

"The City With a Heart"



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

SPECIAL MEETING AGENDA SAN BRUNO CITY COUNCIL

October 14, 2014

6:00 p.m.

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

- 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 agendaized 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, Employee Organization: Police Bargaining Unit.
- 4. CONDUCT OF BUSINESS:**
Conduct Interviews to fill vacancies resulting from term expirations on the City of San Bruno's Citizen Advisory Commissions, Boards and Committees.
- 4. ADJOURNMENT:**

The next regular City Council Meeting will be held on October 14, 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
Ken Ibarra, Councilmember
Irene O’Connell, Councilmember
Michael Salazar, Councilmember

AGENDA

SAN BRUNO CITY COUNCIL

October 14, 2014

7:00 p.m.

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

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

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

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

- 1. CALL TO ORDER:**
- 2. ROLL CALL/PLEDGE OF ALLEGIANCE:**
- 3. ANNOUNCEMENTS:**

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.

- 4. PRESENTATIONS:**
 - a. Present Beautification Task Force Awards.
 - b. Provide Recognition to the Volunteer Planning Committee for the Centennial Community Day in the Park.
 - c. Present Proclamation Declaring October 1, 2014 as Arbor Day in San Bruno.
- 5. REVIEW OF AGENDA:**
- 6. APPROVAL OF MINUTES:** Regular Council Meeting of September 23, 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 September 15, 22 and 29 and October 6, 2014.
 - b. **Approve:** Payroll of September 21, 2014.
 - c. **Accept:** Resignation from Parks and Recreation Committee Member. Declare a Committee Member Vacancy and Direct the City Clerk to Initiate the Process for Appointment of a New Member.

- d. Adopt a Resolution Accepting Grant Funding in the Amount of \$43,000 from the State of California, Office of Traffic Safety, for a Selective Traffic Enforcement Program in the City of San Bruno.

8. PUBLIC HEARING:

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

10. CONDUCT OF BUSINESS:

- a. Adopt Resolution Consenting to Inclusion of All Properties within San Bruno in the California HERO Program to Finance Generation Renewable Energy Sources, Energy and Water Efficiency Improvements and Electric Vehicle Charging Infrastructure and Amending the Western Riverside Council of Governments Joint Powers Agreement Adding the City of San Bruno as an Associate Member of the Joint Powers Authority.
- b. Receive Report and Provide Comment on the Housing Opportunity Sites, Programs and Implementation Actions for the Draft Housing Element (2014-2022) and Authorize Staff to Submit to the California Department of Housing and Community Development.
- c. Receive Report and Provide Direction to Staff Regarding Consideration of a Resolution Repealing Resolution 1986-64 and Directing Implementation of a Modified Policy for Inspection, Maintenance, and Replacement of Private Sewer Laterals.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Receive Annual Report from the Senior Citizens Advisory Board.

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

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.



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

MINUTES
SAN BRUNO CITY COUNCIL
&
SAN BRUNO SUCCESSOR AGENCY

September 23, 2014

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on September 23, 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. **Larry Franzella** led the pledge of allegiance.

3. ANNOUNCEMENTS:

- a. **Mayor Ruane** welcomed and introduced the new Finance Director Angie Kraetsch.
- b. **Mayor Ruane** said on September 27, 2014 the City will be holding a Centennial Carnival at City Park from 10:30 a.m. to 4:00 p.m. The public is invited and encouraged to attend.

4. PRESENTATIONS:

- a. **Mayor Ruane** Presented a Proclamation Recognizing the 50th Anniversary of St. Andrews Preschool to the school's director, Jeanne McLaughlin who thanked the City.
- b. **Mayor Ruane** Presented a Recognition Recognizing San Bruno American Youth Soccer Organization (AYSO) Region 249-U19 Girls' Team for their Best Sportsmanship Award at the National AYSO Tournament. Several of the girl's team were present to accept the award and shared what their team did.
- c. **Mayor Ruane** Presented a 25-year Service Award to Cable Television Department Customer Service Representative Jill Super who thanked the City for the award. **Mayor Ruane** said we will Receive Presentation from San Bruno Park School District Board Member Sanchez on New Healthcare Partnerships. **Dr. Henry Sanchez** talked about health care for children who don't have access. **Dr. Dick Gregory** talked about Apple Tree Dental Center in San Mateo which provides service to those who might not otherwise have it.

5. REVIEW OF AGENDA: No changes.

6. APPROVAL OF MINUTES: Regular Council Meeting of September 9, 2014, approved as submitted.

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of September 8, 2014.

- b. **Approve:** Successor Agency Accounts Payable of March 17 and September 2, 2014.
- c. **Approve:** Payroll of September 7, 2014.
- d. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated August 31, 2014.
- e. **Adopt:** Resolution Approving Out of State Travel for Public Services Department Staff to Attend Water & Wastewater Industry Conferences in FY 2014-15.
- f. **Adopt:** Resolution Authorizing the Closure of 1,200 Linear Feet of City Park Way on Saturday, September 27, 2014 between the hours of 8:30 a.m. to 5:00 p.m. for the City of San Bruno Centennial Carnival.
- g. **Adopt:** Resolution Approving the Recognized Obligation Payment Schedule 14-15B and Successor Agency Administrative Budget for the Period January 1, 2015 through June 30, 2015.
- h. **Adopt:** Resolution Authorizing the City Manager to Execute a Successor Joint Use Agreement between the City of San Bruno and the San Bruno Park School District.

Councilmember Ibarra pulled Item 7.h.

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

Councilmember Ibarra said in the staff report it shows in excess of \$40,000 that we have to deal with and it troubles him how they can't come up with an agreement without passing this cost on to the users. He said there are still a lot of services being provided to the San Bruno School District for almost nothing.

City Manager Jackson distributed a handout on services and programs provided to the San Bruno Park School District to Council and gave a brief background on the agreement itself. **Councilmember Ibarra** expressed his concern that this has taken so long. He said when the master fee schedule is discussed a deeper discussion can take place on this subject.

M/S Ibarra/Medina to approve Item 7.h. and passed with all ayes.

8. PUBLIC HEARING: None.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Robert Riechel, 7th Ave. gave an update on fogging in multiple sections of multiple cities to the south of San Bruno. He reminded residents to dump all standing water and report dead birds and squirrels to 1-877-WNV-BIRD.

Emil Margolis, Evolve-CA talked about reforming Prop 13 and requiring corporations to pay their fair share. He said today homeowners pay 72% of property taxes while commercial properties only pay 28%. He asked Council to join supporting this reformation.

Gerry Guernsey, Concord Ave. asked what is going on with the ten houses that are supposed to be built. Why has the City wasted over \$300,000 to slurry our streets? He thanked the City for the extraction of gophers.

10. CONDUCT OF BUSINESS:

a. Adopt Resolution Accepting Donation of \$9,265 from the San Bruno Rotary Club for Purchase of a Police Canine.

Police Chief Telford gave an overview of the staff report as well as a description of the canine and asked for questions.

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

Rotarian President Kirsten Pinnoch presented the check and gave background regarding Rotary as well as acknowledging the other Rotarians who joined her.

b. Receive Oral Report from the San Bruno Community Foundation Board President on the Board's Progress and Activities.

Community Foundation President Krauss introduced the members of the Board. She gave an overview of what the Board has done over the last year and their plans for the coming year. **Mayor Ruane** talked about the newness of this fund as well as the process of interviewing for the Board. He said as far as management, that the leadership positions should be left in place until at least the executive director is hired and he or she gets their feet wet. **Councilmember Ibarra** praised the Board for what they have done and what they have in front of them.

c. Adopt Resolution Authorizing the City Manager to Execute an Agreement and Adopting the California Environmental Quality Act Findings for the Groundwater Storage and Recovery from the Southern Portion of the Westside Basin by and among the San Francisco Public Utilities Commission, the City of Daly City, the City of San Bruno and California Water Service Company.

Interim Public Services Director Razavi gave an overview of the staff report and asked for questions. He introduced **Steven Ritchie, Assistant General Manager** and **Greg Bartow, Project Manager, SFPUC**.

Ritchie, in response to Councilmember O'Connell's invitation to speak, said they have been striving to achieve a 10% reduction in demand system wide and all of their customers have responded positively and there has been a steady decline in water throughout the system to achieve the 10% savings. He said the groundwater storage and recovery project was first proposed twenty-one years ago and getting everyone on the same page has been very complicated since it is a regional project.

City Manager Jackson said this has been a diligent effort over a very long time for City Staff with the help of Greg Bartow, Project Manager for the SFPUC who she commended for his efforts.

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 Bay Builders, Inc. for Construction of the Tank No. 3 (Glenview) Replacement Project in the Amount of \$4,588,350 with a Construction Contingency of \$459,000.
 - Execute an Amendment to the Contract with West Yost Associates for Design Support Services During Construction in the Amount not to Exceed \$113,960; and
 - Execute a Contract for Construction Inspection Services with Vali Cooper & Associates, Inc. in the Amount not to Exceed \$178,809.

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

Councilmember O'Connell asked when the water is distributed to this tank is it through gravity or a pump. **Anderson** said through gravity. She asked if there was training that needs to be done by the firemen to know how to operate. **Anderson** said the components used on this are identical to those on a fire hydrant with a slightly different configuration.

Councilmember Salazar said since the construction will take approximately a year, what will happen by the current demand when that well is out? **Anderson** said they have the capabilities to manipulate water throughout the system. **Razavi** said it will come from another tank.

Councilmember Salazar asked if there was any consideration if there was an emergency. **Razavi** said they are currently working with operations to develop a plan.

Vice Mayor Medina asked when the plan is developed if we can be enlightened.

Councilmember Ibarra asked what happens if there is an earthquake, is it designed to withstand that or should it be placed somewhere safer? **Anderson** said we have an experienced tank vendor who has been part of the planned development process. The design has been done to the current codes available and with the subsurface investigations, these are the recommended design approaches. As part of the construction, the vendor will be supplying detailed drawings and structural calculations which will be reviewed by a mutual third party to insure compliance to the code. **Razavi** said the Napa Valley earthquake was about a 6.1 magnitude and they had a 1 million gallon water tank that was taken out of commission, not just the foundation but the tank itself. This new tank was designed by taking out the ten feet of ground under it and bringing in plastic fill, compacting it and put a 30' mat foundation on it which is supposed to isolate it from any kind of movement. **Anderson** added the connection between the vertical wall and the roof, there is some free space built in.

Councilmember Salazar asked where a water truck would access the tank. **Anderson** said currently there is a driveway off of Glenview Road. There will be an access road all the way around the entire perimeter tank. He said they anticipate having the Fire Department connection near the entrance. It is intended to be easily accessible.

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

e. Adopt Resolution Authorizing the City Manager to Purchase Upgrades to the Internet Service Routers and to Replace Telephone Service Call Manager Equipment in the Amount of \$896,795.

Acting Cable Director Firpo gave a powerpoint presentation that highlighted the main points of the staff report.

Councilmember Ibarra asked if we are getting the best system available to us. **Firpo** said he believed so, it is the latest technology.

Councilmember Salazar asked if we could use two routers instead of three routers. **Johnson** said we could but only if we wanted to give up the redundancy of the system.

City Manager Jackson said this is not the only investment into the system that is anticipated in the near-term future needs of the system.

Councilmember Salazar brought up fiber to the home and asked what sort of horizon is the City looking at? **City Manager Jackson** said this is a subject that needs to be discussed, primarily the price tag.

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

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

12. COMMENTS FROM COUNCIL MEMBERS: None.

13. CLOSED SESSION:

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 8:41 p.m. The next regular City Council Meeting will be held on October 14, 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

Carol Bonner, City Clerk

Jim Ruane, Mayor

09/15/14

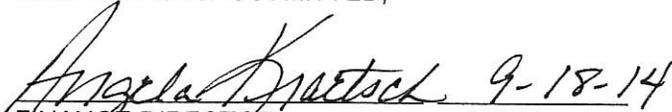
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$522,063.42
003	ONE-TIME REVENUE	\$5,343.04
132	AGENCY ON AGING	\$7,706.49
133	RESTRICTED DONATIONS	\$1,293.58
190	EMERGENCY DISASTER FUND	\$35,145.80
207	TECHNOLOGY CAPITAL	\$1,220.00
611	WATER FUND	\$65,406.35
621	STORMWATER FUND	\$65.63
631	WASTEWATER FUND	\$108,409.21
641	CABLE TV FUND	\$36,688.93
701	CENTRAL GARAGE	\$3,343.38
702	FACILITY MAINT. FUND	\$4,305.33
703	GENERAL EQUIPMENT REVOLVING	\$855.11
707	TECHNOLOGY DEVELOPMENT	\$9,960.15
711	SELF INSURANCE	\$30,698.12
880	PROJECT DEVELOP. TRUST	\$2,505.00
TOTAL FOR APPROVAL		\$835,009.54

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 4 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 150593 THROUGH 150777 INCLUSIVE, TOTALING IN THE AMOUNT OF \$835,009.54 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

T.a.

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0017770 A-A LOCK & ALARM INC	150593	9/15/2014	215.00
0100373 ABDUL HAKIM	150667	9/15/2014	200.00
0104680 ACCESS 24 COMMUNICATIONS INC.	150594	9/15/2014	197.85
0017053 ACCOUNTEMP	150595	9/15/2014	1,920.00
0000858 ADECCO EMPLOYMENT SERVICES	150596	9/15/2014	3,646.62
0106027 ADVANCED TECHNICAL SOLUTIONS, INC.	150754	9/15/2014	6,747.10
0001170 AIRGAS NCN	150597	9/15/2014	155.54
0000163 AIRPORT AUTO PARTS INC.	150598	9/15/2014	320.52
0099242 ALEXIS PARISI	150714	9/15/2014	70.37
0000372 ALLIED SECURITY ALARMS	150599	9/15/2014	1,054.50
0018976 ALPHA ANALYTICAL LAB. INC.	150600	9/15/2014	100.00
0017359 AMERICAN EXPRESS	150602	9/15/2014	2,550.99
0000706 AMERICAN PLANNING ASSOCIATION	150603	9/15/2014	1,260.00
0001965 ARISTA BUSINESS	150604	9/15/2014	75.65
0103094 ASTRO JUMP OF SAN MATEO	150606	9/15/2014	700.00
0016123 AT&T	150607	9/15/2014	2,580.44
0017191 AT&T	150608	9/15/2014	435.19
0000345 BAKER & TAYLOR BOOKS	150609	9/15/2014	2,335.92
0018653 BAY AREA BARRICADE SVC., INC.	150610	9/15/2014	1,620.84
0103924 BEAR DATA SOLUTIONS, INC.	150611	9/15/2014	1,775.50
0017801 BILL'S LOCK SHOP	150612	9/15/2014	34.88
0093170 BOOKPAGE	150613	9/15/2014	300.00
0000378 BROADMOOR LANDSCAPE SUPPLY	150614	9/15/2014	389.40
0102737 BURKE, WILLIAMS & SORENSEN,LLP	150615	9/15/2014	1,626.04
0096798 BUSINESS PRODUCTS & SUPPLIES	150616	9/15/2014	1,146.57
0105324 CAINE COMPUTER CONSULTING, LLC	150617	9/15/2014	7,707.00
0018355 CALIFORNIA BUILDING OFFICIALS	150618	9/15/2014	1,370.00
0018317 CANNON DESIGN GROUP	150619	9/15/2014	2,295.00
0017843 CENTRAL COUNTY FIRE DEPT.	150620	9/15/2014	1,771.00
0000729 CERTIFIED LABORATORIES	150621	9/15/2014	805.36
0099348 CHRISTIAN TAYLOR	150752	9/15/2014	47.12
0093634 CHUCK RAPP	150727	9/15/2014	2,161.65
0016324 CINTAS CORPORATION	150624	9/15/2014	292.42
0016324 CINTAS CORPORATION	150625	9/15/2014	306.80
0096053 CINTAS DOCUMENT MANAGEMENT	150626	9/15/2014	49.50
0098588 CITY OF BURLINGAME	150627	9/15/2014	3,388.50
0000227 CITY OF SAN BRUNO	150628	9/15/2014	4,849.40
0013595 CITY OF SAN BRUNO	150629	9/15/2014	834.10
0100469 CLAUDIA GARCIA	150653	9/15/2014	400.00
0017802 CLEANSOURCE, INC.	150630	9/15/2014	3,134.27
0105187 CONCERN	150632	9/15/2014	667.38
0015857 COUNTY OF SAN MATEO	150634	9/15/2014	76.00
0014338 CREST/GOOD MANUFACTURING CO.	150635	9/15/2014	15.70
0018331 CSG CONSULTANTS INC.	150636	9/15/2014	23,075.43
0018924 CYO TRANSPORTATION	150637	9/15/2014	2,117.00
0096044 D-PREP, LLC	150642	9/15/2014	146.00
0099894 DARRELL MONDFRANS	150698	9/15/2014	41.84
0018188 DAU PRODUCTS	150638	9/15/2014	1,968.87
0099848 DAVID ZBRIGER	150776	9/15/2014	1,000.00
0018169 DELL MARKETING L.P.	150639	9/15/2014	53.01
0099719 DENISE LOPEZ	150692	9/15/2014	16.24
0093479 DEPARTMENT OF JUSTICE	150640	9/15/2014	650.00
0105358 DIANE NEILSON	150701	9/15/2014	12,500.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0106028	DOLORIS SMURTHWAITE	150746	9/15/2014	4,251.50
0100546	EARL ROCHLIN JR.	150733	9/15/2014	200.00
0102673	EBI AGGREGATES	150644	9/15/2014	1,895.29
0106036	EDGAR HERNANDEZ	150668	9/15/2014	15.00
0001707	EMPLOYMENT DEVELOPMENT DEPT	150645	9/15/2014	8,566.00
0016920	ENVIRONMENTAL SCIENCE ASSOCIATES (ESA)	150739	9/15/2014	1,772.00
0013683	F. FERRANDO & CO.	150648	9/15/2014	2,102.00
0099430	FACC (FILIPINO AMERICAN CHAMBER OF COMMERCE)	150601	9/15/2014	200.00
0097024	FLORENCE TUFO	150761	9/15/2014	21.08
0001782	FLOWERS ELECTRIC & SVC.CO.INC.	150650	9/15/2014	2,730.00
0102869	FRANCHISE TAX BOARD	150651	9/15/2014	50.00
0106031	FU LI CONSTRUCTION	150652	9/15/2014	1,000.00
0105960	GARRATT CALLAHAN	150654	9/15/2014	5,866.23
0018842	GBH POLYGRAPH SERVICES	150655	9/15/2014	250.00
0096932	GENESIS EMPLOYEE BENEFITS, INC	150656	9/15/2014	269.00
0099809	GEORGE DUFRESNE	150643	9/15/2014	82.41
0102350	GERALDINE CHAVEZ	150623	9/15/2014	50.00
0104771	GILLERAN ENERGY MANAGEMENT SERVICES	150646	9/15/2014	8,588.07
0018939	GLADWELL GOVT SERVICES INC.	150657	9/15/2014	1,447.61
0104135	GLOBAL TRACKING COMMUNICATIONS, INC.	150758	9/15/2014	239.92
0016154	GOETZ BROTHERS SPORTING GOODS	150658	9/15/2014	422.38
0016969	GOLDEN IDEAS	150659	9/15/2014	217.40
0000162	GRAINGER	150661	9/15/2014	397.29
0000541	GRANITE ROCK COMPANY	150662	9/15/2014	4,499.20
0099272	GREANGGRI TANOMPONG	150751	9/15/2014	103.34
0096316	GREEN CARPET LANDSCAPING & MAINTENANCE	150685	9/15/2014	1,100.00
0096837	GYM DOCTORS	150665	9/15/2014	125.00
0100242	HAIFA SALFITI	150736	9/15/2014	42.56
0000457	HAINES & COMPANY INC.	150666	9/15/2014	451.41
0105966	HMTV TV DOMINICANA LLC	150669	9/15/2014	17.29
0105378	HOME MAID RAVIOLI COMPANY INC.	150670	9/15/2014	63.90
0103336	HUB INTERNATIONAL SERVICE INC.	150671	9/15/2014	470.88
0015531	INTERSTATE BATTERY SYS. OF SF	150673	9/15/2014	187.52
0104018	INTERSTATE TRAFFIC CONTROL	150674	9/15/2014	395.95
0098654	JANE SLY	150744	9/15/2014	43.64
0095465	JENNIFER DIANOS	150641	9/15/2014	95.22
0105970	JONES/NCTI, INC.	150675	9/15/2014	705.00
0000771	JT2 INTEGRATED RESOURCES	150676	9/15/2014	22,132.12
0000075	K-119 TOOLS OF CALIFORNIA INC.	150677	9/15/2014	130.83
0018050	KAISER FOUNDATION HEALTH PLAN	150678	9/15/2014	3,602.20
0101866	KIDZ LOVE SOCCER	150679	9/15/2014	756.00
0018498	KONICA MINOLTA BUSINESS SOL.	150680	9/15/2014	855.11
0000732	KRAFT INDUSTRIAL SUPPLY	150681	9/15/2014	11.64
0000317	L.N. CURTIS & SONS	150683	9/15/2014	3,222.89
0018561	LANCE BAYER	150684	9/15/2014	662.50
0018884	LAURA RUSSELL	150686	9/15/2014	846.18
0103049	LAURETTA PRINTING© CENTER	150687	9/15/2014	217.50
0104424	LIDIA'S ITALIAN DELICACIES	150689	9/15/2014	4,722.50
0095766	LIFE-ASSIST, INC.	150690	9/15/2014	687.12
0102764	LUCKY	150693	9/15/2014	293.58
0099913	MANUEL MENDOZA	150695	9/15/2014	50.35
0101037	MARGARET MC'HUGH	150694	9/15/2014	25.57
0097183	MARTA PAZ	150715	9/15/2014	72.21
0100317	MATTHEW KWAN	150682	9/15/2014	160.56

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0105776 MCGOVERN ASSOCIATES CONSULTING, INC.	150605	9/15/2014	5,025.00
0098219 MEI LI	150688	9/15/2014	17.25
0102770 METLIFE	150696	9/15/2014	350.46
0099526 MICHAEL ROY	150734	9/15/2014	56.43
0016863 MIDWEST TAPE, LLC	150697	9/15/2014	62.99
0104730 MUNICIPAL EMERGENCY SERVICES	150699	9/15/2014	1,024.60
0018319 NEAL MARTIN & ASSOCIATES	150700	9/15/2014	6,370.00
0015839 NOR-CAL SIGNS	150702	9/15/2014	130.80
0018157 OCLC INC	150703	9/15/2014	341.07
0092263 OFFICE DEPOT INC	150705	9/15/2014	1,905.55
0018284 OFFICEMAX INC.	150706	9/15/2014	241.90
0000210 OLE'S CARBURETOR &ELECTRIC INC	150707	9/15/2014	560.30
0097567 ONE HOUR DRY CLEANING	150708	9/15/2014	226.00
0018701 ORKIN INC.	150710	9/15/2014	507.54
0000012 PACIFIC GAS & ELECTRIC	150711	9/15/2014	26,698.39
0000101 PACIFIC NURSERIES	150712	9/15/2014	37.06
0000102 PACIFIC WEST SECURITY, INC.	150713	9/15/2014	1,278.00
0096845 PATTI PLACE	150719	9/15/2014	89.48
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	150747	9/15/2014	780.00
0014961 PENINSULA UNIFORMS & EQUIPMENT	150717	9/15/2014	1,555.21
0100460 PETER HUR	150672	9/15/2014	14.89
0105574 PHYSIO-CONTROL, INC.	150718	9/15/2014	1,884.65
0016828 PRECISION AUTO SERVICE	150720	9/15/2014	159.90
0097580 PRIORITY ONE APPAREL	150721	9/15/2014	381.50
0098436 PROFESSIONAL LAND SERVICES	150722	9/15/2014	1,945.00
0000071 R & B COMPANY	150724	9/15/2014	14,745.05
0091044 R.A. METAL PRODUCTS, INC	150725	9/15/2014	556.00
0017111 RANDOM HOUSE INC	150726	9/15/2014	32.70
0106035 RAY ALLEN MANUFACTURING, LLC	150728	9/15/2014	734.99
0099019 RCFFA SMCO MEMORIAL SERVICE	150729	9/15/2014	200.00
0094546 RECORDED BOOKS, LLC	150730	9/15/2014	49.05
0000229 REEVES CO., INC.	150731	9/15/2014	51.01
0103531 RICOH USA, INC.	150732	9/15/2014	413.56
0016213 ROZZI REPRODUCTION&SUPPLY INC.	150735	9/15/2014	966.01
0097363 SAMIR ZAGHARI	150775	9/15/2014	77.90
0092153 SAN BRUNO CHAMBER OF COMMERCE	150737	9/15/2014	200.00
0017807 SAN MATEO COUNTY CONTROLLER'S OFFICE	150633	9/15/2014	8,182.80
0017432 SAN MATEO COUNTY PUBLIC SAFETY COMMUNICA	150723	9/15/2014	457.95
0018597 SAN MATEO DAILY JOURNAL	150738	9/15/2014	1,132.00
0095986 SANDRA GOMEZ	150660	9/15/2014	31.33
0097759 SANDRA THOMSEN	150755	9/15/2014	74.23
0018461 SERRAMONTE FORD, INC.	150740	9/15/2014	336.37
0106034 SHAWN GREATHOUSE	150664	9/15/2014	43.00
0099196 SHEILA FARLEY	150649	9/15/2014	29.14
0001225 SIERRA PACIFIC TURF SUPPLY,INC	150742	9/15/2014	512.74
0104785 SIMON WONG ENGINEERING, INC.	150743	9/15/2014	3,557.50
0097079 SPRINT	150748	9/15/2014	528.98
0014075 STATE BOARD OF EQUALIZATION	150749	9/15/2014	99.00
0100070 STEFANIE PEISCHL	150716	9/15/2014	30.72
0099882 STEPHEN CHASSEUR	150622	9/15/2014	1,540.00
0099651 STEVEN LIGHTFOOT	150691	9/15/2014	19.95
0098740 SUM YEE TSE	150760	9/15/2014	28.42
0105796 SUNRISE FOOD DISTRIBUTOR INC.	150750	9/15/2014	369.10
0000431 TEAMSTERS LOCAL #856	150753	9/15/2014	387,168.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	150647	9/15/2014	561.88
0106030 TERRY AND CYNTHIA SMERDEL	150745	9/15/2014	2,316.00
0018275 THE REGENTS OF THE UNIVERSITY OF CA	150704	9/15/2014	216.08
0100234 THEOFANI VARELAS	150767	9/15/2014	23.00
0000831 TONER CARTRIDGE&INKJET EXPRESS	150756	9/15/2014	1,498.48
0018818 TOSHIBA BUSINESS SOLUTIONS CA	150757	9/15/2014	591.24
0105824 TRIVAD, INC.	150759	9/15/2014	351.71
0018687 TYLER TECHNOLOGIES INC.	150762	9/15/2014	511.93
0000019 U.S. POSTMASTER	150763	9/15/2014	3,800.00
0102744 UNIVERSAL BUILDING SERVICES	150764	9/15/2014	326.00
0102865 UNIVERSAL SERVICE ADMINISTRATIVE CO.	150741	9/15/2014	6,039.91
0092154 UNIVERSITY ENTERPRISES INC.	150765	9/15/2014	115.41
0102988 VANTAGEPOINT TRANSFER AGENTS	150766	9/15/2014	11,258.74
0095749 VERIZON WIRELESS	150768	9/15/2014	340.62
0098809 VICTOR ONO	150709	9/15/2014	32.99
0100862 WAI JONG WON	150774	9/15/2014	276.00
0105955 WEST COAST CODE CONSULTANTS, INC.	150631	9/15/2014	3,840.00
0104660 WEST YOST ASSOCIATES, INC.	150770	9/15/2014	1,894.72
0000612 WESTVALLEY CONSTRUCTION CO.INC	150771	9/15/2014	112,647.54
0099424 WILLIAM GRAY	150663	9/15/2014	186.53
0100742 WILLIAM WANG	150769	9/15/2014	540.00
0106037 WINE COUNTRY COMMERCE	150772	9/15/2014	163.28
0013841 WITMER-TYSON IMPORTS INC	150773	9/15/2014	665.85
0104033 ZCORUM, INC.	150777	9/15/2014	22,418.70
		GrandTotal:	835,009.54
		Total count:	185

09/22/14

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

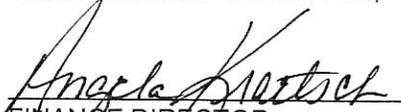
FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$105,499.18
132	AGENCY ON AGING	\$3,015.54
133	RESTRICTED DONATIONS	\$993.28
190	EMERGENCY DISASTER FUND	\$18.86
201	PARKS AND FACILITIES CAPITAL	\$947.79
203	STREET IMPROVE. PROJECTS	\$2,694.68
611	WATER FUND	\$876,911.93
631	WASTEWATER FUND	\$508.84
641	CABLE TV FUND	\$117,951.22
702	FACILITY MAINT. FUND	\$4,596.61
703	GENERAL EQUIPMENT REVOLVING	\$31,227.04
707	TECHNOLOGY DEVELOPMENT	\$11,382.55
711	SELF INSURANCE	\$145.82
891	S.B. GARBAGE CO. TRUST	\$601,852.43

TOTAL FOR APPROVAL \$1,757,745.77

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 2 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 150778 THROUGH 150874 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,757,745.77 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,


FINANCE DIRECTOR

9-23-14
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0017053	150779	9/22/2014	1,536.00
0016499	150780	9/22/2014	283.14
0018330	150781	9/22/2014	3,740.00
0001170	150782	9/22/2014	760.12
0017459	150783	9/22/2014	781.61
0000372	150784	9/22/2014	462.00
0016688	150785	9/22/2014	92.65
0104542	150786	9/22/2014	60.00
0102355	150787	9/22/2014	906.31
0014890	150788	9/22/2014	3,575.00
0104899	150789	9/22/2014	25.00
0104233	150790	9/22/2014	8,187.00
0016123	150791	9/22/2014	120.63
0018363	150792	9/22/2014	18.13
0018465	150793	9/22/2014	46.26
0099878	150856	9/22/2014	132.80
0000345	150794	9/22/2014	1,530.28
0105943	150795	9/22/2014	291.30
0103924	150796	9/22/2014	12,909.11
0105908	150803	9/22/2014	325.00
0096798	150797	9/22/2014	1,187.83
0096550	150798	9/22/2014	4,084.24
0097451	150799	9/22/2014	150.00
0106039	150871	9/22/2014	405.00
0105605	150800	9/22/2014	1,737.60
0016324	150801	9/22/2014	184.10
0013595	150802	9/22/2014	568.56
0103230	150804	9/22/2014	536.67
0105974	150805	9/22/2014	290,333.30
0099494	150830	9/22/2014	125.00
0105750	150872	9/22/2014	576.27
0101669	150806	9/22/2014	81.75
0018697	150810	9/22/2014	118.00
0000944	150811	9/22/2014	42.10
0018117	150812	9/22/2014	8,445.05
0016876	150814	9/22/2014	65.40
0018842	150815	9/22/2014	250.00
0093490	150861	9/22/2014	64.00
0095966	150816	9/22/2014	320.84
0100743	150834	9/22/2014	190.00
0018838	150817	9/22/2014	5,070.24
0000291	150818	9/22/2014	73.55
0106040	150819	9/22/2014	1,567.00
0103342	150820	9/22/2014	274,227.00
0096838	150821	9/22/2014	375.00
0000075	150822	9/22/2014	197.39
0000317	150823	9/22/2014	938.49
0096825	150826	9/22/2014	1,011.40
0105752	150824	9/22/2014	3,730.61
0104424	150825	9/22/2014	2,410.00
0018177	150829	9/22/2014	1,755.41
0000027	150831	9/22/2014	386.10
0106042	150813	9/22/2014	200.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0102275 MIRIAM SCHALIT	150855	9/22/2014	249.99
0100693 MITRA KHAZAL	150778	9/19/2014	8,000.00
0103600 MOMENTUM TELECOM, INC.	150832	9/22/2014	21,048.89
0104730 MUNICIPAL EMERGENCY SERVICES	150833	9/22/2014	3,837.35
0000357 NATIONAL CABLE TV CO-OP, INC.	150835	9/22/2014	1,338.70
0105898 NORTH VALLEY BANK	150836	9/22/2014	14,433.00
0092263 OFFICE DEPOT INC	150837	9/22/2014	1,086.34
0000012 PACIFIC GAS & ELECTRIC	150838	9/22/2014	25,118.26
0000101 PACIFIC NURSERIES	150839	9/22/2014	190.21
0096456 PB AMERICAS, INC.	150840	9/22/2014	2,694.68
0001154 PENINSULA LIBRARY SYSTEM	150841	9/22/2014	703.00
0105574 PHYSIO-CONTROL, INC.	150842	9/22/2014	2,340.00
0000294 PITNEY BOWES	150843	9/22/2014	279.66
0102915 PRECISE PRINTING & MAILING	150844	9/22/2014	981.68
0000285 PREFERRED ALLIANCE, INC.	150845	9/22/2014	295.84
0106041 PROMOTIONAL CAPITOL, LLC	150846	9/22/2014	586.85
0017111 RANDOM HOUSE INC	150847	9/22/2014	94.02
0096541 RDJ SPECIALTIES INC	150848	9/22/2014	777.85
0017712 RECALL SECURE DESTRUCTION SERVICES, INC.	150807	9/22/2014	151.42
0000175 RECOLOGY SAN BRUNO	150849	9/22/2014	601,852.43
0000229 REEVES CO., INC.	150850	9/22/2014	27.99
0104637 REGIONAL GOVERNMENT SERVICES	150851	9/22/2014	5,670.00
0105325 RENE BUSINESS MACHINES	150852	9/22/2014	392.88
0106038 ROBERT EASTMAN	150808	9/22/2014	3,709.00
0000022 ROBERT LOUIE	150828	9/22/2014	44.85
0094032 SAN MATEO COUNTY SHERIFF'S ARE	150853	9/22/2014	48,623.00
0017145 SAN MATEO LAWN MOWER SHOP	150854	9/22/2014	125.03
0100679 SANDRA LOPEZ	150827	9/22/2014	12.00
0018461 SERRAMONTE FORD, INC.	150857	9/22/2014	91,860.99
0000074 SFPUC - WATER DEPARTMENT	150858	9/22/2014	245,771.03
0098030 SHRED-IT USA - SAN FRANCISCO	150859	9/22/2014	42.57
0001225 SIERRA PACIFIC TURF SUPPLY,INC	150860	9/22/2014	1,179.76
0097079 SPRINT	150862	9/22/2014	75.98
0105796 SUNRISE FOOD DISTRIBUTOR INC.	150863	9/22/2014	605.54
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	150809	9/22/2014	2,704.00
0000036 THOMSON WEST	150864	9/22/2014	602.16
0017528 TRILITHIC	150865	9/22/2014	15,504.15
0105824 TRIVAD, INC.	150866	9/22/2014	10,447.65
0017133 TURBO DATA SYSTEMS INC	150867	9/22/2014	2,226.94
0018618 UNITED SITE SERVICES INC.	150868	9/22/2014	185.40
0105133 UTILITY TELEPHONE, INC.	150869	9/22/2014	589.31
0095749 VERIZON WIRELESS	150870	9/22/2014	804.47
0100755 WENXIN ZHANG	150874	9/22/2014	190.00
0102630 XO COMMUNICATIONS, LLC	150873	9/22/2014	3,100.66
		GrandTotal:	1,757,745.77
		Total count:	97

09/29/14

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$80,039.14
132	AGENCY ON AGING	\$8,411.34
133	RESTRICTED DONATIONS	\$4,510.50
190	EMERGENCY DISASTER FUND	\$33,485.10
201	PARKS AND FACILITIES CAPITAL	\$1,750.00
611	WATER FUND	\$30,058.52
621	STORMWATER FUND	\$1,042.50
631	WASTEWATER FUND	\$10,476.90
641	CABLE TV FUND	\$154,918.49
701	CENTRAL GARAGE	\$1,042.50
702	FACILITY MAINT. FUND	\$1,017.15
707	TECHNOLOGY DEVELOPMENT	\$1,263.49
711	SELF INSURANCE	\$2,265.00
880	PROJECT DEVELOP. TRUST	\$80.00
891	S.B. GARBAGE CO. TRUST	\$40,000.00
TOTAL FOR APPROVAL		\$370,360.63

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 150875 THROUGH 151017 INCLUSIVE, TOTALING IN THE AMOUNT OF \$370,360.63 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,


FINANCE DIRECTOR 9/30/14
DATE

9/29/2014 12:45:26PM

City of San Bruno

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0017053	ACCONTEMPS	150875	9/29/2014	1,920.00
0016499	ACTION SPORTS	150876	9/29/2014	299.45
0018601	ADVANCED MEDIA TECH., INC.	150877	9/29/2014	37,796.33
0101026	AILEEN ASSELIN	150882	9/29/2014	15.76
0100999	ALEXANDER HAFYCZ	150936	9/29/2014	9.87
0017359	AMERICAN EXPRESS	150878	9/29/2014	7,126.34
0096694	ANGELA WILLIAMS	151015	9/29/2014	14.89
0100889	ANTHONY BELMONTE	150892	9/29/2014	111.30
0104262	ANTHONY PALLADINO	150971	9/29/2014	6.77
0001965	ARISTA BUSINESS	150879	9/29/2014	588.45
0000118	ART'S PENINSULA LOCKSMITH	150881	9/29/2014	15.81
0103094	ASTRO JUMP OF SAN MATEO	150883	9/29/2014	50.00
0016123	AT&T	150884	9/29/2014	587.03
0017191	AT&T	150885	9/29/2014	1,428.95
0018583	AT&T MOBILITY	150886	9/29/2014	62.54
0000345	BAKER & TAYLOR BOOKS	150887	9/29/2014	3,105.32
0016099	BAY REPROGRAPHIC SUPPLY	150889	9/29/2014	285.08
0018093	BBC WORLDWIDE AMERICA INC.	150890	9/29/2014	734.38
0103924	BEAR DATA SOLUTIONS, INC.	150891	9/29/2014	1,590.00
0096420	BSN SPORTS	150895	9/29/2014	395.36
0018977	CBS TELEVISION STATIONS	150898	9/29/2014	9,946.26
0017679	CDW GOVERNMENT, INC	150899	9/29/2014	694.72
0106029	CHARLES AND CAROL HOENISCH	150937	9/29/2014	15,700.00
0103854	CHRISTINE HOPKINS	150938	9/29/2014	191.10
0016324	CINTAS CORPORATION	150900	9/29/2014	184.10
0017802	CLEANSOURCE, INC.	150901	9/29/2014	730.14
0100008	CLOVIS BARBOSA	150888	9/29/2014	59.71
0018911	COMCAST CABLE COMMUNICATIONS	150903	9/29/2014	25,401.20
0104508	COMCAST SPORTSNET CALIFORNIA	150904	9/29/2014	20,265.74
0015857	COUNTY OF SAN MATEO	150905	9/29/2014	3,561.17
0105741	COX MEDIA GROUP	150906	9/29/2014	7,627.50
0013968	CPOA	150907	9/29/2014	452.00
0014338	CREST/GOOD MANUFACTURING CO.	150909	9/29/2014	158.70
0105894	CRIME SCENE CLEANERS, INC.	150910	9/29/2014	70.00
0018331	CSG CONSULTANTS INC.	150911	9/29/2014	80.00
0099261	DANA/ALTO COFFIN	150902	9/29/2014	55.34
0018092	DISCOVERY COMMUNICATIONS LLC	150915	9/29/2014	1,374.81
0017879	DISNEY ABC CABLE NETWORKS GROUP AFFILIATE	150896	9/29/2014	4,698.54
0105853	EATON CORPORATION	150918	9/29/2014	2,597.00
0017152	ERLER & KALINOWSKI, INC.	150919	9/29/2014	21,902.98
0093212	ETI SOFTWARE SOLUTIONS	150920	9/29/2014	4,482.00
0092924	EUGENE GOLDSTEIN	150933	9/29/2014	8.12
0000046	EWING IRRIGATION PRODUCTS INC	150922	9/29/2014	796.16
0106045	EXAMINETICS, INC.	150923	9/29/2014	2,265.00
0018117	FLYERS ENERGY, LLC	150926	9/29/2014	8,834.42
0102869	FRANCHISE TAX BOARD	150927	9/29/2014	725.00
0018272	GALE GROUP INC.	150929	9/29/2014	62.98
0018842	GBH POLYGRAPH SERVICES	150930	9/29/2014	250.00
0101058	GENE DABDOUB	150912	9/29/2014	14.65
0093441	GENE WONG	151017	9/29/2014	85.00
0096232	GEOFF GABRIEL	150928	9/29/2014	312.98
0091439	GEOFFREY CALDWELL	150897	9/29/2014	15.00
0105554	GLOBAL SUN LANDSCAPE	150931	9/29/2014	12,331.50

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0016154	GOETZ BROTHERS SPORTING GOODS	150932	9/29/2014	120.83
0103985	GOVERNMENT FINANCE OFFICERS ASSOCIATION	150925	9/29/2014	305.00
0095966	GREATAMERICA FINANCIAL SVCS.	150934	9/29/2014	482.66
0096837	GYM DOCTORS	150935	9/29/2014	225.00
0103976	HUB TELEVISION NETWORKS, LLC	150939	9/29/2014	353.25
0018838	INFOSEND, INC.	150941	9/29/2014	97.98
0105931	INNOTRANS	150942	9/29/2014	7,195.92
0000581	IRVINE & JACHENS INC.	150943	9/29/2014	314.84
0099917	J. PESCE	150944	9/29/2014	110.80
0098167	JEFF DORAIS	150916	9/29/2014	122.97
0104708	JEREMY BRANDENBURG	150894	9/29/2014	13.00
0095703	JESSICA PHAN	150973	9/29/2014	8.12
0103317	JILL ROFII	150980	9/29/2014	297.32
0018584	JOANNE RYAN	150945	9/29/2014	300.00
0101018	KAREN EVANS	150921	9/29/2014	26.92
0098332	KASSIDY HUYNH	150940	9/29/2014	4.06
0017947	KEVIN MCMULLAN	150957	9/29/2014	13.00
0000317	L.N. CURTIS & SONS	150948	9/29/2014	335.77
0096363	LANA BERMUDEZ	150893	9/29/2014	269.00
0100096	LARISA SABIEVA	150984	9/29/2014	4.06
0105034	LFP BROADCASTING, LLC	150950	9/29/2014	51.96
0104424	LIDIA'S ITALIAN DELICACIES	150951	9/29/2014	1,285.00
0102701	LISA LUCIANO	150952	9/29/2014	285.73
0095704	MARIA AROCHE	150880	9/29/2014	8.12
0106044	MAYCROFT INVESTIGATION AGENCY	150955	9/29/2014	600.00
0103479	MCCUNE	150956	9/29/2014	310.00
0093922	MELISSA KELLY	150946	9/29/2014	47.86
0102770	METLIFE	150959	9/29/2014	350.46
0016041	METROMOBILE COMMUNICATIONS	150960	9/29/2014	257.48
0000027	MEYERS NAVE PROFESSIONAL LAW	150961	9/29/2014	5,100.00
0017906	MICHAEL BLUNDELL	150962	9/29/2014	13.00
0092285	MICROMARKETING LLC	150963	9/29/2014	35.97
0102275	MIRIAM SCHALIT	150987	9/29/2014	342.01
0096800	MOBILE CALIBRATION SVCS. LLC	150964	9/29/2014	235.14
0098216	MONICA LENNON	150949	9/29/2014	131.09
0104730	MUNICIPAL EMERGENCY SERVICES	150965	9/29/2014	2,835.09
0000357	NATIONAL CABLE TV CO-OP, INC.	150966	9/29/2014	1,110.56
0103301	NHL NETWORK US, LP	150967	9/29/2014	1,554.78
0092263	OFFICE DEPOT INC	150968	9/29/2014	156.21
0106043	OPTIONS	150969	9/29/2014	1,750.00
0000012	PACIFIC GAS & ELECTRIC	150970	9/29/2014	9,327.85
0099742	PATTI KREIDEL	150947	9/29/2014	17.80
0095148	PENINSULA MUNI.ENGINEERING	150972	9/29/2014	20,850.00
0099264	PONNAVY MENG	150958	9/29/2014	21.18
0105836	PRIMETIME PAPER & PROMOTIONS	150974	9/29/2014	1,061.12
0017111	RANDOM HOUSE INC	150975	9/29/2014	102.19
0100835	RAY CRAIG	150908	9/29/2014	92.12
0101009	RAYMOND SCHNELKER	150988	9/29/2014	19.18
0000175	RECOLOGY SAN BRUNO	150976	9/29/2014	40,000.00
0090749	RED WING SHOE STORE	150977	9/29/2014	330.74
0016729	RICOH AMERICAS CORPORATION	150978	9/29/2014	328.19
0103531	RICOH USA, INC.	150979	9/29/2014	2,884.00
0097299	ROBERT DAVIS	150913	9/29/2014	63.09
0013581	ROVI GUIDES, INC.	150981	9/29/2014	10,118.94

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0016213 ROZZI REPRODUCTION&SUPPLY INC.	150982	9/29/2014	2,646.08
0018839 RYAN JOHANSEN	150983	9/29/2014	815.00
0000569 SAN BRUNO AUTO CENTER, INC.	150985	9/29/2014	240.00
0104691 SAN FRANCISCO FENCERS CLUB	150986	9/29/2014	150.40
0100183 SARA TAHNG	150995	9/29/2014	20.60
0100895 SARANYA WANG	151013	9/29/2014	10.62
0103732 SFO MEDICAL CLINIC	150989	9/29/2014	1,801.00
0104726 SHARPS SOLUTIONS, LLC	150990	9/29/2014	96.00
0103492 SMITHSONIAN NETWORKS	150991	9/29/2014	281.65
0099199 STEVE DEREN	150914	9/29/2014	4.06
0098753 STEVE SPINA	150992	9/29/2014	8.75
0105813 SUNDANCE LLC	150993	9/29/2014	1,996.44
0102962 SWANK MOTION PICTURES, INC.	150994	9/29/2014	1,072.00
0018073 TEAMSTERS LOCAL 350	150996	9/29/2014	2,312.00
0015691 TEAMSTERS LOCAL 856	150997	9/29/2014	13,185.00
0017659 THE CALIFORNIA CHANNEL	150999	9/29/2014	122.04
0102745 THE MERCURY NEWS	151000	9/29/2014	678.38
0103559 THE MLB NETWORK, LLC	151001	9/29/2014	1,877.48
0105944 THE PIN CENTER	151002	9/29/2014	3,388.50
0098735 THOMAS MARTIN	150954	9/29/2014	78.36
0092084 TIMOTHY MAHON	150953	9/29/2014	15.00
0105031 TMNDRT	151003	9/29/2014	1,159.38
0105824 TRIVAD, INC.	151004	9/29/2014	1,419.75
0016966 TROY FRY	151005	9/29/2014	15.00
0103095 TUTV	151006	9/29/2014	114.54
0095538 TV GUIDE NETWORK, INC.	151007	9/29/2014	748.35
0018618 UNITED SITE SERVICES INC.	151008	9/29/2014	43.60
0102744 UNIVERSAL BUILDING SERVICES	151009	9/29/2014	326.00
0099592 UNIVISION COMMUNICATIONS, INC.	151010	9/29/2014	3,605.87
0102988 VANTAGEPOINT TRANSFER AGENTS	151011	9/29/2014	11,989.00
0095712 VLADISLAV TEMNOV	150998	9/29/2014	9.12
0105762 VUBIQUITY INC.	151012	9/29/2014	5,039.28
0018385 WFCB - OSH COMMERCIAL SERVICES	151014	9/29/2014	293.21
0098918 WILLIAM DUNCAN	150917	9/29/2014	57.25
0100184 WILLIAM J. FEISTER	150924	9/29/2014	300.00
0106037 WINE COUNTRY COMMERCE	151016	9/29/2014	86.11

GrandTotal: 370,360.63

Total count: 143

10/06/14

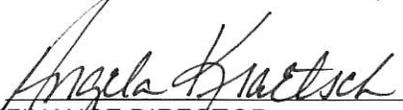
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$67,806.22
132	AGENCY ON AGING	\$1,616.92
133	RESTRICTED DONATIONS	\$3,003.82
190	EMERGENCY DISASTER FUND	\$8,575.66
201	PARKS AND FACILITIES CAPITAL	\$19,440.00
611	WATER FUND	\$40,109.01
621	STORMWATER FUND	\$118.05
631	WASTEWATER FUND	\$26,232.75
641	CABLE TV FUND	\$18,609.51
701	CENTRAL GARAGE	\$9,516.76
702	FACILITY MAINT. FUND	\$706.86
707	TECHNOLOGY DEVELOPMENT	\$55.80
711	SELF INSURANCE	\$5,582.72
TOTAL FOR APPROVAL		\$201,374.08

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 151018 THROUGH 151140 INCLUSIVE, TOTALING IN THE AMOUNT OF \$201,374.08 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

10/7/14
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0017188 3T EQUIPMENT COMPANY INC.	151018	10/6/2014	710.68
0105950 A2Z BUSINESS SYSTEMS	151019	10/6/2014	973.20
0099562 ACHIM IHLENFELD	151067	10/6/2014	16.78
0000858 ADECCO EMPLOYMENT SERVICES	151020	10/6/2014	2,542.56
0001170 AIRGAS NCN	151021	10/6/2014	288.02
0000163 AIRPORT AUTO PARTS INC.	151022	10/6/2014	210.05
0096332 ALAN MASAMI HIMURO	151064	10/6/2014	650.00
0097537 ALEX KOFMAN	151072	10/6/2014	77.49
0013864 ALEXIS SHAUGHNESSY	151114	10/6/2014	65.00
0018976 ALPHA ANALYTICAL LAB. INC.	151023	10/6/2014	1,196.00
0000082 AMERICAN MESSAGING	151024	10/6/2014	44.60
0096700 ANDY'S WHEELS & TIRES	151026	10/6/2014	431.06
0001202 ARAMARK UNIFORM SERVICES	151027	10/6/2014	808.42
0001965 ARISTA BUSINESS	151028	10/6/2014	495.00
0000118 ART'S PENINSULA LOCKSMITH	151029	10/6/2014	47.69
0098431 ASAD & MOUNA KAYED	151071	10/6/2014	100.00
0103094 ASTRO JUMP OF SAN MATEO	151030	10/6/2014	77.00
0016123 AT&T	151031	10/6/2014	17.08
0105649 ATLAS PLUMBING AND ROOTER	151032	10/6/2014	1,445.00
0000345 BAKER & TAYLOR BOOKS	151033	10/6/2014	3,477.05
0018567 BATTERY SYSTEMS	151034	10/6/2014	1,185.87
0015628 BAY AREA TREE CO., INC.	151035	10/6/2014	2,250.00
0016736 BAYSHORE TRUCK EQUIPMENT CO	151036	10/6/2014	268.33
0017284 CHEMSEARCHFE	151040	10/6/2014	386.50
0016324 CINTAS CORPORATION	151041	10/6/2014	308.80
0106048 CIT	151042	10/6/2014	491.62
0017802 CLEANSOURCE, INC.	151043	10/6/2014	276.90
0098943 COLLYNE RUSIN	151107	10/6/2014	73.70
0105847 CONNIE MANDUJANO	151079	10/6/2014	750.00
0105811 CSAC EXCESS INSURANCE AUTHORITY	151054	10/6/2014	24,377.02
0103116 CSRMA	151044	10/6/2014	100.00
0097934 CWEA-TCP	151045	10/6/2014	129.00
0098054 DAIJIRO MATAYOSHI	151080	10/6/2014	98.00
0095512 DANIELLE BREWER	151046	10/6/2014	500.00
0105848 DEANNA DYOGI	151051	10/6/2014	650.00
0099512 DEBRA BOOS	151038	10/6/2014	68.67
0000197 DEMCO SUPPLY INC.	151049	10/6/2014	96.41
0094715 DIAMOND STEEL CO., INC.	151050	10/6/2014	29.83
0097730 DIANA WINNINGHAM	151137	10/6/2014	100.29
0000046 EWING IRRIGATION PRODUCTS INC	151053	10/6/2014	93.66
0013714 FIRST NATIONAL BANK	151055	10/6/2014	17,571.16
0018272 GALE GROUP INC.	151058	10/6/2014	30.56
0016861 GAMETIME	151059	10/6/2014	467.68
0099713 GARY FLICKINGER	151056	10/6/2014	107.50
0018864 GMA NETWORK INC.	151060	10/6/2014	915.91
0000162 GRAINGER	151061	10/6/2014	650.68
0100175 HENSEL PHELPS	151099	10/6/2014	11.08
0105378 HOME MAID RAVIOLI COMPANY INC.	151065	10/6/2014	240.90
0103336 HUB INTERNATIONAL SERVICE INC.	151066	10/6/2014	322.20
0015531 INTERSTATE BATTERY SYS. OF SF	151068	10/6/2014	187.52
0098477 ITALO LUCCHESI	151077	10/6/2014	29.81
0097647 JENNIFER TOKIN	151125	10/6/2014	20.98
0099661 JERRY HILLER	151063	10/6/2014	82.07

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0100340	JOHNNY TAM	151122	10/6/2014	100.00
0095730	JOSEPH A. ORTIZ	151094	10/6/2014	96.17
0106047	JOSEPH V. MISELI	151084	10/6/2014	75.00
0018376	JT2 INTEGRATED RESOURCES	151069	10/6/2014	5,582.72
0000075	K-119 TOOLS OF CALIFORNIA INC.	151070	10/6/2014	325.99
0018561	LANCE BAYER	151073	10/6/2014	1,000.00
0100096	LARISA SABIEVA	151108	10/6/2014	41.95
0096283	LARRY VALENCIA	151130	10/6/2014	750.00
0104424	LIDIA'S ITALIAN DELICACIES	151074	10/6/2014	420.00
0106033	LLOYD FRENCH	151057	10/6/2014	1,700.00
0017924	LORAL LANDSCAPING INC.	151075	10/6/2014	1,858.00
0018177	LOWE'S	151076	10/6/2014	318.76
0100339	LUCY EVENSON	151052	10/6/2014	36.83
0104481	MICHAEL MATTIAS	151081	10/6/2014	55.48
0096016	MICHAEL ROBERTS CONSTRUCTION	151082	10/6/2014	70.16
0001709	MILLBRAE LOCK	151083	10/6/2014	55.08
0000333	MOSS RUBBER & EQUIP. CORP.	151086	10/6/2014	146.35
0000357	NATIONAL CABLE TV CO-OP, INC.	151087	10/6/2014	172.17
0015839	NOR-CAL SIGNS	151088	10/6/2014	555.90
0102950	NORTH AMERICAN NUMBERING PLAN	151025	10/6/2014	125.00
0092263	OFFICE DEPOT INC	151089	10/6/2014	984.69
0018284	OFFICEMAX INC.	151090	10/6/2014	34.11
0000210	OLE'S CARBURETOR &ELECTRIC INC	151091	10/6/2014	76.41
0097567	ONE HOUR DRY CLEANING	151092	10/6/2014	348.40
0106043	OPTIONS	151093	10/6/2014	19,440.00
0000012	PACIFIC GAS & ELECTRIC	151095	10/6/2014	53,320.64
0000012	PACIFIC GAS & ELECTRIC	151096	10/6/2014	8,482.08
0097596	PAOLO CALLUENG	151039	10/6/2014	65.24
0106052	PARKABIKE, INC.	151097	10/6/2014	81.00
0015163	PENINSULA SPORTS OFFICIALS ASSOC.INC.	151117	10/6/2014	842.00
0091040	PG&E	151098	10/6/2014	1,056.86
0103921	PHILIP WOFFENDEN	151138	10/6/2014	93.61
0016770	PRAXAIR DISTRIBUTION INC -192	151100	10/6/2014	154.63
0016828	PRECISION AUTO SERVICE	151101	10/6/2014	79.95
0105548	PROVEN MANAGEMENT, INC.	151102	10/6/2014	10,152.00
0104869	PURSUIT NORTH	151103	10/6/2014	274.83
0091044	R.A. METAL PRODUCTS, INC	151104	10/6/2014	1,074.90
0017111	RANDOM HOUSE INC	151105	10/6/2014	28.61
0098884	RICHARD VICTOR	151132	10/6/2014	100.00
0105968	ROADRUNNER DRILLING & PUMPCO	151106	10/6/2014	828.94
0105881	ROBERT BERLINER	151037	10/6/2014	400.00
0096337	ROBERT DARLING	151047	10/6/2014	600.00
0092199	ROBERT DAWSON	151048	10/6/2014	40.84
0015927	ROBERT HENSEL	151062	10/6/2014	154.29
0000569	SAN BRUNO AUTO CENTER, INC.	151109	10/6/2014	125.00
0097799	SAN BRUNO LIONS FDN	151110	10/6/2014	1,000.00
0017145	SAN MATEO LAWN MOWER SHOP	151111	10/6/2014	90.45
0100895	SARANYA WANG	151134	10/6/2014	65.91
0098129	SCOTT ZAYAC	151140	10/6/2014	98.78
0018461	SERRAMONTE FORD, INC.	151112	10/6/2014	1,261.36
0018962	SHOE DEPOT INC.	151115	10/6/2014	173.61
0097666	SILVIA MORENO	151085	10/6/2014	65.00
0105992	SPOK, INC.	151116	10/6/2014	33.15
0097079	SPRINT	151118	10/6/2014	62.38

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000801 STEWART AUTOMOTIVE GROUP	151119	10/6/2014	214.19
0105796 SUNRISE FOOD DISTRIBUTOR INC.	151120	10/6/2014	434.13
0099035 SURESH MALUVADU	151078	10/6/2014	19.17
0102962 SWANK MOTION PICTURES, INC.	151121	10/6/2014	374.00
0000241 THE ADAM-HILL COMPANY	151123	10/6/2014	80.46
0017527 TIFCO INDUSTRIES INC.	151124	10/6/2014	673.04
0105824 TRIVAD, INC.	151126	10/6/2014	539.55
0000665 TSQ SOLUTIONS INC.	151127	10/6/2014	325.00
0001362 TV GUIDE MAGAZINE, LLC	151128	10/6/2014	229.92
0000019 U.S. POSTMASTER	151129	10/6/2014	3,800.00
0102865 UNIVERSAL SERVICE ADMINISTRATIVE CO.	151113	10/6/2014	6,039.88
0095749 VERIZON WIRELESS	151131	10/6/2014	2,172.49
0098917 VOLIKOS ENTERPRISES	151133	10/6/2014	1,549.92
0016899 WECO INDUSTRIES LLC	151135	10/6/2014	2,719.32
0096421 WEST-LITE SUPPLY CO., INC.	151136	10/6/2014	376.05
0093908 WRISTBANDS MEDTECH USA INC.	151139	10/6/2014	106.40
		GrandTotal:	201,374.08
		Total count:	123



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 14, 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 September 26, 2014 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,367,501.80 for the bi-weekly pay period ending September 21, 2014 is attached.

76.

LABOR SUMMARY FOR PAY PERIOD ENDING : September 21, 2014

pyLaborDist	09/26/14
Fund: 001 - GENERAL FUND	1,022,436.49
Fund: 122 - SOLID WASTE/RECYCL.	1,713.36
Fund: 190 - EMERGENCY DISASTER FUND	1,404.38
Fund: 201 - PARKS AND FACILITIES CAPITAL	23,751.01
Fund: 203 - STREET IMPROVE. PROJECTS	4,401.02
Fund: 611 - WATER FUND	84,008.31
Fund: 621 - STORMWATER FUND	14,942.47
Fund: 631 - WASTEWATER FUND	67,417.64
Fund: 641 - CABLE TV FUND	88,933.05
Fund: 701 - CENTRAL GARAGE	10,697.71
Fund: 702 - FACILITY MAINT.FUND	24,710.10
Fund: 707 - TECHNOLOGY DEVELOPMENT	17,983.54
Fund: 711 - SELF INSURANCE	5,102.72
Total	1,367,501.80

Carol Bonner

From: Stephan Marshall <stephan@
Sent: Friday, September 19, 2014 9:08 AM
To: Kerry Burns; Danielle Brewer; Jackie Mattias; Carol Bonner; Jim Ruane
Cc: Lucy Zamattia; greenberg@ Idavis@
socball@ britt.chin@ davidnigel500@
iijpalms@
Subject: Park and Recreation Commission Resignation

Mayor Ruane, Park and Rec Staff, and Fellow Commissioners,

I would like to inform you that I am resigning from my position as Park and Recreation Commissioner. Recently both my family and business have grown significantly making it difficult for me to give my duty as commissioner the time it needs and deserves. Since the city council will soon be appointing someone to fill Tom Lara's seat, I felt this would be a convenient time to step down. I have thoroughly enjoyed my years serving on the commission and consider it an honor to have been appointed and to have served with such dedicated volunteers. I have learned a lot from all of you. I will of course continue serving until a new appointment is made.

Sincerely,

Stephan

Stephan Marshall Realtor / DRE# 01487186

 The Watson ~ Marshall Group
Coldwell Banker ~ Burlingame
650-455-1528
Stephan@StephanMarshall.com
www.StephanMarshall.com


THE WATSON~MARSHALL GROUP



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 14, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Neil Telford, Chief of Police

SUBJECT: Adopt a Resolution Accepting Grant Funding in the Amount of \$43,000 from the State of California, Office of Traffic Safety, for a Selective Traffic Enforcement Program in the City of San Bruno

BACKGROUND:

In January of 2014, the State of California, Office of Traffic Safety (OTS), through the National Highway Traffic Safety Administration (NHTSA), solicited grant proposals for traffic safety programs to reduce the number of persons killed or injured in traffic collisions. Priority was given to requests that focused on driving under the influence (DUI) offenders. Staff submitted a proposal and recently received notification from the Office of Traffic Safety that our grant request in the amount of \$43,000 was approved.

DISCUSSION:

Traffic enforcement is crucial to ensuring public safety including officers taking enforcement action when they observe a violation while on patrol. However, the Department is only able to dedicate one officer solely to traffic enforcement, and that position is primarily funded through the other grant funds made available by the State.

The Police Department continually seeks grant opportunities to enhance the service to the community. The Police Department submitted a proposal to OTS that addressed strategies aimed at reducing driving under the influence (DUI) violations, and enforcement operations related to speed, seat belt and distracted driving violations. Selective enforcement efforts designed to address specific violations, such as DUI drivers, are an important tool to reduce injury and non-injury traffic collisions.

This available grant funding will enable the Police Department to implement a "best strategy" program recommended by OTS that includes holding sobriety checkpoints, DUI saturation patrols, and strict enforcement of DUI offenders who continue to drive with suspended or revoked licenses. The grant will also provide funding for additional enforcement of speed and distracted driving violations, and training for officers in DUI enforcement.

T.d.

FISCAL IMPACT:

There is no direct fiscal impact to the City's General Fund. Overtime expenditures in the amount of \$43,000 will be reimbursed by the grant and distributed over a one-year period beginning October 1, 2014.

ALTERNATIVES:

1. Do not accept the Office of Traffic Safety Grant Funds. This would continue the existing practice for the Police Department to provide sporadic enforcement by using existing staff during their regularly assigned shift to conduct enforcement and education.

RECOMMENDATION:

Adopt a Resolution accepting grant funding in the amount of \$43,000 from the State of California, Office of Traffic Safety, for a Selective Traffic Enforcement Program in the City of San Bruno.

DISTRIBUTION:

None

ATTACHMENTS:

Resolution

DATE PREPARED:

October 7, 2014

REVIEWED BY:

_____ CM

RESOLUTION NO. 2014 - ____

RESOLUTION ACCEPTING GRANT FUNDING IN THE AMOUNT OF \$43,000 FROM THE STATE OF CALIFORNIA, OFFICE OF TRAFFIC SAFETY, FOR A SELECTIVE TRAFFIC ENFORCEMENT PROGRAM IN SAN BRUNO.

WHEREAS, The State of California, Office of Traffic Safety solicited grant proposals that would reduce the number of persons killed or injured in traffic collisions; and,

WHEREAS, the Police Department sought grant funding to enhance traffic safety by additional enforcement of laws related to driving under the influence, speed, seat belt compliance, and distracted driving; and,

WHEREAS, The State of California, Office of Traffic Safety has awarded San Bruno grant funding for a Selective Traffic Enforcement Program in the amount of \$43,000.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of San Bruno that it hereby accepts grant funding in the amount of \$43,000 from the State of California, Office of Traffic, for a selective traffic enforcement program in San Bruno.

Dated: October 14, 2014

ATTEST:

Carol Bonner, City Clerk

-o0o-

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 14th day of October 2014 by the following vote:

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



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 14, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Angela Kraetsch, Finance Director

SUBJECT: Adopt Resolution Consenting to Inclusion of All Properties within San Bruno in the California HERO Program to Finance Generation Renewable Energy Sources, Energy and Water Efficiency Improvements and Electric Vehicle Charging Infrastructure and Amending the Western Riverside Council of Governments Joint Powers Agreement Adding the City of San Bruno as an Associate Member of the Joint Powers Authority

BACKGROUND

Assembly Bill (AB) 811 was signed into law on July 21, 2008, and AB 474, effective January 1, 2010, amended Chapter 29 of Part 3 of Division 7 of the Streets & Highways Code of the State of California (Chapter 29) authorizing a city council to designate areas that may encompass an entire city, in which residential and commercial property owners are permitted to enter into voluntary contractual assessments financing the installation of generation renewable energy sources or energy efficiency, and/or water conservation improvements that are fixed to real property. Assessment repayment is placed on property tax bills and these loans remain with the property upon sale or title transfer.

This is known as a Property Assessed Clean Energy (PACE) program. Each jurisdiction must authorize specific PACE programs to operate within its boundary for the program to issue bonds and place assessments on the properties on behalf of voluntary borrowers.

In 2010, the City entered into an agreement with California FIRST to allow property owners within the City limits to voluntarily participate in its PACE program. This PACE program, sponsored by the California Statewide Communities Development Authority was immediately placed on hold because of issues identified by Federal regulators. In July 2014, with these issues resolved, the California FIRST program is now operational.

Additional PACE program alternatives have now become available. PACE programs are not exclusive, and multiple programs may operate concurrently within a jurisdiction. One alternative is the California HERO program started by the Western Riverside Council of Governments. To date, a total of 188 California cities and counties have joined the California HERO program (138 cities and counties are active in the program).

10.a.

Since 2011, the program has invested \$311,000,000 to fund more than 16,250 eligible residential and commercial projects.

DISCUSSION

The California HERO Program allows property owners in participating cities and counties to finance eligible equipment, energy efficiency measures, water efficiency/conservation improvements, solar systems and other innovative, energy saving, water saving, and energy generation products. If a property owner chooses to participate, the improvements on the owner's property will be financed by the issuance of bonds by a joint power authority, Western Riverside Council of Governments, secured by a voluntary contractual assessment levied on the property. Participation in the program is 100% voluntary. Property owners wishing to participate in the program agree to repay the money through the voluntary contractual assessment collected together with their property taxes.

Program administrators handle all program elements including a regional information and application web portal, application processing, interface with property owners, assessment administration, bond issuance, and bond administration. To insure that all program elements meet the intent of the program, programs undertake a judicial validation proceeding to ensure that the program is in compliance with legally binding protocols and notifications.

Under traditional financing options, upfront costs can be a major barrier to the implementation of energy and water saving property improvements. Participation in the HERO program allows property owners to benefit from reduced upfront costs. Further, the program allows owners to pay for improvements over time and removes the disincentive to invest in improvements with payback periods that may exceed their period of ownership.

The minimum loan principal amount is \$5,000. The maximum borrowed amount is 20% of the property value. Interest rates vary but are currently in the 5-7% range. Property owners can pay off the assessment at any time, subject to applicable pre-payment penalties.

Benefits can be summarized:

- Eligibility: Alternatives for residential property owners to finance renewable energy/energy efficiency/water efficiency improvements or electric vehicle charging infrastructure may be limited or not available. As such many property owners do not have options available to them to lower their utility bills.
- Savings: As energy prices continue to rise, selecting in energy efficient, water efficient, and renewable energy models lower utility bills.
- 100% voluntary: Property owners can choose to participate in the program at their discretion.
- Payment obligation stays with the property: Under Chapter 29, a voluntary contractual assessment stays with the property upon transfer of ownership.

Even if there were private enterprise alternatives, most private loans are due on sale of the benefited property, which makes it difficult for property owners to match the life of the repayment obligation with the useful life of the financed improvements.

- Prepayment option: The property owner can choose to pay off the assessments at any time, subject to applicable prepayment penalties.

The proposed resolution enables the California HERO Program to be available to owners of property within the city to finance renewable energy, energy efficiency and water efficiency improvements and electric vehicle charging infrastructure. The resolution approves an Amendment to the Western Riverside Council of Governments Joint Powers Agreement adding the City as an associate member.

FISCAL IMPACT

There is no adverse impact on the City by consenting to the inclusion of properties within the city limits in the California HERO Program. All one-time and on-going administrative costs are covered through property owners' voluntary contractual assessments and the repayment of assessments are placed on the property tax bill.

RECOMMENDATION

Adopt resolution consenting to inclusion of all properties within San Bruno in the California HERO Program to finance distributed generation renewable energy sources, energy and water efficiency improvements and electric vehicle charging infrastructure and amending the Western Riverside Council of Governments Joint Powers Agreement adding the City of San Bruno as an associate member of the Joint Powers Authority.

ALTERNATIVES

1. Do not authorize additional PACE programs to operate in the City.
2. Direct staff to develop additional PACE program alternatives for City property owners.

ATTACHMENTS

1. Resolution
2. Amendment to the Joint Powers Agreement

DATE PREPARED

September 30, 2014

REVIEWED

_____CM

RESOLUTION NO. 2014 - _____

RESOLUTION CONSENTING TO INCLUSION OF ALL PROPERTIES WITHIN SAN BRUNO IN THE CALIFORNIA HERO PROGRAM TO FINANCE DISTRIBUTED GENERATION RENEWABLE ENERGY SOURCES, ENERGY AND WATER EFFICIENCY IMPROVEMENTS AND ELECTRIC VEHICLE CHARGING INFRASTRUCTURE AND AMENDING THE WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS JOINT POWERS AGREEMENT ADDING SAN BRUNO AS AN ASSOCIATE MEMBER OF THE JOINT POWERS AUTHORITY

WHEREAS, the Western Riverside Council of Governments (Authority) is a joint exercise of powers authority established pursuant to Chapter 5 of Division 7, Title 1 of the Government Code of the State of California (Section 6500 and following) (the Act) and the Joint Power Agreement entered into on April 1, 1991, as amended from time to time (the Authority JPA); and

WHEREAS, Authority has established the California HERO Program to provide for the financing of renewable energy distributed generation sources, energy and water efficiency improvements and electric vehicle charging infrastructure (the Improvements) pursuant to Chapter 29 of the Improvement Bond Act of 1911, being Division 7 of the California Streets and Highways Code (Chapter 29) within counties and cities throughout the State of California that elect to participate in such program; and

WHEREAS, City of San Bruno (the City) is committed to development of renewable energy sources and energy efficiency improvements, reduction of greenhouse gases, protection of our environment, and reversal of climate change; and

WHEREAS, in Chapter 29, the Legislature has authorized cities and counties to assist property owners in financing the cost of installing Improvements through a voluntary contractual assessment program; and

WHEREAS, installation of such Improvements by property owners within the jurisdictional boundaries of the counties and cities that are participating in the California HERO Program would promote the purposes cited above; and

WHEREAS, the City wishes to provide innovative solutions to its property owners to achieve energy and water efficiency and independence, and in doing so cooperate with Authority in order to efficiently and economically assist property owners the City in financing such Improvements; and

WHEREAS, Authority has established the California HERO Program, which is such a voluntary contractual assessment program, as permitted by the Act, the Authority JPA, originally made and entered into April 1, 1991, as amended to date, and the Amendment to Joint Powers Agreement Adding the City of San Bruno as an Associate Member of the Western Riverside Council of Governments to Permit the Provision of Property Assessed Clean Energy (PACE) Program Services within the City (the JPA Amendment), by and between Authority and the City to assist property owners within the jurisdiction of the City in financing the cost of installing Improvements; and

WHEREAS, the City will not be responsible for the conduct of any assessment proceedings; the levy and collection of assessments or any required remedial action in the case

of delinquencies in the payment of any assessments or the issuance, sale or administration of any bonds issued in connection with the California HERO Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This City Council finds and declares that properties in the City's incorporated area will be benefited by the availability of the California HERO Program to finance the installation of the Improvements.

2. This City Council consents to inclusion in the California HERO Program of all of the properties in the jurisdictional boundaries of the City and to the Improvements, upon the request by and voluntary agreement of owners of such properties, in compliance with the laws, rules and regulations applicable to such program; and to the assumption of jurisdiction there over by Authority for the purposes thereof.

3. The consent of this City Council constitutes assent to the assumption of jurisdiction by Authority for all purposes of the California HERO Program and authorizes Authority, upon satisfaction of the conditions imposed in this resolution, to take each and every step required for or suitable for financing the Improvements, including the levying, collecting and enforcement of the contractual assessments to finance the Improvements and the issuance and enforcement of bonds to represent such contractual assessments.

4. This City Council hereby approves the JPA Amendment and authorizes the execution thereof by appropriate City officials.

5. City staff is authorized and directed to coordinate with Authority staff to facilitate operation of the California HERO Program within the City.

6. This Resolution shall take effect immediately upon its adoption. The City Clerk is directed to send a certified copy of this resolution to the Secretary of the Authority Executive Committee.

I hereby certify that foregoing Resolution No. 2014 - _____ was introduced and adopted by the San Bruno City Council at a regular meeting on October 14, 2014 by the following vote:

AYES:

NOES:

ABSENT:

City Clerk

**AMENDMENT TO THE JOINT POWERS AGREEMENT
ADDING CITY OF SAN BRUNO
AS AN ASSOCIATE MEMBER OF THE
WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS
TO PERMIT THE PROVISION OF PROPERTY ASSESSED CLEAN
ENERGY (PACE) PROGRAM SERVICES WITHIN SUCH CITY**

This Amendment to the Joint Powers Agreement (JPA Amendment) is made and entered into on the 14th day of October 2014, by City of San Bruno (City) and the Western Riverside Council of Governments (Authority) (collectively, the Parties).

RECITALS

WHEREAS, Authority is a joint exercise of powers authority established pursuant to Chapter 5 of Division 7, Title 1 of the Government Code of the State of California (Section 6500 and following) (the Joint Exercise of Powers Act) and the Joint Power Agreement entered into on April 1, 1991, as amended from time to time (the Authority JPA); and

WHEREAS, as of October 1, 2012, Authority had 18 member entities (the Regular Members).

WHEREAS, Chapter 29 of the Improvement Act of 1911, being Division 7 of the California Streets and Highways Code (Chapter 29) authorizes cities, counties, and cities and counties to establish voluntary contractual assessment programs, commonly referred to as a Property Assessed Clean Energy (PACE) program, to fund certain renewable energy sources, energy and water efficiency improvements, and electric vehicle charging infrastructure (the Improvements) that are permanently fixed to residential, commercial, industrial, agricultural or other real property; and

WHEREAS, Authority has established a PACE program to be known as the "California HERO Program" pursuant to Chapter 29 which authorizes the implementation of such PACE financing program for cities and counties throughout the state; and

WHEREAS, City desires to allow owners of property within its jurisdiction to participate in the California HERO Program and to allow Authority under Chapter 29, as it is now enacted or may be amended hereafter, to finance Improvements to be installed on such properties; and

WHEREAS, this JPA Amendment will permit City to become an Associate Member of Authority and to participate in California HERO Program for the purpose of facilitating the implementation of such program within the jurisdiction of City; and

WHEREAS, pursuant to the Joint Exercise of Powers Act, the Parties are approving this JPA Agreement to allow for the provision of PACE services through the California HERO Program, including the operation of such PACE financing program, within the incorporated territory of City; and

WHEREAS, the JPA Amendment sets forth the rights, obligations and duties of City and Authority with respect to the implementation of the California HERO Program within the incorporated territory of City.

MUTUAL UNDERSTANDINGS

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions hereinafter stated, the Parties hereto agree as follows:

A. JPA Amendment.

1. The Authority JPA. City agrees to the terms and conditions of the Authority JPA, attached.

2. Associate Membership. By adoption of this JPA Amendment, City shall become an Associate Member of Authority on the terms and conditions set forth herein and the Authority JPA and consistent with the requirements of the Joint Exercise of Powers Act. The rights and obligations of City as an Associate Member are limited solely to those terms and conditions expressly set forth in this JPA Amendment for the purposes of implementing the California HERO Program within the incorporated territory of City. Except as expressly provided for by this JPA Amendment, City shall not have any rights otherwise granted to Authority's Regular Members by the Authority JPA, including but not limited to the right to vote on matters before the Executive Committee or the General Assembly, the right to amend or vote on amendments to the Authority JPA, and the right to sit on committees or boards established under the Authority JPA or by action of the Executive Committee or the General Assembly, including, without limitation, the General Assembly and the Executive Committee. City shall not be considered a member for purposes of Section 9.1 of the Authority JPA.

3. Rights of Authority. This JPA Amendment shall not be interpreted as limiting or restricting the rights of Authority under the Authority JPA. Nothing in this JPA Amendment is intended to alter or modify Authority Transportation Uniform Mitigation Fee (TUMF) Program, the PACE Program administered by Authority within the jurisdictions of its Regular Members, or any other programs administered now or in the future by Authority, all as currently structured or subsequently amended.

B. Implementation of California HERO Program within City Jurisdiction.

1. Boundaries of the California HERO Program within City Jurisdiction. The boundaries within which contractual assessments may be entered into under the California HERO Program (the "Program Boundaries") shall include the entire incorporated territory of City.

2. Determination of Eligible Improvements. Authority shall determine the types of distributed generation renewable energy sources, energy efficiency or water conservation improvements, electric vehicle charging infrastructure or such other improvements as may be authorized pursuant to Chapter 29 (the "Eligible Improvements") that will be eligible to be financed under the California HERO Program.

3. Implementation of California HERO Program Within the Program Boundaries. Authority will undertake such proceedings pursuant to Chapter 29 as shall be legally necessary to enable Authority to make contractual financing of Eligible Improvements available to eligible property owners within the Program Boundaries.

4. Financing the Installation of Eligible Improvements. Authority shall implement its plan for the financing of the purchase and installation of the Eligible Improvements under the California HERO Program within the Program Boundaries.

5. Ongoing Administration. Authority shall be responsible for the ongoing administration of the California HERO Program, including but not limited to producing education plans to raise public awareness of the California HERO Program, soliciting, reviewing and approving applications from residential and commercial property owners participating in the California HERO Program, establishing contracts for residential, commercial and other property owners participating in such program, establishing and collecting assessments due under the California HERO Program, adopting and implementing any rules or regulations for the California HERO Program, and providing reports as required by Chapter 29.

City will not be responsible for the conduct of any proceedings required to be taken under Chapter 29; the levy or collection of assessments or any required remedial action in the case of delinquencies in such assessment payments; or the issuance, sale or administration of any bonds issued in connection with the California HERO Program.

6. Phased Implementation. The Parties recognize and agree that implementation of the California HERO Program as a whole can and may be phased as additional other cities and counties execute similar agreements. City entering into this JPA Amendment will obtain the benefits of and incur the obligations imposed by this JPA Amendment in its jurisdictional area, irrespective of whether cities or counties enter into similar agreements.

C. Miscellaneous Provisions.

1. Withdrawal. Authority may withdraw from this JPA Amendment upon six (6) months written notice to City; provided, however, there is no outstanding indebtedness of Authority within City. The provisions of Section 6.2 of the Authority JPA shall not apply to City under this JPA Amendment. City may withdraw approval for conduct of the HERO Program within the jurisdictional limits of City upon thirty (30) day written notice to WRCOG without liability to the Authority or any affiliated entity. City withdrawal shall not affect the validity of any voluntary assessment contracts (a) entered prior to the date of such withdrawal or (b) entered into after the date of such withdrawal so long as the applications for such voluntary assessment contracts were submitted to and approved by WRCOG prior to the date of City's notice of withdrawal.

2. Indemnification and Liability. Authority shall defend, indemnify and hold City and its directors, officials, officers, employees and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liabilities, losses,

damages or injuries of any kind, in law or equity, to property or persons, including wrongful death, to the extent arising out of the acts, errors or omissions of Authority or its directors, officials, officers, employees and agents in connection with the California HERO Program administered under this JPA Amendment, including without limitation the payment of expert witness fees and attorneys' fees and other related costs and expenses, but excluding payment of consequential damages, provided that the Authority shall not be required to defend or indemnify City and its directors, officials, officers, employees and agents for City's sole negligence or willful misconduct. Without limiting the foregoing, Section 5.2 of the Authority JPA shall not apply to this JPA Amendment. In no event shall any of Authority's Regular Members or their officials, officers or employees be held directly liable for any damages or liability resulting out of this JPA Amendment.

3. Environmental Review. Authority shall be the lead agency under the California Environmental Quality Act for any environmental review that may be required in implementing or administering the California HERO Program under this JPA Amendment.

4. Cooperative Effort. City shall cooperate with Authority by providing information and other assistance in order for Authority to meet its obligations hereunder. City recognizes that one of its responsibilities related to the California HERO Program will include any permitting or inspection requirements as established by City.

5. Notice. Any and all communications and/or notices in connection with this JPA Amendment shall be either hand-delivered or sent by United States first class mail, postage prepaid, and addressed as follows:

Authority:

Western Riverside Council of Governments
4080 Lemon Street, 3rd Floor. MS1032
Riverside, CA 92501-3609
Att: Executive Director

City:

City of San Bruno
567 El Camino Real
San Bruno, CA 94066
Att: City Manager

6. Entire Agreement. This JPA Amendment, together with the Authority JPA, constitutes the entire agreement among the Parties pertaining to the subject matter hereof. This JPA Amendment supersedes any and all other agreements, either oral or in writing, among the Parties with respect to the subject matter hereof and contains all of the covenants and agreements among them with respect to said matters, and each Party acknowledges that no representation, inducement, promise of agreement, oral or

otherwise, has been made by the other Party or anyone acting on behalf of the other Party that is not embodied herein.

7. Successors and Assigns. This JPA Amendment and each of its covenants and conditions shall be binding on and shall inure to the benefit of the Parties and their respective successors and assigns. A Party may only assign or transfer its rights and obligations under this JPA Amendment with prior written approval of the other Party, which approval shall not be unreasonably withheld.

8. Attorney's Fees. If any action at law or equity, including any action for declaratory relief is brought to enforce or interpret the provisions of this Agreement, each Party to the litigation shall bear its own attorney's fees and costs.

9. Governing Law. This JPA Amendment shall be governed by and construed in accordance with the laws of the State of California, as applicable.

10. No Third Party Beneficiaries. This JPA Amendment shall not create any right or interest in the public, or any member thereof, as a third party beneficiary hereof, nor shall it authorize anyone not a Party to this JPA Amendment to maintain a suit for personal injuries or property damages under the provisions of this JPA Amendment. The duties, obligations, and responsibilities of the Parties to this JPA Amendment with respect to third party beneficiaries shall remain as imposed under existing state and federal law.

11. Severability. In the event one or more of the provisions contained in this JPA Amendment is held invalid, illegal or unenforceable by any court of competent jurisdiction, such portion shall be deemed severed from this JPA Amendment and the remaining parts of this JPA Amendment shall remain in full force and effect as though such invalid, illegal, or unenforceable portion had never been a part of this JPA Amendment.

12. Headings. The paragraph headings used in this JPA Amendment are for the convenience of the Parties and are not intended to be used as an aid to interpretation.

13. Amendment. This JPA Amendment may be modified or amended by the Parties at any time. Such modifications or amendments must be mutually agreed upon and executed in writing by both Parties. Verbal modifications or amendments to this JPA Amendment shall be of no effect.

14. Effective Date. This JPA Amendment shall become effective upon the execution thereof by the Parties hereto.

IN WITNESS WHEREOF, the Parties hereto have caused this JPA Amendment to be executed and attested by their officers thereunto duly authorized as of the date first above written.

WESTERN RIVERSIDE COUNCIL OF GOVERNMENTS

By: _____
Executive Committee Chair
Western Riverside Council of Governments

Date: _____

CITY OF SAN BRUNO

By: _____
Title: _____

Date: _____



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 14, 2014

TO: Honorable Mayor and Members of the City Council

FROM: David Woltering, Community Development Director

SUBJECT: Receive Report and Provide Comment on the Housing Opportunity Sites, Programs and Implementation Actions for the Draft Housing Element (2014-2022) and Authorize Staff to Submit to the California Department of Housing and Community Development

BACKGROUND

The purpose of this item is to seek the City Council's input on the draft Housing Element (HE) update for the new planning cycle (2014-2022) before submittal for initial review by the California Department of Housing and Community Development (HCD). The focus of this staff report is on the inventory of housing sites to meet the City's Regional Housing Needs Allocation (RHNA) obligation and housing policies and programs to address housing needs. Once the City Council approves the draft Housing Element, staff will send it to HCD for a review. Staff will then return to the City Council for review and approval of the Final Housing Element in December 2014. Lastly, HCD will perform a final review for certification of the Housing Element.

In coordination with other cities in the County, The City hired Baird & Driscoll Community Planning to assist with preparation of the update to the Housing Element. Baird & Driscoll is also leading the San Mateo County 21 Elements process, which coordinates the efforts of all 21 jurisdictions in the county in updating their housing elements. Due to state mandated timelines, the Housing Element is considered separately from the rest of the General Plan update process. This Housing Element update is consistent with the existing General Plan.

The City Council and Planning Commission held a number of public meetings, including a study session and workshop that addressed the Housing Element update for 2014 to 2122 and remaining actions to complete the current Housing Element implementation actions. In addition, public engagement related to the Transit Corridors Plan addressed housing issues along the City's recently adopted mixed use corridors. The input and comments from residents and housing organizations helped to guide the update of housing policies and programs presented in Chapter 4 of the Housing Element.

DISCUSSION

Regional Housing Needs Allocation (RHNA) and Adequate Sites

Cities throughout the State are required to regularly update their Housing Element and demonstrate compliance with housing laws to address the need for and planning of housing. This is typically addressed through the RHNA process.

The Regional Housing Needs Allocation (RHNA) process is a State mandate, devised to address the need for and planning of housing across a range of affordability levels and in all communities throughout the State. The Bay Area's regional housing need is allocated by the California State Department of Housing and Community Development (HCD), and finalized through negotiations with Association of Bay Area Governments (ABAG). Each city is provided a housing unit goal/allocation that is its "fair share" of the regional housing need. Cities are then required to identify enough land zoned at appropriate densities to accommodate the need at various income categories. The table below shows San Bruno's final housing allocation for the 2014-2022 planning period.

Regional Housing Needs Allocation (RHNA), 2014-2022

Category	Units	Percent
Extremely Low	179	15%
Very Low	179	15%
Low	161	14%
Moderate	205	18%
Above Moderate	431	37%
Total Projected Need	1,155	100%

This RHNA is also consistent with the Plan Bay Area, which was approved by the Association of Bay Area Governments (ABAG) on July 18, 2013. Plan Bay Area represents the San Francisco Bay region's compliance with the Sustainable Communities and Climate Protection Act of 2008 (also known as SB 375), which requires preparation of a Sustainable Communities Strategy (SCS) to both reduce greenhouse gas emissions and provide housing opportunities for the region.

Inventory of Sites for Housing

To show that the City has properly zoned land to meet its RHNA numbers, the City is required to complete an Adequate Sites Inventory. The sites inventory describes land in San Bruno that is suitable for residential development, including vacant sites and underutilized sites with the potential for redevelopment, and an analysis of the relationship of the General Plan, zoning, and public facilities and services to these sites.

San Bruno identified sufficient land to meet the current its RHNA numbers for 2007 to 2014, therefore no General Plan Land Use designations or zoning changes were required. The RHNA Progress table shows that the City issued permits for 755 units from 2007 to 2014, and the City's progress toward addressing the RHNA affordable housing goals based on affordability level.

The City does not have sufficient sites that are zoned for residential development to meet the City's RHNA obligation for upcoming 2014 to 2022 cycle, however, sufficient housing sites will be available through zoning changes. San Bruno has a capacity for a total of 753 units on sites that are already zoned for residential use. Therefore, the City must rezone sites with a realistic capacity for at least 402 units to meet the next RHNA obligation. Staff has identified sufficient sites within the Transit Corridors Area to meet this need. The sites within the Transit Corridors

Plan area already have already been approved for mixed use development with housing under the General Plan TOD (Transit Oriented Development) land use classification, and they slated for rezoning in the zoning code update, which is anticipated to be completed in the first half of next year (2015). The summary inventory of available housing opportunity sites is provided in Attachment 1.

Therefore, a program to rezone some sites is an integral part of this Housing Element because it ensures consistency between the General Plan, the Transit Corridors Plan, the Housing Element, and the Zoning Ordinance and provides for additional sites that go beyond the baseline RHNA need. The 2009 General Plan established two new land use classifications that allow higher density residential development (Transit Oriented Development (TOD) and Multi Use - Residential Focus). The General Plan TOD designation was amended in 2013 with the adoption of the Transit Corridors Plan to include the Central Business District. Once the Zoning Code is updated to be consistent with the General Plan, the City will have additional residential capacity to meet the Housing Element RHNA for 2014 to 2022.

Quantified housing construction and rehabilitation objectives are identified for extremely-low, very-low, low-, moderate-, and above-moderate income households. In order to calculate the housing capacity for lower-income households, the Housing Element uses what is called the "default" density standards, which assumes that sites with densities of 30 units per acre or above can accommodate the share of regional need for lower-income households. In San Bruno's case, the default density standard is sufficient to meet the City's fair share of lower-income housing.

Local Policies and Programs

In addition to addressing RHNA affordable housing goals, the Housing Element also consider other policies and programs to address localized housing interests and needs. The following summarizes staff's analysis based on the feedback received to date.

The comments received at public meetings and workshop show that the San Bruno community generally supports and appreciates the City's current housing efforts. A review of existing Housing Element programs was presented at the April 8, 2014 City Council meeting. Most of the basic housing policies from the previous document have been carried over with some minor changes. The Draft Housing Element reflects the City's current approach to primarily focus on an adequate supply of housing for all income groups. The draft Housing Element updated and new programs for the updated Housing Element are listed below:

- Program 1-A: Support infrastructure upgrades. Formulate a development impact fee to finance the upgrade and maintenance of infrastructure related to new residential and commercial development in the Transit Corridors Plan area, as a condition of project approval.
- Program 1-C: Conserve and facilitate legalization of second units in R-1 and R-2 zones. Consider establishing a program to legalize second units constructed between 1977 and 2003, including alleviating existing barriers such as parking standards.

- Program 2-A: Update the Zoning Ordinance meet adequate sites for San Bruno's RHNA. Revise the Zoning Ordinance to reflect the San Bruno 2025 General Plan and Transit Corridors Plan (2013), including land use designations allowing mixed-use development.
- Program 2-B: Transit Corridors Plan Implementation. Develop a program to accomplish implementation actions in the adopted Transit Corridors Plan with the goal, amongst others, of increasing residential options in Downtown and transit corridors in the vicinity of the future Caltrain Station. Organize a working group of staff from various City Departments to review and propose strategies to carry out the implementation action plan recommended in the TCP.
- Program 2-F: Ensure compatibility of new housing with neighborhood character. Use Transit Corridors Plan Design Guidelines to ensure that new housing development proposals are compatible with existing neighborhood character. Require applications for new multi-family residential and mixed-use development in the TCP area to comply with the design guidelines, development standards, and Mixed Use to Residential Transition Measures set forth in the TCP.
- Program 3-A: Publicize affordable housing financing strategies. Develop a strategy to prioritize the use of San Bruno's BMR housing in-lieu fees to create and preserve affordable housing in San Bruno, including supporting non-profit affordable housing organizations and providing financial support to new or rehabilitated affordable housing.
- Program 3-I: Support condominium conversions, cooperatives, and other affordable housing ownership options. Consider making condominium conversions subject to the City's existing Below Market Rate Housing Program, which provides for 15 percent of new for-sale units to be affordable to low and moderate income households. (see Program 5-C)
- NEW Program-- Program 3-J: Adopt an affordable housing impact fee. Conduct a nexus study that demonstrates the relationship between new housing or jobs and the need for affordable housing in San Bruno and determine a permissible and reasonable fee level for both residential and commercial development. The existing Housing Element includes City Council consideration of an impact fee for housing that is charged to commercial developments which is referred to as a Commercial Linkage Fee. The City is participating in a countywide nexus study to evaluate the housing needs resulting in the increase in workers associated with new commercial development so the draft Housing Element includes this as a program work item for 2015.
- NEW Program-- Program 5-J: Explore and consider new strategies to increase affordable housing. Identify affordable housing strategies that could be appropriate for San Bruno, such as: affordable housing impact fees, commercial linkage fees, rent stabilization, just cause eviction, rededication of boomerang funds back to affordable housing, public benefit zoning, partner with employers to fund and assist in facilitating affordable housing. Consider a policy to voluntarily set aside 20% of returned tax increment from the former redevelopment agency to be used for affordable housing, sometimes referred to as "boomerang" funds.

- Program 6-D: Accommodate City's share of emergency (homeless) shelter need. Amend the Zoning Ordinance to identify the Transit Oriented Development Area designated under the San Bruno 2025 General Plan as an appropriate zone or zones within which emergency shelters are permitted by right, in accordance with State law.

Next Steps

Staff will incorporate City Council comments into the Draft Housing Element. Staff will then submit the document to HCD. HCD will review the draft and send comments to the City for incorporation into a final version of the Housing Element. The final draft will then be presented to the Planning Commission and City Council for final review and adoption.

FISCAL IMPACT

None, the City Council is taking no action on the Housing Element at this time.

ALTERNATIVES

1. Direct revisions to the Opportunity Sites and Programs and do not authorize staff to submit to HCD at this time

RECOMMENDATION

Receive report and provide comment on the Housing Opportunity Sites, Programs and Implementation Actions for the Draft Housing Element (2014-2022) and authorize staff to submit to the California Department of Housing and Community Development.

DISTRIBUTION

None.

ATTACHMENTS

1. Draft Housing Opportunity Sites Inventory to Meet RHNA
2. Draft Housing Element Programs and Implementation Actions

DATE PREPARED

October 9, 2014

REVIEWED BY

_____ CM

Attachment 1
Housing Opportunity Sites Inventory to Meet RHNA
City of San Bruno Housing Element (2014-2022)

Description	Parcels	Acres	Density	Units
-------------	---------	-------	---------	-------

Housing Production Underway for 2014-2022 RHNA (Under Construction)

173 San Benito	1	0.1	14	1
-----------------------	----------	------------	-----------	----------

Housing Production Underway for 2014-2022 RHNA (Pipeline Approvals)

<i>Cinema Site</i>	4	1.0	85	83
173 San Benito	1	0.1	14	2
<i>Glenview Terrace</i>	3	2.6	12	30
Subtotal	22	5.7		115

Housing Opportunity Sites Zoned for Residential

School Site: Engvall MS	2	15.8	8	127
School Site: Crestmoor HS	2	33.4	8	267
School Site: Edgemont ES	1	1.6	8	13
School Site: Crestmoor ES	1	9.2	8	73
Citibank	3	1.1	48	52
<i>Downtown Triangle1</i>	7	1.9	48	90
	14	63.0		622

Subtotal counted towards RHNA				738
-------------------------------	--	--	--	-----

Other Housing Opportunities Requiring Rezoning

Downtown Triangle2	2	0.4	60	31
Vacant Bank	2	0.7	48	32
SB Cable	1	0.6	48	27
<i>Mike's Used Cars</i>	16	1.4	48	68
Salvation Army	1	0.4	48	20
<i>Lee's Buffet</i>	6	0.7	30	18
Budget Motel	1	0.6	40	25
Vacant NW of Station	2	0.5	40	19
Camino Plaza	23	4.0	40	161
Old Ford Site	5	0.8	41	34
Melody Toyota	1	2.3	60	136
School Site: Skyline College	1	6.3	10	75
Crossing-Sneath Ln	2	3.0	60	178
Bayhill Prop-A (senior)	1	2.3	60	150
Subtotal Requiring Rezoning	63	28.1	30	974

Total Quantified Objectives	101	97.0		1,712
------------------------------------	-----	------	--	-------

Notes:

Unitalicized font indicates sites that were included in the last Housing Element and are unchanged

Italicized font indicate sites that were included in the last Housing Element and the totals have changed

Bold italicized font indicate new sites that were NOT in the last Housing Element

Attachment 2

5 Goals, Programs, and Implementation Actions for 2014-2022

The goals, program, and implementation actions presented in this chapter serve to support the State of California's overarching aim of providing "decent housing and a suitable living environment for every Californian" (Government Code Section 65580). The housing goals, programs, and implementation actions that follow were created for the purpose of meeting the housing needs of the citizens of San Bruno from 2014 to 2022 given the limitations imposed by current political, economic, and social conditions, and in consideration of available State and federal funding.

Based on the successes of the last housing element cycle (detailed City review and comments on old programs can be found in Appendix A), this Element consolidates, revises, and updates existing programs in order to increase the usability of the document and to facilitate ongoing monitoring and evaluation of progress. This Element also eliminates several programs that were completed in the previous Housing Element to better facilitate the creation and retention of housing for lower-income households and households with special needs. New and substantially enhanced or modified programs are indicated with an asterisk (*).

5.1 QUANTIFIED OBJECTIVES

As required by Section 65583 of the California Government Code, the goals, policies, and programs in this chapter seek to meet quantified housing objectives. These objectives are described in Chapter 4: Sites Inventory.

5.2 GOALS, PROGRAMS, AND IMPLEMENTATION ACTIONS

The following section provides a complete list of the proposed goals, programs, and implementation actions for the San Bruno Housing Element from 2014-2022, including responsible agencies, and implementation time frame. Housing Element goals are summarized in Table 5.2-1 below.

New programs and significant changes to programs carried over from the last Housing Element in the following list are highlighted with grey background.

Table 5.2-1: Housing Element Goals Summary

<i>Goal Number</i>	<i>Goal Description</i>	<i>Government Code Correspondence</i>
1	Protect the quality and stability of existing neighborhoods through the conservation, rehabilitation, and improvement of the existing housing supply.	GC 65583(c)(4)
2	Accommodate regional housing needs through a community-wide variety of residential uses by size, type, tenure, affordability, and location.	GC 65583(c)(1)
3	Expand the variety of construction and financing techniques available to achieve new affordable housing and maintain it over time.	GC 65583(c)(2)
4	Achieve energy and environmental conservation in residential design—particularly techniques that would also reduce noise impacts on housing—while maintaining the affordability of housing units.	GC 65583(b)(8)
5	Ensure the continued availability of affordable housing for very-low, low-, and moderate-income households, seniors, persons with disabilities, single-parent households, large families, and other special needs groups.	GC 65583(c)(5)
6	Support the needs of those with extremely-low incomes, including access to counseling, referrals, dispute resolution, supportive housing, and emergency shelter.	GC 65583(c)(5); SB 2

GOAL 1: Protect the quality and stability of existing neighborhoods through the conservation, rehabilitation, and improvement of the existing housing supply. (GC 65583(c)(4))

*** Program 1-A: Support infrastructure upgrades. Continue to seek funding to upgrade and maintain infrastructure needed by San Bruno's housing supply.**

Actions:

- Identify funding sources necessary for infrastructure improvements on a project-by-project basis. Funding sources may include gas tax, CDBG, etc.
- Formulate a development impact fee to finance the upgrade and maintenance of infrastructure related to new residential and commercial development in the Transit Corridors Plan area, as a condition of project approval.
- Continue to incorporate infrastructure requirements in the fee structure for development proposals.
- Implement upgrades and maintenance through the City's Capital Improvement Program.

Responsibility: Community Development Dept, Public Works Dept

Funding Source: Staff time, Gas Tax, Measure A, , grants (e.g., C/CAG TOD-HIP), development fees

Timeframe: Ongoing

Program 1-B: Maintain and expand the supply of small lots. Conserve and expand the city's supply of small residential lots, where compatible with surrounding neighborhood character.

Actions:

- Continue zoning that allows development of small, flexible parcels with a Planned Unit Permit in the Zoning Ordinance Update.
- CStudy opportunities to preserve and facilitate development on small residential lots throughout the City.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 2 years of Housing Element adoption

*** Program 1-C: Conserve and facilitate legalization of second units in R-1 and R-2 zones. Continue to legalize excess housekeeping units in R-1 and R-2 zones that were constructed prior to June 30, 1977 and that met the California Building Code at time of construction.**

Actions:

- Continue to provide informational handouts to inform residents how to legalize second units in R-1 and R-2 zones at the Planning Department and the Public Library.
- Create a program to legalize second units constructed between 1977 and 2003, including alleviated existing barriers such as parking standards.
- Update application materials for excess housekeeping units to improve clarity.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 2 years after adoption of the Housing Element

Program 1-D: Pursue and promote resources for preservation and rehabilitation. Publicize federal, State, and local resources, both financial and programmatic, to assist homeowners in preventative maintenance and to preserve and rehabilitate the City’s existing housing supply.

Actions:

- Continue to work with the San Mateo County Department of Housing Residential Rehabilitation Program, including providing referrals during Code enforcement.
- Continue to maintain a comprehensive list of available resources and publicize through the City’s Resource Guide, flyers, cable TV, newspaper, the Focus newsletter, and the City’s website. Ensure the Resource Guide contains details on whom to contact for more information on each program or resource.
- Promote local non-profit agencies that assist low-income homeowners with housing repairs.
- Explore opportunities to create a City-sponsored program to assist homeowners with rehabilitation and preventative maintenance, including potential funding from the City’s BMR Housing In-Lieu Fee Fund.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 1-E: Ensure replacement housing.

Actions:

- Develop a comprehensive program to replace housing throughout the City to accommodate all income levels.
- Amend the Zoning Ordinance to require replacement of demolished legal housing units in all areas of the city.
- Require replacement equal to or more than the number of legal units previously on the site.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

Program 1-F: Improve legally non-conforming residential uses. Work to facilitate improvement and expansion of existing legal non-conforming residential uses if compatible with adjacent uses.

Actions:

- Review City policies to determine whether they can currently accommodate the demolition and reconstruction of existing substandard non-conforming structures with the same (non-conforming) number of units.
- Clarify permissible reconstruction/expansion of non-conforming uses in the Zoning Ordinance Update.
- Create an informational handout and provide public outreach to property owners with structures that may fall into this category.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

Program 1-G: Support historic preservation. Support preservation and reuse of properties with historic character.

Actions:

- Preserve historic structures and resources during reuse and intensification within the city's older neighborhoods. (General Plan Policy ERC-44)
- Implement rehabilitation, renovation, or reuse of historic resources in coordination with the standards of the Secretary of the Interior and the Office of Historic Preservation. (General Plan Policy ERC-36)
- Provide technical assistance to property owners in determining appropriate rehabilitation techniques for historic properties, including providing referrals to the San Mateo County Historic Society.
- Continue to use the 2001 Historical Resources Survey to guide decisions about preservation and reuse of historic properties.
- Continue to use historic resources consultants as necessary for reviewing planning applications.
- Consult the Residential Design Guidelines as necessary during project review.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 1-H: Allow fee waivers for affordable rehabilitation. Waive permit fees for affordable housing rehabilitation achieved through the Community Development Block Grant (CDBG) program as well as through other San Mateo County programs or through non-profit agencies.

Actions:

- Continue to waive permit fees for housing rehabilitation conducted through CDBG, as well as through other San Mateo County or through non-profit agencies.
- Consider amending Master Fee Schedule to reflect this policy.
- Continue to allow Master Fee Schedule fees to be waived by City Council based on need for any project, including affordable projects.

Responsibility: Community Development Dept, City Council

Funding Source: Staff time

Timeframe: Ongoing

Program 1-I: Continue lead-based paint abatement. Provide information on local lead-based paint abatement programs to ensure safe and healthy living environments for all residents.

Actions:

- Display and distribute informational handout on local lead-based paint abatement programs at City Hall and the Public Library.
- Provide information on local lead-based paint abatement programs on the City website.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 1-J: Ensure renovations are compatible with neighborhood character. Maintain design standards to ensure that residential additions and renovations are compatible with overall neighborhood character. (See Program 2-E regarding new housing development.)

Actions:

- Review and update the Zoning Ordinance to ensure that design standards applicable to residential additions and renovations are based on the Residential Design Guidelines.
- Require applications for residential additions and renovations to comply with all standards set forth in the Residential Design Guidelines.
- Prepare informational handouts on the Residential Design Guidelines.
- Amend Guidelines as necessary to ensure they clearly reflect neighborhood character goals.

Responsibility: Community Development Dept, Planning Commission

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

GOAL 2: Accommodate regional housing needs through a community-wide variety of residential uses by size, type, tenure, affordability, and location. (GC 65583(c)(1))

Program 2-A: Update the Zoning Ordinance to create adequate sites for San Bruno's RHNA. Revise the Zoning Ordinance to reflect the San Bruno General Plan (2009) and Transit Corridors Plan (2013), including land use designations allowing mixed-use development.

Actions:

- Update the Zoning Ordinance to create Mixed Use and Multi Use-Residential Focus zoning districts that promote high-intensity mixed-use development, including retail, office, services, and housing to provide adequate sites to meet San Bruno's RHNA. Limit retail development along El Camino Real to those sites north of Crystal Springs Road, thus reinforcing the existing retail activity in Downtown.
- Update the Zoning Map to match the designations indicated in General Plan and TCP.
- In the interim before the Zoning Ordinance is updated, encourage and facilitate approval of projects that adhere to the General Plan and TCP land uses and densities/intensities.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

Program 2-B: Transit Corridors Plan Implementation. Develop strategies to implement the adopted Transit Corridors Plan with the goal, amongst others, of increasing residential options in Downtown and transit corridors in the vicinity of the future Caltrain Station.

Actions:

- Promote new or different housing products or arrangements (e.g., shared housing, cube housing, co-housing, etc.) that better meet current housing needs in the TCP area.
- Organize a working group of staff from various City Departments to review and propose strategies to carry out the implementation action plan recommended in the TCP.
- Develop a program to accomplish implementation actions in the adopted Transit Corridors Plan with the goal, amongst others, of increasing residential options in Downtown and transit corridors in the vicinity of the future Caltrain Station.
- Provide information materials on the TCP development standards and design guidelines on the City website and handout materials.
- If Measure N to increase height limits in the TCP does not pass, how to most effectively implement the TCP within the current height limits to achieve..

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

*** Program 2-C: Support identified housing opportunities. Work with property owners and the community to support and encourage the redevelopment of identified opportunity sites into mixed uses with affordable housing components.**

Actions:

- Actively engage the community about options to redevelop the proposed housing opportunity sites listed in Table 4.4-1 and shown in Figure 4.4-1.
- Prioritize review of development proposals and permitting procedures for identified housing opportunity sites.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

*** Program 2-D: Reuse former school sites. Facilitate the reuse of former school sites to accommodate affordable housing.**

Actions:

- Work with the School District regarding the following reusable school sites (designated low density residential in the General Plan) to encourage the development of a variety of housing types to address the needs of all incomes. Densities shall be compatible with the surrounding uses, consistent with available service capacities and environmental constraints, and in accordance with existing City ordinances:
 - Willard Engvall School site
 - Crestmoor High School site
 - Edgemont School site
- Allow the redevelopment of the Crestmoor site to utilize clustering of new housing units to facilitate the preservation of open space according to General Plan Policy OSR-8 while not reducing the overall number of units achievable on the site.
- Work with the School District to increase access to information on how their low density residential sites may be suitable for affordable housing development.
- Initiate a dialog with affordable housing developers about what kind of partnerships and financial leverage would be necessary to reuse the school sites in a profitable way for the District and the developers.

Responsibility: Community Development Dept, San Bruno Park School District, San Mateo Unified High School District

Funding Source: Staff time

Timeframe: Initiate actions within 2 years after adoption of the Housing Element

*** Program 2-E: Consolidate Lots. Use City funds to facilitate lot consolidation in support of the redevelopment of housing opportunity sites with affordable housing.**

Actions:

- Starting with the Housing Opportunity Sites cited in Program 2-C, work with property owners to facilitate consolidation of adjacent parcels.
- Ensure that the Zoning Ordinance Update implements the General Plan and Transit Corridors Plan density and intensity standards (General Plan Table 2-1) which allow mixed use development density/intensity to increase with the size of the development site.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 2 years after adoption of the Housing Element

Program 2-F: Ensure compatibility of new housing with neighborhood character. Use Residential Design Guidelines and Transit Corridors Plan Design Guidelines to ensure that new housing development proposals are compatible with existing neighborhood character. (See Program 1-K regarding additions and renovations to existing homes.)

Actions:

- Use the new Transit Corridors Plan Design Guidelines to ensure that new housing development proposals are compatible with existing neighborhood character. Require applications for new multi-family residential and mixed-use development in the TCP area to comply with the design guidelines, development standards, and Mixed Use to Residential Transition Measures set forth in the TCP.
- Require applications for new single-family housing to comply with the standards set forth in the Residential Design Guidelines to ensure that the design, scale, and buffering retains existing neighborhood character.
- Require applications for new multi-family residential and mixed-use development in Transit Corridors Plan area to comply with the design guidelines, development standards, and Mixed Use to Residential Transition Measures set forth in the Transit Corridors Plan.
- Develop design standards during the Zoning Ordinance update for new multi-family residential projects in R-3, R-4, and new General Plan multi-use residential focus districts, to ensure compatibility of design and scale with surrounding uses.
- Use the development standards and processing procedures within the Residential Design Guidelines and Transit Corridors Plan Design Guidelines to increase applicant certainty, and periodically evaluate the implementation of the guidelines to ensure they do not unduly constrain residential development.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing, within one year after adoption of the Housing Element

*** Program 2-G: Provide senior housing for a range of income levels. Identify opportunities for the creation of affordable units for seniors who do not qualify for deed-restricted units due to equity in their current homes.**

Actions:

- Encourage the development of small rental and for-sale units close to transit and services which would appeal and be affordable to seniors on fixed incomes.
- Encourage the development of small rental and for-sale units close to transit and services, especially in the Transit Corridors Plan area, which would appeal and be affordable to seniors on fixed incomes.
- Encourage developers to market “senior” units mixed with family units.
- Work with the Senior Center, AARP, and others to educate seniors about affordable housing options as they become available.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

*** Program 2-H: Encourage moderate-income for-sale housing. Encourage moderate-income for-sale housing within the Multi Use-Residential Focus area along El Camino Real.**

Actions:

- Notify the development community about the City’s desire for more moderately-priced for-sale housing along the transit corridors, potentially in the form of multi-family condominiums.
- During project review, discuss with developers options for using density bonuses and smaller unit sizes to increase affordability while maintaining building quality and amenities.
- Consider reduction of parking requirements as outlined in program 3-I.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 2-I: Provide affordable housing education. Develop and implement an ongoing voter education program to inform residents of the need for affordable housing and ways the electorate can support its development.

Actions:

- Develop a voter education program addressing provision of affordable housing. Potential media to be used include newspaper articles, bulletins and informational handouts, cable television, community workshops, the Focus newsletter, and the City website.
- In the voter education program, identify the successful production of affordable housing on The Crossing site (U.S. Navy Western Division Site) using voter-approved increased building heights.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 2 years after adoption of the Housing Element

Program 2-J: Conduct annual performance evaluations and ensure consistency with the General Plan and Transit Corridors Plan. During annual review of the General Plan, monitor, evaluate, and document housing program performance and consistency with General Plan goals and policies.

Actions:

- Annually review and evaluate implementation of housing programs. This can be facilitated through the draft annual performance report provided by the California Department of Housing and Community Development.
- Use the annual review as an opportunity to meet with Code Enforcement staff to discuss the overall condition of the housing stock and any particular concerns that may arise.
- If an inconsistency is identified between a General Plan policy or goal and a Housing Element program or action, City Staff will prepare and propose a prioritized list of possible remedies to the Planning Commission for consideration. If City Council action is necessary, they will be notified of Planning Commission and Staff recommendations prior to taking action.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

GOAL 3: Expand the variety of construction and financing techniques available to achieve new affordable housing and maintain it over time. (GC 65583(c)(2))

Program 3-A: Publicize affordable housing financing strategies. Publicize the various financing strategies for development and expansion of affordable housing.

Actions:

- Study and publicize available financing strategies (see descriptions in policies below) for the development of new affordable housing. Inform property-owners and local non-profit and institutional groups of available resources through brochures, flyers in utility billings, cable TV, newspapers, and the City's Focus newsletter.
- Coordinate and build relationships with affordable housing developers and advocates to raise awareness of potential financing sources.
- Develop a strategy to prioritize the use of San Bruno's BMR housing in-lieu fees to create and preserve affordable housing in San Bruno, including supporting non-profit affordable housing organizations and providing financial support to new or rehabilitated affordable housing.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 3-B: Support the Housing Choices Voucher Program. Continue to participate in San Mateo County Housing Authority's Housing Choices Voucher program (formerly Section 8).

Actions:

- Encourage new housing developers to participate in the Housing Choices Voucher program during preparation of future development agreements/affordable housing programs.
- Promote this program as a way of providing a mix of affordable and market rate units.
- Publicize availability of this program to residents. Inform residents about the Housing Authority's application process for the Section 8 Moving-To-Work (MTW) program.
- Follow up with owners who have opted to participate in the Housing Choices Vouchers program to ensure a "good faith effort" by participating apartment owners to advertise available units and that they are being listed on the Housing Choices Voucher vacancy list.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

*** Program 3-C: Monitor compliance with financing terms. Ensure that units built with long-term affordability requirements are actually occupied by lower-income households. (See also Program 5-E)**

Actions:

- Maintain a list of developments with affordability covenants and check compliance with the agreement annually in conjunction with General Plan and Housing Element progress review.
- Avalon Bay at The Crossing includes 97 units with affordability covenants that receive annual subsidies from the Successor Agency to the former Redevelopment Agency.
- The Village at The Crossing senior apartments include 228 affordable units with affordable housing covenants.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 3-D: Promote the Mortgage Credit Certificate Program. The City will continue to participate in and promote San Mateo County's Mortgage Credit Certificate (MCC) program for first-time homebuyers.

Actions:

- Continue to advertise the availability of the program through informational handouts available at City Hall, the Public Library, and the Senior Center and through the City website.
- Continue to encourage and promote seminars by local Realtors to inform first-time homebuyers of financing options. Informational seminars are also offered by the California Dream Alliance (a non-profit organization) in English and Spanish.

Responsibility: Community Development Dept

Funding Source: Staff time; Mortgage Credit Certificate Program

Timeframe: Ongoing

Program 3-E: Facilitate reasonable accommodations. Facilitate the development, maintenance and improvement of housing for persons with disabilities by implementing Reasonable Accommodations program.

Actions:

- The City will implement the adopted reasonable accommodations procedure that provides exception in zoning and land use for housing for persons with disabilities. This procedure is a ministerial process, with minimal or no processing fee, subject to approval by the Community Development Director, or his/her designee, who would apply the following decision-making criteria:
 - The request for reasonable accommodation will be used by an individual with a Disability protected under fair housing laws.
 - The requested accommodation is necessary to make housing available to an individual with a disability protected under fair housing laws.
 - The requested accommodation would not impose an undue financial or administrative burden on the City.
 - The requested accommodation would not require a fundamental alteration in the nature of the City's land-use and zoning program.
- The City will inform service providers about the City's adopted Reasonable Accommodation Program.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within one year after adoption of the Housing Element

Program 3-F: Accommodate manufactured housing. Continue to permit manufactured housing in single family zones.

Actions:

- Permit manufactured housing on permanent foundation systems in all single family zones, provided that the unit is no more than ten years old on the date of application and meets federal and local standards specified in Government Code Section 65852.3.
- Require applications for new manufactured housing to comply with standards set forth in the new Residential Design Guidelines.
- Ensure that no special restrictions on manufactured housing are included in the Zoning Ordinance Update or the Residential Design Guidelines beyond those that apply to regular single family construction.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

*** Program 3-G: Permit child care by right in residential zoning districts. Ensure that land use regulations consistently allow childcare services by right in all residential zones in accordance with State law.**

Actions:

- In accordance with San Bruno 2025 General Plan Policy LUD-10 and the California Child Day Care Act, revise the Zoning Ordinance as necessary to ensure consistent and streamlined definitions of small and large child care facilities.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

Program 3-H: Reduce parking requirements. Reduce parking requirements for new or reuse housing projects along transit corridors and adjacent to transit stations, as well as within the Medium Density (R-3) and High Density (R-4) zones.

Actions:

- Consider ways to reduce parking standards for housing near transit and units with residents with reduced automobile use, such as seniors and persons with disabilities, and clarify and implement reduced parking requirements in the Zoning Ordinance Update.
- **Update parking standards pursuant recommendations of the Transit Corridors Plan.**
- Update parking standards pursuant to Government Code 65915(p) affordable housing density bonus requirements.
- Consider allowing—but not mandating—“unbundled” parking as part of residential developments (mandating this could create financing issues for purchase of these spaces).
- Consider updating parking standards to allow tandem parking to satisfy the parking requirement for second units by right as suggested by State law (Government Code Section 65852.2(e)). Currently tandem parking is only allowed by securing a parking exception from the Planning Commission.
- **Consider updating parking standards to allow tandem parking to satisfy the parking requirement in R-3 and R-4 zoning districts.**
- Review and consider revising zoning enforcement criteria and procedures to address localized problems with street parking availability due to the use of garages for storage of personal belongings rather than cars.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

Program 3-I: Support condominium conversions, cooperatives, and other affordable housing ownership options. Facilitate condominium conversions, limited equity stock cooperatives, and community apartments to ensure affordable ownership choices within the housing supply.

Actions:

- Evaluate each condominium, stock cooperative, and community apartment project on its own merits.
- Consistent with the municipal code, continue to ensure residents of existing apartments have the first opportunity to buy their unit in the instance of condominium conversion.
- Coordinate with the California Association of Housing Cooperatives (CAHC), a nonprofit organization, about how to market and support cooperatives in San Bruno.
- Consider making condominium conversions subject to the City's existing Below Market Rate Housing Program, which provides for 15 percent of new for-sale units to be affordable to low and moderate income households. (see Program 5-C)

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

**** Program 3-J: Adopt an affordable housing impact fee. Conduct a nexus study that demonstrates the relationship between new housing or jobs and the need for affordable housing in San Bruno and determine a permissible and reasonable fee level for both residential and commercial development.***

Actions:

- Continue to participate in the San Mateo Countywide Affordable Housing Impact Fee Nexus Study and Feasibility Study that will estimate the increase in demand for affordable housing associated with new residential and commercial development.
- Determine a permissible and reasonable impact fee level for both residential and commercial development based on local conditions that will not discourage development.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element

GOAL 4: Achieve energy and environmental conservation in residential design—particularly techniques that would also reduce noise impacts on housing—while maintaining the affordability of housing units. (GC 65583(b)(8))

Program 4-A: Promote energy conservation. Continue to publicize and encourage energy conservation programs, including weatherization programs.

Actions:

- Maintain an updated list of residential energy conservation opportunities, programs, and funding resources. Include information about programs available through PG&E, the State, and the federal government.
- Provide available information about energy conservation programs and state and federal grants at City Hall, the Public Library, on the City website, and intermittently in utility billings.
- Study new opportunities for providing rebates or incentives for homeowners' investments in energy-saving techniques (upgrading thermostats, insulation, windows, etc.)
- Consider structuring incentives as tax credits or improvements funded through voluntary long-term assessment on property tax bills.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within 2 years after adoption of the Housing Element

*** *Program 4-B: Support household and business participation in energy conservation and efficiency programs through PG&E and the State. City Staff will work to promote and support participation energy efficiency and conservation programs described in Chapter 2 in order to help reduce long-term housing costs for residents (including low-income residents), help meet local greenhouse gas reduction targets under AB 32, and increase the sustainability of the local energy supply.***

Actions:

- Promote programs through informational brochures made available where all residential building standards guidelines can be found.
- Provide links to the programs through the City website.
- Work with CHPC to identify households eligible for programs.

Responsibility: Community Development Dept

Funding Source: California Public Utilities Commission, PG&E, Staff time

Timeframe: Within one year after adoption of the Housing Element, ongoing

Program 4-C: Facilitate noise insulation retrofits. Continue to pursue funding for noise insulation from the San Francisco International Airport and educate residents about program benefits.

Actions:

- Continue to seek funds through the Federal Aviation Administration's Aircraft Noise Insulation Program.
- Facilitate the upgrading of 154 existing homes in San Bruno that still qualify for aircraft noise insulation retrofits.
- Educate targeted homeowners on the benefits of participation in the program.
- Provide technical assistance necessary to help qualifying homeowners apply for the funding and implement the insulation retrofits.
- Encourage adoption of noise insulation standards by San Francisco International Airport to mitigate impacts from airplane backblast, and expand the CNEL threshold level for insulation from 65 CNEL to 60 CNEL.

Responsibility: Community Development Dept

Funding Source: Federal Aviation Administration's Aircraft Noise Insulation Program

Timeframe: Within 4 years after adoption of the Housing Element, ongoing

*** Program 4-D: Ensure adequate water and sewer service and reduce water waste. Work with the San Francisco Public Utilities Commission (SFPUC) and local departments to ensure that there are adequate water and sewer services for new development, affordable housing receives priority for these services, and new development uses best management practices to reduce water waste.**

Actions:

- Deliver a copy of the adopted Housing Element to the SFPUC and the Public Works Department's water and waste water divisions within one month after adoption.
- Adopt procedures to ensure that affordable housing developments are granted priority for service allocations.
- In accordance with General Plan policies ERC-19 through ERC-24 and PFS-19, work with developers and residents on an on-going basis to minimize the surface water run-off and pollution, increase water conservation during construction and operation phases of new residential development, and make recycled water available for appropriate uses.

Responsibility: Community Development Dept; Public Works

Funding Sources: Staff time

Timeframe: Within 1 month to 1 year after adoption of the Housing Element; ongoing

Program 4-E: Encourage drought-resistant landscaping. Implement water conservation and drought-resistant landscaping guidelines and standards.

Actions:

- Adopt standards for water conservation and drought-resistant landscaping as part of the zoning code update.
- Continue to evaluate landscape plans for residential development projects for consistency with the City's Residential Design Guidelines and Transit Corridors Plan Design Guidelines.
- Continue to review residential landscape plans for consistency with the City's Water Efficiency, Landscape and Irrigation Guidelines and Municipal Code Section 10.16, Water Conservation.
- Provide informational brochures about drought-resistant and low-water landscaping options in the same locations where residential building standards guidelines can be found.

Responsibility: Community Development Dept, Parks Dept

Funding Source: Staff time

Timeframe: Within 1 year after adoption of the Housing Element; ongoing

GOAL 5: Ensure the continued availability of affordable housing for very-low, low-, and moderate-income households, seniors, persons with disabilities, single-parent households, large families, and other special needs groups. (GC 65583(c)(5))

*** Program 5-A: Support the Below Market Rate Housing Ordinance. Through education and enforcement of the Below Market Rate Housing Ordinance (adopted 2008), provide guidelines for developers to comply with the City's inclusionary housing requirements.**

Actions:

- In accordance with the BMR Ordinance, require new residential developments with 10 or more housing units to provide a minimum of 15 percent of total housing units affordable to very-low, low-, and moderate-income households through construction, donation of land, and/or payment of in-lieu fees.
- In accordance with the BMR Ordinance, require maintenance of subsidized housing units as affordable to very-low, low-, and moderate-income households for a period of at least 55 years from date of occupancy for rental units and 45 years for ownership units.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 5-B: Implement San Bruno's density bonus regulations. Offer a density bonus of up to 35 percent and incentives or concessions based on the number of affordable units in the development and a flat density bonus of 20 percent for all senior housing in accordance with State density bonus regulations (Government Code 65915).

Actions:

- Continue to meet State requirements (California Government Code 65915) for provision of density bonuses.
- Promote density bonus opportunities to property owners and developers at the earliest stages in pre-development review and consultation process.
- Ensure that State density bonus parking standards are allowed in qualifying density bonus projects. (See also Program 3-I)

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within one year after adoption of the Housing Element, ongoing

*** Program 5-C: Provide financial incentives for affordable condominium conversions. Create incentives for condominium conversions that provide affordable housing.**

Actions:

- Revise regulations to offer financial incentives for lower-income condominium conversions during the Zoning Ordinance Update.
- Offer financial incentives for condominium conversions which include at least 20 percent low- or moderate-income units or at least 15 percent very-low income units.
- Distribute information on this program and zoning update through project review processes, as well as through informational brochures at City Hall and the Public Library, and on the City's website.
- Consider providing financial assistance through the City's BMR In-Lieu Fee Fund for the creation of affordable units during condominium conversions. (see Program 3-J)

Responsibility: Community Development Dept

Funding Source: BMR In-Lieu Fee Fund, General Fund, fee waivers, staff time

Timeframe: Within 1 year after adoption of the Housing Element

Program 5-D: Provide financial assistance to facilitate affordable housing development. Use the Below Market Rate Housing Fund to increase, improve, and preserve the community's supply of low- and moderate-income housing in San Bruno.

Actions:

- Provide financial assistance where necessary and appropriate to facilitate affordable housing development, based on diligent analysis of a project's financial feasibility and desirability.
 - Prepare an Owner Participation Agreement to ensure that proposed financing resources are dedicated to the construction, rehabilitation, or rental costs of affordable housing projects.
- Study the incorporation of monitoring compliance with Owner Participation Agreements within the regular project permitting and approval processes.

Responsibility: Community Development Dept, City Council

Funding Source: Staff time, BMR In-Lieu Fee Fund

Timeframe: Ongoing

Program 5-E: Increase the supply of housing for large families. Encourage diversity in unit size to ensure that 3- and 4-bedroom affordable rental housing units are provided for large families.

Actions:

- Negotiate development of large (3- and 4-bedroom) units in future development agreements.
- Exclude senior housing developments from this expectation.

Responsibility: Community Development Dept, Planning Commission

Funding Source: Staff time, incentives such as fee waivers, parking reductions, etc.

Timeframe: Ongoing

Program 5-F: Expedite review and waive fees for affordable housing. Continue to expedite review and waive planning and building fees for developers of affordable housing and housing for seniors and persons with disabilities.

Actions:

- Expedite permit review and waive planning, building, and license fees on projects providing housing affordable to very-low, low-, and moderate-income households, seniors, and persons with disabilities.
Negotiate expedited permit review and fee waivers in future development agreements.

Responsibility: Community Development Dept, City Council

Funding Source: Staff time

Timeframe: Ongoing

Program 5-G: Modify regulations to encourage affordable housing. Modify development regulations in specific zoning districts to encourage housing affordable to very-low, low-, and moderate-income households.

Actions:

- The adopted Transit Corridors Plan recommends modification of development regulations appropriate for development of affordable housing, in accordance with the San Bruno 2025 General Plan.
- Modify development regulations accordingly during the Zoning Ordinance Update.
- Encourage the development of small-size housing with small lots, studio apartments, shared housing, and other similar solutions to promote high quality of life in a small space.
- See also Program 3-I regarding reducing parking requirements.

Responsibility: Community Development Dept

Funding Source: General fund, Staff time

Timeframe: Within 1 year after adoption of the Housing Element, ongoing

Program 5- H: Facilitate home equity conversions. Continue to make information regarding home equity conversion programs available to elderly homeowners.

Actions:

- Provide information about home equity conversion programs at the Senior Center, Public Library, and on the City’s website.
- Conduct information sessions upon request.
- Continue to support HIP Housing which administers a program to educate elderly homeowners about home equity conversion.

Responsibility: Community Development Dept, BMR In-Lieu Fee Fund

Funding Source: Staff time

Timeframe: Ongoing

Program 5-I: Promote the Second Unit Ordinance. Continue to inform homeowners about the Second Unit Ordinance which permits second units by-right on appropriate residential sites.

Actions:

- Inform property owners of the Second Unit Ordinance through the Focus newsletter and other City outreach resources.
- Encourage second units in new single-family development to accommodate multi-generational and other housing needs.
- Review development standards to create more opportunities for new 2nd units that are compatible with the neighborhood during zoning code update.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Ongoing

Program 5-J: Explore and consider new strategies to increase affordable housing. Given the loss of redevelopment agencies and the state court decision in Palmer v. City of Los Angeles (2009), which invalidated San Bruno’s BMR program for rental housing, the City will explore new opportunities and strategies to facilitate financing and development of affordable housing.

Actions

- Identify affordable housing strategies that could be appropriate for San Bruno, such as: affordable housing impact fees, commercial linkage fees, rent stabilization, just cause eviction, rededication of boomerang funds back to affordable housing, public benefit zoning, partner with employers to fund and assist in facilitating affordable housing.
- Consider a policy to voluntarily set aside 20% of returned tax increment from the former redevelopment agency to be used for affordable housing, sometimes referred to as “boomerang” funds.

Hold public workshops and meetings with the City Council, Planning Commission and residents to review and receive input on affordable housing strategies to determine whether the City should pursue the adoption of new housing program(s). Responsibility: Community Development Dept.

City of San Bruno Housing Element 2014-2022
Chapter 5: Goals, Programs, and Implementation Actions for 2014-2022

Funding source: Staff time

Timeframe: within 2 years of Housing Element adoption

GOAL 6: Support the needs of those with extremely-low incomes, including access to counseling, referrals, dispute resolution, supportive housing, and emergency shelter. (GC 65583(c)(5), SB 2)

*** Program 6-A: Promote fair housing. Continue to adhere to State and federal fair housing and non-discrimination laws to ensure that housing opportunities are provided for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, family status, or disability.**

Actions:

- Continue to inform Realtors, builders, city staff, and the community at large of the fair housing law and policies, through informational handouts available at City Hall and the Senior Center, and through information about fair housing services on the City's website.
- Ensure fair housing laws are adequately reflected in the Zoning Ordinance Update, including additions and revisions to definitions as necessary.
- Develop a non-discrimination policy State and federal fair housing and non-discrimination laws.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Within one year after adoption of the Housing Element, ongoing

Program 6-B: Support organizations that provide housing services. Cooperate with and support organizations providing housing information, counseling, and referral services, and handling complaints of housing discrimination.

Actions:

- Continue to provide referrals to fair housing services during Code enforcement.
- In annual budget deliberations, consider opportunities to provide financial assistance to support various organizations providing housing services for home repair, painting, case management, emergency food and shelter, crisis intervention, and assistance with rent and utility bill payments to low-income homeowners.

Responsibility: Community Development Dept (Building Div), City Council

Funding Source: Staff time, General fund

Timeframe: Ongoing

Program 6-C: Support shared housing programs. Continue to support shared housing programs and to promote such programs through the Senior Center and other local agencies.

Actions:

- Continue to support the Housing Investment Partnership (HIP) program, which coordinates shared housing.
- Continue to consider appropriation of monies for support of various organizations during annual budget review. (City allocated \$30,000 last year and this year to HIP)

Responsibility: Community Development Dept, City Council

Funding Source: Staff time, BMR In-Lieu Fee Fund, General fund

Timeframe: Ongoing

Program 6-D: Accommodate city's share of emergency (homeless) shelter need. Amend the Zoning Ordinance to identify an area or areas as an appropriate zone or zones within which emergency shelters are permitted by right, in accordance with State law.

Actions:

- Ensure the designated area has sufficient and reasonably available acreage (vacant or underutilized) to meet the city's identified need (32 beds) within the planning period, including the potential for reuse or conversion of existing buildings.
- Complete the process to amend the Zoning Ordinance to permit emergency (homeless) shelter facilities by right (that is, as a permitted use, without requiring a conditional use permit) in the _____, subject to reasonable and objective standards permissible by law. Emergency shelters shall be subject to the same development standards as any other use within the _____ zone, except that San Bruno may develop and apply written, objective standards in the Zoning Ordinance in accordance with SB2 that do not impede the City's ability to meet its identified need.
- Continue to support the 10-bed shelter run by St. Bruno's Church, and support future faith-based efforts to supply emergency and transitional housing to those in need.

Responsibility: Community Development Dept

Funding Source: Staff time

Timeframe: Prior to adoption of the 2014-2022 Housing Element

Program 6-E: Address identified need for extremely-low income and supportive housing. Work with nonprofit builders who specialize in building housing for extremely-low income households, and facilitate the creation of supportive housing units in accordance with the City’s share of countywide need identified in the HOPE Plan.

Actions:

- Partner with local or regional agencies and non-profits that specialize in supportive housing development and management to identify opportunities for the development of supportive housing in San Bruno. Supportive housing may be organized as:
 - a. Apartment or single-room occupancy (SRO) buildings, townhouses, or single-family homes that exclusively house formerly homeless individuals and/or families;
 - b. Apartment or SRO buildings, or townhouses that mix special-needs housing with general affordable housing;
 - c. Rent-subsidized apartments leased in the open market; or
 - d. Long-term set-asides of units within privately-owned buildings.
- Work with partners to identify the range of local resources and assistance needed to facilitate the development of housing for extremely low-income households and to pursue access to specialized funding sources.
- Develop an action plan with partners, which will include assisting with site identification and acquisition, providing local financial resources, streamlining entitlements and providing incentives.

Responsibility: Community Development Dept

Funding Source: BMR In-Lieu Fee Fund, Community Development Block Grant, staff time

Timeframe: Within two years after adoption of the Housing Element

Program 6-F: Participate in regional coordination on homelessness. Work with other cities, agencies, and the County to address needs of the homeless.

Actions:

- Assist homeless service providers in seeking CDBG money to support local homeless programs.
- Provide technical assistance to emergency and transitional shelter providers by finding appropriate sites within San Bruno and connecting with potential clients.

Responsibility: Community Development Dept

Funding Source: Community Development Block Grant

Timeframe: Ongoing



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 14, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Jim Burch, Deputy Director, Public Services

SUBJECT: Receive Report and Provide Direction to Staff Regarding Consideration of a Resolution Repealing Resolution 1986-64 and Directing Implementation of a Modified Policy for Inspection, Maintenance, and Replacement of Private Sewer Laterals

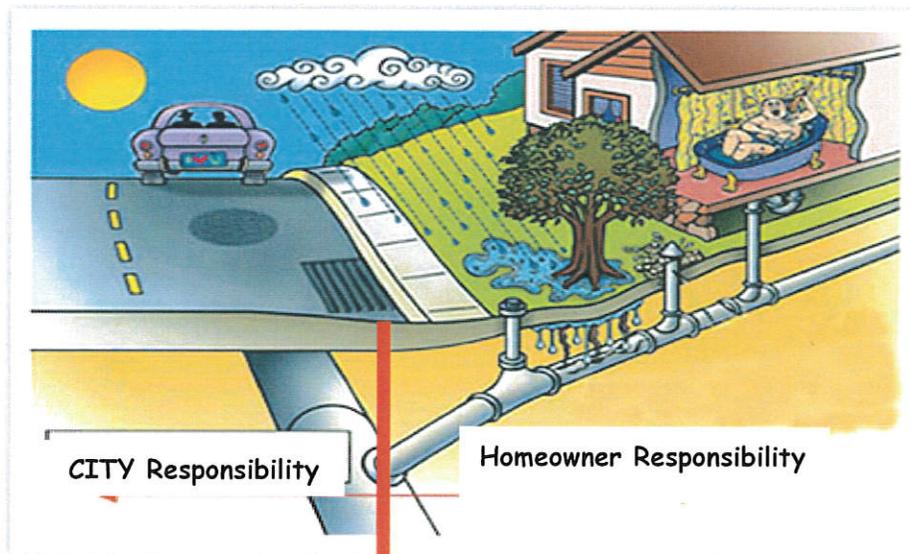
BACKGROUND:

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

While property owners own their individual sewer laterals that connect their homes to the sewer main, in 1986 the City adopted Resolution 1986-64 providing that if property owners installed a City-conforming cleanout at their expense (at a cost of a few hundred dollars at most), the City would maintain, repair and replace their lower lateral (the section from the cleanout to the sewer main) in perpetuity. A \$0.60 per month, per household fee was added to the base wastewater rate as part of that action to cover the cost of the City's additional service. This fee has not been adjusted since 1986, and accounts for about \$43,000 in revenue per year. The City's actual costs to respond to property owners and provide the services to maintain and repair private lower laterals exceeded \$300,000 in 2013 and are on pace to exceed \$500,000 in 2014.

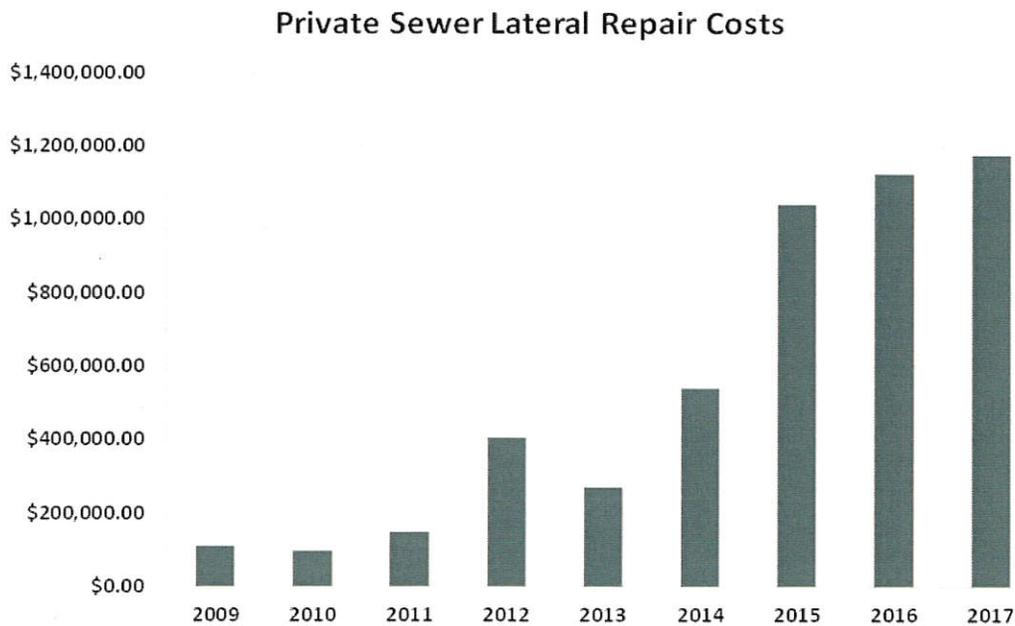
The increase in private sewer lateral repair/replacement needs and the associated costs are due to a variety of factors including: the age; material type and condition of laterals; increase in tree roots seeking moisture causing damage; homeowners taking advantage of the current City policy by installing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

J.C.



(Sample Lateral Diagram)

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



On July 29, 2011, the City of San

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

As part of the Baykeeper settlement and an associated enforcement action by the Regional Water Quality Control Board related to the City’s history of Sanitary Sewer Overflow (SSO) violations, the City established a private sewer lateral replacement grant program. The program specifically targets the Sharp Park neighborhood and offers a \$1,700 grant to assist homeowners in the designated neighborhood to replace their failing system. To date, that program has not generated neighborhood interest or significant participation. Staff is working with Regional Board staff to evaluate changes to the program that might increase the allowed grant amount and thereby improve participation.

In addition, at the April 8, 2014 City Council meeting, the City Council adopted an ordinance requiring all private property owners to test, repair, and/or replace defective laterals upon sale of their property. This action is another step toward meeting the requirements of the CD. Lateral replacements are anticipated to increase due to this “Point of Sale” ordinance. Under the current program, if a lateral is in need of repair downstream of the property line, a property owner can install a property line cleanout and then shift any and all repairs downstream of the cleanout (lower lateral) to the City. This cleanout installation then makes the property owner only responsible for any repairs to the “upper lateral”, which is the portion of pipe from the house to the property line cleanout. If the City continues to support the existing practice of letting property owners install property line cleanouts and then accepting responsibility of the needed repairs in the lower laterals, the “Point of Sale” ordinance will add to the already large amount of lower laterals repaired by the City a year. The City would then need to adjust and increase the money available to meet the demand caused by the increase in repair requests as homeowners install approved cleanouts and then request repairs be completed by the City.

On June 4, 2014 staff presented the City Council Infrastructure Sub-committee with an overview of the City’s private sewer lateral program and recommendations in preparation for full City Council consideration.

At the June 24, 2014 City Council meeting, staff presented the sewer lateral information, and requested and received direction to move forward toward revision of the lateral policy and establishment of the warranty program partnership as recommended for future Council action. In addition Council directed staff to fully investigate and develop plans for a robust public outreach campaign in order to inform citizens of policy changes and warranty program.

DISCUSSION:

As outlined in the previous section of this report, the City has, for many years, provided a very high level of service to residents by taking responsibility for maintenance of private sewer laterals where a cleanout has been installed. In addition, by taking responsibility for maintenance of the private lateral, the City increases its exposure to responsibility for sanitary sewer overflows which can subject the City to penalty fines and enforcement actions. The existing sewer lateral maintenance/repair policy creates City liability that is no longer commensurate with the minimal amount collected as part of the sewer rates.

Staff recommends that the City Council consider repealing Resolution 1986-64 and adopt the attached ordinance making property owners responsible for the maintenance, repair and replacement of their lower laterals, regardless of whether they have installed a conforming cleanout. Staff would continue to respond to requests for emergency service from homeowners and would provide rodding, and TV inspection in order to restore service until the homeowner could arrange for a long term solution. Once staff determines that repairs to the lateral are needed, this information would be noted into the Computer Maintenance and Management System (CMMS). If the citizen calls at a later date with further requests for service, staff can advise the customer of the previous findings and recommendations for repairs.

Staff recommends that an implementation date of January 15, 2014 to allow for adequate public outreach and notification to take place. Additionally, City staff has been in discussion with several companies who offer sewer lateral repair/replacement warranty coverage. Staff is recommending that the City enter into a partnership agreement with Utility Service Partners which would provide homeowners the opportunity to purchase warranty coverage for repair and replacement of laterals. A fee of \$9 per month would provide \$8,000 for repair of private laterals for those who enroll in the warranty protection program. Utility Service Partners is endorsed by the National League of Cities and is also the provider for the City of Daly City/North Coast Sanitary District. The City will approve marketing materials and messaging that will be provided to homeowners.

Staff also recommends that informational workshops be held at City Hall, the Senior Center, and other locations within the City in the upcoming months to increase participation and provide outreach to citizens and community groups. In addition bill inserts will be provided, and information provided via cable television regarding the private sewer lateral warranty, homeowner responsibilities, Point of Sale and additional information related to private sewer laterals.

FISCAL IMPACT:

Annual costs associated with lateral repairs, maintenance and response are expected to be reduced from \$308,696 to approximately \$100,000 annually. This reduction would come about due to the elimination of private lateral repairs and maintenance. Overflows from private sewer laterals would be the sole responsibility of homeowners and as a

result overall sanitary sewer overflows attributed to the City would decline. This has the potential of avoidance of fines for environmental/health impacts and would assist the City in meeting its regulatory requirements.

ALTERNATIVES:

Provide direction for an alternative implementation date

RECOMMENDATION:

Receive report and provide direction to staff regarding consideration of a resolution repealing resolution 1986-64 and directing implementation of a modified policy for inspection, maintenance, and replacement of private sewer laterals.

ATTACHMENTS:

None

DATE PREPARED:

October 9, 2014

REVIEWED BY:

_____ CM