.00	0.5	
Federal National Mtg Assn 0.75% mat 12/19/16	\$ 1,000,000.00	\$ 1,000,000.00	\$ 996,150.00	0.75	
Federal Home Loan Bank 1,00% mat 3/29/17	\$ 1,000,000.00	\$1,000.000.00	\$ 998,110.00	1	
Federal Home Loan Bank 1% mat 4/24/2017	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,003,230.00	1	
Federal Home Loan Motg Corp 1.00% mat 6/26/2017	\$ 1,000,000.00	\$ 999,000.00	\$ 1,001,180.00	1	
Federal Home Loan Bank 0.625 mat 8/14/17	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,140.00	0.62	
Federal National Mortgage 1.125% mat 9/18/17	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,140.00	0.625	

Federal Home Loan Mtg 1.125% 11/28/2017	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,001,440.00	1.125
Federal National Mortgage Assoc 1.00% mat 12/26/2017	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,003,080.00	1.12
Federal Natl Mtg Assoc 0.70% 12/26/17	\$ 2,000,000.00	\$ 2,000,000.00	\$ 1,985,660.00	1.2
Federal Home Loan Bank 1.00% mat 12/27/17	\$ 1,000,000.00	\$ 1,000,000.00	\$ 993,560.00	0.71
Federal National Mtg Assoc 0.70 mat 12/26/17	\$ 2,000,000.00	\$ 2,000,000.00	\$ 1,994,960.00	1.48
Federal Home Loan Bank 1.00% mat 12/27/17	\$ 1,000,000.00	\$ 1,000,000.00	\$ 996,460.00	0.7
Federal Farm Credit Bank 1,47% mat 7/9/18	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,060.00	1.01
Federal Farm Credit Bank 1,70% mat 8/7/18	1, 000,000.00	\$ 1,000,000.00	\$ 996,570.00	1.47
Federal Home Loan Mtg Step-up mat 12/27/18	\$ 1,000,000.00	\$ 1,000,000.00	\$10,002,100.00	1.71
Federal Home Loan Bank Step-up mat 5/28/17	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,000,540.00	0.5
Cal State Fed Taxable 2.25% mat 5/1/2019	\$ 2,000,000.00	\$ 2,015,100.00	\$ 2,019,020.00	1.5
US Govt Money Market	\$ 208,515.35	\$ 208,515.35	\$ 208,515.35	0

**INVESTMENTS HELD AT WELLS FARGO  
BANK**

City of San Bruno as Temporary Custodian	\$ 68,765,683.86	0.9
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<b>TOTAL</b>	<b>\$127,351,880.66</b>	
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**RESOLUTION NO. 2014 - XX**

**RESOLUTION AUTHORIZING TEMPORARY CLOSURE OF THE  
1900 BLOCK OF GLEN AVENUE FOR THE ANNUAL SANTA ARRIVAL  
ON SUNDAY, DECEMBER 14, 2014 FROM 5:00 P.M. TO 9:00 P.M.**

**WHEREAS**, the annual Glen Avenue Block Christmas lighting and Santa arrival will be held Sunday, December 14, 2014 between the hours of 5:00 p.m. and 9:00 pm; and

**WHEREAS**, the San Bruno City Council finds and declares, pursuant to California Vehicle Code Section 21101, that the closing of a certain street in connection with such event is necessary for the safety and protection of persons who are to use certain portions of such street during such temporary closing;

**NOW, THEREFORE, BE IT RESOLVED** by the San Bruno City Council that Glen Avenue shall be closed to vehicular traffic, except those units participating in such event, on December 14th between the hours of 5:00 p.m. and 9:00 p.m., except under such circumstances in which the Chief of Police or his designated representative(s) or authorized personnel find that vehicular traffic may use such street or portions thereof without interfering with the safety or functioning of the units participating in such event.

**1. 1900 Block of Glen Ave**

---oOo---

I hereby certify that foregoing **Resolution No. 2014 - XX** was introduced and adopted by the San Bruno City Council at a regular meeting on November 25, 2014, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

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Carol Bonner, City Clerk



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** November 25, 2014

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

**FROM:** David Woltering, Community Development Director  
Matt Neuebaumer, Associate Planner

**SUBJECT:** Waive Second Reading, and Adopt an Ordinance Amending Chapter 12.96.120 of Title 12 (Land Use) of the San Bruno Municipal Code to Conditionally Allow Ground Floor Residential Uses on All Streets in the Downtown (C-B-D Zoning District), Except San Mateo Avenue, and to Ensure Density Requirements and Setback Requirements are Consistent with the San Bruno Transit Corridors Plan.

### BACKGROUND:

The City Council held a public hearing, waived the first reading and introduced the attached ordinance amending Chapter 12.96.120 of Title 12 (Land Use) of the San Bruno Municipal Code on October 28, 2014. The ordinance is presented now for second reading and adoption. In accordance with the Municipal Code, this ordinance would go into effect 30 days after the second reading.

The ordinance amends the following development standards within the C-B-D zoning district:

- The Code would be amended to ensure density is consistent with the adopted TCP;
- The Code would be amended to allow residential uses to be considered on the ground floor level on a case-by-case basis as a conditional use, except on San Mateo Avenue. (This is consistent with the General Plan Amendment and Specific Plan Amendment that was approved by the City Council on October 28, 2014).
- The Code would be amended to ensure all setback requirements are consistent with the adopted TCP. The current Code requires a 10'-0" setback when a development is adjacent to a residential district. This would be replaced with a rear setback of 10'-0" for projects adjacent to existing low density residential, regardless of the zoning district.

The City Council also granted other approvals on October 28, 2014 that will allow the demolition of the existing El Camino Theater building and three adjacent commercial buildings located at 406-418 San Mateo Avenue at the southern end of downtown San Bruno, and to allow construction of three-story, mixed-use development. The project

would be a three-story, mixed use commercial and residential development with approximately 6,975 square feet of commercial space on the ground floor fronting San Mateo Avenue, 83 residential units, and a sub-grade parking garage containing 106 parking spaces. The other approvals granted by the City Council include resolutions approving the following:

- An Amendment to the San Bruno 2009 General Plan to allow residential uses to be considered on the ground floor level on a case-by-case basis as a conditional use, except on San Mateo Avenue.
- An Amendment to the San Bruno Transit Corridors Plan (TCP) to allow residential uses to be considered on the ground floor level on a case-by-case basis as a conditional use, except on San Mateo Avenue.
- A Conditional Use Permit approving 21 ground floor residential units, and a Parking Exception to allow the proposed number of units with 106 sub-grade parking spaces.
- One additional loading zone parking space along San Mateo Avenue adjacent to the project site.
- An Architectural Review Permit to construct a new building that would be visible from the public right-of-way.

The project site is approximately one acre in area (41,469 square feet) and is located at the southern entrance to downtown San Bruno on the corner of San Mateo Avenue and Taylor Avenue. The project site is zoned Central Business District (C-B-D) and is located within the TCP plan area. The west side of the site faces the downtown commercial uses on San Mateo Avenue and commercial uses on El Camino Real. The east and south sides face the San Bruno Park residential neighborhood across Mastick Avenue and the Cupid Row neighborhood across Taylor Avenue.

The existing site consists of four lots that are completely developed with commercial structures and a parking lot. The largest lot is developed with a large concrete structure, the former El Camino Theater building, and a parking lot to the rear. The three adjoining lots to the north are developed with single story commercial structures that were formerly occupied as bars. The existing structures located at the subject property have been vacant for several years. The site is an attractant for nuisances, including dumping and graffiti, and the existing buildings are in a significant state of disrepair and present a poor image as the gateway to downtown.

The Architectural Review Committee reviewed the proposal on August 14, 2014 and the Planning Commission reviewed the proposal on October 7, 2014. The Planning Commission unanimously adopted all resolutions recommending the City Council approve the project.

#### Environmental Assessment

The 406-418 San Mateo Avenue project is located within the TCP area. A Program Environmental Impact Report (EIR) and Mitigation Monitoring and Reporting Program

were prepared for the TCP and adopted by the City Council on February 12, 2013. The 406-418 San Mateo Avenue property was analyzed in the TCP EIR at a programmatic level, with potential impacts identified and mitigations applied in the program EIR to avoid or reduce potentially significant impacts.

Under California Environmental Quality Act (CEQA) Guidelines sections 15168 (Program EIR), 15162 (Subsequent EIRs and Negative Declarations), and 15183 (Projects Consistent With a Community Plan or Zoning), subsequent individual projects can utilize a previously certified program EIR if all potentially significant environmental impacts of the proposed individual project: (1) have been previously identified (i.e., are not new) and are not substantially more severe than those identified in the previous EIR, (2) have been avoided or mitigated to the extent feasible as a result of the previous EIR, and (3) have been examined in sufficient detail in the previous EIR to enable those impacts to be avoided or mitigated by the mitigations in the EIR, site-specific project revisions, or the imposition of uniformly applicable development policies. If these conditions are met, then the City can approve the individual project as within the scope of the previous EIR, and no additional environmental document is required. The certified TCP EIR and the 406-418 San Mateo Avenue project and associated amendments meet these CEQA conditions.

#### Conclusion

The project would be the most significant new development in the downtown in many years and would visually enhance the existing site and would provide an improved visual anchor and entry to the City's downtown commercial area. The project would alleviate physical and economic blight and improve and enhance the downtown area. Located at the prominent intersection of San Mateo Avenue and Taylor Avenue, the project would play a key role as a catalyst for economic development and revitalization in the greater downtown area and throughout the entire TCP area. The TCP emphasizes creating a vital, pedestrian-friendly Central Business District for shopping, entertainment and dining, as well as new residential uses. In addition, the project is located within a short distance of SamTrans bus routes, the new Caltrain station, and BART, increasing transportation options for the project's residents and reducing dependency on automobiles.

#### Next Steps

If the City Council approves the second reading and adopts the attached ordinance, the ordinance would go into effect 30 days after the second reading. It is anticipated the applicant would submit construction documents and working drawings for Building Division plan check and building permit issuance, thereafter. It is estimated that demolition of the existing buildings on the property could occur early summer of 2015, with construction to follow immediately. Occupancy could occur during the first quarter of 2017.

**FISCAL IMPACT:**

The applicant submitted a deposit to cover staff and consultant costs in processing this application. The improvements to the site would also increase the value of the site and increase property tax.

**ALTERNATIVES:**

1. Do not approve proposed ordinance.
2. Propose changes to the ordinance.

**RECOMMENDATION:**

Waive Second Reading, and Adopt an Ordinance Amending Chapter 12.96.120 of Title 12 (Land Use) of the San Bruno Municipal Code to conditionally allow ground floor residential uses on all streets in the downtown (C-B-D Zoning District), except San Mateo Avenue, and to ensure density requirements and setback requirements are consistent with the San Bruno Transit Corridors Plan.

**DISTRIBUTION:**

None

**ATTACHMENTS:**

1. Location Map, Site Photos
2. Ordinance Amending Section 12.96.120 of Title 12 (Land Use)

**DATE PREPARED:**

November 20, 2014

**REVIEWED BY:**

City Manager \_\_\_\_\_

**Location Map & Site Photos**

**406-418 San Mateo Avenue**

020-364-320, 020-364-120, 020-364-130, 020-364-140





**406-418 San Mate Avenue Front Elevation**



**South Elevation**



**Rear Elevation**

ORDINANCE No. XXXX

AN ORDINANCE OF THE CITY OF SAN BRUNO AMENDING SECTION 12.96.120 OF TITLE 12 (LAND USE) OF THE SAN BRUNO MUNICIPAL CODE TO ENSURE CONSISTENCY WITH THE PROPOSED MIXED USE DEVELOPMENT LOCATED AT 406-418 SAN MATEO AVENUE (APN 020-364-320, 020-364-120, 020-364-130, 020-364-140)

The City Council of the City of San Bruno ordains as follows:

**Section 1.** The City Council finds and declares as follows.

1. On October 7, 2014 the Planning Commission conducted a duly noticed public hearing and passed a resolution recommending that the City Council adopt said ordinance.
2. On October 28, 2014 the City Council conducted a duly noticed public hearing and the City Council introduced said Ordinance.

**Section 2.** Section 12.96.120 of Title 12 of the San Bruno Municipal Code (the San Bruno Zoning Code) is amended by adding the text shown in bold italics (***example***) and deleting the text shown in ~~strikeout~~ (~~example~~), as follows.

A. Purpose. To designate and promote orderly development of the business district as primarily a retail shopping facility with related services to serve present and future needs of the residential community.

B. Permitted Uses. The following uses, conducted entirely within an enclosed structure, and provided there is an architectural review permit, are permitted within the central business district (C-B-D):

1. Department stores, apparel shops, tailor, fur shops, dressmaking or millinery shops, sewing, yardage, draperies, variety stores, shoe stores, shoe repair;
2. Drugstores, bookstores, except for adult bookstores;
3. Cameras, photographic supplies and photographic studios;
4. Cafes, restaurants, and catering shops which are accessory to restaurants or delicatessens;
5. Stores at which furniture, rugs, appliances, hardware, or homeware is sold;
6. Gift shop, china, art specialty, jewelry, hobby and toy shop, stationery and office supplies, sporting goods, smoke shop;
7. Music and records, TV and radio and electronic parts and supplies; radio, TV and appliance repair and service;

8. Professional offices, sales representatives, administrative offices, accounting and bookkeeping offices, financial institutions and loan offices. Medical and dental buildings shall be permitted in any portion of a structure not fronting on a public street where such structure was designed and constructed as an arcade, and where the particular portion of the building opens into the arcade only;

9. Florists;

10. Bicycle sales and repairs;

11. Liquor stores;

12. Craft shops, needlepoints, knitteries;

13. Locksmiths;

14. Laundries, dry cleaners, but not including coin-operated facilities;

15. Vacuum cleaner dealers;

16. Barbershops, beauty shops, and manicuring services, where accessory to a barber or beauty shop;

17. Bakery shops, where goods baked on the premises are produced primarily for sale on said premises;

18. Printing shops, where the printing equipment consists of not more than two printing presses which have the capacity of reproducing sheets less than eleven inches by seventeen inches. Printing presses with a capacity of reproducing sheets of a greater size shall not be permitted;

19. Pet shops and pet grooming services, but not including overnight boarding;

20. Gun shops;

21. Camera equipment sales;

22. Taxidermist shops;

23. Sales of automotive parts. On-site repairs are permitted only as to parts which are not attached to or integrated with a vehicle. Installation or removal of parts from vehicles is not permitted. On-site repairs must be limited and accessory to items sold on the premises, and if vehicular access to the portion of the premises where the repairs will occur is a public street other than San Mateo Avenue;

24. Sales of used furniture, china, art goods, glassware, and jewelry which has been maintained at, refinished to, or repaired to a substantially unused or like new condition;

25. Parking lots and garages open to the general public, whether a charge or fee for parking is imposed or not. Gasoline sales are permitted as accessory to parking garages, but such accessory use does not include automobile repair;

26. Residential dwelling units, ~~with the number of housekeeping units limited to one for each one thousand square feet of lot area.~~ Such units shall be permitted only on the second story and above.

27. Any other use which the planning commission finds to be similar in nature, function, or operation to one or more uses specifically permitted in this district pursuant to this section.

C. Conditional Uses. Conditional uses allowed in the C-B-D district, subject to obtaining a use permit and architectural review permit, are as follows:

1. Outdoor sales, when of a permanent character, not including drive-in establishments;

2. Grocery, meat, fruit, and vegetable stores;

3. Coin-operated laundry facilities;

4. Lodges and clubs, but only on the 600 block of San Mateo Avenue and the 200 block of West Angus Avenue;

5. Secondhand sales not otherwise permitted under subdivision(B)(24) of this section;

6. Gaming clubs, but only on San Mateo Avenue or (if such property is ever included within the C-B-D zoning district) on El Camino Real, subject to the off-street parking requirements prescribed for such use;

7. Dance studios, health clubs, karate and martial arts studios;

8. Medical and dental offices, where proposed to be established on the first story of a building;

9. Public buildings;

10. Printers, not otherwise permitted under subdivision (B)(18) of this section;

11. Drinking places;

12. Eating places with alcoholic beverage sales.

**13. Residential dwelling units, located on the ground floor level on all streets, except San Mateo Avenue.**

D. Temporary Uses. Temporary uses allowed in the C-B-D district, subject to obtaining a temporary use permit as defined in Section 12.84.030, are as follows:

1. Sales of Holiday trees and holiday accessories between November 1st and December 31st of each year;
2. Sales of pumpkins during the month of October each year;
3. Off-site construction staging areas;
4. Recurring uses that are similar to those uses listed as conditional uses in this section, that occur within limited business hours, and that occur more than three times per year at a frequency not to exceed two times per week for up to one calendar year;
5. Any use that the community development director finds is similar in nature, function, or operation to the listed temporary, conditional, or permitted uses.

E. Prohibited Uses. The following uses are prohibited in the C-B-D district:

1. Lodges and clubs, except where permitted under a conditional use permit on the 600 block of San Mateo Avenue;
2. Pool rooms, billiard parlors;
3. Any establishment wherein four or more mechanical and/or electronic amusement devices are furnished whereby games are played, films or photographs are shown, or tests of strength are offered through the playing of machines;
4. Sales or leasing of motor vehicles;
5. Repair of motor vehicles, except as provided under subdivision(B)(23) of this section;
6. Automobile service stations, except as permitted under subdivision(B)(23) of this section;
7. Warehouse;
8. Theaters and public assembly halls;
9. Wholesale sales, except as permitted under subsection B of this section;
10. Massage establishments;
11. Amusement game centers;
12. Adult bookstores;

13. Adult entertainment facilities;
  14. Adult theaters;
  15. Drive-in eating places.
- F. Development Regulations.
1. Accessory buildings are permitted only if constructed simultaneously with or subsequent to the main building on the same lot.
  2. Accessory uses must be normally incidental to the uses permitted.
  3. Architectural features, such as cornices, eaves, canopies, awnings, marquees or similar projections may encroach a maximum of thirty-six inches into any public right-of-way, providing a minimum eight-foot clearance is maintained to grade of sidewalk, and twelve-inch encroachment is permitted if a minimum seven-foot clearance is maintained.
  4. Flower boxes, planters, and architectural features with a maximum of thirty-six inches above the grade of the sidewalk; maximum encroachment: Twelve inches.
  5. No encroachment shall be permitted into a vehicular trafficway.
  6. Maximum height, walls and fences: Eight feet, except that where there are no access driveways, three feet.
  7. Minimum building site required: Two thousand square feet.
  8. Minimum lot dimensions: Twenty-five-foot width.
  9. Required minimum setbacks: ~~None, except when a lot abuts a lot in an R-district there shall be a setback of not less than ten feet from the property line abutting such district unless otherwise required in this chapter.~~ **Front Setback: Combined width of sidewalk and setback shall be at least ten feet. Side Setback: Zero. Rear Setback: zero, except ten feet when adjacent to low density residential.**
  10. Maximum coverage by all structures: One hundred percent, less required parking and landscaping.
  11. Maximum allowable height: Fifty feet.
  12. Minimum landscaping: As set forth in Chapter 12.84.
  13. Parking: As set forth in Chapter 12.100.
  14. Architectural review permit: As set forth in Chapter 12.108.
  15. **Density: No site specific density standards.**

**Section 3. Validity.** The City Council of the City hereby declares that should any section, paragraph, sentence or work of this code as adopted and amended herein be declared for any reason to be invalid, it is the intent of the City Council of the City that it would have passed all other portions or provisions of this Ordinance independent of the elimination here from any such portion or provision as may be declared invalid.

**Section 4.** The request to amend the San Bruno Municipal Code has been reviewed with respect to applicability of the California Environmental Quality Act ("CEQA") and the State CEQA Guidelines (California Code of Regulations, Title 14, Sections 15000 et seq., hereafter the "CEQA Guidelines"). The amendments do not require any further CEQA review because all potentially significant effects have been analyzed adequately in the San Bruno Transit Corridors Plan (TCP) Certified Environmental Impact Report (EIR) pursuant to CEQA Guidelines Sections 15162 (Subsequent EIRs and Negative Declarations) and 15168 (Program EIR). The TCP EIR capped the number of residential units within the TCP plan area at 1,610 residential units. The 1,610 residential unit maximum includes all residential units located within the TCP on the ground floor and upper floors. The proposed Project is the first proposed development within the TCP plan area and proposes 83 residential units, of which, 21 residential units will be located on the ground floor level. All applicable mitigations in the TCP EIR will be required as conditions of approval for the proposed Project.

**Section 5.** This Ordinance shall be published as required by law and shall be in force 30 days after its adoption.

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Mayor

ATTEST:

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City Clerk

APPROVED AS TO FORM

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City Attorney

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I hereby certify that the foregoing Ordinance No. XXXX was introduced on \_\_\_\_\_ 2014 and adopted at a regular meeting of the San Bruno City Council on \_\_\_\_\_ 2014, by the following vote:

AYES: COUNCILMEMBERS: \_\_\_\_\_

NOES: COUNCILMEMBERS: \_\_\_\_\_

ABSENT: COUNCILMEMBERS: \_\_\_\_\_

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



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** November 25, 2014

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

**FROM:** Mark Ladas, Fire Chief

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute an Amended Joint Exercise of Powers Agreement with the San Mateo County Operational Area Emergency Services Organization.

### **BACKGROUND:**

The County of San Mateo created the Emergency Services Council with the mission to provide planning, preparedness, public information, training, and Federal/State intergovernmental emergency services coordination for the twenty cities/towns within San Mateo County, as well as for County government to enable them to respond to, minimize the impact of and recover from a major emergency, disaster, or homeland security incident with the least possible loss of life or property.

The jurisdictions within the County of San Mateo comprise the San Mateo County Operational Area (SMCOA) and manage emergency operations through a Joint Powers Agreement (JPA) created in 1997. The agreement established the San Mateo Operational Area Emergency Services organization and outlined the operational structure of and funding formula for the SMCOA.

On February 25, 2014 the City Council approved and adopted the newest version of the JPA agreement. The San Mateo County Counsel's office subsequently found that version to be inconsistent with the California government codes Joint Exercise of Powers Act. This final version was slightly delayed in its distribution so that County Counsel could modify the language and formatting to better comply with the law. Throughout the process the agreement has been reviewed by the following groups:

- San Mateo County City Managers Association
- San Mateo County City Attorneys Association
- San Mateo County Police Chiefs
- San Mateo County Fire Chiefs
- San Mateo County Emergency Managers Association

## **DISCUSSION:**

The JPA agreement from 1997 was determined to be outdated and in need of revision. The entire landscape of the Homeland Security and Emergency Services field has changed drastically since 2001 and the agreement that governs how San Mateo County provides Emergency Services needed to reflect current laws, rules, directives, orders and trends.

The revised JPA Agreement has been updated to reflect the current relationships between the County of San Mateo and the participating cities and their partners to provide a clear understanding of the mission of the Emergency Services Council and the Emergency Coordinators within the county, cities, and other participating partner agencies and jurisdictions.

Substantive changes to the JPA Agreement include:

- Updated Definitions to reflect current language used in the provision of emergency services and homeland security including, prevention, protection, response and recovery, consistent with California government code.
- Minimum recommended training requirements for members have been added to ensure the understanding of Standard Emergency Management System (SEMS, California), National Incident Management System (NIMS), compliance obligations and basic emergency management, consistent with California government code.
- Updated general provisions to further define the member/partner purpose, expectation and participation of the Authority.
- Emergency preparedness and planning metrics have been added to the agreement to provide defined common preparedness responsibilities for all jurisdictions.
- Regular review and revision dates have been included to ensure compliance with established guidelines such as NIMS.
- Non-voting member participants have been added.

Several of the JPA partnering agencies have reviewed and adopted the proposed changes. All other partnering agencies are scheduled to review the changes to the JPA agreement at their upcoming City Council meetings, within the next several weeks.

## **FISCAL IMPACT:**

There is no proposed change to the funding formula for the Joint Powers Agreement.

## **ALTERNATIVES:**

1. Do not approve the agreement

2. Request staff to bring back additional information to the City Council for consideration.

**RECOMMENDATION:**

Adopt resolution authorizing the City Manager to execute an amended Joint Exercise of Powers Agreement with the San Mateo County Operational Area Emergency Services Organization.

**DISTRIBUTION:**

1. City Attorney

**ATTACHMENTS:**

1. Resolution
2. Proposed amended Joint Exercise of Powers Agreement with the San Mateo Operational Area Emergency Services Organization.

**DATE PREPARED:** November 6, 2014

**REVIEWED BY:**

\_\_\_\_\_ CM

\_\_\_\_\_ ACM

\_\_\_\_\_ FD, Other

**RESOLUTION NO. -**

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED JOINT EXERCISE OF POWERS AGREEMENT WITH THE SAN MATEO COUNTY OPERATIONAL AREA EMERGENCY SERVICES ORGANIZATION**

**WHEREAS**, in 1997 the city of San Bruno with other cities of San Mateo County, entered into a San Mateo Operations Area Joint Powers Agreement for emergency services, and

**WHEREAS**, the 1997 agreement was deemed outdated and in need of reflecting the current compliances, practices and procedures of emergency services, and

**WHEREAS**, in October 2014, the Agreement was updated to include current federal, state and local codes, laws and directives and to comply with California's Joint Powers law, and

**WHEREAS**, this agreement has been reviewed by the County Fire Chiefs, Police Chiefs, Emergency Managers, City Managers, and City Attorneys, and

**WHEREAS**, this agreement has been reviewed by the County's Emergency Services Council, and

**WHEREAS**, during the revision process this Agreement was reviewed by the City councils of the Member Agencies, and

**NOW, THEREFORE BE IT RESOLVED**, that the San Bruno City Council hereby authorizes the City Manager to execute an amended Joint Exercise of Powers Agreement with the San Mateo County Operational Area Emergency Services Organization.

—oOo—

I hereby certify the foregoing Resolution No. \_\_\_\_\_ was introduced and adopted by the San Bruno City Council at a regular meeting on November 25, 2014 by the following vote:

AYES:

NOES:

ABSENT:

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

**First Revised and Restated  
Joint Exercise of Powers Agreement  
San Mateo County Operational Area Emergency Services Organization**

THIS JOINT POWERS AGREEMENT (“Agreement”) is made as of the Effective Date by and between the public entities set forth below, creating the San Mateo County Operational Area Emergency Services Organization Authority (“Organization”).

Each public entity executing this Agreement shall be referred to individually as a “Member Agency,” with all referred to collectively as “Member Agencies.”

**RECITALS**

**Whereas** the Member Agencies’ goal is to establish a unified emergency services organization; and

**Whereas** the Member Agencies agree that the purpose of this Organization will be to operate pursuant to Presidential Directive 5, the National Response Framework, National Incident Management System (NIMS), Presidential Directive 8, the National Preparedness Goal and California’s Standardized Emergency Management System (SEMS) and local adopted Emergency Operations Plans and Annexes.

**Whereas** the Member Agencies agree that the participants within this Organization may include all local governments within the geographic area of the County, special districts, unincorporated areas, and participating non-governmental entities; and

**Whereas** the Member Agencies agree that the collective goal is to provide coordinated plans for the protection of persons and property based on the phases of emergency management; and

**Whereas** the Member Agencies have the authority to enter into this Agreement under the Joint Exercise of Powers Act, California Government Code Section 6500 *et seq.* (“Act”).

**NOW, THEREFORE**, in consideration of the recitals and mutual obligations of the Member Agencies as herein contained, the Member Agencies agree as follows:

**Article I - GENERAL PROVISIONS**

**1.01 Purpose**

This Agreement creates an entity to exercise the powers shared in common by the Member Agencies to engage in local and regional cooperative planning and coordination and delivery of services. As part of this Organization’s purpose, Member Agencies seek to meet or exceed the current Emergency Response Planning and Management Capabilities within the Operational Area. Further, Member Agencies seek to support existing regional Public Information and Notification Systems, and to continue to support the regional hazardous materials emergency response program. Such purposes are to be accomplished and the Members Agencies’ common powers exercised as set forth in this Agreement.

**1.02 Creation of Authority**

Pursuant to the Joint Exercise of Powers Act, the Member Agencies hereby create a public entity to be known as the “San Mateo County Operational Area Emergency Services Organization Authority” (“Organization.”) The Organization shall be a public entity separate and apart from the Member Agencies. The geographic jurisdiction of the Organization is all territory within the geographic

boundaries of the Member Agencies; however, the Organization may undertake any action outside those geographic boundaries as is necessary and incidental to accomplishing its purpose.

### **1.03 Membership in the Organization**

Membership in the Organization is limited to public entities, as defined by the Joint Exercise of Powers Act, located or operating within San Mateo County that have approved and executed this Agreement, and contributed resources of any kind toward establishing and supporting the Organization (including, but not limited to financial, personnel, equipment, or other resources) as approved by the Emergency Services Council.

### **1.04 Participating Members/Partners in the Organization**

Participation in the Organization is intended to ensure cooperative emergency planning and response; all participating Member Agencies and partners are expected to attend all regular and special meetings of the Emergency Services Council, encourage active participation by their jurisdictions in the development of plans and training programs, drills, exercises and training opportunities, and otherwise assist in supporting the implementation of this Agreement.

### **1.05 Powers of the Organization**

The Organization may purchase, lease, own and/or dispose of property and equipment and enter into contract(s), as required to satisfy the purposes of this Agreement. The Organization may employ agents and/or employees, operate works and improvements, sue and be sued in its own name, and invest surplus funds.

## **Article II- COMMON TERMINOLOGY**

### **2.01 Terminology Defined**

Not all vocabulary of technical terms listed in the Agreement is used in the Agreement. In part, the terms are included as a resource to further clarify terminology utilized in documentation, field operations and/or applicable subject matter.

**2.02 All-Hazards:** “Grouping classification encompassing all conditions, environmental or manmade, that have the potential to cause injury, or death; damage to or loss of equipment, infrastructure services, or property; or alternately causing functional degradation to societal, economic or environmental aspects. Annotation: All-hazards preparedness ensures that if a disaster occurs, people are ready to get through it safely, and respond to it effectively. FEMA began development of an Integrated Emergency Management System with an all-hazards approach that included ‘direction, control and warning systems which are common to the full range of emergencies from small isolated events to the ultimate emergency – war.’” (DHS, *Lexicon*, October 23, 2007, p. 1)

**2.03 Catastrophe:** An event during which a society incurs, or is threatened to incur, such losses to persons and/or property that the entire society is affected and extraordinary resources and skills are required, some of which must come from other nations.

**2.04 Community Emergency Response Team (CERT):** “Community Emergency Response Team” (CERT) training is one way for citizens to prepare for an emergency. CERT training is designed to prepare people to help themselves, their families and their neighbors in the event of a catastrophic disaster. Because emergency services personnel may not be able to help everyone immediately, residents can make a difference by using the training obtained in the CERT course to save lives and protect property. (DHS, *National Response Framework* (Comment Draft). DHS, September 10, 2007, p. 18)

**2.05 Command:** The act or directing and or controlling by virtue of explicit legal, agency or delegated authority. The term “Command” may also refer to the Incident Commander.

**2.06 Emergency:** Any incident, whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety or to lessen or avert the threat of a catastrophe in any part of the United States.

**2.07 Emergency Management:** A subset of incident management, the coordination and integration of all activities necessary to build, sustain and improve the capability to prepare for, protect against, respond to, recover from or mitigate against threatened or actual natural disasters, acts of terrorism or other manmade disasters.

**2.08 Emergency Operations Center (EOC):** The physical location at which the coordination of information and resources to support incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction.

**2.09 Incident:** An occurrence or event, natural or manmade, which requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies and other occurrences requiring an emergency response.

**2.10 Incident Command System (ICS):** A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

**2.11 Local Emergency:** The duly proclaimed existence of conditions of disaster or extreme peril to the safety of persons and/or property within territorial limits of a county, city and county, or city caused by such conditions as fire, flood, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, earthquake, tsunami or other conditions which are likely to be beyond the control of the services, personnel, equipment and facilities of that local political subdivision to combat.

**2.12 Local Government:** A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law;) regional or interstate government entity or agency or instrumentality of a local government; an Indian tribe or authorized tribal entity, or in Alaska a Native Village or Alaska Regional Native Corporation; a rural community, unincorporated town or village or other public entity. See Section 2 (10), Homeland Security Act of 2002, P.L. 107–296, 116 Stat. 2135 (2002).

**2.13 Mitigation:** Activities providing a critical foundation in the effort to reduce the loss of life and/or property from natural and/or human-caused disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

**2.14 National Incident Management System (NIMS):** System that provides a proactive approach guiding government agencies at all levels, the private sector and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location or complexity, in order to reduce the loss of life or property and harm to the environment.

**2.15 National Response Framework:** This document establishes a comprehensive, national, all-hazards approach to domestic incident response. It serves as a guide to enable responders at all levels of government and beyond to provide a unified national response to a disaster. It defines the key principles, roles, and structures that organize the way U.S. jurisdictions plan and respond.

**2.16 Operational Area:** An intermediate level of the state emergency services organization, consisting of the County and all political subdivisions within the county area. In a state of emergency, the operational area shall serve as a link in the system of communications and coordination between the political subdivisions comprising the operational area and the Regional or State Emergency Operations Center.

**2.17 Preparedness:** Actions that involve a combination of planning, resources, training, exercising and organizing to build, sustain and improve operational capabilities. Preparedness is the process of identifying the personnel, training and equipment needed for a wide range of potential incidents and developing jurisdiction-specific plans for delivering capabilities when needed for an incident.

**2.18 Recovery:** The development, coordination and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental and economic restoration; evaluation of the incident to identify lessons learned; and post-incident reporting and development of initiatives to mitigate the effects of future incidents.

**2.19 Resources:** Personnel and major items of equipment, supplies and facilities available or potentially available for assignment to incident operations and for which status is maintained. Under the National Incident Management System, resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an emergency operations center.

**2.20 Response:** Immediate actions to save and sustain lives, protect property and the environment, and meet basic human needs. Response also includes the execution of plans and actions to support short-term recovery.

**2.21 Standardized Emergency Management System:** The Standardized Emergency Management System (SEMS) is the cornerstone of California's emergency response system and the fundamental structure for the response phase of emergency management. SEMS is required by the California Emergency Services Act (ESA) for managing multiagency and multijurisdictional responses to emergencies in California. The system unifies all elements of California's emergency management

community into a single integrated system and standardizes key elements. SEMS incorporates the use of the Incident Command System (ICS), California Disaster and Civil Defense Master Mutual Aid Agreement (MMAA,) the Operational Area (OA) concept and multiagency or inter-agency coordination. State agencies and local governments are required to use SEMS in order to be eligible for any reimbursement of response-related costs under the state's disaster assistance programs.

## **Article III – GOVERNANCE**

### **3.01 Composition of the Council**

The Organization shall be administered by the Emergency Services Council (“Council”) consisting of the following members:

- a) A member of the San Mateo County Board of Supervisors, who shall be designated by the Supervisors.
- b) Each governing body of a Member Agency shall annually select and appoint a representative to serve on the Council and may select and appoint an alternate representative. Each representative and alternative representative must be a member of the governing body of the Member Agency.
- c) The Chair of the Emergency Services Council shall be the representative from the Board of Supervisors.
- d) A Vice-Chair shall be selected by the Council.

### **3.02 General Purpose of the Organization**

The general purpose of the Organization is to:

- a) Provide structure for administrative and fiscal policies and procedures;
- b) Identify and pursue funding sources;
- c) Set policy;
- d) Maximize the utilization of available resources; and
- e) Oversee all committee activities.

### **3.03 Specific Responsibilities of the Council**

The specific responsibilities of the Council shall be as follows:

- a) To review and recommend adoption by the Board of Supervisors and City Councils of each City, Emergency Plans, programs and agreements, in addition to the basic agreements as deemed necessary to carry out the purpose of the Organization.
- b) To approve an annual budget in an amount necessary to carry out the purposes of the Organization. Upon review and approval of the annual budget by the Council, each Member Agency shall recommend the budget to the governing body of the Member Agency for the purpose of securing from each the appropriations in accordance with each Member Agency's identified allocation (via Budget Sheets.)
- e) Each Member Agency's Executive Officer shall identify and designate at the beginning of each fiscal year, a local coordinator for regular participation in the San Mateo County Emergency Managers Association. Should the identified Coordinator change at any time during the year, the Member Agency shall advise the Director of Emergency Services within 30 days.
- d) If a Member Agency participates in a contract relationship for the provision of emergency services, it is still required to name a local emergency coordinator to the Emergency Managers Association who will assure the continuity of communication between the Member Agency, the County Office of Emergency Services (OES) and the Organization.

### **3.04 Meetings of the Organization.**

- a) **Regular Meetings:** The Council shall approve a schedule for its regular meetings provided, however, that the Council shall hold at least one regular meeting quarterly. The Council shall fix the date, hour and location of regular meetings by resolution and the Secretary shall transmit a copy of the resolution to each Member Agency at the first meeting of the fiscal year.
- b) **Special Meetings:** Special meetings of the Council may be called in accordance with the Brown Act by the Chair, a majority of the Council or the Director.
- c) **Call, Notice and Conduct of Meetings:** All meetings of the Council, including without limitation, regular, adjourned regular and special meetings, shall be noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act, California Government Code section 54950 *et seq.* As soon as practicable, but no later than the time of posting, the Secretary shall provide notice and the agenda to each Member Agency. Any Member Agency may request that an item be considered for placement on the Agenda by submitting the request to the Director of Emergency Services.
- d) Meetings of the Council shall be conducted by the Chair or by the Vice-Chair in the absence of the Chairperson. In the absence of both Chair and Vice-Chair, the meeting shall be chaired by member of the Council selected by a majority vote of the Council.

### **3.05 Minutes**

The Secretary of the Organization shall cause to be kept a digital recording of each meeting, which shall be posted on the SMC OES Website. The Secretary will create brief summary written minutes for approval by the Council.

### **3.06 Voting**

All power of the Organization shall reside with the Council. Each Member Agency shall have one vote. A Member Agency's alternate representative may participate and vote in the proceedings of the Council only in the absence of that Member Agency's regular representative. No absentee ballot or proxy voting is permitted.

### **3.07 Quorum; Required Votes; Approvals**

A quorum of the Council is a majority of the representatives of the Member Agencies of the Organization. If the number of Member Agencies is an even number, a majority is fifty percent of the Member Agencies, plus one. The Council may not take any substantive action without a majority of the Member Agencies voting to take that action. Action on non-substantive procedural matters may be taken by a majority of a quorum.

## **Article IV – PARTICIPATING PARTNERS, EMPLOYEES AND ADVISORY COMMITTEES**

### **4.01 Participating Partners**

In order to ensure cooperative emergency planning and response, the following may be invited to attend, as non-voting members, all regular and special meetings of the Council, participate in the development of plans and training programs, and otherwise assist in supporting the implementation of this Agreement:

- a) A representative of the American Red Cross to be invited by the Chair with the approval of the Council.
- b) One representative each from the San Mateo County Fire Chiefs Association and the San Mateo County Police Chiefs and Sheriff Association as may be invited by the Chair with approval of the Council.
- c) One representative for Water Districts as may be invited by the Chair with approval of the Council.

- d) One representative for Sanitary Districts as may be invited by the Chair with approval of the Council.
- e) One representative for the San Mateo County Harbor District as may be invited by the Chair with approval of the Council.
- f) One representative for the Port Authority as may be invited by the Chair with approval of the Council.
- g) One representative for San Mateo County Transit District as may be invited by the Chair with approval of the Council.
- h) One representative for Pacific, Gas and Electric Company as may be invited by the Chair with approval of the Council.
- i) One representative for the Office of Education as may be invited by the Chair with approval of the Council.
- j) One representative for the Hospital Consortium as may be invited by the Chair with approval of the Council.
- k) One representative for the EMS Agency as may be invited by the Chair with approval of the Council.
- l) One representative for the San Mateo Emergency Managers Association as may be invited by the Chair with approval of the Council.

Should other interested parties be identified for participation, the Organization shall consider a written request for participation and may be invited by the Chair with approval of the Council.

#### **4.02 Treasurer**

The Treasurer of the County of San Mateo shall be the Treasurer of the Organization. The Treasurer shall be the depository, shall have custody of the accounts, funds and money of the Organization from whatever source, and shall have the duties and obligations set forth in the Joint Exercise of Powers Act.

#### **4.03 Auditor and Financial Accountability**

The Organization will ensure financial accountability as required by Section 6505 of the Government Code. The Organization will ensure that audits are conducted as required by that Section. Unless the Council votes to appoint a separate auditor, audits will be conducted by auditor selected to conduct the audit of the Sheriff's Office. In the event that the Council selects a separate auditor, the full cost of the audit will be the responsibility of the Organization.

The Auditor shall perform the functions of auditor for the Organization and shall make or cause an independent annual audit of the accounts and records of the Organization by a certified public accountant, in compliance with the requirements of the Joint Exercise of Powers Act and generally accepted auditing standards.

#### **4.04 Legal Counsel**

The San Mateo County Counsel's Office shall be the legal counsel for the Organization. To the extent permitted by the Joint Exercise of Powers Act, the Organization may change, by resolution, the legal counsel to the Organization. The full cost of outside legal counsel will be the responsibility of the Organization.

#### **4.05 Secretary to the Organization**

The San Mateo County Office of Emergency Services shall provide a Secretary and administrative support to the Organization.

#### **4.06 Contractors**

The Organization shall have the power by resolution to appoint and employ such other consultants and independent contractors as may be necessary to carry out the purposes of the Organization. The Organization will be responsible for any/all incurred costs.

#### **4.07 Committees**

The Organization may form and dissolve Committees as determined by the Council.

#### **4.08 Director of Emergency Services**

The Sheriff or his/her designee is the Director of the San Mateo County Area Office of Emergency Services ("Director"). The SMC Area Office of Emergency Services is responsible for the on-going operation of the San Mateo County Operational Area and is also responsible for achieving the purposes of the Organization as follows:

- a) Emergency Response - coordination and planning during any regional emergency in accordance with adopted emergency plans.
- b) Plans and Operations - preparation, development, coordination, and integration of compatible and complimentary unified area-wide emergency plans for approval by the State of California and adoption by the Council.
- c) Communications - coordination, development and maintenance of an area-wide emergency communications service, including public alert and warning systems, and other situational awareness tools.
- d) Public Education and Information - coordination and support of an area-wide public education and information program.
- e) Training and Exercise - coordination and assistance in the training and exercising of all County employees identified as Disaster Service Workers, as defined by Sect. 3100 of the California Government Code and volunteers. The Member Agencies will be responsible for the training and exercise of their identified employees; however, OES will provide needed support as requested.
- f) Grant Program Administration - coordination and assistance with designated emergency coordinators within the Operational Area in the securing and distribution of grant funds for regional emergency management initiatives and program support.
- g) General Administration - coordination and assistance in the procurement and inventory of emergency equipment, management of, maintenance and distribution of area-wide inventories of vital supplies and equipment.
- h) The Organization does not intend to acquire title to any property. But in the event that it does, pursuant to Section 6505.1 of the Government Code, the Organization designates the Director to handle that property. In the event that the Organization does acquire title to property, the Director will obtain a bond in the amount determined by the contracting parties.

#### **4.09 Staffing Reimbursement**

The County Office of Emergency Services is a bureau of the Sheriff's Office, staffed by sworn officers and other civil service employees of the County of San Mateo appointed by the Sheriff. The Office of Emergency Services supports the purposes of the Organization. A portion of the cost of Office of Emergency Services staff is reimbursed by the Organization in an amount determined by the funding allocation in this Agreement.

#### **Article V – BUDGET AND COST-SHARING**

In consideration of the mutual promises herein contained, it is hereby agreed that the cost of maintaining the Organization will be shared as described below.

- a) From the total amount of the annual budget there shall be deducted estimated revenue from federal "matching funds," state grants, and other service revenues.
- b) The balance of the annual budget remaining after anticipated revenues have been deducted shall be paid as follows:
  1. The county shall pay 50% of the remaining balance.
  2. The cities shall pay the remaining 50% of the balance, apportioned in accordance with the following formula:
    - i. One half of said 50% to be apportioned by people units or population.
      - a) Total population of all member cities divided into one-half of the total of the cities' share of the budget equals a factor in cents.
      - b) Population of each member city times the factor in cents equals the share for each city.
    - ii. The remaining one-half of said 50% to be apportioned on the basis of assessed valuation as follows:
      - a) Total assessed value of real and personal property in all member cities divided into one-half of the total of the city's share of the budget equals a factor in mils.
      - b) Assessed value of real and personal property of each member city times the factor in mils equals the share for each city.
- c) For the purpose of this Agreement the total assessed valuation of real and personal property in all Member Agencies shall be the most recent such total maintained by the offices of the County Assessor.
- d) The figures used for population in each city shall be determined by a method and from a source that is mutually acceptable to the majority of members.
- e) It is understood and agreed that the financial obligations incurred by the Member Agencies under the provisions of this Agreement will be incurred annually, subject to the limitation that the county and cities are financially able to make funds available.
- f) If the Member Agencies representing 25% or more of the county's population do not approve the budget in any fiscal year, the proposed budget will be referred back to the Director and the Finance Committee for revision and recommendation. If no resolution can be reached by the committee, the Member Agencies may proceed to adopt budgets that provide those services they deem necessary for adequate emergency services protection as a whole, but any Member Agency shall be financially responsible for that portion of the budget unilaterally adopted. Any Member Agency that does not meet its financial commitment under the adopted budget will lose its voting status and/or other such privileges of membership as determined by the Council.
- g) It is further agreed that any excess in federal or state funds, in any year, shall be reviewed by the Finance Committee, who will then make a recommendation to the Council, as to the disposition of the excess funds.
- h) With respect any Member Agency that is not a City or the County, the amount to be contributed is determined by a negotiation between those Member Agencies and the Director Emergency Services and must be approved by the Council. A letter memorializing the agreed contribution will be an attachment to this Agreement.

## **Article VI - INSURANCE**

- a) The County shall add the Organization and Emergency Services Council to its existing excess liability insurance coverage and shall maintain such coverage in full force and effect during the life of the Agreement. Member Agencies understand that the County is partially self-insured. Unless the Organization decides otherwise, County shall provide for the defense of any claims or litigation within the self-insured retention. Legal representation by the County will ordinarily be provided by the County Counsel.

- b) Any out-of-pocket expense or loss, by way of judgment or settlement, arising out of the operation of this Agreement, within the limits of the County's self-insured retention shall be shared by the parties in accordance with the formula as described in Article V (b).

#### **Article VII - EFFECTIVENESS**

This Agreement shall be effective upon its execution by all Member Agencies. It is effective as to new Members Agencies upon adoption and approval by the Council and by the new Member Agency's governing body. This Agreement shall continue in effect until terminated as provided herein.

#### **Article VIII – TERM AND TERMINATION**

##### **8.01 Withdrawal by Members**

- a) Any Member Agency may withdraw from this Agreement by written notice given by such Member Agency to all other Member Agencies, which notice shall be given at least 120 days prior to the commencement of the fiscal year in which it is to take effect. For the purpose of such notice, a fiscal year is defined as July 1 of a calendar year through June 30 of the succeeding calendar year.
- b) Any former or prospective Member Agency may enter or re-enter the organization by petition to the Council by its governing body, and majority approval of the petition by the Council. Upon approval, the new Member Agency must agree in writing to all terms of this Agreement.
- c) Should a Member Agency withdraw less than 120 days prior to the commencement of the fiscal year, the withdrawal will be effective but that Member Agency will be responsible for its calculated contribution for that year pursuant to Article V.
- d) Should a Member Agency give required notice and withdraw from the Agreement, the prior contribution of that Member Agency will be divided equally by formula among the remaining Member Agencies.

##### **8.02 Termination of Organization and Disposition of Surplus Money and Property**

This Agreement shall terminate effective upon a vote of the Council, the County and by at least eleven (11) cities representing the majority of the population of the County. In the event that the Organization ceases to exist, surplus funds will be returned consistent with Section 6512 of the Government Code in proportion to the contributions made. The Organization does not intend to acquire title to any property. But in the event that it does, title to all property acquired by the Organization, shall be owned by the County of San Mateo to be used for "County Wide" purposes.

##### **8.03 Amendments**

Any proposed Amendments to this Agreement may be recommended by the Council but must be ratified by each Member Agency's governing body.

##### **8.04 Review of this Agreement**

The Council will conduct a review of this Agreement in 2020 and every five years thereafter to determine whether any changes to the Agreement are necessary or advisable. In the event that the Council concludes that changes should be made, each Member Agency representative will take those recommended changes to the governing body of the Member Agency for ratification.

##### **8.05 Bylaws**

The Council may, from time to time, adopt and/or amend Bylaws for the conduct of its affairs; provided the purpose is consistent with this Agreement and/or are necessary and appropriate.

## **Article IX - MISCELLANEOUS PROVISIONS**

### **9.01 Notices**

It shall be the responsibility of the Sheriff or his/her designee to ensure all notices are provided to Member Agencies and posted in compliance with the legal requirements of the Agreement.

### **9.02 Severability**

If any one or more of the terms, provisions, promises, covenants, or conditions of this Agreement were, to any extent, adjudged invalid, unenforceable, void, or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants, and conditions of this Agreement shall not be affected thereby and shall be valid and enforceable to the fullest extent permitted by law.

### **9.03 Supersession**

It is mutually understood and agreed by the Member Agencies that this Agreement supersedes the 1997 San Mateo County Operational Area Joint Powers Agreement, any previous agreements on this subject matter and any amendments thereto.

### **9.04 Assignment**

No Member Agency shall assign any rights or obligations under this Agreement without the prior written consent of the Council.

### **9.05 Governing Law**

This Agreement is made and to be performed in the State of California, and as such, California substantive and procedural law shall apply. Venue for any litigation under this Agreement shall be in the County of San Mateo.

### **9.06 Headings**

The section headings herein are for convenience only and are not to be construed as modifying or governing the language of this Agreement.

### **9.07 Counterparts**

This Agreement may be executed in counterparts, each of which will be deemed an original and all of which shall constitute this Agreement.

### **9.08 No Third Party Beneficiaries**

This Agreement and the obligations hereunder are not intended to benefit any party other than the Authority and its Members Agencies, except as expressly provided otherwise herein. No entity that is not a signatory to this Agreement shall have any rights or causes of action against any party to this Agreement as a result of that party's performance or non-performance under this Agreement, except as expressly provided otherwise herein.

### **9.09 Filing of Notice of Agreement**

Within 30 days after the Effective Date, the Secretary shall cause to be filed with the Secretary of State the notice of Agreement required by the Act. Within 30 days after any amendment to this Agreement, the Secretary shall file the amendment with the Secretary of State.

### **9.10 Conflict of Interest Code**

The Organization shall adopt a conflict of interest code as required by law. Member Agencies understand that representatives and alternate representatives are listed on the Organization's Conflict of Interest Code and will be responsible for filing a Form 700 with the Organization.

**9.11 Indemnification**

The Organization shall defend, indemnify and hold harmless each Member Agency (and each Member Agency's officers, agents, and employees) from any and all liability, including but not limited to claims, losses, suits, injuries, damages, costs and expenses (including attorney's fees,) arising from or as a result of any acts, errors or omissions of the Organization or its officers, agents or employees.

Each Member Agency shall defend, indemnify and hold harmless the other Member Agencies (and their officers, agents, and employees) from any and all liability, including but not limited to claims, losses, suits, injuries, damages, costs and expenses (including attorney's fees,) arising from or as a result of any acts, errors or omissions of that party or its officers, agents or employees.

**9.12 Dispute Resolution/Legal Proceedings**

Disputes regarding the interpretation or application of any provision of this Agreement shall, to the extent reasonably feasible, be resolved through good faith negotiations between the Member Agencies and/or the Organization.

**9.13 Authorization to Enter Into Agreement**

Each party warrants that the person signing this Agreement on its behalf is authorized to bind that party to this Agreement.

**9.14 Confirmation of Jurisdictional Authority**

By signing this Agreement, the Member Agencies retain all authority granted to them by the State and/or their respective Charters. The powers and/or authority granted pursuant to this Agreement shall in no way serve to limit or restrict an individual Member Agency's jurisdictional authority.

**9.15 Participation Understanding**

The Member Agencies understand that to facilitate proper emergency response, each public entity has an important role to play. By adopting this Agreement, the Member Agencies recognize the importance of that role. Descriptions of the activities that are expected of each Member Agency are contained in Attachment A to this Agreement. Attachment A may be modified by a majority of the Council at a meeting of the Organization.

**(SIGNATURES ARE ON FOLLOWING PAGE)**

IN WITNESS WHEREOF, each Member Agency has caused this Agreement to be executed and attested by its proper officers thereunto duly authorized, as follows:

Signatories	Resolution/Action Number	Date of Adoption
Atherton		
Belmont		
Brisbane		
Burlingame		
Colma		
Daly City		
East Palo Alto		
Foster City		
Half Moon Bay		
Hillsborough		
Menlo Park		
Millbrae		
Pacifica		
Portola Valley		
Redwood City		
San Bruno		
San Carlos		
San Mateo		
South San Francisco		
Woodside		
County of San Mateo		

**ATTACHMENT A**  
**SUPPLEMENTAL AGREEMENT**

The following list of responsibilities was developed by a sub-committee of the Emergency Managers Association of San Mateo County. The determined need is to assure the Member Agencies meet the basic functional needs of the communities within San Mateo County during a disaster. To determine the readiness of Member Agencies to respond to an emergency, each Member Agency agrees to participate in an annual survey or other mechanism, developed by the EMA Policy & Continuity Working Group, to gather preparedness data from Member Agencies. An evaluation shall be presented to the Emergency Services Council as set forth in section 1.01 of this Supplemental Agreement.

**Article I – MEMBER AGENCY RESPONSIBILITIES AND TRAINING**

**1.01 Emergency Preparedness and Planning Standards**

The Member Agencies shall each accept primary responsibility for the readiness within their respective jurisdictions and development of disaster preparedness plans which shall be compatible with and complimentary to the area-wide emergency planning and organization, formulated pursuant to this Agreement. As such, each Member Agency agrees that it will adhere to current state and federal NIMS/SEMS requirements.

The Director will provide an annual report of each Member Agency’s attainment towards the current State and federal NIMS/SEMS requirements, as well as assist the Member Agencies in working towards full compliance.

**1.02 Information Reporting**

Member Agencies of the Organization shall report on the agreed adopted standards, cited in Section 1.01 of this Supplemental Attachment, annually to the Director of the Office of Emergency Services, who will compile the information and report to the Council at its January meeting.

a. The following is an example of the type of information to be collected annually; other formats may be developed or used as needed. Adopt an Emergency Operations Plan and Annexes, review and update no less than every three years

City/Town	Percentage Complete											
1	0	10	20	30	40	50	60	70	80	90	100	

b. Have a Local Hazard Mitigation Plan, internally reviewed annually and provide updates as required, and approved by FEMA. (Currently no less than every five years.)

City/Town	Percentage Complete											
	0	10	20	30	40	50	60	70	80	90	100	

c. Participate in the Operational Area Multi-year Training and Exercise Plan

City/Town	Percentage Complete											
	0	10	20	30	40	50	60	70	80	90	100	

d. Adopt use of the Homeland Security Exercise and Evaluation Program (HSEEP)												
City/Town	Percentage Complete											
	0	10	20	30	40	50	60	70	80	90	100	

e. Participate in meetings and activities including the Emergency Managers Association (EMA)												
City/Town	Percentage Complete											
	0	10	20	30	40	50	60	70	80	90	100	

f. Participate in Training and Exercises												
City/Town	Percentage Complete											
	0	10	20	30	40	50	60	70	80	90	100	

g. Prepare and maintain necessary plans and agreements to facilitate emergency sheltering												
City/Town	Percentage Complete											
	0	10	20	30	40	50	60	70	80	90	100	

### 1.03 Training and Exercises

A Training and Exercise Plan is a means to establishing a standard of readiness and initiates a basic knowledge and capability skill set. Full participation by Member Agency Emergency Managers and other Operational Area stakeholders is important to developing a multi-year training program. Training and exercise planning and development will be the responsibility of the EMA T&E Group to accommodate the needs of the stakeholders. Full commitment and participation by the Member Agencies and participating partners will also be recommended in at least one annual exercise, in some capacity, to ensure the preparedness level of our Operation Area. Further, Member Agencies agree to support the NIMS compliance of each of their jurisdictions.

### 1.04 Recommended Training for the Governing Bodies of Member Agencies

In an effort to ensure NIMS Compliance and a standardized understanding among Member Agencies, the following training curriculum, **is recommended for representatives of each Member Agencies' governing bodies:**

- a) 100: Introduction to ICS or equivalent
- b) FEMA IS 700.a: NIMS An Introduction
- c) ICS-402: Incident Command System (ICS) Overview for Executives/Senior Officials(G402)

### 1.05 Local Coordinator Responsibilities

All Member Agencies have adopted this Agreement with a commitment to engage in local and regional cooperative planning, coordination and delivery of services. Each Member Agency will provide local support via staff with primary and/or secondary responsibilities including, but not limited to the following:

- a) Management/Coordination of the Local Emergency Operations Center (EOC) – (functional and support services.)

- b) Provide liaison support to the County Emergency Operations Center (EOC) Director or his/her designee in emergency or disaster situations.
- c) Oversee the preparation and prepare and modify elements of the local Emergency Operations Plan and Disaster Recovery Plan to ensure compatibility with the Operational Area Emergency Operations Plan and Annexes.
- d) Develop relationships with representatives of local departments, public and private support and relief agencies, business, educational, homeowners' and other groups regarding emergency services; prepare specialized plans designed to meet the needs of various sections of the community.
- e) Prepare and disseminate training materials to ensure effective response in a disaster situation;
- f) Develop, train and maintain community engagement, through programs such as Community Emergency Response Team (CERT)
- g) Develop relationships with representatives of other emergency management and response agencies and organizations; review legislation, regulations and other documentation to ensure that the City is in compliance with such regulations and avail itself of all financial and other resources.
- h) Respond to the Emergency Operations Center when it is activated; ensure that appropriate documents are available at the center and provide liaison and coordinative support as required.

#### **1.06 Operational Area District Coordinator Responsibilities**

In addition to the roles and responsibilities identified in Section 4.09, The Director of Emergency Services will provide staff in direct support of the Local Coordinators. These Operational Area District Coordinators are not intended to replace local staff, as they do not have the required authority within local jurisdictions to operate as the primary coordinators. They will, however, provide the following services, which include but are not limited to:

- a) Develop, review and update emergency operations plans.
- b) Develop, review and update detailed standard operating procedures, checklists and resource documents.
- c) Compile data and prepare program papers and progress reports for the jurisdictions served.
- d) Compile and review jurisdictional data in support of the annual Standards Review.
- e) Support a Planning and Exercise Design Team as well as complete a 3-5 year Training and Exercise Program that is HSEEP compliant.
- f) Act as information, education and/or resource officer for the jurisdictions served.
- g) Speak to civic groups, clubs, and organizations to promote emergency services programs, encouraging public understanding and support. Notify local jurisdiction when appropriate.
- h) Work cooperatively with other office staff on area-wide projects and in training programs.
- i) Develop relationships with representatives of other emergency management and response agencies and organizations, review legislation, regulations and other documentation to ensure that the County is in compliance with such regulations and avail itself of all financial and other resources.

Atherton	_____	_____
	City Manager/Mayor	Date
Belmont	_____	_____
	City Manager/Mayor	Date
Brisbane	_____	_____
	City Manager/Mayor	Date
Burlingame	_____	_____
	City Manager/Mayor	Date
Colma	_____	_____
	City Manager/Mayor	Date
Daly City	_____	_____
	City Manager/Mayor	Date
East Palo Alto	_____	_____
	City Manager/Mayor	Date
Foster City	_____	_____
	City Manager/Mayor	Date
Half Moon Bay	_____	_____
	City Manager/Mayor	Date
Hillsborough	_____	_____
	City Manager/Mayor	Date
Menlo Park	_____	_____
	City Manager/Mayor	Date
Millbrae	_____	_____
	City Manager/Mayor	Date
Pacifica	_____	_____
	City Manager/Mayor	Date

Portola Valley	_____	_____
	City Manager/Mayor	Date
Redwood City	_____	_____
	City Manager/Mayor	Date
San Bruno	_____	_____
	City Manager/Mayor	Date
San Carlos	_____	_____
	City Manager/Mayor	Date
San Mateo	_____	_____
	City Manager/Mayor	Date
South San Francisco	_____	_____
	City Manager/Mayor	Date
Woodside	_____	_____
	City Manager/Mayor	Date
County of San Mateo	_____	_____
	County Manager/President of the Board of Supervisors	Date



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** November 25, 2014

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

**FROM:** Angela Kraetsch, Finance Director

**SUBJECT:** Receive the First Quarter Financial Update Report as of September 30, 2014, and Adopt a Resolution Amending the Fiscal Year 2014-15 Operating Budget to Re-Appropriate Fiscal Year 2013-14 Carryover Encumbrances

### **BACKGROUND:**

The City Council approved the 2014-15 Operating Budget on June 24, 2014. The City's budget is the annual plan and resource allocation that guides and ensures the implementation of City Council policies and priorities. The budget implements the vision and direction for the broad range of services that meet the needs of the community in accordance with City Council policy.

This financial review as of September 30, 2014 provides the first quarter budget update to the City Council for the current fiscal year. Analysis of the revenues collected and all expenditures through September 30, 2014 measures the level of adherence to the established resource allocation plan.

The purpose of the City's First Quarter budget review is to:

- Provide a reconciliation of the expected and actual General Fund balance for Fiscal Year 2014-15.
- Recommend the re-appropriation (carryovers) of prior year budgets for services/products that were begun, but not completed as of June 30, 2014.
- Conduct a review of City funds to identify and recommend budgetary changes if needed.

### **DISCUSSION:**

The Adopted Budget incorporates the estimated revenues and planned expenditures for all funds. The attached 2014-15 Quarterly Financial Report as of September 30, 2014 provides the revenue and expenditure summary for the General Fund, Enterprise Funds, and Internal Service Funds. The following discussion focuses on variances from the revenue and expenditure plans and allocations contemplated in the budgets.

### General Fund:

The General Fund finances the operations of the City that have no special or dedicated revenue sources and pays for basic municipal services. The 2014-15 adopted General Fund Budget projected revenues totaling \$37,539,689 and expenditures totaling \$37,213,504.

With 25% of the year complete, General Fund revenues are at 18% which is 1% higher than the first quarter in Fiscal Year 2013-14. Revenues are below 25% due to the non-linear nature of various revenue categories such as property taxes and the timing difference between the receipting of revenues versus when the revenues are earned (e.g. the monthly lag on Hotel/Motel tax, annual payment of gas and electric franchise fees are received in April, etc). General Fund expenditures are at 23% which is the same as the prior year and on target based on the budget for the first quarter.

### General Fund Revenues:

- **Property Tax** (1% of budget compared to 0% in 2013-14)  
The City receives the majority of its property tax revenue during the months of December and April.
- **Sales Tax** (7% of budget compared to 3% in 2013-14)  
Sales tax revenue was budgeted for 2014-15 at \$327,099 above the 2013-14 amended budget of \$7,343,812. As of the first quarter, revenues are \$551,952, which is \$309,823 above the same period in the prior year. This increase is the result of a timing difference in payments in the prior fiscal year.
- **Hotel/Motel Occupancy Tax** (25% of budget compared to 23% in 2013-14)  
Both years' reported revenues are for the first two months of the fiscal year as payments are received one month after they are earned. The first quarter revenues of \$614,741 are \$84,752 higher than those of the prior year
- **Motor Vehicle License Fee (VLF)** (0% of budget compared to 1% in 2013-14)  
The majority of VLF Fees are received as Property Tax In-Lieu, which are due in two installments (December and April).
- **Business Tax** (67% of budget compared to 81% in 2013-14)  
The budget for this category increased by \$876,640 to reflect the growing number of large businesses located within San Bruno. As of the first quarter, revenues are \$2,147,709, which is \$251,772 higher than the prior fiscal year. Business taxes are billed and paid at the beginning of the fiscal year, which explains the high percentage received year-to-date.
- **Franchise Fees** (17% of budget versus 17% in 2013-14)  
Gas and electric franchise fees are received annually in April. As a result, receipts through September are predominately garbage and cable franchise fees.

- **Use of Money and Property** (24% of budget compared to 24% in 2013-14)  
Use of Money revenues consist of interest earnings from the City's investments, rentals, and Cable Television equity earnings. The budget for this category decreased by \$52,986 to reflect continuing low interest rates.
- **Departmental – Aggregate** (29% of budget compared to 29% in 2013-14)  
Total departmental revenues as of the first quarter for Fiscal Year 2014-15 are \$74,644 higher than at the same time in 2013-14. This is primarily the result of higher revenues in the Building department due to an increase in development within the City. The total budget for departmental revenues increased by \$139,435.

#### **General Fund Expenditures:**

- **Total Expenditures** (23% of budget compared to 23% in 2013-14)  
First quarter expenditures were \$8,382,469 and at 23% of the annual budget of \$37,213,504. All departments are within the expected range as of the end of the first quarter.

#### **Enterprises and Internal Service Funds**

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

#### **Revenues**

- **Water** (26% of budget compared to 31% in 2013-14)  
Revenues for the first quarter were \$3,562,018 compared to \$3,757,935 in the prior year and includes three months of rate adjustments from the five-year rate adjustment program approved by the City Council in 2012. Revenues are \$195,917 below the prior year mainly due to the receipt of a one-time revenue related to the recovery of an investment income loss and higher water capacity revenues in 2013-14.
- **Wastewater** (25% of budget compared to 27% in 2013-14)  
Revenues for the first quarter were \$3,664,136 compared to \$3,519,118 in the prior year and also include three months of rate adjustments from the five-year rate adjustment program approved by the City Council in 2012.
- **Stormwater** (3% of budget compared to 3% of budget in 2013-14)  
Stormwater fees are collected through the County property tax roll with the first payment expected in December.

- **Cable Television** (22% of budget compared to 22% in 2013-14)  
Actual revenues of \$2,283,394 are slightly lower than last year by \$38,440. The budget for the 2014-15 year was decreased by \$151,196 in order to bring it more in line with anticipated revenues.
- **Internal Service Funds** (25% of budget compared to 25% in 2013-14)  
Charges for each of the Internal Service Funds are done by monthly allocation based on the adopted budget.

### **Expenditures**

- **Self-Insurance Fund** (55% of budget compared to 60% in 2013-14)  
The expenditure total in the first quarter of 2014-15 is \$77,822 lower than in 2013-14 as a result of a decrease in claims.

Expenditures for the four Enterprise Funds and the three other Internal Service Funds are all within their respective budget levels for the first three months of the fiscal year.

### **Fiscal Year 2013-14 Carryover Encumbrances**

To ensure that previously authorized funds are available in the current year budget to cover the cost of uncompleted projects and continuing obligations, the attached resolution re-appropriates the outstanding encumbrances at the end of fiscal year 2013-14 to the 2014-15 fiscal year budget. The outstanding encumbrances are detailed in Attachment 4 to this report and are summarized as follows:

General Fund:	\$ 254,113
Federal/State Grants Fund:	\$ 720
City Art Fund:	\$ 56,400
Emergency Disaster Fund:	\$ 1,911,440
Parks and Facilities Capital Fund:	\$ 2,723
Streets Capital Fund:	\$ 689,184
Technology Capital Fund:	\$ 12,905
Water Fund:	\$ 2,278,673
Stormwater Fund:	\$ 48,843
Wastewater Fund:	\$ 217,700
Cable Fund:	\$ 67,097
General Equipment Revolving Fund:	\$ 168,903

### **FISCAL IMPACT:**

The Quarterly Financial Report as of September 30, 2014 on the General Fund, Special Revenue Funds, Enterprise Funds, and Internal Service Funds Budgets provides the City Council with a periodic update on the 2014-15 budget.

The resolution appropriating outstanding encumbrances at the end of fiscal year 2013-14 to the 2014-15 fiscal year will increase the adopted operating budget in each fund as summarized on the previous page.

**ALTERNATIVES:**

Do Not Adopt Resolution Amending the Fiscal Year 2014-15 Operating Budget to Re-Appropriate Fiscal Year 2013-14 Carryover Encumbrances

**RECOMMENDATION:**

Receive First Quarter Financial Update Report as of September 30, 2014, and Adopt Resolution Amending the Fiscal Year 2014-15 Operating Budget to Re-Appropriate Fiscal Year 2013-14 Carryover Encumbrances

**ATTACHMENTS:**

1. Resolution
2. Outstanding Purchase Orders By Fund at June 30, 2014
3. Quarterly Financial Report as of September 30, 2014

**DATE PREPARED:**

November 10, 2014

**REVIEWED BY:**

\_\_\_\_ CM

RESOLUTION NO. 2014-\_\_

**RESOLUTION AMENDING THE FISCAL YEAR 2014-15 OPERATING BUDGET TO RE-APPROPRIATE FISCAL YEAR 2013-14 CARRYOVER ENCUMBRANCES**

**WHEREAS**, the City uses encumbrances (purchase orders) to account for commitments against approved budgets for unperformed (executed) contracts for goods and services; and

**WHEREAS**, at the end of each fiscal year, outstanding encumbrances are reported as Reservations of Fund Balances which requires re-appropriation in the subsequent year; and

**WHEREAS**, at the end of fiscal year 2013-14, the outstanding encumbrances by fund were as follows:

General Fund:	\$ 254,113
Federal/State Grants Fund:	\$ 720
City Art Fund:	\$ 56,400
Emergency Disaster Fund:	\$ 1,911,440
Parks and Facilities Capital Fund:	\$ 2,723
Streets Capital Fund:	\$ 689,184
Technology Capital Fund:	\$ 12,905
Water Fund:	\$ 2,278,673
Stormwater Fund:	\$ 48,843
Wastewater Fund:	\$ 217,700
Cable Fund:	\$ 67,097
General Equipment Revolving Fund:	\$ 168,903

**WHEREAS**, the re-appropriation of these encumbrances ensure that previously authorized funds are available in the current year budget to cover the cost of uncompleted projects and continuing obligations; and

**NOW THEREFORE**, the City Council of the City of San Bruno hereby resolves to amend the fiscal year 2014-15 Operating Budget to Re-Appropriate fiscal year 2013-14 Carryover Encumbrances from Reserve for Encumbrances as indicated in Attachment A.

—oOo—

I hereby certify that foregoing Resolution No. 2014 -\_\_ was introduced and adopted by the San Bruno City Council at a regular meeting on November 25, 2014 by the following vote:

AYES:

NOES:

ABSENT:

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

PO Number	[C]onstruction [S]ervice [G]oods	Vendor #	Vendor	PO Description	Account Number	Outstanding Amount at June 30, 2014
<b>001 General Fund</b>						
1250-00005	S	0018425	REVENUE & COST SPECIALISTS LLC	COST ALLOCATION PLAN & COSTING SOFTWARE AND ASSISTANCE	001-1250-6401	4,000.00
1510-00026	G	0016694	DOWNTOWN FORD SALES	3 FORD EXPLORERS FOR PD	001-2010-6650	85,073.63
1510-00027	G	0104869	PURSUIT NORTH	INSTALL COMPONENTS FOR 3 PD UNITS	001-2010-6650	39,976.66
3310-00018	S	0104141	DC&E	PROFESSIONAL SERVICES FOR ZONING CODE UPDATE	001-3310-6401	11,145.85
3310-00019	S	0105777	GODBE RESEARCH	GODBE POLLING SURVEY ORDINANCE 1284	001-3310-6401	17,400.00
3310-00020	S	0105776	MCGOVERN ASSOCIATES CONSULTING, INC.,	MCGOVERN POLLING SURVEY ORDINANCE 1284	001-3310-6401	42,775.00
3310-00021	S	0016920	ENVIRONMENTAL SCIENCE ASSOCIATES (ESA)	CROSSING HOTEL CEQA STUDY & EIR	001-3310-6401	53,742.34
<b>254,113.48</b>						
<b>121 Federal/State Grants</b>						
2010-00028	G	0018381	ADAMSON POLICE PRODUCTS	MSA/PARACLETE BODY ARMOR	121-2010-8014	720.07
<b>720.07</b>						
<b>133-3330 City Art Fund</b>						
5510-00019	S	0105907	SOYFERTIS, MARGARITA	CENTENNIAL ART PROJECT - MURAL	133-3330-6419	56,400.00
<b>56,400.00</b>						
<b>190 Emergency Disaster Fund</b>						
3010-00171	S	0104705	HB CONSULTING GROUP	GLENVIEW RECONSTRUCTION PROJECT MANAGEME	190-9010-6401	189,945.00
3010-00174	S	0017624	BKF ENGINEERS	ENGINEERING FOR GLENVIEW RECONSTRUCTION	190-9010-6401	13,401.87
3010-00240	C	0105519	ACUMEN INDUSTRIAL HYGIENE, INC	AIR AND SOIL TESTING CRESTMOOR PROJECT	190-9010-8020	10,000.99
3010-00268	C	0103342	JMB CONSTRUCTION, INC.	CONSTRUCT SERV CRESTMOOR PH 3 UTIL PROJ	190-9010-8020	1,646,867.56
3010-00280	C	0103780	TREADWELL & ROLLO, INC.	GEOTECHNICAL ENGINEERING & SOIL TESTING FOR CRESTMOOR RECONSTRUCTIO	190-9010-8020	18,041.72
3320-00006	S	0104771	ENERGY MANAGEMENT SERVICES, GILLERAN	REBUILD IT GREEN PROGRAM	190-9010-6401	33,182.82
<b>1,911,439.96</b>						
<b>201 Parks and Facilities Capital</b>						
3010-00167	S	0104699	KEMA INC.	CLIMATE ACTION PLAN CONSULTING SERVICES	201-1801-6401	2,723.08
<b>2,723.08</b>						
<b>203 Streets Capital</b>						
3010-00133	C	0000430	DKS ASSOCIATES	TRAFFIC ENGINEERING DESIGN BELLE AIR SCHOOL	203-4810-8020	8,464.77
3010-00234	S	0096456	PB AMERICAS, INC.	GRADE SEP CONSULTANT SERVICES	203-4810-6401	26,784.17
3010-00262	C	0098436	PROFESSIONAL LAND SERVICES	PROFESSIONAL LAND SURVEYOR SERVICES	203-4810-8020	2,185.00
3010-00272	S	0017763	JJR CONSTRUCTION, INC	CONSTRUCTION SRVS SIDEWALK REPAIR PRGRM	203-4810-8020	113,785.56
3010-00274	C	0092223	PENINSULA CORRIDOR JOINT POWERS BOARD	JPB GRADE SEP ARCHWAY CONSTRUCTION	203-4810-8020	448,622.81
3010-00284	C	0017083	VALLI COOPER & ASSOCIATES, INC	VALLI COOPER PROJ MGMT SUPPORT	203-4810-8020	6,075.00
3010-00285	C	0104704	WHITLOCK & WEINBERGER TRANSPORTATION INC.	TRAFFIC ENGINEERING SERVICES FOR THREE SAN BRUNO SCHOOLS	203-4810-8020	2,090.48
3010-00286	C	0104704	WHITLOCK & WEINBERGER TRANSPORTATION INC.	TRAFFIC ENGINEERING SERVICES VARIOUS LOCATIONS	203-4810-8020	14,080.00
3010-00287	C	0018656	PRECISION CONCRETE CUTTING	CONSTRUCTION SERVICES CONCRETE CUTTING FOR SIDEWALK REPAIR PROGRAM	203-4810-8020	60,551.00
3010-00289	S	0104704	WHITLOCK & WEINBERGER TRANSPORTATION INC.	TRAFFIC ENGINEERING ANALYSIS FOR PARKING AT GRADE SEP PROJECT	203-4810-6401	6,545.20
<b>689,183.99</b>						

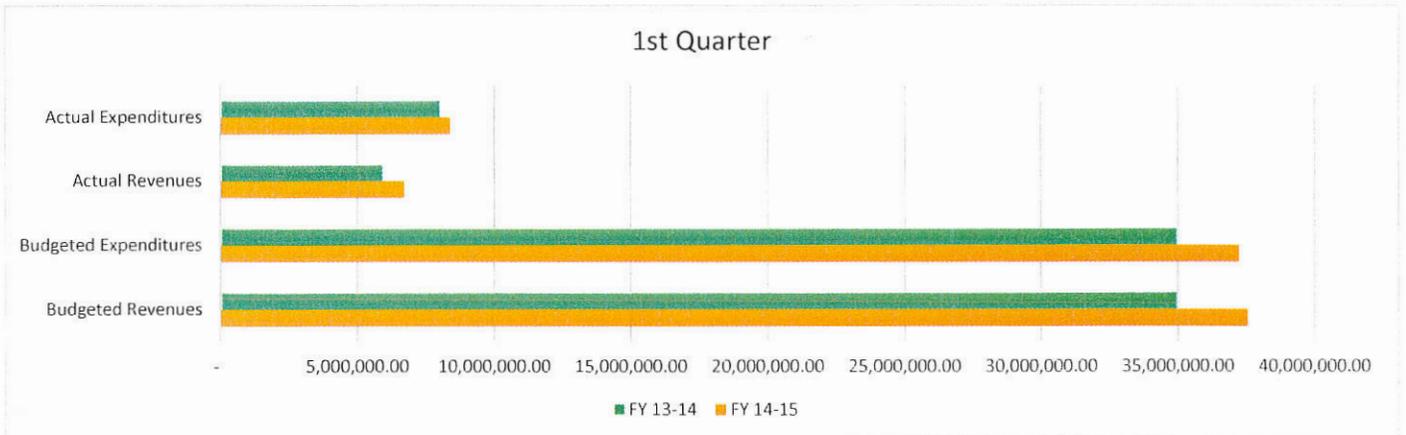
Outstanding Purchase Orders FY 13/14

PO Number	[C]onstruction [S]ervice [G]oods	Vendor #	Vendor	PO Description	Account Number	Outstanding Amount at June 30, 2014
<b>207 Technology Capital</b>						
1530-00031	S	0105979	LIFTOFF, LLC	MICROSOFT LICENSING CONTRACT FOR EXCHANGE	207-3710-8015	12,904.68 12,904.68
<b>611 Water Fund</b>						
3010-00203	S	0104785	SIMON WONG ENGINEERING, INC.	TECHNICAL DESIGN SERVICES	611-6180-6401	3,557.50
3010-00239	S	0104660	WEST YOST ASSOCIATES, INC.	ENGINEERING DESIGN WATER TANK NO. 3	611-6180-6401	554.45
3010-00247	S	0094788	ENGEIO INC	GEOTECHNICAL SERVICES GLENVIEW TANK #3	611-6180-6401	408.89
3010-00253	S	0017152	ERLER & KALINOWSKI, INC.	ENGINEERING SERVICES WELL 15 REPLACEMENT	611-6180-6401	433,213.11
3010-00254	S	0104660	WEST YOST ASSOCIATES, INC.	HYDRAULIC ENGINEERING SERVICES - SFPUC	611-6180-6401	12,878.18
3010-00270	S	0105735	HYDROSCIENCE ENGINEERS, INC.	ENGINEERING SERVICES WATER MAIN REPLACEMENT	611-6180-6401	6,935.00
3010-00275	S	0105822	LEE & RO, INC.	ENGINEERING SERVICES WATER TANK #1 PROJECT	611-6180-6401	72,745.15
3010-00277	S	0017434	BROWN & CALDWELL	ENGINEERING SERV WATER PUMP STATION 4 PROJ	611-6180-6401	20,480.10
3010-00278	S	0104660	WEST YOST ASSOCIATES, INC.	ENGINEERING SERV WATER PUMP STATION 4 PROJ	611-6180-6401	56,077.19
3010-00279	C	0103342	JMB CONSTRUCTION, INC.	CONSTRUCTION SERVICES WATER PUMP STATION #4	611-6180-8020	997,652.95
3010-00290	C	0105874	D&D PIPELINES, INC.	CONSTRUCTION SERVICES SPYGLASS DR/MERION DR WATER MAIN IMP PROJ	611-6180-8020	385,600.00
3010-00291	C	0105968	ROADRUNNER DRILLING & PUMPCO	CONSTRUCTION SERVICES ACAPPELLA/COMMODORE TEST SITES	611-6180-8020	257,330.00
6170-00008	G	0018461	SERRAMONTE FORD, INC.	2013-14 VEHICLE PURCHASE I	611-6170-8013	31,240.26
						<b>2,278,672.78</b>
<b>621 Stormwater Fund</b>						
1510-00026	G	0016694	DOWNTOWN FORD SALES	1 F-350 TRUCK SHARED BETWEEN STORM/STREETS	621-6270-8013	24,743.00
3010-00249	C	0103780	TREADWELL & ROLLO, INC.	GEOTECH ENG & CONSTR SUPPORT MADISON SLOPE	621-6280-8020	24,100.00
						<b>48,843.00</b>
<b>631 Wastewater Fund</b>						
3010-00246	S	0105553	BELLECCI & ASSOCIATES, INC.	KAINS-ANGUS SEWER ENGINEER DESIGN SERVIC	631-6380-6401	32,383.75
3010-00255	S	0104660	WEST YOST ASSOCIATES, INC.	ENGINEERING SERVICES TRENTON DR SEWER PR	631-6380-6401	111,049.56
3010-00263	S	0105735	HYDROSCIENCE ENGINEERS, INC.	ENGINEERING DESIGN OLYMPIC PUMP STATION	631-6380-6401	28,242.31
6310-00098	S	0096347	LA LORICK ASSOCIATES	WASTEWATER ORGANIZATIONAL REVIEW	631-6310-6401	46,024.80
						<b>217,700.42</b>
<b>641 Cable Fund</b>						
6170-00008	G	0018461	SERRAMONTE FORD, INC.	2013-14 VEHICLE PURCHASE I	641-6470-8013	58,611.90
6410-00290	S	0000843	ARRIS SOLUTIONS, INC.	PROJECT MANAGER ENGINEER	641-6410-6650	8,485.00
						<b>67,096.90</b>
<b>703 General Equipment Revolving Fund</b>						
1510-00026	G	0016694	DOWNTOWN FORD SALES	3 F-350 TRUCKS FOR PARKS, 1 F-350 TRUCK SHARED BETWEEN STREETS/STORM	703-1560-8013	136,957.62
2010-00028	G	0018381	ADAMSON POLICE PRODUCTS	MSA/PARACLETE BODY ARMOR	703-1560-8014	678.10
6170-00008	G	0018461	SERRAMONTE FORD, INC.	2013-14 VEHICLE PURCHASE I	703-1560-8013	31,266.88
						<b>168,902.60</b>
					<b>Grand Total</b>	<b>5,708,700.96</b>



**City of San Bruno**  
**Quarterly Financial Report**  
**As of September 30, 2014**

GENERAL FUND	Fiscal Year 2014-15			Fiscal Year 2013-14			FY 2014-15 v FY2013-14	
	1st Quarter - 9/30/2014			1st Quarter - 9/30/2013			Yr to Yr Change (\$)	Yr to Yr Change (%)
	Amended Budget	YTD 9/30/2014	% of Budget	Amended Budget	YTD 9/30/2013	% of Budget		
<b>Revenues:</b>								
<b>GENERAL GOVERNMENT</b>								
Property Tax	7,363,565	36,989	1%	6,579,213	30,283	0%	6,706	22%
Sales Tax	7,670,911	551,952	7%	7,343,812	242,130	3%	309,823	128%
Hotel/Motel Occupancy Tax	2,500,000	614,741	25%	2,350,000	529,990	23%	84,752	16%
Motor Vehicle License Fee	3,400,000	0	0%	3,100,000	18,792	1%	(18,792)	-100%
Regulatory (Card Room) Tax	1,685,962	423,645	25%	1,655,511	413,226	25%	10,419	3%
Business Taxes	3,204,640	2,147,709	67%	2,328,000	1,895,938	81%	251,772	13%
Franchise Fees	1,800,444	306,275	17%	1,722,147	297,993	17%	8,283	3%
Use of Money and Property	1,471,399	379,314	26%	1,484,385	354,382	24%	24,932	7%
Charges for Services	2,805,820	702,120	25%	2,586,592	646,648	25%	55,472	9%
Recoveries & One-time	367,600	9,187	2%	667,600	5,354	1%	3,833	72%
<b>Sub Total</b>	<b>32,270,341</b>	<b>5,171,933</b>	<b>16%</b>	<b>29,817,260</b>	<b>4,434,734</b>	<b>15%</b>	<b>737,200</b>	<b>17%</b>
<b>DEPARTMENTAL</b>								
Police	1,421,287	328,969	23%	1,416,433	333,412	24%	(4,443)	-1%
Fire	335,801	162,168	48%	413,470	198,758	48%	(36,590)	-9%
Engineering & Streets	900,200	211,064	23%	900,200	220,528	24%	(9,463)	-4%
Planning	70,000	30,099	43%	50,000	16,239	32%	13,860	85%
Building	783,750	418,599	53%	720,500	261,443	36%	157,155	60%
Recreation	1,475,000	365,268	25%	1,310,000	397,192	30%	(31,924)	-8%
Parks	17,110	(310)	-2%	17,110	14,140	83%	(14,450)	-102%
Senior Services	177,200	3,009	2%	208,200	2,106	1%	903	n/a
Library	89,000	21,104	24%	94,000	21,508	23%	(403)	-2%
<b>Sub Total</b>	<b>5,269,348</b>	<b>1,539,970</b>	<b>29%</b>	<b>5,129,913</b>	<b>1,465,327</b>	<b>29%</b>	<b>74,644</b>	<b>5%</b>
<b>Total Revenues</b>	<b>37,539,689</b>	<b>6,711,904</b>	<b>18%</b>	<b>34,947,173</b>	<b>5,900,060</b>	<b>17%</b>	<b>811,843</b>	<b>14%</b>
<b>Expenditures:</b>								
<b>General Administration</b>								
City Council	178,522	44,230	25%	175,644	43,366	25%	864	2%
City Clerk	271,822	53,501	20%	278,866	52,913	19%	588	1%
City Treasurer	76,156	15,812	21%	78,431	20,046	26%	(4,234)	-21%
City Attorney's Office	421,604	106,123	25%	419,200	87,478	21%	18,646	21%
City Manager's Office	733,199	114,909	16%	807,419	99,958	12%	14,951	15%
Human Resources	520,219	72,839	14%	489,096	95,885	20%	(23,046)	-24%
Finance - Administration	940,928	183,980	20%	857,763	180,106	21%	3,874	2%
Finance - Revenue Services	884,687	209,557	24%	784,037	201,261	26%	8,296	4%
<b>Police</b>	<b>14,469,835</b>	<b>3,182,845</b>	<b>22%</b>	<b>13,722,246</b>	<b>3,049,340</b>	<b>22%</b>	<b>133,505</b>	<b>4%</b>
<b>Fire</b>	<b>8,833,415</b>	<b>1,998,993</b>	<b>23%</b>	<b>8,027,693</b>	<b>1,928,293</b>	<b>24%</b>	<b>70,700</b>	<b>4%</b>
<b>Engineering &amp; Streets</b>	<b>2,715,632</b>	<b>730,566</b>	<b>27%</b>	<b>2,592,293</b>	<b>726,086</b>	<b>28%</b>	<b>4,480</b>	<b>1%</b>
<b>Planning</b>	<b>982,669</b>	<b>227,894</b>	<b>23%</b>	<b>929,259</b>	<b>163,376</b>	<b>18%</b>	<b>64,519</b>	<b>39%</b>
<b>Building</b>	<b>1,523,991</b>	<b>298,523</b>	<b>20%</b>	<b>1,305,443</b>	<b>272,678</b>	<b>21%</b>	<b>25,845</b>	<b>9%</b>
<b>Recreation</b>	<b>1,780,368</b>	<b>488,375</b>	<b>27%</b>	<b>1,637,048</b>	<b>455,771</b>	<b>28%</b>	<b>32,604</b>	<b>7%</b>
<b>Parks</b>	<b>2,578,581</b>	<b>585,128</b>	<b>23%</b>	<b>2,361,428</b>	<b>558,185</b>	<b>24%</b>	<b>26,943</b>	<b>5%</b>
<b>Senior Services</b>	<b>969,098</b>	<b>236,841</b>	<b>24%</b>	<b>890,885</b>	<b>212,589</b>	<b>24%</b>	<b>24,251</b>	<b>11%</b>
<b>Library</b>	<b>2,007,374</b>	<b>555,339</b>	<b>28%</b>	<b>1,893,136</b>	<b>494,383</b>	<b>26%</b>	<b>60,955</b>	<b>12%</b>
<b>Non-Departmental</b>	<b>(2,674,596)</b>	<b>(722,987)</b>	<b>27%</b>	<b>(2,311,215)</b>	<b>(634,490)</b>	<b>27%</b>	<b>(88,496)</b>	<b>14%</b>
<b>Total Expenditures</b>	<b>37,213,504</b>	<b>8,382,469</b>	<b>23%</b>	<b>34,938,672</b>	<b>8,007,224</b>	<b>23%</b>	<b>375,245</b>	<b>5%</b>





**City of San Bruno**  
**Quarterly Financial Report**  
**As of September 30, 2014**

ENTERPRISES & INTERNAL SERVICE FUNDS	Fiscal Year 2014-15			Fiscal Year 2013-14			FY 2014-15 v FY2013-14	
	1st Quarter - 9/30/2014			1st Quarter - 9/30/2013			Yr to Yr Change (\$)	Yr to Yr Change (%)
	Amended Budget	YTD 9/30/2014	% of Budget	Amended Budget	YTD 9/30/2013	% of Budget		
Central Garage								
Revenue	624,417	156,105	25%	614,773	153,693	25%	2,412	2%
Expenditure	624,417	118,983	19%	614,865	111,016	18%	7,967	7%
Buildings & Facilities Maintenance								
Revenue	1,023,061	255,765	25%	866,971	216,744	25%	39,021	18%
Expenditures	1,023,061	207,849	20%	867,962	212,651	25%	(4,802)	-2%
Self-Insurance								
Revenue	1,826,881	456,720	25%	1,805,615	451,404	25%	5,316	1%
Expenditure	1,826,881	1,002,615	55%	1,805,615	1,080,437	60%	(77,822)	-7%
Technology Support								
Revenue	648,941	156,597	24%	520,773	130,194	25%	26,403	20%
Expenditure	648,941	155,597	24%	532,022	154,771	29%	825	1%
Water Enterprise								
Revenue	13,732,268	3,562,018	26%	12,236,641	3,757,935	31%	(195,917)	-5%
Expenditure	8,769,600	1,892,705	22%	7,749,726	1,902,362	25%	(9,657)	-1%
Stormwater Enterprise								
Revenue	680,896	23,111	3%	632,089	21,939	3%	1,172	5%
Expenditure	704,509	138,796	20%	613,304	125,993	21%	12,803	10%
Wastewater Enterprise								
Revenue	14,916,194	3,664,136	25%	13,258,688	3,519,118	27%	145,018	4%
Expenditure	7,468,443	1,704,065	23%	7,541,318	1,701,066	23%	2,998	0%
Cable Television Enterprise								
Revenue	10,447,278	2,283,394	22%	10,598,474	2,321,835	22%	(38,440)	-2%
Expenditure	9,668,784	2,083,998	22%	9,889,065	2,180,524	22%	(96,527)	-4%



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** November 25, 2014

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

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

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute a Contract with Bellecci & Associates for Design of the Crystal Springs Road Sewer and Water Main Replacement Project in an Amount Not-to-Exceed \$244,356 and Appropriating \$200,000 from the Water Capital Fund and \$200,000 from the Wastewater Capital Fund

### **BACKGROUND:**

The City Council adopted resolutions accepting the 2012 updated Water System Master Plan and the 2014 updated Sewer System Master Plan at their meetings on March 12, 2013 and February 25, 2014, respectively. The City completed the 10-year prioritized work plan, which coordinates the individual improvement projects identified in the separate utility master plans into sequenced, bundled construction packages. The Crystal Springs Road Sewer and Water Main Replacement project was identified as one of the capacity improvement projects in the Work Plan.

The primary purpose of the Crystal Springs Road Sewer and Water Main Replacement is to alleviate capacity deficient pipeline along Crystal Springs Road and reduce the risk of future sanitary sewer overflows by rerouting the flow to the new pipeline. This project consists of:

1. Upsizing approximately 3,400 feet of existing 6-inch and 8-inch sewer main pipeline to 10-inch and 15-inch diameter pipelines.
2. Installing approximately 3,850 feet of new 8-inch water pipeline in the Crystal Springs Road, El Camino Real (SR-82), and a private easement between San Felipe Avenue and Portola Way
3. Installing approximately 500 feet of new 12-inch water main pipeline in El Camino Real (SR-82) between Taylor Avenue and Crystal Springs Road.

Flow from the existing sewer pipelines within the San Bruno Park baseball field will be diverted into the new pipeline along City Park Way and Crystal Springs Road. The existing water pipelines will concurrently be replaced due to age of the infrastructure and to minimize construction impacts to the public.

Completion of this project will provide residents with a more reliable water and sewer infrastructure that will prevent future water leaks and sewer overflows.

**DISCUSSION:**

The City issued a Request for Proposals (RFP) for professional engineering design services for the Crystal Springs Road Sewer and Water Main Replacement Project in October 2014. Staff received six (6) proposals and conducted an evaluation based on the following criteria:

- Project understanding, work plan and innovative approach.
- Familiarity with policies and procedures related to the work effort.
- Quality of completeness.
- Relevance and conciseness.
- Qualifications and experience of the project manager and team.
- Qualifications relating to design of sewer and water mains.
- Experience and completion of similar projects.

Based on the evaluation, staff is recommending Bellecci & Associates to provide the professional engineering design for the Crystal Springs Road Sewer and Water Main Replacement Project. Bellecci has performed extremely well completing projects for the City, including the design and construction support for the Kains Avenue to Angus Avenue Sewer Bypass Project, which is currently in construction. The cost for the consultant services for this work is \$244,356. The scope of work includes preparation of a technical memorandum, geotechnical investigation, surveying, detailed final design, bid documents and providing construction support services.

For the project schedule, staff estimates that the design will take approximately eight months to complete with an additional six months for the construction. Construction of the project will have impacts on the residents, such as roadway closure, noise, dust, service interruption, and accessibility in and out of their private properties. However, minimizing the neighborhood impact is one of the goals for successful completion of this project. Therefore, the impacts will be evaluated and communicated to the community during the design phase of the project. It is anticipated that the design will be completed by August 2015.

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

**FISCAL IMPACT:**

The Crystal Springs Road Sewer and Water Main Replacement Project is a proposed project in the FY 14-19 Capital Improvement Program (CIP) within the established FY 13-18 CIP Sewer and Water Main Improvement and Replacement Programs. The cost of this contract is \$244,356. Funds have not been previously appropriated for this project. The requested \$400,000 appropriation (\$200,000 from the Water Capital Fund and \$200,000 from Wastewater Capital Fund) is sufficient for the design phase (design contract and project management by City staff) of this project. The construction of this project will be awarded during the 2015-16 fiscal year.

Total estimated cost for the project:

Design Contract	\$ 244,356
Estimated Staff Project Management for design	\$ 155,644

Estimated Construction contract	\$ 3,370,000
Estimated Staff Project Management and Inspection for construction	\$ 250,000
Estimated Contingency	<u>\$ 530,000</u>
	\$ 4,550,000

Total proposed funding in the CIP:

Crystal Springs Sewer Improvements	\$2,320,000
Crystal Springs Water Improvements	<u>\$2,230,000</u>
	\$4,550,000

**ALTERNATIVES:**

1. Select a different consultant from the current proposals.
2. Divide this project into two separate water and sewer projects and initiate a new RFP process.

**RECOMMENDATION:**

Adopt resolution authorizing the City Manager to execute a Contract with Bellecci & Associates for design of the Crystal Springs Road Sewer and Water Main Replacement Project in an amount-not-to exceed \$244,356 and appropriating \$200,000 from the Water Capital Fund and \$200,000 from the Wastewater Capital Fund.

**ATTACHMENTS:**

1. Resolution
2. Project Site Map
3. 2013-18 CIP Budget Sheets

**DISTRIBUTION:**

None.

**REVIEWED BY:**

\_\_\_\_\_ CM

RESOLUTION NO. 2014 - \_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH BELLECCI & ASSOCIATES FOR DESIGN OF THE CRYSTAL SPRINGS ROAD SEWER AND WATER MAIN REPLACEMENT PROJECT IN AN AMOUNT NOT-TO-EXCEED \$244,356 AND APPROPRIATING \$200,000 FROM THE WATER CAPITAL FUND AND \$200,000 FROM THE WASTEWATER CAPITAL FUND**

**WHEREAS**, the City adopted resolutions to accept the updated Water System Master Plan and Sewer Master Plan on March 12, 2013 and February 25, 2014, respectively; and

**WHEREAS**, the City completed the 10-year Work Plan that coordinated individual improvement projects identified in the separate utility master plans and identified the Crystal Springs Road Sewer and Water Main Replacement Project as one of the capacity improvement projects; and

**WHEREAS** replacement of the existing sewer pipelines will alleviate capacity deficiency issues in the existing sewer main pipeline, which runs along Portola Way, underneath the baseball field, Crystal Spring Road and El Camino Real/Taylor intersection, and to reduce the risk of future sanitary sewer overflows (SSOs); and

**WHEREAS**, the water pipelines are concurrently being replaced due to age of the infrastructure and to minimize construction impacts to the public; and

**WHEREAS**, the Crystal Springs Road Sewer and Water Main Replacement Project consists of upsizing approximately 3,400 feet of existing 6-inch and 8-inch sewer main pipeline to new 10-inch and 15-inch diameter pipelines, installing approximately 3,850 feet of new 8-inch and 500 feet of new 12-inch water main pipelines; and

**WHEREAS**, the City issued a Request for Proposal (RFP) for the Crystal Springs Road Sewer and Water Main Replacement Project in October 2014 and received six proposals; and

**WHEREAS**, Bellecci & Associates was selected based on their understanding of the project, work plan and innovative approach, familiarity with policies and procedures related to the work effort, quality of completeness, and experience of the project manager and team, qualifications relating to design of sewer and water mains, and experience and completion of similar projects; and

**WHEREAS**, an appropriation of \$200,000 is necessary from the Water Capital Fund to cover the water design phase of this project; and

**WHEREAS**, an appropriation of \$200,000 is necessary from the Wastewater Capital Fund to cover the sewer design phase of this project.

**NOW, THEREFORE, BE IT RESOLVED** that the San Bruno City Council hereby authorizes the City Manager to execute a contract with Bellecci & Associates for design of the Crystal Springs Road Sewer and Water Main Replacement Project in an amount-not-to

exceed \$244,356 and appropriates \$200,000 from the Water Capital Fund and \$200,000 from the Wastewater Capital Fund.

Dated: November 25, 2014

ATTEST:

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

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 25th day of November 2014 by the following vote:

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



## Sewer Main Improvement and Replacement Project

<u>PROJECT INFORMATION</u>	
<b>Origination Year:</b> 2005-06	<b>Project Number:</b> 85704 / 84322 / 84324
<b>Projected Completion Date:</b> Ongoing Program	<b>Life Expectancy:</b> 50 years
<b>Total Project Cost:</b> \$ 23,579,926	

### **Project Description:**

This project replaces large segments of sewer mains in need of rehabilitation, as well as some smaller spot repairs that are complex enough to require the expertise of a civil engineer to assist in the repair. Rehabilitation projects are identified by the number of sanitary sewer overflow incidents, maintenance history, video inspection, flow adequacy and other known problems. The Sewer System Master Plan will propose a revised sewer main rehabilitation program that takes these factors into account.

Future costs reflect the level of investment required for a 25-year replacement schedule for San Bruno's sewer mains. The City's master planning documents have identified several areas for replacement or significant rehabilitation within the next five years.

The sewer main behind Trenton Drive has been subject to sanitary sewer overflows in the recent past and is located on a hillside behind homes fronting Trenton Drive, which makes inspections and maintenance extremely difficult. The City is completing analysis of the best options for the replacement of the line including the feasibility of relocating the line. The project planning cost estimate is listed below. A more accurate estimate will be available after completion of the feasibility analysis.

Between Cherry Avenue and Chestnut Avenue, a 250 foot segment of sewer main runs underneath two homes. This project will reinforce this segment of sewer main to ensure that the two homes are protected from any sewer overflows using a cured in place pipe lining process. This process will seal any leaks and add structural strength without requiring excavation.

Future projects within the next five years include replacement of sewer mains in the following areas: Rehabilitation of sewer mains in the eastern portion of the city south of I-380 also known as "the Avenues" (\$14.8M); Bypass sewer on Jenevein Avenue (\$1.6M); Bypass on San Mateo Avenue/San Antonio Avenue (\$0.4M); and Crestmoor Canyon (\$0.9M). The exact locations will be guided by the video inspection data from the Sanitary Sewer Condition Assessment Project.

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

### **2012-13 Status:**

The feasibility analysis for relocating the sewer main on Trenton Drive is underway.

### **2013-14 Work Plan:**

Trenton Drive Sewer Replacement: Complete feasibility analysis, prepare design and begin construction.

Chestnut Sewer Rehabilitation: Prepare design for pipe rehabilitation of the 250 feet section of sewer main and complete construction.

**Project Appropriations:  
 Current Year Appropriations:**

<b>Projects</b>	<b>Funding Source</b>	<b>Prior Approp.</b>	<b>Prior Expense</b>	<b>Carryover Approp.</b>	<b>2013-14 Funding Request</b>	<b>2013-14 Total Funds Available</b>	<b>Total Project Cost</b>
Chestnut Sewer Rehab (84324)	Wastewater Capital	0	0	0	150,420	150,420	150,420
Trenton Drive (85704)	Wastewater Capital	315,000	(83,662)	231,338	1,000,000	1,231,338	1,315,000
Pipeline Repair (84322)	Wastewater Capital	926,506	(505,070)	421,436	0	421,436	22,114,506
<b>Total</b>		<b>1,241,506</b>	<b>(588,732)</b>	<b>652,774</b>	<b>1,150,420</b>	<b>1,803,194</b>	<b>23,579,926</b>

**Five-Year Work Program Appropriations:**

<b>Projects</b>	<b>Funding Source</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>	<b>Total Request</b>
Chestnut Sewer Rehab (84324)	Wastewater Capital	150,420	0	0	0	0	150,420
Trenton Drive (85704)	Wastewater Capital	1,000,000	0	0	0	0	1,000,000
Pipeline Repair (84322)	Wastewater Capital	0	3,279,000	4,504,000	7,164,000	6,241,000	21,188,000
<b>Total</b>		<b>1,150,420</b>	<b>3,279,000</b>	<b>4,504,000</b>	<b>7,164,000</b>	<b>6,241,000</b>	<b>22,338,420</b>

## Water Main Improvement and Replacement Program

### PROJECT INFORMATION

**Origination Year:** 2005-06

**Project Number:** 84129

**Projected Completion Date:** Ongoing Program

**Life Expectancy:** 50 years

**Total Project Cost:** \$ 21,831,400

### **Project Description:**

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

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

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

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

### **2012-13 Status:**

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

### **2013-14 Work Plan:**

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

**Project Appropriations:  
 Current Year Appropriations:**

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

**Five-Year Work Program Appropriations:**

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



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** November 25, 2014

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

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

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute a Contract with HydroScience Engineers Inc. for Design of the Spyglass Pump Station and Force Main Replacement Project in an Amount Not-to-Exceed \$331,673

### **BACKGROUND:**

The Spyglass Pump Station is one of six sanitary sewer pump (lift) stations operated by the City to convey wastewater to the Water Quality Control Plant located in South San Francisco. The pump station is located at 2091 Spyglass Drive in the northwestern corner of the City near the boundary of Pacifica and serves 78 single-family homes in the vicinity.

The poor condition of the pump station and force main presents a risk for potential sanitary sewer overflows (SSOs). The Consent Decree with Baykeeper requires the City to rehabilitate the Spyglass Pump Station by July 2018.

The pump station is located on a site that is relatively flat in the front and slopes steeply in the rear. The pump station wet well is located at street level and the pumps are enclosed in a building on the sloping portion of the site that is about 10 feet lower than street level and can only be accessed by going down a steep stairway. The existing pumps at the station are outdated and in need of replacement because they require constant maintenance and repairs. The equipment at the pump station is antiquated and in poor condition with a standby generator operating on natural gas. The layout of the pump station makes it extremely difficult and unsafe for maintenance personnel to perform work on the pump station. The pump station is in need of a complete rehabilitation to meet current health and safety standards.

The force main is about 2,200 feet in length and discharges from the pump station through a steep and heavily wooded area, crosses Sharp Park Road, then to a manhole on Susan Drive (Attachment 2). The wooded area makes it nearly impossible for City staff to access the force main. The force main is also in decrepit condition and in need of replacement.

Alternatives to the replacement of the pump station were evaluated by staff including diversion of the flow and connection to the Pacifica's sewer system. However, these alternatives were deemed unfeasible due to lack of proximity to the Pacific's manhole and lack of mainline capacity.

**DISCUSSION:**

The City issued a Request for Proposal (RFP) for design services for the Spyglass Pump Station and Force Main Replacement Project in October 2014. Staff received three proposals and conducted an evaluation based on the following criteria:

- Project understanding and approach.
- Familiarity with City policies and procedures related to the work effort.
- Qualifications and experience of project manager and team.
- Qualification relating to design of pump station and force main.
- Innovative design solution to meet site constraint issues.

Based on the evaluation, staff is recommending HydroScience Engineers, Inc. to provide the professional engineering design for the Spyglass Pump Station and Force Main Replacement Project. HydroScience has recently completed the design of the Olympic Pump Station and Force Main Replacement Project and has performed extremely well in coordinating with City Staff in preparing the project plans and specifications.

After reviewing the proposal, staff negotiated an enhanced and complete scope of services with HydroScience Engineers, Inc., which included additional effort for utility potholing, soil sampling, architectural support, and optional structural engineering support for an amount-not-to exceed \$331,673. The scope of work includes preparation of a technical memorandum, alternative evaluation, geotechnical investigation, surveying, detailed final design, bid documents, and providing bid and construction support services.

The preliminary design will include an evaluation on the feasibility to divert a portion of the tributary flow area from the Sharp Park Pump Station to the new Spyglass Pump Station. Interconnection of the new Spyglass Pump Station force main to the Sharp Park Pump Station force main to provide redundancy backup for both pump stations will be evaluated during the design phase.

For the project schedule, staff estimates that the design will take approximately ten months to complete with an additional twelve months for the construction. Construction of the project will have impacts such as roadway closure, noise, dust, and accessibility in and out of private properties. However, minimizing the neighborhood impact is one of the goals of the project. Therefore, construction impacts will be evaluated and communicated with the community during the design phase of the project. If awarded, it is anticipated that the design would be completed by November 2015.

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

**FISCAL IMPACT:**

The Spyglass Pump Station and Force Main Replacement Project is an established Capital Improvement Program (CIP) project with a 2013-14 appropriation of \$1,091,000 from the Wastewater Capital Fund. The proposed design contract with HydroScience Engineers, Inc. is for \$331,673.

The estimated total cost for the project is as follows:

Design contract	\$ 331,673
Est. Construction Contract	\$ 1,700,000
Est. Construction Contingency	\$ 250,000
Est. Staff Support for design and construction	\$ 300,000
Est. Special Inspection Support	<u>\$ 200,000</u>
Total Project Estimate:	\$ 2,781,673

There is an available carried-over appropriation in the proposed 2014-15 CIP in the amount of \$1,091,000 to fund the design phase of this project. No additional funding is proposed in the 2014-15 CIP. However, the construction of this project is anticipated to be awarded during the 2015-16 fiscal year and will be programmed accordingly in the CIP.

**ALTERNATIVES:**

1. Do not authorize award of this contract and defer the project. The pump station and force main would continue to operate with substantial maintenance requirements and potential risks of sanitary sewer overflows (SSOs).
2. Choose a different design firm from the submitted proposals.
3. Request staff to issue a new request for proposals.

**RECOMMENDATION:**

Adopt resolution authorizing the City Manager to execute a contract with HydroScience Engineers, Inc. for design of the Spyglass Pump Station and Force Main Replacement Project in an amount not-to-exceed \$331,673.

**ATTACHMENTS:**

1. Resolution
2. Location Map
3. 2013-14 CIP Budget Sheet

**DATE PREPARED:**

November 12, 2014

**DISTRIBUTION:**

None.

**REVIEWED BY:**

\_\_\_\_\_ CM

RESOLUTION NO. 2014 - \_\_\_\_

**ADOPT RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH HYDROSCIENCE ENGINEERS, INC. FOR DESIGN OF THE SPYGLASS PUMP STATION AND FORCE MAIN REPLACEMENT PROJECT IN AN AMOUNT NOT-TO-EXCEED \$331,673**

**WHEREAS**, the Spyglass Pump Station is one of six sanitary sewer pump stations operated by the City to move wastewater to the treatment plant in South San Francisco; and

**WHEREAS**, the pump station and force main are old, in decrepit condition, and in need of rehabilitation and replacement to meet current health and safety standards; and

**WHEREAS**, the City has considered other alternatives to the rehabilitation and replacement of the pump station and found them to be unfeasible; and

**WHEREAS**, the City has solicited requests for proposals for the consultant design of this project and received three proposals; and

**WHEREAS**, HydroScience Engineers, Inc. was determined to be the most qualified design firm; and

**WHEREAS**, the Spyglass Pump Station and Force Main Replacement Project is an established Capital Improvement Project funded through Wastewater Enterprise funds.

**NOW, THEREFORE, BE IT RESOLVED** that the San Bruno City Council hereby authorizes the City Manager to execute a contract with HydroScience Engineers, Inc. for design of the Spyglass Pump Station and Force Main Replacement Project in an amount not-to-exceed \$331,673.

Dated: November 25, 2014

ATTEST:

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

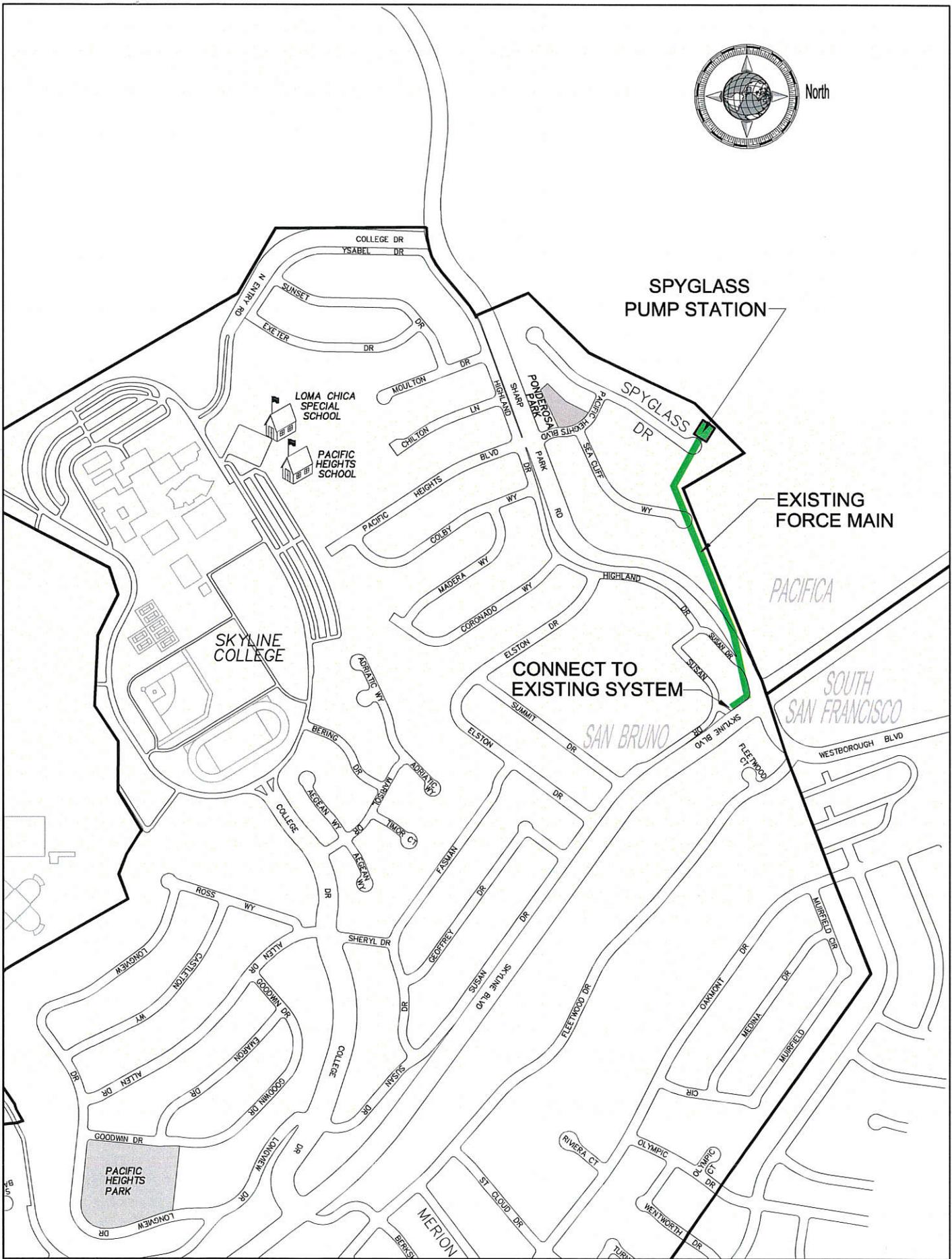
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I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 25th day of November 2014 by the following vote:

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

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

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



SPYGLASS PUMP STATION SITE MAP

## Wastewater Pump Station Improvement and Replacement Project

### PROJECT INFORMATION

Origination Year: 2009-10	Project Number: 84336 / 85111 / 85110
Projected Completion Date: Ongoing Program	Life Expectancy: 20-50 years
Total Project Cost: \$ 8,941,000	

### Project Description:

The City operates six sanitary sewer pump (lift) stations that move wastewater from homes and businesses to the wastewater treatment plant in South San Francisco. This project funds the scheduled and emergency replacement of large equipment items such as pumps and motors, security and aesthetic improvements, as well as the reconstruction or abandonment of entire stations.

The current work is focused on the Olympic Pump Station and its force main. At over 40 years old, the aging pumps frequently break down and need close attention from the Wastewater Division pump mechanics. The previous Master Plan identified this pump station as inadequate and proposed a comprehensive rehabilitation. The City evaluated abandoning the pump station completely and redirecting the flow by gravity to the adjacent Westborough Water District for treatment by Daly City. Further analysis indicated that the cost resulting from the abandonment would exceed the cost of rebuilding and treating the wastewater at the jointly owned Wastewater Treatment Plant. In January 2013, the City Council authorized proceeding with the with the design for the replacement and rehabilitation of the pump station. Replacement of the Olympic Pump Station is estimated to be complete in 2015.

Future costs reflect the level of investment to replace or rehabilitate other pump stations, including Lomita, Crestmoor, and Crestwood Pump Stations. The work plan for these projects will be included in the updated Sewer System Master Plan.

Spyglass Pump Station is the next pump station scheduled for replacement. This pump station has been experiencing high maintenance problems due to age and a deteriorating force main.

### 2012-13 Status:

Olympic Pump Station is in the preliminary design phase.

### 2013-14 Work Plan:

Complete design of the Olympic pump station and force main replacement and begin construction. Construction will extend into the 2014-15 fiscal year. Begin design for replacement of the Spyglass Pump Station.

**Project Appropriations:**  
**Current Year Appropriations:**

Projects	Funding Source	Prior Approp.	Prior Expense	Carryover Approp.	2013-14 Funding Request	2013-14 Total Funds Available	Total Project Cost
Olympic Pump Station (84336)	Wastewater Capital	691,310	(74,238)	617,072	2,455,690	3,072,762	3,147,000
Spyglass Pump Stn (85111)	Wastewater Capital	0	0	0	1,091,000	1,091,000	1,091,000
Pump Station Repl (85110.)	Wastewater Capital	0	0	0	400,000	400,000	4,703,000
<b>Total</b>		<b>691,310</b>	<b>(74,238)</b>	<b>617,072</b>	<b>3,946,690</b>	<b>4,563,762</b>	<b>8,941,000</b>

**Five-Year Work Program Appropriations:**

Projects	Funding Source	2013-14	2014-15	2015-16	2016-17	2017-18	Total Request
Olympic Pump Station (84336)	Wastewater Capital	2,455,690	0	0	0	0	2,455,690
Spyglass Pump Station (85111)	Wastewater Capital	1,091,000	0	0	0	0	1,091,000
Pump Station Replacement (85110)	Wastewater Capital	400,000	1,135,000	1,168,000	1,000,000	1,000,000	4,703,000
<b>Total</b>		<b>3,946,690</b>	<b>1,135,000</b>	<b>1,168,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>8,249,690</b>