



**"The City With a Heart"**

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

## **AGENDA – SPECIAL MEETING – CLOSED SESSION**

### **SAN BRUNO CITY COUNCIL**

**April 8, 2014**

**6:00 p.m.**

**Meeting Location: City Hall, 567 El Camino Real, Room 115, 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](http://www.sanbruno.ca.gov) or check out copies at the Library. We welcome your participation. In compliance with the Americans with Disabilities Act, individuals requiring reasonable accommodations or appropriate alternative formats for notices, agendas and records for this meeting should notify us 48 hours prior to meeting. Please call the City Clerk's Office 650-616-7058.

**1. CALL TO ORDER:**

**2. ROLL CALL:**

**3. 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.

**4. CONDUCT OF BUSINESS:**

- a. Public Employee Performance Evaluation Pursuant to Government Code Section 54957: City Attorney.
- b. Public Employee Performance Evaluation Pursuant to Government Code Section 54957: City Manager.
- c. Conference with Legal Counsel Regarding Pending Workers' Compensation Appeal. (Employee v. City of San Bruno and JT2 Integrated. Workers' Compensation Appeals Board ADJ8375695) (Cal. Gov't Code 54956.9 (a)).
- d. Conference with Labor Negotiators Pursuant to Gov't Code Section 54957.6; Agency Designated Representative: City Manager, Human Resources Director, and City Labor Negotiator, Geoff Rothman, Employee Organization: Police Bargaining Unit.
- e. Liability Claim pursuant to Government Code section 54956.95  
Claimant: Eileen Jalilie  
Agency claimed against: City of San Bruno

**5. ADJOURNMENT:**

The next regular City Council Meeting will be held on April 8, 2014 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



**"The City With a Heart"**

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Rico E. Medina, Vice Mayor  
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## **AGENDA**

### **SAN BRUNO CITY COUNCIL**

**April 8, 2014**

**7:00 p.m.**

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

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

**1. CALL TO ORDER:**

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

**3. ANNOUNCEMENTS:**

The Annual Pancake Breakfast and Easter Egg Hunt will be held on April 12, 9:00 to 11:00 a.m. at San Bruno City Park. The Easter Egg Hunt begins promptly at 11:00 a.m.

**4. PRESENTATIONS:**

**5. REVIEW OF AGENDA:**

**6. APPROVAL OF MINUTES:** Special Council Meetings of March 25 and 29, 2014 and Regular Council Meeting of March 25, 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 March 24 and 31, 2014.

b. **Approve:** Payroll of March 23, 2014.

c. **Waive:** Second Reading, and Adopt an Ordinance to Regulate the Inspection, Repair, and Replacement of Private Sewer Laterals at the Time of Sale of Residential Property.

d. **Adopt:** Resolution Approving Agreement between the City of San Bruno and the San Bruno Professional Fire Fighters Association, and Authorizing its Execution by the City Manager

**8. PUBLIC HEARINGS:**

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

**10. CONDUCT OF BUSINESS:**

- a. Receive Report and Provide Comments on the City's Proposed 2014-2022 General Plan Housing Element Update.  
Accept the 2013 Housing Element Annual Progress Report (APR) and Direct Staff to Forward the Report to the California State Office of Planning and Research and the California Department of Housing and Community Development.
- b. Receive Report and Approve First Avenue Sidewalk and Landscape Improvements Associated with the CalTrain Grade Separation Project.
- c. Adopt Resolution Approving Design Recommendation from the Culture and Arts Commission for a Centennial Art Project, Authorizing the City Manager to Execute a Contract with Margarita Soyfertis in the Amount of \$75,000 and Designating \$5,000 of the City Art Fund as a Reserve Fund for Art Maintenance.
- d. Adopt Resolution Approving Installation of ADA Parking Zones at 757 Huntington Avenue and 880 San Mateo Avenue and Provide Update on the Development of a Residential Permit Parking District Around the San Bruno Avenue CalTrain Station.
- e. Adopt Resolution Accepting a Donation from San Bruno Lions Club for Labor and Materials to Make Improvements to Portola Performing Arts Center in the Amount of Approximately \$30,000.
- f. Receive Report on the Grand Boulevard Initiative's Complete Streets Case Study and Adopt Resolution Appropriating \$365,000 of Measure M Funds to Complete (100%) Design Drawings for the Entire San Bruno Case Study Segment.
- g. Adopt Resolution Authorizing the City Manager to Execute a Construction Contract with Roadrunner Drilling & Pump Company, Inc. for the Acappella Site Test Well and Commodore Site Test Well in the Amount of \$257,330 with a Construction Contingency of \$38,600.

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

**12. COMMENTS FROM COUNCIL MEMBERS:**

**13. CLOSED SESSION:**

**14. ADJOURNMENT:**

The next regular City Council Meeting will be held on April 22, 2014 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



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

## **MINUTES – SPECIAL MEETING CLOSED SESSION**

### **SAN BRUNO CITY COUNCIL**

**March 25, 2014**

**6:00 p.m.**

**1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on March 25, 2014 at San Bruno's Senior Center, 1555 Crystal Springs Road, San Bruno, CA. The meeting was called to order at 6:00 p.m.

**2. ROLL CALL:**

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

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

**4. CLOSED SESSION:**

**Mayor Ruane** said they would be going into closed session with no reportable action.

a. Liability Claim Pursuant to Government Code Section 54956.95

Claimant: George and Jeanett Errington

Agency claimed against: City of San Bruno

b. Conference with Labor Negotiators Pursuant to Gov't Code Section 54957.6; Agency Designated Representative: City Manager, Human Resources Director, and City Labor Negotiator, Geoff Rothman, Employee Organizations: Police and Fire Bargaining Units.

**14. ADJOURNMENT:**

**Mayor Ruane** closed the meeting at 7:00 p.m. and resumed the meeting at 8:40 p.m. and closed that meeting at 9:35 p.m.. The next regular City Council Meeting will be held on April 8, 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  
April 8, 2014

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Carol Bonner, City Clerk

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Jim Ruane, Mayor



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Michael Salazar, Councilmember

## **MINUTES SAN BRUNO CITY COUNCIL**

**March 25, 2014**

**7:00 p.m.**

**1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on March 25, 2014 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:08 p.m. Mayor Ruane thanked the Garden Club for the beautiful flower arrangement.

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

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

**3. ANNOUNCEMENTS:**

**Mayor Ruane** said the Annual Pancake Breakfast and Easter Egg Hunt will be held on April 12, 9:00 to 11:00 a.m. at San Bruno City Park. The Easter Egg Hunt begins promptly at 11:00 a.m.

**4. PRESENTATIONS:**

**Mayor Ruane** Presented a Proclamation Proclaiming April 1, 2014 as Mayor's Day of Recognition for National Service to Program Coordinator Deborah Owdom who thanked the City and said we are one of forty cities in California acknowledging Mayor's Day.

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

**6. APPROVAL OF MINUTES:** Special Council Meeting of March 11, 2014 and Regular Council Meeting of March 11, 2014, approved as submitted.

**7. CONSENT CALENDAR:**

- a. **Approve:** Accounts Payable of March 10 and 17, 2014.
- b. **Approve:** Payroll of March 9, 2014.
- c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated February 28, 2014.
- d. **Approve:** Resolution Approving Agreement Between the City of San Bruno and the Public Safety Mid Management Bargaining Unit Authorizing its Execution by the City Manager.
- e. **Accept:** Resignation from Planning Commission Committee Member. Declare a Committee Member Vacancy and Direct the City Clerk to Initiate the Process for Appointment of a New Member.

**Councilmember Ibarra** pulled Item 7.e.

**M/S Ibarra/Medina** to approve the consent calendar and passed with all ayes.

**Councilmember Ibarra** recognized the time Bob Marshall, Jr. spent on the Planning Commission and thanked him for service, echoed by Vice Mayor Medina and Mayor Ruane.

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

#### **8. PUBLIC HEARINGS:**

Hold Public Hearing, Waive First Reading, and Introduce an Ordinance to Regulate the Inspection, Repair, and Replacement of Private Sewer Laterals at the Time of Sale of Residential Property.

**City Attorney Zafferano** gave an overview of the staff report.

**Councilmember Ibarra** said there was nothing offered by comparisons of what other cities are doing to address sewer lateral inspection or replacement. **Zafferano** said a program in Belmont was referenced and research of many of the other cities on the Peninsula showed they were more restrictive.

**Mayor Ruane** opened the Public Hearing. No one wished to speak.

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

**Councilmember O’Connell** thanked staff for their work. She said she wanted to be sure to capture the things that were ten years and older.

**Councilmember Salazar** said instead of a specific calendar date, the age of the property as a criteria should be used.

**Councilmember Ibarra** said he was against point of sale and felt we are catering to Baykeeper and he was going to vote no on this and hope in a year a better solution will be presented. **Vice Mayor Medina** concurred.

**Councilmember O’Connell** said if we pass this it is giving Baykeepers more than they are requiring and requested it come back in a year after implementation with statistics showing how much it does accomplish.

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

**Councilmember Salazar** introduced the ordinance with the change that we modify the calendar date and instead replace it with an age. He recommended fifty years. The ordinance was passed with three ayes (Salazar, O’Connell and Ruane) and two nos (Ibarra and Medina.)

11. Receive Annual Report from the Bicycle and Pedestrian Advisory Committee (moved to follow Item 8.)

**Randy Braez, Chair, Bicycle and Pedestrian Advisory Committee** introduced the members of the Committee and gave a review of what the Committee has done over the past year and their plans for the coming year.

**Councilmember Ibarra** said as a member C/CAG he is constantly complimented on San Bruno’s Bicycle and Pedestrian Advisory Committee. **Mayor Ruane** thanked the committee for all they do.

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

**James Counts, former employee of the Mosquito Abatement Board** asked Council for the resignation of San Bruno’s representative on the Mosquito Abatement Board.

**Elizabeth Freedman, Drama Director on behalf of Capuchino’s High School and members of the cast** invited the Council to attend the Capuchino High performance of Our Town on Friday, April 11, 7:00 p.m., Saturday April 12, 7:00 p.m. and Sunday, April 13 at 2:00 p.m.

**David Nigel, Skyline Blvd.** said he attended an annual conference for all Park and Recreation Board members and over \$30,000. in scholarships have been raised for people majoring in recreation supervision and park management and he said the City of San Bruno is always mentioned at the State level.

**Dennis Preger, Burlingame, former member of the Mosquito Abatement Board** said fourteen of the cities replaced their representative on the Mosquito Abatement Board and he believed it is time for San Bruno to do the same.

a. Adopt Resolution Approving the Installation of Red Curb Striping for the San Bruno Grade Separation Project: Along Eastbound Walnut Street; Along Southbound San Mateo Avenue; and at the Southern Intersection of San Mateo Avenue/Huntington Avenue.

**Public Services Director Fabry** gave an overview of the staff report.

**Rafael Boland, Caltrain** walked through the changes on parking street-by-street.

**Councilmember Ibarra** said some of the business owners were very open to limited time parking on the east side of San Bruno Avenue which he asked be looked at. **Fabry** said those comments were heard and they will be taken into consideration in discussion of the parking area.

**Vice Mayor Medina** said he wanted to be sure the public was notified and that the green zone does not change in front of the market. **Fabry** said it is the hope to come back at the next Council meeting for blue curb and ADA curb.

**Robert Riechel, 7<sup>th</sup> Ave.** said 880 San Mateo Ave. does not have a blue zone. **Councilmember Ibarra** said that it is the only residence on that block and there is a child with cerebral palsy.

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

b. Adopt Resolution Authorizing the City Manager to Execute a Construction Contract with D&D Pipelines, Inc. for the Spyglass Drive and Merion Drive Water Main Improvement and Replacement Project in the Amount of \$385,600 with a Construction Contingency of \$57,840 and Appropriating \$41,000 in Water Capital Funds to the Project.

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

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

c. Adopt Resolution Authorizing the City Manager to: 1) Execute Memorandums of Understanding with the San Mateo County Transportation Authority for the Skyline Boulevard Widening, Scott Street Grade Separation, and Interstate 380 Improvement Program Budget to Include the Scott Street Grade Separation and Interstate 380 Congestion Improvement Projects and; and 2) Amend the 2013-14 Capital Improvement Program Budget to Include the Scott Street Grade Separation and Interstate 380 Congestion Improvement Projects and Appropriating \$7,500 from Measure A Funds.

**Public Services Directory Fabry** gave an update and overview of the staff report and asked for questions.

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

d. Schedule Study Session Meetings to Review the FY 2014-15 Annual Operating Budget.

**City Manager Jackson** asked for Council to identify three dates for study sessions to review the FY 2014-15 Annual Operating Budget.

**Councilmember Medina** asked when they would receive the budget for review prior to the first Study Session? **City Manager Jackson** said they project the end of May.

**Councilmember Medina** said at the second meeting last year there were only a few days before the budget ran out. The resolution brought forward asked us to either vote for the entire budget or we didn't have a budget. He said either there is enough adequate time to look at it or if there is another alternative that should be presented to Council. **City Manager Jackson** said if the budget was not approved past June 31, an appropriations resolution would have to be adopted to allow expenditures to continue until the budget is adopted. She said staff could be directed to prepare a spending/appropriations resolution and a budget approval resolution for the 24th. **Councilmember Medina** recommended they have both.

**Councilmember Ibarra** recommended June 9, 11 and 12. Council concurred.

e. Adopt Resolution Supporting Senate Bill 1345 to Extend the Repeal Date to Preserve the Provision of Existing State Law for State Oversight of the City and County of San Francisco's Capital Improvement Program to Restore and Improve the San Francisco Regional Water System.

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

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

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

Receive Annual Report from the Bicycle and Pedestrian Advisory Committee (moved to follow Item 8.)

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

**Councilmember Ibarra** thanked the community for their support of the Relay for Life Event on Saturday. He thanked the City for participating.

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

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

**Mayor Ruane** closed the meeting at 8:32 p.m. The next regular City Council Meeting will be held on April 8, 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  
April 8, 2014

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Carol Bonner, City Clerk

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Jim Ruane, Mayor



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## **MINUTES - SPECIAL MEETING CLOSED SESSION**

### **SAN BRUNO CITY COUNCIL**

**March 29, 2014**

**8:30 a.m.**

**1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on March 29, 2014 at San Bruno's City Hall, 567 El Camino Real, San Bruno, CA. The meeting was called to order at 8:30 a.m.

**2. ROLL CALL:**

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

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

**4. CONDUCT OF BUSINESS:**

**Mayor Ruane** said they would be going into closed session with no reportable action.

- a. Public Employee Performance Evaluation Pursuant to Government Code Section 54957: City Attorney.
- b. Public Employee Performance Evaluation Pursuant to Government Code Section 54957: City Manager.

**14. ADJOURNMENT:**

**Mayor Ruane** closed the meeting at 1:35 p.m. The next regular City Council Meeting will be held on April 8, 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  
April 8, 2014

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Carol Bonner, City Clerk

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Jim Ruane, Mayor

03/24/14

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

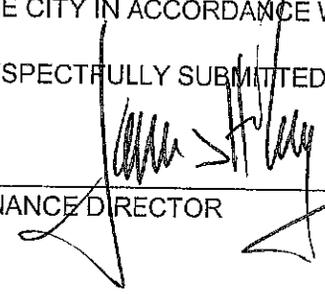
FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$110,495.14
131	IN-LIEU FEES	\$8,535.00
132	AGENCY ON AGING	\$4,702.86
133	RESTRICTED DONATIONS	\$750.00
190	EMERGENCY DISASTER FUND	\$240,690.53
201	PARKS AND FACILITIES CAPITAL	\$7,760.00
203	STREET IMPROVE. PROJECTS	\$81,911.00
611	WATER FUND	\$197,819.65
621	STORMWATER FUND	\$10,083.43
631	WASTEWATER FUND	\$336,591.02
641	CABLE TV FUND	\$143,501.04
701	CENTRAL GARAGE	\$10,469.24
702	FACILITY MAINT. FUND	\$7,917.87
707	TECHNOLOGY DEVELOPMENT	\$3,779.31
711	SELF INSURANCE	\$49,000.00
891	S.B. GARBAGE CO. TRUST	\$528,912.23

TOTAL FOR APPROVAL \$1,742,918.32

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 147307 THROUGH 147458 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,742,918.32 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

3-25-2014  
DATE

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Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0018540 3M COMPANY	147308	3/24/2014	902.52
0017188 3T EQUIPMENT COMPANY INC.	147309	3/24/2014	224.34
0096852 ABAG PLAN CORPORATION	147310	3/24/2014	49,000.00
0099441 ABBY BOYD	147334	3/24/2014	98.77
0105926 ACC ENVIRONMENTAL CONSULTANTS	147312	3/24/2014	3,500.00
0017053 ACCOUNTEMPS	147313	3/24/2014	1,920.00
0101435 ACKERLY ENTERTAINMENT	147314	3/24/2014	500.00
0099335 ADAM GUNN	147374	3/24/2014	7.49
0001170 AIRGAS NCN	147315	3/24/2014	736.83
0000163 AIRPORT AUTO PARTS INC.	147316	3/24/2014	10.81
0095130 ALAMEDA COUNTY SHERIFF'S DEPT.	147317	3/24/2014	282.00
0099497 ALAN CLINE	147343	3/24/2014	65.48
0018953 ALLIANT INSURANCE SVC. INC.	147318	3/24/2014	48,000.00
0096469 ALMADEN PRESS	147319	3/24/2014	1,814.27
0018976 ALPHA ANALYTICAL LAB. INC.	147320	3/24/2014	1,221.00
0103662 ALTERNATV INTERNATIONAL CORP.	147321	3/24/2014	399.96
0102355 AMAZON	147322	3/24/2014	641.26
0017359 AMERICAN EXPRESS	147323	3/24/2014	2,638.22
0000082 AMERICAN MESSAGING	147324	3/24/2014	44.20
0097607 ANDREW CHIN	147338	3/24/2014	6.89
0094676 ANNE MARIE PEREZ	147409	3/24/2014	79.00
0001965 ARISTA BUSINESS	147325	3/24/2014	1,494.82
0000118 ART'S PENINSULA LOCKSMITH	147326	3/24/2014	25.79
0104899 ASSOCIATE PARTNERS	147327	3/24/2014	5.00
0016123 AT&T	147328	3/24/2014	519.92
0018363 AT&T LONG DISTANCE	147329	3/24/2014	19.18
0000345 BAKER & TAYLOR BOOKS	147330	3/24/2014	2,089.51
0100832 BARTOSZ SLAWINSKI	147433	3/24/2014	44.95
0017431 BAY AREA AIR QUALITY MANAGEMENT DISTRICT	147414	3/24/2014	495.00
0105935 BAY AREA ENTERTAINMENT NETWORK	147360	3/24/2014	250.00
0018093 BBC WORLDWIDE AMERICA INC.	147332	3/24/2014	759.03
0103924 BEAR DATA SOLUTIONS, INC.	147333	3/24/2014	6,946.76
0100162 CASEY GREEN	147373	3/24/2014	59.00
0017843 CENTRAL COUNTY FIRE DEPT.	147336	3/24/2014	17,641.76
0017284 CHEMSEARCHFE	147337	3/24/2014	386.50
0099947 CHRIS TAN	147440	3/24/2014	7.49
0016324 CINTAS CORPORATION #464	147339	3/24/2014	994.44
0096053 CINTAS DOCUMENT MANAGEMENT	147340	3/24/2014	45.00
0097464 CINTAS FIRST AID & SAFETY	147341	3/24/2014	431.66
0000386 CITY OF SOUTH SAN FRANCISCO	147342	3/24/2014	300,888.66
0105091 COLE SUPPLY CO., INC.	147344	3/24/2014	213.08
0103230 CORELOGIC SOLUTIONS, LLC	147347	3/24/2014	536.67
0000169 COSTA'S / "JUST THINGS"	147348	3/24/2014	183.10
0015857 COUNTY OF SAN MATEO	147349	3/24/2014	76.00
0105927 CRANGLE REPORTING SERVICES	147350	3/24/2014	212.50
0018331 CSG CONSULTANTS INC.	147351	3/24/2014	7,760.00
0091995 CSUS FOUNDATION INC	147352	3/24/2014	115.41
0018092 DISCOVERY COMMUNICATIONS LLC	147355	3/24/2014	363.00
0105820 EAST BAY TIRE CO	147357	3/24/2014	278.59
0102673 EBI AGGREGATES	147358	3/24/2014	701.42
0017300 ENVIRONMENTAL HEALTH FEE	147361	3/24/2014	916.00
0018899 EOA INC.	147362	3/24/2014	9,911.43
0013683 F. FERRANDO & CO.	147363	3/24/2014	3,893.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	147365	3/24/2014	330.00
0018117 FLYERS ENERGY, LLC	147366	3/24/2014	12,352.29
0017534 FORENSIC ANALYTICAL CONSULTING SERVICES IN	147346	3/24/2014	1,210.31
0093504 G.W. WILLIAMS	147367	3/24/2014	21,800.00
0018272 GALE GROUP INC.	147368	3/24/2014	32.42
0096932 GENESIS EMPLOYEE BENEFITS, INC	147369	3/24/2014	269.00
0091439 GEOFFREY CALDWELL	147335	3/24/2014	100.00
0000162 GRAINGER	147371	3/24/2014	629.22
0095966 GREATAMERICA FINANCIAL SVCS.	147372	3/24/2014	577.51
0000385 HACH COMPANY	147375	3/24/2014	3,962.96
0105067 HADRONEX, INC.	147376	3/24/2014	13,509.36
0105934 HDS WHITE CAP CONST SUPPLY	147378	3/24/2014	249.97
0017882 HOME BOX OFFICE	147379	3/24/2014	1,196.63
0105378 HOME MAID RAVIOLI COMPANY INC.	147380	3/24/2014	114.57
0015644 INDUSTRIAL WIPER & SUPPLY,INC.	147381	3/24/2014	351.24
0018838 INFOSEND, INC.	147382	3/24/2014	3,946.77
0018557 INTERSTATE SALES	147383	3/24/2014	602.69
0104848 J & B LEAK FINDERS	147384	3/24/2014	850.00
0017763 J.J.R. CONSTRUCTION, INC	147307	3/20/2014	77,815.45
0101992 JAMES HAGGARTY	147377	3/24/2014	192.50
0098964 JARVIS,FAY,DOPORTO&GIBSON, LLP	147385	3/24/2014	1,347.09
0000075 K-119 TOOLS OF CALIFORNIA INC.	147386	3/24/2014	32.65
0101866 KIDZ LOVE SOCCER	147387	3/24/2014	2,142.00
0103359 KLARA A FABRY	147364	3/24/2014	1,000.00
0017774 LAKE TRAFFIC SOLUTIONS, LLC	147388	3/24/2014	935.07
0018777 LEXISNEXIS RISK DATA MANAGEMENT	147421	3/24/2014	50.00
0104424 LIDIA'S ITALIAN DELICACIES	147392	3/24/2014	1,575.00
0104916 MANDELL MUNICIPAL COUNSELING	147393	3/24/2014	67.50
0099759 MARTIN DOWD	147356	3/24/2014	7.49
0094271 MARY TESSIER	147443	3/24/2014	665.00
0000389 MATRISHA PERSON	147410	3/24/2014	2,354.30
0100916 MELANIE DE MESA	147354	3/24/2014	400.00
0098921 MICHAEL LEE	147391	3/24/2014	26.92
0099508 MOHAMMED ABDELNABI	147311	3/24/2014	5.06
0103600 MOMENTUM TELECOM, INC.	147395	3/24/2014	20,799.27
0000333 MOSS RUBBER & EQUIP. CORP.	147396	3/24/2014	153.30
0018196 NADER DAHU	147353	3/24/2014	500.00
0000357 NATIONAL CABLE TV CO-OP, INC.	147397	3/24/2014	83,739.72
0104999 NINYO AND MOORE	147398	3/24/2014	1,190.00
0105238 NORTHERN SERVICES INC.	147399	3/24/2014	4,178.50
0092263 OFFICE DEPOT INC	147400	3/24/2014	671.67
0018284 OFFICEMAX INC.	147401	3/24/2014	134.61
0000210 OLE'S CARBURETOR &ELECTRIC INC	147402	3/24/2014	729.73
0097567 ONE HOUR DRY CLEANING	147403	3/24/2014	165.10
0018701 ORKIN INC.	147404	3/24/2014	320.00
0000012 PACIFIC GAS & ELECTRIC	147405	3/24/2014	11,413.14
0105452 PAGE & TURNBULL, INC.	147406	3/24/2014	5,035.00
0016241 PENINSULA BUILDING MATERIALS	147407	3/24/2014	142.25
0001154 PENINSULA LIBRARY SYSTEM	147408	3/24/2014	3,645.80
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	147434	3/24/2014	312.00
0103921 PHILIP WOFFENDEN	147457	3/24/2014	148.00
0000294 PITNEY BOWES	147411	3/24/2014	279.66
0102915 PRECISE PRINTING & MAILING	147412	3/24/2014	762.29
0000285 PREFERRED ALLIANCE, INC.	147413	3/24/2014	282.08

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0013981	QUILL CORPORATION	147415	3/24/2014	46.86
0000071	R & B COMPANY	147416	3/24/2014	4,323.26
0017111	RANDOM HOUSE INC	147418	3/24/2014	32.70
0100098	RAYMOND GIOVANNONI	147370	3/24/2014	11.77
0000175	RECOLOGY SAN BRUNO	147419	3/24/2014	528,912.23
0104637	REGIONAL GOVERNMENT SERVICES	147420	3/24/2014	8,872.50
0018761	RENEE RAMSEY	147417	3/24/2014	321.75
0096458	RMC WATER AND ENVIRONMENT	147422	3/24/2014	14,250.29
0104306	ROOTX	147423	3/24/2014	1,063.93
0016213	ROZZI REPRODUCTION&SUPPLY INC.	147424	3/24/2014	784.80
0018839	RYAN JOHANSEN	147425	3/24/2014	800.00
0000569	SAN BRUNO AUTO CENTER, INC.	147426	3/24/2014	75.00
0098624	SAN MATEO COUNTY ELECTIONS DIV	147427	3/24/2014	1,370.30
0096419	SAYAN MITRA	147394	3/24/2014	5.99
0018461	SERRAMONTE FORD, INC.	147428	3/24/2014	374.21
0000074	SFPUC - WATER DEPARTMENT	147429	3/24/2014	177,813.00
0000216	SHOWTIME NETWORKS INC.	147430	3/24/2014	13,089.00
0001225	SIERRA PACIFIC TURF SUPPLY,INC	147431	3/24/2014	629.87
0105770	SILICON VALLEY COMMUNITY FOUNDATION	147451	3/24/2014	4,338.75
0104785	SIMON WONG ENGINEERING, INC.	147432	3/24/2014	865.00
0097079	SPRINT	147435	3/24/2014	65.38
0014075	STATE BOARD OF EQUALIZATION	147436	3/24/2014	232.00
0017036	STEVEN'S BAY AREA DIESEL SER., INC.	147331	3/24/2014	135.00
0000801	STEWART AUTOMOTIVE GROUP	147437	3/24/2014	149.55
0105813	SUNDANCE LLC	147438	3/24/2014	1,083.63
0105796	SUNRISE FOOD DISTRIBUTOR INC.	147439	3/24/2014	375.07
0018073	TEAMSTERS LOCAL 350	147441	3/24/2014	2,448.00
0015691	TEAMSTERS LOCAL 856	147442	3/24/2014	12,920.00
0015671	TECHNOLOGY, ENGINEERING & CONSTRUCTION, II	147345	3/24/2014	8,449.00
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	147359	3/24/2014	85.00
0105932	THOMY LEDESMA	147390	3/24/2014	138.99
0103780	TREADWELL & ROLLO, INC.	147444	3/24/2014	187,890.28
0105869	TREVOR LAVEZZO	147389	3/24/2014	125.00
0017932	TRILLIUM USA INC.	147445	3/24/2014	26.94
0105824	TRIVAD, INC.	147446	3/24/2014	3,275.40
0095538	TV GUIDE NETWORK, INC.	147447	3/24/2014	764.90
0000019	U.S. POSTMASTER	147448	3/24/2014	6,283.74
0000584	USA MOBILITY WIRELESS INC.	147449	3/24/2014	33.16
0105133	UTILITY TELEPHONE, INC.	147450	3/24/2014	587.59
0095749	VERIZON WIRELESS	147452	3/24/2014	1,906.73
0098917	VOLIKOS ENTERPRISES	147453	3/24/2014	1,327.56
0016899	WECO INDUSTRIES LLC	147454	3/24/2014	317.42
0096421	WEST-LITE SUPPLY CO., INC.	147455	3/24/2014	296.81
0018580	WILEY PRICE & RADULOVICH LLP	147456	3/24/2014	313.50
0099961	XIAOCE XU	147458	3/24/2014	45.66
			<b>GrandTotal:</b>	<b>1,742,918.32</b>
			<b>Total count:</b>	<b>152</b>

03/31/14

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

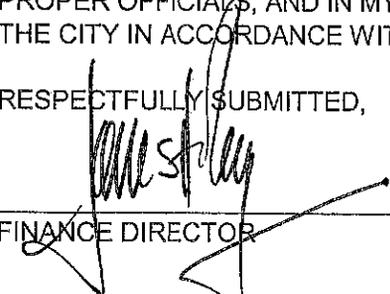
FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$139,933.75
132	AGENCY ON AGING	\$356.40
133	RESTRICTED DONATIONS	\$2,716.53
190	EMERGENCY DISASTER FUND	\$34,897.00
201	PARKS AND FACILITIES CAPITAL	\$30,500.00
203	STREET IMPROVE. PROJECTS	\$14,941.25
611	WATER FUND	\$196,743.40
621	STORMWATER FUND	\$2,793.90
631	WASTEWATER FUND	\$34,822.30
641	CABLE TV FUND	\$124,064.28
701	CENTRAL GARAGE	\$1,372.40
702	FACILITY MAINT. FUND	\$4,479.30
707	TECHNOLOGY DEVELOPMENT	\$10,849.93
891	S.B. GARBAGE CO. TRUST	\$40,000.00

TOTAL FOR APPROVAL \$638,470.44

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 147459 THROUGH 147569 INCLUSIVE, TOTALING IN THE AMOUNT OF \$638,470.44 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

  
\_\_\_\_\_  
FINANCE DIRECTOR

4-1-2014  
\_\_\_\_\_  
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0018540 3M COMPANY	147459	3/31/2014	902.52
0017053 ACCOUNTEMPS	147460	3/31/2014	1,920.00
0000858 ADECCO EMPLOYMENT SERVICES	147461	3/31/2014	1,307.84
0001170 AIRGAS NCN	147462	3/31/2014	328.53
0100488 ALAN HARVEY	147510	3/31/2014	78.22
0097760 ALBERTO VILLASENOR	147567	3/31/2014	400.00
0097137 ALERT DOOR SERVICE INC	147463	3/31/2014	775.00
0017459 ALL CITY MANAGEMENT SVC.INC.	147465	3/31/2014	2,241.75
0099009 ANGELES ESTRADA	147499	3/31/2014	400.00
0001202 ARAMARK UNIFORM SERVICES	147466	3/31/2014	16.10
0001965 ARISTA BUSINESS	147467	3/31/2014	668.86
0016123 AT&T	147468	3/31/2014	660.29
0017191 AT&T	147469	3/31/2014	1,257.08
0018465 AT&T MOBILITY	147470	3/31/2014	45.45
0018583 AT&T MOBILITY	147471	3/31/2014	62.14
0017211 AUTOMATIC DOOR SYSTEMS INC	147472	3/31/2014	2,323.00
0000345 BAKER & TAYLOR BOOKS	147473	3/31/2014	1,295.98
0018052 BATTERYZONE INC.	147474	3/31/2014	275.37
0017431 BAY AREA AIR QUALITY MANAGEMENT DISTRICT	147546	3/31/2014	1,658.00
0103924 BEAR DATA SOLUTIONS, INC.	147475	3/31/2014	78,061.38
0103597 BOOKLETTERS, LLC	147476	3/31/2014	1,590.00
0017434 BROWN & CALDWELL	147477	3/31/2014	5,133.00
0105896 CARLOS VALENCIA	147565	3/31/2014	457.84
0017843 CENTRAL COUNTY FIRE DEPT.	147478	3/31/2014	1,565.22
0018573 CHRISP COMPANY	147479	3/31/2014	9,276.18
0018639 CI SOLUTIONS	147480	3/31/2014	73.45
0016324 CINTAS CORPORATION #464	147481	3/31/2014	153.55
0000386 CITY OF SOUTH SAN FRANCISCO	147482	3/31/2014	6,564.50
0017802 CLEANSOURCE, INC.	147483	3/31/2014	1,580.64
0018911 COMCAST CABLE COMMUNICATIONS	147485	3/31/2014	25,879.60
0104508 COMCAST SPORTSNET CALIFORNIA	147486	3/31/2014	20,647.42
0098656 COMPLETE LINEN SERVICE	147487	3/31/2014	178.72
0105187 CONCERN	147488	3/31/2014	664.44
0096957 CORBY POOLS, INC.	147490	3/31/2014	32,000.00
0100567 CORINNE ALFARO	147464	3/31/2014	202.00
0015857 COUNTY OF SAN MATEO	147491	3/31/2014	76.00
0091607 COUNTY OF SAN MATEO	147492	3/31/2014	375.00
0105811 CSAC EXCESS INSURANCE AUTHORITY	147500	3/31/2014	11,751.91
0105811 CSAC EXCESS INSURANCE AUTHORITY	147501	3/31/2014	11,583.59
0017533 CUTTERS EDGE	147493	3/31/2014	98.19
0018188 DAU PRODUCTS	147494	3/31/2014	813.00
0102820 DEBRA HALL	147509	3/31/2014	289.00
0018169 DELL MARKETING L.P.	147495	3/31/2014	53.01
0104327 EATON PUMP & SALES	147496	3/31/2014	43,612.61
0018804 ECMS, INC.	147497	3/31/2014	30.62
0017152 ERLER & KALINOWSKI, INC.	147498	3/31/2014	12,583.58
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	147502	3/31/2014	2,663.28
0018117 FLYERS ENERGY, LLC	147503	3/31/2014	9,238.95
0102869 FRANCHISE TAX BOARD	147504	3/31/2014	743.00
0000162 GRAINGER	147505	3/31/2014	592.42
0000541 GRANITE ROCK COMPANY	147506	3/31/2014	1,500.36
0095966 GREATAMERICA FINANCIAL SVCS.	147507	3/31/2014	161.99
0096837 GYM DOCTORS	147508	3/31/2014	225.00

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Vendor Code & Name	Check #	Check Date	Amount
0000134 HAWKINS-HAWKINS CO. INC.	147511	3/31/2014	1,182.79
0017882 HOME BOX OFFICE	147512	3/31/2014	15.00
0105378 HOME MAID RAVIOLI COMPANY INC.	147513	3/31/2014	63.90
0100956 HONG DUO MA	147527	3/31/2014	51.14
0105735 HYDROSCIENCE ENGINEERS, INC.	147514	3/31/2014	16,117.21
0001786 IN DEMAND-NYC	147515	3/31/2014	1,354.32
0018261 INTL MEDIA DISTRIBUTION, LLC	147516	3/31/2014	2,345.48
0105930 JANICE REVEL	147551	3/31/2014	5.28
0103317 JILL ROFII	147553	3/31/2014	943.65
0103342 JMB CONSTRUCTION, INC.	147517	3/31/2014	96,045.00
0000075 K-119 TOOLS OF CALIFORNIA INC.	147518	3/31/2014	278.07
0100542 KELLY SHEA GALLO FOUNDATION	147519	3/31/2014	200.00
0000132 KELLY-MOORE PAINT CO INC.	147520	3/31/2014	121.10
0096825 LAURIE LOO	147524	3/31/2014	1,335.10
0104424 LIDIA'S ITALIAN DELICACIES	147522	3/31/2014	292.50
0095766 LIFE-ASSIST, INC.	147523	3/31/2014	307.67
0102701 LISA LUCIANO	147525	3/31/2014	630.00
0099121 LUCY LUU	147526	3/31/2014	202.00
0105907 MARGARITA SOYFERTIS	147559	3/31/2014	300.00
0102770 METLIFE	147528	3/31/2014	320.46
0092285 MICROMARKETING LLC	147529	3/31/2014	59.95
0016863 MIDWEST TAPE, LLC	147530	3/31/2014	82.48
0001709 MILLBRAE LOCK	147531	3/31/2014	16.19
0096800 MOBILE CALIBRATION SVCS. LLC	147532	3/31/2014	480.18
0000333 MOSS RUBBER & EQUIP. CORP.	147533	3/31/2014	123.19
0017289 MUNISERVICES, LLC	147534	3/31/2014	1,400.00
0018692 NHK COSMOMEDIA AMERICA, INC.	147535	3/31/2014	362.50
0017612 NICHOLS CONSULTING ENGINEERS	147536	3/31/2014	8,500.00
0015839 NOR-CAL SIGNS	147537	3/31/2014	2,416.53
0105898 NORTH VALLEY BANK	147538	3/31/2014	5,055.00
0092263 OFFICE DEPOT INC	147539	3/31/2014	1,334.69
0000012 PACIFIC GAS & ELECTRIC	147540	3/31/2014	35,745.91
0095148 PENINSULA MUNI.ENGINEERING	147541	3/31/2014	1,848.00
0001327 PENINSULA PUMP & EQUIPMENT INC	147542	3/31/2014	2,530.00
0105574 PHYSIO-CONTROL, INC.	147543	3/31/2014	2,160.00
0018130 PITNEY BOWES INC.	147544	3/31/2014	177.88
0097558 PURCHASE POWER	147545	3/31/2014	200.00
0013981 QUILL CORPORATION	147547	3/31/2014	124.83
0000071 R & B COMPANY	147548	3/31/2014	600.37
0017111 RANDOM HOUSE INC	147549	3/31/2014	73.58
0000175 RECOLOGY SAN BRUNO	147550	3/31/2014	40,000.00
0104634 RICARDO I. AND SONIA N. SALINDA	147554	3/31/2014	34,897.00
0096458 RMC WATER AND ENVIRONMENT	147552	3/31/2014	2,392.32
0100514 RODERICK CLELLAND	147484	3/31/2014	62.99
0098624 SAN MATEO COUNTY ELECTIONS DIV	147555	3/31/2014	35,104.86
0013918 SAN MATEO COUNTY TAX COLLECTOR	147556	3/31/2014	38.82
0097337 SHIRLEY PATRICK TAYLOR	147561	3/31/2014	50.04
0098030 SHRED-IT USA - SAN FRANCISCO	147558	3/31/2014	39.78
0018602 STARZ ENTERTAINMENT LLC.	147560	3/31/2014	803.98
0015671 TECHNOLOGY, ENGINEERING & CONSTRUCTION, II	147489	3/31/2014	14,360.00
0105939 THE CAMP COUNSELOR	147562	3/31/2014	100.00
0103559 THE MLB NETWORK, LLC	147563	3/31/2014	1,912.84
0100222 TONY SELIANITIS	147557	3/31/2014	6.19
0098625 UPS	147564	3/31/2014	1.62

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Vendor Code & Name	Check #	Check Date	Amount
0102988      VANTAGEPOINT TRANSFER AGENTS	147566	3/31/2014	9,895.27
0104660      WEST YOST ASSOCIATES, INC.	147568	3/31/2014	15,604.50
0100763      WILLIAM KIRKLAND	147521	3/31/2014	90.10
0099374      WM.F. RUGGIERO	147569	3/31/2014	672.80
		<b>GrandTotal:</b>	<b>638,470.44</b>
		<b>Total count:</b>	<b>111</b>



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

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DATE: April 8, 2014  
TO: Honorable Mayor and Members of the City Council  
FROM: Jim O'Leary, Interim Finance Director  
SUBJECT: Payroll Approval

City Council approval of City the payroll distributed March 28, 2014 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,392,999.35 for the bi-weekly pay period ending March 23, 2014 is attached.

**LABOR SUMMARY FOR PAY PERIOD ENDING : March 23, 2014**

**pyLaborDist**

**03/28/14**

Fund: 001 - GENERAL FUND	1,007,947.71
Fund: 122 - SOLID WASTE/RECYCL.	1,754.44
Fund: 190 - EMERGENCY DISASTER FUND	21,964.70
Fund: 201 - PARKS AND FACILITIES CAPITAL	887.61
Fund: 203 - STREET IMPROVE. PROJECTS	8,345.68
Fund: 207 - TECNOLOGY PROJECTS	2,131.79
Fund: 611 - WATER FUND	86,366.38
Fund: 621 - STORMWATER FUND	19,178.09
Fund: 631 - WASTEWATER FUND	82,488.21
Fund: 641 - CABLE TV FUND	98,343.41
Fund: 701 - CENTRAL GARAGE	12,390.48
Fund: 702 - FACILITY MAINT.FUND	26,493.29
Fund: 707 - TECHNOLOGY DEVELOPMENT	17,303.85
Fund: 711 - SELF INSURANCE	7,403.71
<b>Total</b>	<b>1,392,999.35</b>



City Council Agenda Item  
Staff Report

CITY OF SAN BRUNO

**DATE:** April 8, 2014

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

**FROM:** Klara A. Fabry, Public Services Director  
Marc Zafferano, City Attorney

**SUBJECT:** Waive Second Reading and Adopt an Ordinance to Regulate the Inspection, Repair and Replacement of Private Sewer Laterals at the Time of Sale of Residential Property

**BACKGROUND:**

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 had filed against the City for alleged violations of the Clean Water Act. Primarily, Baykeeper asserted that Sanitary Sewer Overflows ("SSOs") throughout the City 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.

At its January 28, 2014 and February 11, 2014 meetings, the City Council reviewed and discussed the requirements of Paragraph 61 of the CD, which states:

61. If the requirements of Paragraph 60 are not triggered, the City shall comply with the requirements set forth in this Paragraph instead. By February 15, 2014, the City Manager shall present and recommend to its City Council for adoption amendments to its Municipal Code, with notice to Baykeeper, that requires (a) property owners of homes constructed during the period when Orangeburg pipe use was prevalent (1940-1960) to inspect their Private Laterals upon sale of their property; (b) to replace defective Orangeburg Private Laterals by a specified deadline as a requirement of transfer of the property, and (c) to provide evidence to the City that the defective Private Lateral has been repaired, rehabilitated, or replaced by the specified deadline. The City Council shall take final action on the City Manager's recommendation within sixty (60) days. If the City Council does not enact the Ordinance within ninety (90) days, the City shall adopt and commence implementation of an alternative means for securing inspection of such Private Laterals and replacement of defective Private Laterals at rates equivalent to the rates of inspection and/or replacement that would have been secured by implementation of the Ordinance.

For reference, an Orangeburg pipe is made of compressed wood fibers and pitch and was commonly used in the United States during the early to middle 1900's. The name comes from the Orangeburg Manufacturing Company, located in Orangeburg, New York where much of the country's sewer pipes were manufactured. Orangeburg pipes were eventually replaced with stronger and less corrosive PVC (polyvinyl chloride, or "plastic") pipes. Orangeburg pipes have a typical end of life of 50 years but often begin to deform after 30 years. All homes constructed before 1960 now exceed 54 years in age.

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At the February 11, 2014 meeting, the City Council was presented with a proposed ordinance for introduction, which would implement the specific requirements of the CD. Consistent with the CD, that ordinance would apply only to homes built between 1940 and 1960 that used an Orangeburg pipe sewer lateral. After conducting a public hearing and discussing the ordinance, the City Council directed staff to return with alternatives that could potentially include additional residential properties.

On March 3, 2014, staff met with representatives of the San Mateo County Association of Realtors (SAMCAR). They suggested incorporating several provisions into a draft ordinance: 1) defining the properties covered by the ordinance as those with four or fewer residential units, consistent with state law; 2) providing that the ordinance would apply only to transactions that result in payment of a transfer tax to the County (for example, transfers to or from a family trust for estate planning or refinancing purposes would be exempt); and 3) making the ordinance applicable only to properties listed after the effective date of the ordinance, to avoid an unexpected adverse impact on properties already listed or in escrow. SAMCAR also suggested that focusing only on houses with Orangeburg pipe requires the prior step of a visual inspection by staff before the video inspection, and the associated delay and cost of that initial inspection. If the goal of the program is to identify as many defective laterals as possible, it is less important to determine whether the pipe is Orangeburg, and more important to determine if the pipe is defective. Staff was generally in agreement with these changes. SAMCAR also indicated that there may be a private insurance program available that would reimburse residents for replacing defective private laterals.

At its March 11, 2014 meeting, the City Council reviewed, discussed, and heard public comment regarding four alternatives to regulate private lateral inspection and repair. The alternatives presented were the minimum CD requirements, which would apply only to residences built between 1940-1960 with Orangeburg pipe (Option #1), and three more inclusive alternatives for residences built either between 1940-1960 regardless of lateral pipe type (Option #2), for all residences built before 1960 regardless of lateral pipe type (Option #3), or all residences built except within the past 25 years (Option #4). After considering the comments from representatives of SAMCAR and the real estate community, and following extensive discussion, the City Council directed staff to return with an ordinance incorporating the features of Option #3.

On March 25, 2014, the City Council held a public hearing and introduced an ordinance that would apply to most residential properties built within 50 years of the date of sale, regardless of the type of pipe used for the sewer lateral.

#### **DISCUSSION:**

The ordinance proposed for adoption would require the property owner to perform a video inspection to determine if the pipe is defective, at an approximate cost of \$350. The video would be submitted to the City for review, and the City would determine if the lateral is defective and needs repair or replacement. The property owner would then retain a contractor to perform any needed work. Once the work is satisfactorily completed, the City would issue a Compliance Certificate to the property owner.

The ordinance includes the following additional features:

1. The effective date of the ordinance is listed as May 8, 2015; assuming the ordinance is adopted at this meeting, the ordinance would ordinarily become effective 30 days thereafter, but if Baykeeper agrees to the City's requested 1-year extension due to the lateral replacement program in the Glenview/Crestmoor neighborhood, which meets the

requirements of the Consent Decree, then the implementation date would be May 8, 2015. This timeline provides ample time for additional outreach to the real estate community, as well as for property owners considering selling to make any necessary repairs well in advance of listing the property.

2. Properties listed on the Multiple Listing Service or in escrow as of the implementation date would be exempted, avoiding any potential delays in the close of escrow for such properties.
3. A 120 day grace period is included to perform any necessary work after the close of escrow upon posting of a bond, as previously proposed. This eliminates the risk that close of escrow would be delayed for any property transaction involving a lateral repair or replacement.
4. Properties that share laterals with another property would be exempt. This addresses the problem of involving a neighboring property owner unrelated to the transaction in the inspection and repair process.
5. Transfers of property that do not involve payment of a county transfer tax are exempted. These transactions generally do not involve any payment, and often include transfers to or from living trusts or transfers for refinancing purposes.

At the last meeting, staff reported that it had researched the availability of insurance for sewer lateral replacement. Service Line Warranty of America is the carrier recommended to residents of several Peninsula cities and agencies. For a modest premium, the policy offers up to \$4,000 in coverage for lateral repair or replacement on private property (the "upper" lateral) and an additional \$4,000 for work on public property (the "lower" lateral). As part of its education and outreach to residents and the real estate community prior to the ordinance implementation date in 2015, staff can provide additional information about the policy. Education and outreach efforts will include reaching out to the business and realty communities through public meetings, as well as reaching out to residents with an announcement on CableTV, mailing out a sewer utility informational insert, and posting information on the City's website. During this outreach time, staff will also refine its own internal process for implementing the ordinance and monitoring its success.

**FISCAL IMPACT:**

Staff costs will be recovered through inspection and building permit fees. City permit costs vary between \$50.00 - \$168.25, depending on the alternatives (\$50.00 for video review, and \$118.25 for final inspection). Property owner contractor costs are estimated at \$350 - \$10,350 (\$350 for video inspection; \$3,000 - \$10,000 for pipe replacement). Staff believe there are adequate internal resources to begin program implementation, though future operations may require additional resources based on actual demand.

**RECOMMENDATION:**

Waive second reading and adopt an ordinance to regulate the inspection, repair and replacement of private sewer laterals at the time of sale of residential property.

**ATTACHMENTS:**

1. Ordinance for adoption

**DATE PREPARED:**

April 1, 2014

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF SAN BRUNO ADDING  
CHAPTER 10.13, INSPECTION, REPAIR, AND REPLACEMENT OF PRIVATE  
SEWER LATERALS, TO TITLE 10 (MUNICIPAL SERVICES)  
OF THE SAN BRUNO MUNICIPAL CODE**

WHEREAS, the City of San Bruno ("City") owns and maintains sanitary sewer mains, pumping stations, and appurtenant facilities as part of the City's wastewater collection system which is under the control of the City; and

WHEREAS, the testing, repair, maintenance, renovation, and timely replacement of private sewer laterals constructed prior to 1960 that are connected to the City's wastewater collection system protects the public health, safety, and welfare by preventing or mitigating potentially harmful discharges of untreated wastewater into the environment through leaky or unsound sewer laterals; and

WHEREAS, a program to inspect, repair, and replace such private laterals fosters compliance with requirements of the Clean Water Act, 33 U.S.C. § 1251, et. seq., the U.S. Environmental Protection Agency ("EPA"), the State of California Water Resources Control Board ("SWRCB"), and the San Francisco Regional Water Quality Control Board ("SFRWQCB") by reducing both infiltration and inflow ("I&I") and sewer system spills and overflows ("SSOs").

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

**Section 1.** Chapter 10.13, Inspection, Repair, and Replacement of Private Sewer Laterals, of Title 10 (Municipal Services) is hereby added to read as follows:

**TITLE 10.13**

**INSPECTION, REPAIR, AND REPLACEMENT OF  
PRIVATE SEWER LATERALS**

**Sections:**

- 10.13.010 Purposes.**
- 10.13.020 Definitions.**
- 10.13.030 Inspection and correction upon sale.**
- 10.13.040 Time extension certificate.**
- 10.13.050 Notices to correct violations.**
- 10.13.060 Regulations to implement this chapter.**
- 10.13.070 Nuisance.**

**10.13.010 Purposes.**

The purposes of this chapter are as follows:

- A. To provide for operation and maintenance of the City's sewer system in a reliable and serviceable condition;
  - B. To eliminate or minimize sanitary sewer overflows by eliminating or minimizing stoppages and reducing sources of inflow and infiltration into the City's sewer system;
  - C. To comply with applicable legal requirements pertaining to the City's sewer system;
- and

D. To protect the public health and safety by establishing and providing a mechanism for inspection, repair, and replacement of private sewer laterals constructed before 1960.

**10.13.020 Definitions.**

A. Unless otherwise defined within subsection B of this section, terms used in this chapter shall have the same meaning as those terms defined in section 10.12.030 of the San Bruno Municipal Code.

B. As used in this chapter, the following words, phrases, and terms shall have the following definitions.

1. "Sanitary sewer lateral" or "private sewer lateral" means that part of a drainage system which extends from the end of the building drain and conveys discharge to a public sewer or other point of disposal. The sanitary sewer lateral shall terminate at the wye or other manufactured connection to the public sewer.

2. "Certificate of compliance" means a written certificate issued to a property owner by the public services director or his/her designee certifying that a sanitary sewer lateral is properly equipped, structurally sound and complies with all standards of this chapter and any other applicable standards established by the city and applicable state law.

3. "Defective sewer lateral" means a sanitary sewer lateral that displays leaks or defects upon the completion of inspection or that is deemed by the City, in its discretion, to be defective upon completion of any other testing method required by the City.

4. "Property owner" means any individual or entity owning property within the boundaries of the City that is connected to a public sewer.

**10.13.030 Inspection and correction upon sale.**

A. Except as provided in subsection C of this section, before a residential property originally constructed fifty (50) years or more from the date of recordation of the deed transferring the property is to be transferred to, or vested in any other person or entity, the property owner must, at his/her own expense, conduct an inspection of the sanitary sewer lateral as required by this chapter. Any subsequent repair or replacement work deemed necessary as a result of that inspection shall be completed and approved by the City prior to issuance of a certificate of compliance and transfer of title.

B. For the residential properties identified in Section A above, the property owner shall, at his/her own expense, perform the following:

1. Conduct a video inspection of the pipe in accordance with standards established by the City and make such video available to the City for review.

2. If the City's review of the video determines that the pipe is defective, the property owner shall repair or replace the pipe to the satisfaction of the City in accordance with all City standards, prior to transfer of such property.

3. Upon completion of the work in accordance with subsection 3 of this section, the City shall issue a certificate of compliance.

C. Exceptions: This section shall not apply:

1. To condominium or cooperative apartment buildings or the units within those buildings, except as a condition to conversion to a condominium or cooperative apartment building;

2. To properties that share a sanitary sewer lateral with another property;

3. To property transfers that do not involve the payment of a County transfer tax;

4. To properties for five (5) years after issuance of a certificate of compliance by this City under this chapter;

5. To properties for five (5) years after acceptance of a test pursuant to this chapter, if partial or no repairs of the lateral were required and any repairs were completed pursuant to permit and inspection by the City;

6. For five (5) years after inspection and approval by the city of completed alterations to the lateral, if alterations pursuant to a City permit were made to the location of or connections to the lateral following a test pursuant to this section;

7. To properties for twenty (20) years after City acceptance of construction work, provided that replacement of the complete sewer lateral was performed and accepted.

**10.13.040 Time extension certificate.**

A. Notwithstanding section 10.13.030, the requirement to obtain a certificate of compliance prior to transfer of title in no way affects the legality of the transfer of title of the underlying property transaction. If a certificate of compliance cannot be obtained prior to title transfer, the property owner may request to the public services director, in writing, for a time extension (time extension certificate) of up to one hundred eighty (180) days in which to perform the inspection, and/or repairs or replacement required by this chapter.

B. The time extension certificate request shall be submitted to the City with the required fee established by the San Bruno Master Fee Schedule.

C. As a condition of issuance of a time extension certificate, funds in the amount of \$7,500 are to be posted into an escrow account. Notwithstanding the escrow deposit, property owners are responsible for the full cost of sanitary sewer lateral compliance with City ordinance requirements, which may exceed the \$7,500 escrow deposit. Once the sanitary sewer lateral passes the required inspection and a certificate of compliance is issued by the City, funds will be released in accordance with escrow instructions.

D. In the event that the work required by this chapter is not completed within one hundred and eighty (180) days of issuance of the time extension certificate, or the work does not meet the conditions required by this chapter, the escrow funds may be forfeited following a hearing, as appropriate, and the current property owner will be responsible for compliance with the requirements of this chapter. The City will take possession of the forfeited escrow funds and the current property owner must affirmatively demonstrate that sewer lateral complies with this chapter prior to requesting that the City consider release of the forfeited funds, less the City's costs, which may include costs of abatement. After close of escrow, the current property owner shall be responsible for all costs associated with compliance of this chapter.

**10.13.050 Notices to correct violations.**

If the public services director receives notice that a sanitary sewer lateral does not or may not meet the standards set forth in this chapter and the property owner does not agree in writing to perform the repairs or replacements necessary to bring the building sewer lateral into compliance, then the public services director shall give written notice of violation to the property owner of any conditions that violate this chapter. Such notice shall be provided using first class U.S. mail and shall specify the repair or replacement necessary to correct the condition and the time in which to make the correction, and shall advise the property owner of the enforcement provisions of this chapter.

**10.13.060 Regulations to implement this chapter.**

The city manager or his/her designee is authorized to and may establish rules, regulations, guidelines, and policies for implementing this chapter.

**10.13.070 Nuisance.**

Any sanitary sewer lateral or appurtenance thereto that is in violation of this chapter is hereby declared to unlawful and a public nuisance and subject to abatement pursuant to the applicable provisions of State law and the San Bruno Municipal Code, and as currently in effect or as hereafter amended.

**Section 2.** If any section, subsection, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion or sections of the Ordinance. The City Council of the City of San Bruno hereby declares that it should have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.

**Section 3.** This Ordinance shall take effect and be in force 30 days after its adoption. However, implementation of this ordinance shall be deferred until May 8, 2015, and in any event the ordinance shall not apply to properties listed in the Multiple Listing Service or in escrow prior to May 8, 2015.

**Section 4.** The City Clerk shall publish this Ordinance according to law.

ATTEST:

\_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM

\_\_\_\_\_  
City Attorney

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

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

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

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

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



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** April 8, 2014

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

**FROM:** Tami Yuki, Human Resources Director

**SUBJECT:** Adopt Resolution Approving Agreement between the City of San Bruno and the San Bruno Professional Fire Fighters Association, and Authorizing its Execution by the City Manager

### BACKGROUND

The existing side letter agreement between the City of San Bruno and the San Bruno Professional Fire Fighters Association extended their Memorandum of Understanding to December 31, 2014. The agreement included a provision to re-open their contract for possible wage adjustments and health plan restructure to allow for plan choice and long term cost containment.

Representatives from both the City and the Fire Fighters Association met and conferred in good faith and have reached a tentative agreement extending their existing Memorandum of Understanding an additional two years through December 31, 2016. The tentative agreement was ratified by the Fire Fighters Association on March 28, 2014.

### DISCUSSION

The attached Tentative Agreement for the San Bruno Professional Fire Fighters Association extends their current Memorandum of Understanding through December 31, 2016.

It has been over five years since this bargaining unit received a general wage adjustment. Prior agreements included employee furloughs in lieu of salary reductions, in addition to suspending other financial benefits. The tentative agreement includes a modest wage adjustment each year of the three-year contract: 4% retroactive to January 1, 2014, 3% effective the first full pay period in January 2015, and 3% effective the first full pay period in January 2016.

There was additional discussion concerning the impacts of consolidation with the City of Millbrae Fire Department and the Central County Fire Department. Both the City and Union negotiating teams worked to address operational consistency issues, succession planning, and "clean up" language in the contract. The agreement includes a slight increase in uniform allowance and an incentive pay for paramedics who are accredited, but not assigned in the role consistent with the Central County Fire Department.

Negotiations continued to focus on the need for the City and the Teamsters Health and Welfare Trust Fund to address the continuing rise in health care costs. The tentative

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agreement includes the restructure the health care plan by the Teamsters Health and Welfare Trust Fund to allow employees an opt-out provision and the ability to choose from different prescription plan options. The City has agreed to pay 75% of the health care premium increase beginning March 1, 2014, and will continue to pay 75% of the health care premium increase beginning January 1, 2015 and January 1, 2016. Depending upon the health care plan choice, the City-paid premium increase ranges from \$95 - \$163 more per month.

The Teamsters Health and Welfare Trust Fund has also agreed to delay billing the City at the higher premium rate for five months which provides additional cost savings on health care premium costs.

### **FISCAL IMPACT**

The 2013-14 Budget does not include funds for improvements to employee salary and health benefits over the prior fiscal year. The 4% wage adjustment, the restructure of the health care plan, and other modest benefits for this bargaining unit is anticipated to cost \$257,000 for the first year of the contract. Excess general fund revenues will cover these costs.

### **ALTERNATIVES**

1. Do not approve the agreement and direct the negotiating team to seek changes or to begin negotiating a Memorandum of Understanding with the San Bruno Professional Fire Fighters Association whose agreement has expired

### **RECOMMENDATION**

Adopt Resolution Approving Agreement between the City of San Bruno and the San Bruno Professional Fire Fighters Association, and Authorizing its Execution by the City Manager

### **ATTACHMENTS**

1. Resolution
2. Tentative Agreement between the City of San Bruno and the San Bruno Professional Fire Fighters Association

### **DATE PREPARED**

March 28, 2014

### **REVIEWED BY**

\_\_\_\_\_ CM

**RESOLUTION NO. 2014 –**

**ADOPT RESOLUTION APPROVING AGREEMENT BETWEEN  
THE CITY OF SAN BRUNO AND THE SAN BRUNO PROFESSIONAL  
FIRE FIGHTERS ASSOCIATION EXTENDING THE EXISTING  
MEMORANDUM OF UNDERSTANDING AND AUTHORIZING ITS  
EXECUTION BY THE CITY MANAGER**

WHEREAS, representatives of the San Bruno Professional Fire Fighters Association represented by the Teamsters Local 856 and representatives of the City of San Bruno have met and negotiated in good faith; and

WHEREAS, as a result of those negotiations, a new Agreement has been reached regarding changes to the terms and conditions of employment for the San Bruno Professional Fire Fighters Association, and extending the existing Memorandum of Understanding to the period to December 31, 2016; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of San Bruno that it hereby approves the Agreement reached between the City of San Bruno and the San Bruno Professional Fire Fighters Association modifying the existing Memorandum of Understanding between the parties adopted pursuant to Resolution Nos. 2007-03, and consistent with terms and conditions outlined in the Agreement attached hereto and marked Exhibit A; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute on behalf of the City of San Bruno the attached Agreement, and any modified and consolidated Memorandum of Understanding prepared incorporating all prior agreed upon terms and conditions of employment approved by the City of San Bruno and the San Bruno Professional Fire Fighters Association represented by the Teamsters Local 856.

--oOo--

I hereby certify the foregoing Resolution No. \_\_\_\_\_ was introduced and adopted by the San Bruno City Council, at a regular meeting on April 8, 2014 by the following vote:

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

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

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

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

## Tentative Agreement

March 27, 2014

### City of San Bruno and San Bruno Fire Bargaining Unit (Teamsters #856)

- Term –
  - Extend current MOU through 12/31/2016
- Wages –
  - 4% increase effective the first full pay period following ratification by the City Council retroactive to January 1, 2014 and for those who are active employees on March 1, 2014
  - 3% increase effective the first full pay period in January 2015
  - 3% increase effective the first full pay period in January 2016
- Health
  - Beginning March 1, 2014 - City pays 75% and employee pays 25% of health and welfare benefit premium increase over the prior plan year. The increase will be based on first quarter 2014 composite rate of \$1744 per month.
    - Plan Restructure
      - Plan year moves to calendar year cycle. Future year increases will be effective January 1.
      - No retroactive payment of benefit premium cost increase before March 1, 2014
    - "Opt out"
      - Employees who demonstrate possession of comparable health coverage may elect to opt out of the City health benefit.
      - 15% monthly payment to employee based on the composite rate with the 'no co-pay' prescription plan
      - 35% monthly payment to the Trust based on the composite rate with the 'no co-pay' prescription plan
    - Add "10/20" drug prescription option at employees choice only
  - Beginning January 1, 2015 - City pays 75% and employee pays 25% of health and welfare benefit premium increase over the prior plan year
  - Beginning January 1, 2016 - City pays 75% and employee pays 25% of health and welfare benefit premium increase over the prior plan year
- Special Credit
  - The City shall make a payment in the amount of \$250 to those who were active employees as of March 1, 2014. This payment shall be made as a pre-tax credit to health premium costs, and shall be paid in equal amounts in the twelve month period beginning March 1, 2014. For those hired after March 1, prorated monthly credit will be paid only on the remaining months.
- Consolidation and Reopener (for the MOU through 12/2016 only)
  - The City is currently exploring the possibility of a consolidation of fire services with other public agencies. In order to achieve maximum efficiency, such consolidation may require modification of current employment practices in the Fire Department, including those described in MOU provisions, but not including wages (MOU Sec 6), health benefits (MOU Sec 19.1) and retirement provisions (MOU Sec 19.3)
  - If and when consolidation is proposed, the City shall provide this unit with no less than 90 days notice, and shall advise the Union of any proposed changes to MOU provisions which they propose be amended due to such consolidation.
  - Within fourteen (14) calendar days following notice, the parties shall commence to meet and negotiate regarding any proposed changes to the MOU.
  - If the parties have not reached agreement within sixty (60) days of the City's initial notice, the parties shall be at impasse and shall proceed to binding interest arbitration. The parties may, by mutual agreement, utilize mediation prior to or during the arbitration process. Arbitrator selection shall as provided in the grievance provisions of the MOU (MOU Sec 27)
- Salary Step After Promotion (Sec 6.6) – same language as other units ("at least 5%")
- Furloughs (Sec 17.7) – continue bank through 12/31/2016
- Uniforms (Sec 22) –same as Central County as of the effective date of this agreement

- Paramedic Pay (Sec 23.3) For firefighters, allow 11% assigned and 5% unassigned but licensed/accredited (unassigned premium to sunset 12/31/2016)
- VEBA (Side letter) – the parties agree to submit a revised side letter to a competent tax attorney for review as to legality and conformance with applicable tax codes. City to draft letter to review with Union prior to submitting for review.
- Clean Up
  - The parties agree to 'clean up' the contract as follows
  - 6.1 (Surveys) remove Half Moon Bay from survey cities
  - 15 (Schedule) remove Kelly references
  - 15.3 ('96 hour' rule) add 'or designee'
    - for this section mandatory overtime may be considered an emergency
  - 16.2 (Holidays) remove outdated language
  - 18.2 (Bereavement Leave) allow CM to extend time frame for use

The above provisions constitute a tentative agreement, subject to final approval by the Union membership and City Council.

Connie Jackson 3.27.14  
For the City/Date

[Signature] 3/27/14  
For the Union/Date



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

DATE: April 8, 2014  
TO: Honorable Mayor and Members of the City Council  
FROM: David Woltering, Community Development Director  
SUBJECT: Receive Report and Provide Comments on the City's Proposed 2014-2022  
General Plan Housing Element Update

Accept the 2013 Housing Element Annual Progress Report (APR), and Direct Staff to Forward the APR to the California Office of Planning and Research and the California Department of Housing and Community Development

**BACKGROUND**

The purpose of this item is twofold: 1) to provide the annual report on progress in implementing the San Bruno Housing Element, and 2) to inform the City Council and the public on the status of updating the Housing Element for the 2014-2022 planning period. This is an informational opportunity for the City Council and the public to learn about the status of the current Housing Element and the Housing Element update process. Most importantly, the report provides an opportunity for the City Council and the public to provide input regarding the City's plan to meet San Bruno's housing needs over the next eight years.

State law requires each jurisdiction in California to prepare an annual report on the status and progress in implementing its housing element, called the Housing Element Annual Progress Report (APR). San Bruno's Housing Element for the period covering 2007-2014 was adopted by the City Council on March 23, 2010 and certified by the California Department of Housing and Community Development (HCD) on June 15, 2010.

State law requires the City to update the Housing Element for the next planning period (2014 to 2022) by January 30, 2015, subject to detailed statutory requirements and mandatory review by HCD. Housing elements have been mandatory portions of General Plans since 1969. This reflects the statutory recognition that the availability of housing is a matter of statewide importance and that cooperation between government and the private sector is critical to attainment of the State's housing goals. The regulation of the housing supply through planning and zoning powers affects the State's ability to achieve its housing goal of "decent housing and a suitable living environment for every California family" and is critical to the State's long-term economic competitiveness.

**DISCUSSION**

**Annual Progress Report on the 2007-2014 Housing Element**

The APR is a tool to help the City to implement the current Housing Element and to track and monitor progress in addressing the City's housing needs and goals. The APR provides information on the City's progress in meeting its Regional Housing Needs Allocation (RHNA), the status of Housing Element programs, and efforts to remove governmental constraints on the

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development of affordable housing. The APR must be submitted to HCD and the State Office of Planning and Research. HCD provides standard forms to report information required for the Housing Element APR. The completed forms are included as Attachment 1. A summary of the Progress Report is provided below.

**Annual Building Report Summary.** Tables A, A2 and A3 provide information on new residential construction and affordability based on building permits issued during 2012. One new building permit was issued in 2013 for a new single-family home in the Crestmoor Neighborhood using the City's expedited development review process for homes destroyed or damaged in the 2010 PG&E gas line explosion and fire.

**Regional Housing Needs Allocation (RHNA) Progress.** Table B (summarized below) shows the City's progress in meeting its Regional Housing Needs Allocation (RHNA) obligation. San Bruno has a total RHNA obligation of 973 units between 2007 and 2014. A total of 737 building permits for new housing units were issued to meet San Bruno's share of regional housing needs during the first six years of the RHNA time period. The remaining RHNA goal is 236 units.

**Regional Housing Needs Allocation (RHNA) Progress**

	Very Low	Low	Moderate	Above Moderate	Total Units
RHNA Goal (2007-2014)	222	160	188	403	973
Total Produced (2007-2013)	3	300	281	154	738
Surplus/(Deficit)	(219)	139	93	(249)	(235)

The table also shows progress in meeting the RHNA housing needs by income level. The Housing Element identified sufficient housing sites to meet the RHNA target, and the City is making progress in producing affordable housing to meet the needs at all income levels except units affordable to very low income (VLI) households, which has a remaining need of 219 units. State housing element law does not require production of units, only that sufficient sites be made available for housing affordable at all income levels, and that the City make a good faith effort to meet the objective. Because rents or sales prices must be significantly below market rate for very low income units, large subsidies and deed restrictions are required in order for a unit to qualify. San Bruno has had a strong track record in producing VLI units, with 325 VLI units produced at The Crossing in the previous RHNA period.

**Program Implementation Status.** Table C details the City's progress in implementing programs and policies listed in the Housing Element, including local efforts to remove governmental constraints to the maintenance, improvement, and development of affordable housing. The more significant constraints are: 1) the loss of redevelopment housing funds with the dissolution of redevelopment agencies under AB 26, 2) Ordinance 1284, which limits building heights and residential densities throughout the City, 3) restrictions due to noise impacts from the San Francisco International Airport (SFO), and 4) recent legal decisions such as the Palmer vs City of Los Angeles decision (2009) which found that restricting rents in new developments violates state rent control laws. These constraints are summarized below:

- Loss of Redevelopment. The enactment of AB-26 dissolved all redevelopment agencies in California on February 1, 2012. Low and Moderate Income Housing (LMIH) tax increment generated from the San Bruno Redevelopment Project Area was the City's main source of funding for affordable housing. San Bruno's Redevelopment Project Area was established in 1999, and during its 13 years of operation, the Redevelopment Agency facilitated the

development of 97 units affordable to very low income households. The City monitors new state legislation that may restore some state funding for affordable housing.

- Ordinance 1284 Constraints. In June 1977, the City of San Bruno adopted Ordinance No. 1284 placing restrictions on certain development standards, which constrains higher density residential development in the City. Ordinance 1284 requires approval by a majority of the voters of the City in order to allow: 1) buildings or other structures that exceeding fifty (50) feet or three (3) stories in height, whichever is less, 2) projects in residential districts at a density above what was permitted by the City's zoning code and map in 1974, and 3) multi-story parking structures. The City adopted the Transit Corridors Specific Plan in order to encourage mixed use and transit oriented development, including residential uses along commercial corridors within proximity of a new Caltrain Station in the core area of the City. The Plan recommends adjusting Ordinance 1284 limits to allow building heights between 4 and 7 stories. The City is also considering a ballot initiative to amend Ordinance 1284 to allow the development intensities envisioned in the Transit Corridors Plan.
- SFO Constraints. Northeastern portions of San Bruno lie beneath flight paths for arrivals and departures of San Francisco International Airport (SFO), including areas within the 65 Community Noise Equivalent Level (CNEL) and 70 CNEL aircraft noise contours. The SFO Airport Land Use Compatibility Plan (ALUCP) does not permit new residential uses in areas exposed to noise above 70 CNEL. The City promotes noise mitigation from SFO to the fullest extent possible through the SFO/Community roundtable and ongoing coordination with the County Airport Land Use Commission.
- Palmer v. City of Los Angeles (2009). The California Court decision in Palmer v City of Los Angeles hinders San Bruno's ability to require affordable rental housing through the City's Below Market Rate Housing Program. The court ruled that local inclusionary housing programs cannot mandate rent restrictions in new rental housing developments or require payment of in-lieu fees as an alternative. City staff is participating in a countywide Nexus Study to potentially adopt an affordable housing impact fee in place of the BMR ordinance.

San Bruno has made significant progress in implementing its Housing Element and in its commitment to the development of affordable housing. However, the loss of redevelopment funding for affordable housing will reduce the City's ability to provide assistance to create new deed-restricted affordable housing in the future. The City will continue to seek opportunities to create affordable housing through use of the City's BMR In-Lieu Fee Fund and other funding sources such as Federal and State Tax Credits and grant opportunities.

### 2014-2022 Housing Element Update

San Bruno is participating in the 21 Elements Housing Element update process. All 20 cities in San Mateo County and the County are working together during the Housing Element update process. 21 Elements will provide guidance, required data and analysis customized for San Bruno to incorporate into the new Housing Element. The 21 Elements process was used for the formulation of the RHNA numbers for San Mateo County jurisdictions. HCD has endorsed this approach, which will result in a more efficient review process.

State law requires the Housing Element to address all of the following topics:

- **Housing Needs Assessment:** Evaluate existing and future housing needs, including population and employment trends; housing stock characteristics; assisted housing and potential risk of conversion to market rates; overpayment for housing; housing rehabilitation needs; special housing needs (e.g., the elderly, large families, people with

disabilities, homeless); and energy conservation. Future needs includes the City's fair share of the regional housing need as established in the RHNA.

- **Housing Constraints and Resources:** The Element must describe governmental and non-governmental constraints to housing development and evaluate programs to reduce or mitigate them. Governmental constraints include such requirements as land-use controls, parking requirements, and fees and exactions
- **Land Inventory and Quantified Objectives:** The Element must provide a detailed site inventory and quantified objectives that estimate the maximum number of housing units, by income level, to be constructed, rehabilitated or conserved during the planning period.
- **Goals, Programs, and Implementation Actions for 2014-2022:** The City must plan to meet the existing and projected housing needs through revised goals, programs, implementation actions, and deadlines for completion. Many of the basic housing policies from the previous document will be carried over with some minor changes.
- **Program Accomplishments:** Evaluates the accomplishments during the last Housing Element cycle

It is important to note that the existing Housing Element will be used as a base for the update, and many of the sections will only require general updates, not complete revisions. This also allows the community to evaluate how the plan contributed to meeting housing needs and what revisions might be necessary to continue or ensure greater success. The approach will be to keep what works and change what doesn't. The first step is to review the City's accomplishments with respect to housing development and complete any implementation actions required in the current Housing Element. The City will facilitate public participation and maintain effective engagement throughout the revision and adoption process.

San Bruno's accomplishments in implementing the current Housing Element (2007-2014) include the following:

- 737 building permits were issued for new housing units to meet the City's share of regional housing needs.
- Adopted the Residential Design Guidelines (2010) to improve the quality of the design of residential alterations, additions, and new construction. The guidelines help residents to understand the community's expectations and guide them towards meeting those expectations, and they guide the Planning Commission and staff in the review and approval of residential projects.
- Identified sites for locating emergency shelters by right (as a permitted use, without requiring a conditional use permit) within the General Plan TOD (Transit Oriented Development) land use classification for), subject to reasonable and objective standards.
- Adopted the Transit Corridors Plan in 2013, which creates the opportunity for 1,610 housing units in proximity to the new San Bruno Avenue Caltrain Station as well as providing development standards and design guidelines to promote high quality mixed use development.
- Made substantial progress in preparing the comprehensive update of the City's Zoning Code, expected to be completed in 2014.
- Provided annual funding to support three affordable housing providers, including HIP Housing, Shelter Network and North Peninsula Neighborhood Services Center.

- Collected approximately \$3.5 million in in-lieu fees for affordable housing.

In order for the Housing Element Update to qualify for Streamlined Review by HCD, the current Housing Element must be in compliance with State housing law. To be in compliance, the City must implement four Housing Element programs involving amendments to the Zoning Code:

- Program 3-F. Amend the Zoning Ordinance to include a written reasonable accommodations procedure to provide exceptions in zoning and land use for housing for persons with disabilities. This procedure will be a ministerial process, with minimal or no processing fee, subject to approval by the Community Development Director.
- Program 5-B. Amend the Zoning Ordinance to include provisions for density bonuses for residential developments, including a bonus of up to 35 percent based on the number of affordable units in the development and a flat density bonus of 20 percent for all senior housing. The provisions must also define incentives and concessions to zoning standards such as reductions in parking, open space, setbacks, etc. to facilitate the housing development.
- Program 6-D. Amend the Zoning Ordinance to permit emergency shelter facilities by right (that is, as a permitted use, without requiring a conditional use permit) in the TOD zone to accommodate the City's share of emergency shelter need, subject to reasonable and objective standards permissible by law.
- Program 6-E. Amend the Zoning Ordinance to permit transitional and supportive housing by right in residential zones and facilitate the creation of supportive housing units in accordance with the City's share of countywide need identified in the San Mateo County HOPE (Housing Our People Effectively) Plan.

**“Fair Share” of Regional Housing Needs.** The Housing Element update process begins with the allocation by HCD of a region's share of the statewide housing need for the 2014-2022 planning period) based on population projections. The regional allocation is provided to Councils of Governments (COG), in this case, the Association of Bay Area Governments (ABAG). ABAG then assigns a “fair share” of regional housing needs to the cities and counties within the Bay Area region through the RHNA process. The allocation establishes the number of new units needed by income category to accommodate expected population growth over the planning period. San Bruno's RHNA number is 1,155 units, which is described in more detail below.

**City of San Bruno RHNA (2014-2022)**

<b>Income Category</b>	<b>Income Range (family of 4)</b>	<b>Units</b>
Extremely Low Income	Up to \$31,650	179
Very Low Income	\$31,651-\$52,750	179
Low Income	\$52,751-\$84,400	161
Moderate Income	\$84,401-\$123,600	205
Above Moderate Income	\$123,601+	431
<b>Total</b>		<b>1,155</b>

The RHNA provides a benchmark for evaluating the adequacy of local zoning and regulatory actions to ensure each local government is providing sufficient appropriately designated land and opportunities for housing development to address population growth and job generation. There is no obligation to build all of the units identified as the City's “fair share”; however, local governments must ensure that projected housing needs can be accommodated. The process

maintains local control over where and what type of development should occur in local communities while providing the opportunity for the private sector to meet market demand.

A number of recent changes in State Housing Element Law also affect the Housing Element update process. For example, HCD has established a Streamlined Review process for jurisdictions with a Housing Element that is in compliance with State law. As described earlier, the City needs to amend the zoning code in four areas to achieve compliance. State Housing law has also established a new eight-year planning period for cities that adopt their Housing Elements on time, by January 31, 2015. Housing Elements that are adopted on time will have an 8-year planning period and do not need to be revised until December 2022. There is a 120-day grace period, so jurisdictions technically have until May 2015 before facing a penalty. Jurisdictions that do not adopt their Housing Element on time are required to update their Housing Element every four years.

In conclusion, City staff has begun preparation of the Housing Element update and will incorporate input from the City Council and the public in the revised element. Staff expects to complete a draft of the Housing Element Update in late May or June for review by the Planning Commission and City Council prior to submittal to HCD for its formal review.

#### **FISCAL IMPACT**

None

#### **ALTERNATIVES**

1. Direct revisions to the Housing Element APR for incorporation prior to submittal to the specified state agencies

#### **RECOMMENDATION**

Accept the 2013 Housing Element Annual Progress Report (APR) and Direct Staff to Forward the Report to the California State Office of Planning and Research and the California Department of Housing and Community Development

#### **DISTRIBUTION**

None.

#### **ATTACHMENTS**

1. Resolution  
2013 San Bruno Housing Element Annual Progress Report  
Tables A, A2 and A3: Annual Building Report Summary  
Table B: Regional Housing Needs Allocation (RHNA) Progress  
Table C: Program Implementation Status
2. Housing Element Update Newsletter

#### **DATE PREPARED**

March 27, 2014

#### **REVIEWED BY**

\_\_\_\_\_ CM

RESOLUTION NO. 2014 – \_\_\_\_\_

**A RESOLUTION OF THE SAN BRUNO CITY COUNCIL ACCEPTING  
THE 2013 HOUSING ELEMENT ANNUAL PROGRESS REPORT**

**WHEREAS**, California Government Code Section 65400 requires each governing body (City Council or Board of Supervisors) to prepare an annual progress report (APR) on the status and progress in implementing the jurisdiction's housing element of the general plan for the prior calendar year, and to submit the APR to the Governor's Office of Planning and Research, and the Department of Housing and Community Development (HCD); and

**WHEREAS**, state law requires the Housing Element APR be considered at an annual public meeting, before the legislative body, and allow public comment; and

**WHEREAS**, the City's current Housing Element of the General Plan covering the planning period from 2007-2014 was adopted by the City Council on March 23, 2010, and certified by the California HCD on June 15, 2010; and

**WHEREAS**, on April 8, 2014, at a public meeting, the attached Housing Element APR for calendar year 2013 was considered by the City Council and the public was invited to comment.

**NOW, THEREFORE, BE IT RESOLVED**, that the San Bruno City Council hereby accepts the 2013 Housing Element Annual Progress Report directs staff to forward the APR to the California Office of Planning and Research and the California Department of Housing and Community Development.

---o0o---

I hereby certify that the foregoing Resolution No. 2014- was duly introduced and adopted by the San Bruno City Council at a regular meeting held on April 8, 2014, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Mayor

ATTEST:

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Secretary



# ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

(CCR Title 25 §6202.)

Jurisdiction: City of San Bruno  
 Reporting Period: 1-Jan-13 - 31-Dec-13

**Table A2**  
**Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its RHNA which meets the specific criteria as outlined in G units to accommodate a portion of its RHNA which meet the specific criteria as outlined in G

Activity Type	Affordability by Household Incomes				(4) Description of Activity Including Housing Element Program Reference
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

\* Note: This field is voluntary

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	0	0	0	
No. of Units Permitted for Above Moderate	1	0	0	0	0	1	

\* Note: This field is voluntary

# ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation (CCR Title 25 §6202 )

**Jurisdiction** City of San Bruno  
**Reporting Period** 1-Jan-13 - 31-Dec-13

**Table B**

## Regional Housing Needs Allocation Progress

### Permitted Units Issued by Affordability

Income Level	RHNA Allocation by Income Level	Permitted Units Issued by Affordability										Total Units to Date (all years)	Total Remaining RHNA by Income Level			
		2007	2008	2009	2010	2011	2012	2013	2014	Year 8	Year 9					
Very Low	Deed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	219
	Restricted Non-deed restricted	0	3	0	0	0	0	0	0	0	0	0	0	0	3	
Low	Deed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-140
	Restricted Non-deed restricted	0	145	0	0	0	0	0	0	0	0	1	0	0	300	
Moderate	Deed	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-93
	Restricted Non-deed restricted	0	127	0	0	0	0	154	0	0	0	0	0	0	281	
Above Moderate		50	83	24	-38	15	-38	19	1	1	1	1	1	154	249	
Total RHNA by COG. Enter allocation number:		50	358	24	-38	323	-38	19	2	2	2	2	2	738	235	
Total Units		▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	
Remaining Need for RHNA Period		▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	▲	

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT – 2013**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

**Jurisdiction:** City of San Bruno

**Reporting Period:** 1/1/2013 - 12/31/2013

**Table C**  
**Program Implementation Status**

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1-A: Support infrastructure upgrades.	Continue to seek funding to upgrade and maintain infrastructure needed by San Bruno's housing supply.	Ongoing	<ul style="list-style-type: none"> <li>• The City identifies infrastructure funding through infrastructure master plans, Capital Improvement Program and the Transit Corridors Specific Plan.</li> <li>• The City continues to rebuild the infrastructure destroyed in the Glenview explosion and fire on 9/9/10, funded through the \$50 million PG&amp;E trust agreement to rebuild the Crestmoor neighborhood</li> <li>• The RDA ceased operations on 2/1/12 with the passage of AB 26. Tax increment is no longer a source of funding for infrastructure projects.</li> </ul>
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.	Ongoing	<ul style="list-style-type: none"> <li>• The zone code allows development of small, flexible parcels (e.g. zero lot-line) with a Planned Unit Permit.</li> <li>• The Municipal Code allows at least one (1) housing unit on any sub-standard parcel, provided that it is at least 25 ft wide.</li> </ul>
Program 1-C: Conserve second units in R-1 and R-2 zones.	Continue to legalize second units in R-1 and R-2 zones that were constructed prior to June 30, 1977 and that met the Uniform Building Code at time of construction.	Ongoing	<ul style="list-style-type: none"> <li>• The City received one application to legalize an excess housekeeping unit, which was approved.</li> <li>• The City provides information to the public on how to legalize second units on the City website, at the Planning Counter and the Public Library.</li> <li>• The City is considering a strategy to legalize second units constructed between 1977 and 2003, as part of the zone code update.</li> </ul>
Program 1-D: Promote the Redevelopment Residential Rehabilitation Loan Program (RRRLP).	The RRRLP provides technical and/or financial assistance to low-income homeowners whose homes are not meeting health and safety standards.	Ongoing	<ul style="list-style-type: none"> <li>• The program ended on 2/1/12 with the dissolution of the RDA.</li> </ul>
Program 1-E: 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.	Ongoing	<ul style="list-style-type: none"> <li>• RDA LMH funds are no longer available for this purpose.</li> <li>• The City provided funding to North Peninsula Neighborhood Services Center, a non-profit that assists low-income homeowners with housing repairs.</li> <li>• The City increased the maximum grant amount for the ReBuild it Green program by \$10,000 (to a maximum of \$75,000) for LEED Platinum Projects for residents of the Crestmoor-Glenview neighborhood who lost their home to the PG&amp;E gas line explosion and fire.</li> <li>• The City works with PG&amp;E on an ongoing basis to ensure that homeowners whose homes were damaged in the Glenview fire are provided the assistance they need to rebuild.</li> </ul>
Program 1-F: Ensure replacement housing.	Require replacement of any legal housing unit that is demolished within San Bruno.	Within 1 year after	<ul style="list-style-type: none"> <li>• The City Council approved an expedited and streamlined planning and permitting process for rebuilding the Crestmoor neighborhood following the</li> </ul>

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT – 2013**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1-G: Improve legally non-conforming residential uses.	Work to facilitate improvement and expansion of existing legal non-conforming residential uses if compatible with adjacent uses.	Within 1 year after adoption of the H.E.	<p>9/9/10 PG&amp;E explosion and fire, which destroyed 38 homes, severely damaged 17, and left about 50 with minor damage.</p> <ul style="list-style-type: none"> <li>The City will consider requiring replacement of demolished legal housing units in all areas of the city as part of zoning code update, currently in progress.</li> <li>As part of the zoning code update, the City is studying options for legalizing non-conforming units to ensure that they are maintained in good condition and clarifying permissible reconstruction/expansion of non-conforming uses.</li> </ul>
* Program 1-H: Support historic preservation.	Support preservation and reuse of properties with historic character.	Ongoing	<ul style="list-style-type: none"> <li>The City promotes preservation of historic structures and resources listed in the 2003 Historic Building Survey on a case-by-case basis. There were no new cases in 2013.</li> </ul>
Program 1-I: 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 or Redevelopment Agency programs or through non-profit agencies.	Ongoing	<ul style="list-style-type: none"> <li>City maintains its policy to waive permit fees for housing rehabilitation conducted through CDBG and other San Mateo County or Redevelopment Agency programs or through non-profit agencies. The City received no applications for new affordable housing projects seeking fee waivers in 2013.</li> <li>The City waives building permit fees for 55 homes destroyed or damaged in the Glenview Fire. In 2013, the City issued one permit for complete rebuild of a demolished home and 2 permits for repair of substantially damaged homes.</li> <li>The City distributes information on local lead-based paint abatement programs at City Hall and on the City website.</li> </ul>
Program 1-J: Continue lead-based paint abatement.	Provide information on local lead-based paint abatement programs to ensure safe and healthy living environments for all residents.	Ongoing	<ul style="list-style-type: none"> <li>The City requires residential additions and renovations to comply with the 2009 Residential Design Guidelines, and provides informational handouts at the Planning counter and on the City website.</li> <li>The City adopted an expedited permit process for rebuilding homes destroyed or damaged in the PG&amp;E fire. Projects where the design is consistent with the Residential Design Guidelines and threshold requirements are not exceeded, can be approved administratively, bypassing the usual architectural review process. Projects that exceed thresholds can be approved by the architectural review committee, but do not require Planning Commission approval.</li> </ul>
* Program 2-A: Update the Zoning Ordinance to be consistent with the new General Plan.	Revise the Zoning Ordinance to reflect the San Bruno 2025 General Plan, including land use designations allowing mixed-use development.	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>The zone code update began in 2011 and is expected to be completed in 2013.</li> <li>The updated zoning code will create new Transit Oriented Development and Multi Use-Residential Focus zoning districts that promote high-intensity mixed-use development, including retail, office, services, and housing, consistent with the 2009 General Plan and Transit Corridors Plan.</li> <li>Prior to adoption of the zone code update, the City is encouraging applicants to follow the new General Plan land uses and densities/intensities.</li> </ul>
* Program 2-B: Complete Downtown and Transit Corridors Plan.	Complete and adopt a Downtown and Transit Corridors Plan with the goal, amongst others, of increasing residential options in Downtown and transit corridors of El Camino Real and San Bruno Avenue	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>The Transit Corridors Plan (TCP) was adopted by the City Council on February 12, 2013. The TCP encourages housing types that better meet current housing needs (e.g., shared housing, cube housing, co-housing, etc.) and mixed use development with residential over commercial uses.</li> <li>The TCP will streamline the project review process (including a Program level</li> </ul>

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT -- 2013**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
* Program 2-C: Support identified housing opportunities.	in the vicinity of the future Caltrain Station. Work with property owners and the community to support and encourage the redevelopment of identified opportunity sites into mixed uses with affordable housing components.	Ongoing	EIR), and proposes to increased height limits above Ordinance 1284 requirements (requires voter approval in a citywide election). • Staff actively engages the community and real estate professionals about options to redevelop housing opportunity sites listed in the Housing Element and the Transit Corridors Plan. .
* Program 2-D: Reuse former school sites.	Facilitate the reuse of former school sites to accommodate affordable housing.	Initiate actions within 2 years after adoption of the H.E.	<ul style="list-style-type: none"> <li>• The San Mateo County High School District is considering options for the former Crestmoor High School site. If the School District recommends reuse of the site, the City will work with the District to encourage development of a variety of housing types to address the needs of all incomes while preserving open space and recreational facilities.</li> <li>• The San Bruno Park School District voted to close the Crestmoor Elementary School in February 2013. The City will monitor the school district plans for the site.</li> <li>• The City is also keeping track of the former Willard Engvall and Edgemont School sites.</li> </ul>
* Program 2-E: Consolidate Lots.	Use City funds to facilitate lot consolidation in support of the redevelopment of housing opportunity sites with affordable housing.	Initiate actions within 2 years after adoption of the H.E.	<ul style="list-style-type: none"> <li>• The City works with property owners and developers to encourage parcel consolidation to facilitate affordable housing development, with a focus on the Housing Opportunity Sites in Program 2-C.</li> <li>• The Zoning Update, currently in progress, and Transit Corridors Plan will implement the General Plan the policy to allow development density to increase with the size of the development site.</li> <li>• The loss of redevelopment means the City can no longer use tax increment funds for land assembly.</li> </ul>
Program 2-F: Ensure compatibility of new housing with neighborhood character.	Use Residential 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.)	Within 1 year after adoption of the H.E., ongoing	<ul style="list-style-type: none"> <li>• The City requires applications for new single-family housing to comply with the Residential Design Guidelines to ensure that the design, scale, and buffering retains existing neighborhood character.</li> <li>• The Zoning Code Update, currently in progress, and Transit Corridors Plan will establish development standards and design guidelines for new multi-family residential and mixed-use development to ensure compatibility of design and scale with surrounding uses.</li> </ul>
* 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.	Ongoing	<ul style="list-style-type: none"> <li>• The Transit Corridors Plan encourages development of small rental and for-sale units close to transit and services, which would appeal to and be affordable to seniors on fixed incomes.</li> </ul>
* 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.	Ongoing	<ul style="list-style-type: none"> <li>• City staff informs developers about the need for moderately-priced for-sale housing along the transit corridors, potentially in the form of multi-family condominiums, including options for using density bonuses and smaller unit sizes to increase affordability.</li> </ul>
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	Within 2 years after adoption of	<ul style="list-style-type: none"> <li>• City staff educates the public about the need for affordable housing using a variety of means, including community workshops during the development of the Transit Corridors Plan, articles in the City's Focus Newsletter and the City</li> </ul>

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT - 2013**  
**Housing Element Implementation**  
**(CCR Title 25 §6202)**

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
	the electorate can support its development.	the H.E.	website.
Program 2-J: Conduct annual performance evaluations and ensure consistency with the General Plan.	During annual review of the General Plan, monitor, evaluate, and document housing program performance and consistency with General Plan goals and policies.	Ongoing	<ul style="list-style-type: none"> <li>The City annually prepares the Housing Element Annual Progress Report to evaluate and document housing program performance. Community Development Department staff meet regularly to discuss housing issues.</li> </ul>
Program 3-A: Publicize affordable housing financing strategies.	Publicize the various financing strategies for development and expansion of affordable housing.	Ongoing	<ul style="list-style-type: none"> <li>City staff keep up with available financing strategies for the development of new affordable housing, and discuss with property-owners, and for-profit and non-profit developers.</li> </ul>
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).	Ongoing	<ul style="list-style-type: none"> <li>City staff encourages housing developers to consider the Housing Choices Voucher program. The lottery for new applicants has not been open since 2008.</li> </ul>
* 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)	Ongoing	<ul style="list-style-type: none"> <li>325 affordable units are located within three multifamily residential developments at The Crossing. Each has an Affordable Housing Agreement that require annual certificates of program compliance. Staff monitors compliance on an ongoing basis and reviews the annual certificates of reviewed.</li> </ul>
* Program 3-D: Preserve affordable units at Pacific Bay Vistas (formerly Tree Tops).	The City will strive to preserve the original 62 very-low and low-income assisted housing units at Pacific Bay Vistas Apartments to ensure the full term of the deed restriction is met, regardless of delays in the redevelopment of the site.	Ongoing	<ul style="list-style-type: none"> <li>In response to real estate market conditions, the developer, AIMCO, applied for a modified project to allow a renovation alternative for the existing 308 apartment units, which was approved in June 2010. The affordability requirement was a condition of the original financing (1986) for the project. The developer paid off the original loan, which ended the affordability requirement. The renovation project began construction in December 2011, and the project will include no affordable units.</li> </ul>
Program 3-E: 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.	Ongoing	<ul style="list-style-type: none"> <li>The availability of MCCs is contingent on the funding availability, which varies from year to year.</li> </ul>
Program 3-F: Facilitate reasonable accommodations.	Facilitate the development, maintenance and improvement of housing for persons with disabilities by establishing a procedure that would reduce processing time for reasonable accommodation requests.	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>The City's Zoning Code Update will include written reasonable accommodations procedure based on fair housing laws. The Zoning Code Update began in 2011, and is expected to be completed in 2013.</li> </ul>
Program 3-G: Accommodate manufactured housing.	Continue to permit manufactured housing in single family zones.	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>The City allows manufactured housing on permanent foundation systems in all single family zones provided that applications comply with the Residential Design Guidelines. No special restrictions on manufactured housing are included in the Zoning Update beyond those that apply to regular single family construction.</li> </ul>
* Program 3-H: Permit child care by right in residential areas.	Ensure that land use regulations consistently allow childcare services by right in all residential zones in accordance	Within 1 year after adoption of	<ul style="list-style-type: none"> <li>The Zoning Code Update will be consistent with streamlined definitions of small and large child care facilities in accordance with San Bruno 2009 General Plan Policy LUD-10 and the California Child Day Care Act</li> </ul>

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT - 2013**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
* Program 3-I: Reduce parking requirements.	with State law. 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.	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>The City is considering ways to reduce parking requirements as part of the Zoning Ordinance Update, such as adopting state density bonus law standards, unbundled parking, tandem parking for second units, and enforcement measures for homeowners that use garage space for storage.</li> <li>The Transit Corridors Plan recommends reduced parking requirements for housing near transit and for residents with reduced automobile use, such as seniors and persons with disabilities.</li> <li>The municipal code requires an apartment owner proposing to convert to condominiums to offer existing tenants the first opportunity to buy their unit.</li> <li>There were no applications for condominium conversions in 2013.</li> </ul>
* Program 3-J: 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.	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>In 2011, the City adopted the new CalGreen building code at a "Tier 1" level, which promotes higher green building standards. Tier 1 requires new homes to perform 15% more efficient than the standard CalGreen home.</li> <li>The building division promotes energy conservation programs on its website and through an information brochure.</li> <li>The City adopted the Rebuild It Green Grant Program to encourage homeowners with homes destroyed or damaged in the Glenview fire to apply for grants up to \$65,000 to rebuild green beyond code requirements. The grant amount was increased by \$10,000 in 2012. Upgrades include insulation with higher heat retention values, window and heating system modifications, and solar photovoltaic for the home's energy or hot water needs.</li> </ul>
Program 4-A: Promote energy conservation.	Continue to publicize and encourage energy conservation programs, including weatherization programs.	Within 2 years after adoption of the H.E.	<ul style="list-style-type: none"> <li>Energy Upgrade is a statewide program consolidating rebates for homeowners to construct energy efficiency improvements in single-family homes. Through this program PG&amp;E offers two rebates to improve energy efficiency. For San Bruno residents, the City will match PG&amp;E rebates, pay half of the cost of home energy audits, waive all permit fees, and provide a standalone rebate for the installation of solar panels. San Mateo County will also match PG&amp;E's rebates. San Bruno residents are eligible to receive a maximum of \$12,000 in rebates for energy efficiency upgrades.</li> </ul>
* 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.	Within 1 year after adoption of the H.E., ongoing	<ul style="list-style-type: none"> <li>The City reviews the plans and issues permits for houses that participated in the Aircraft Noise Insulation Program sponsored by the San Francisco International Airport (SFO). SFO is reaching out to property owners that have purchased homes in the qualifying Federal Aviation Administration (FAA) noise contour where the previous property owner declined to participate. There are 47 potential properties that are eligible under the current criteria and 35 have participated in the program.</li> <li>The City works with the SFO to encourage adoption of noise insulation standards to mitigate impacts from airplane backblast, and expand the CNEL threshold level for insulation from 65 CNEL to 60 CNEL.</li> </ul>
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.	Within 4 years after adoption of the Housing Element, ongoing	<ul style="list-style-type: none"> <li>The City works with the SFO to encourage adoption of noise insulation standards to mitigate impacts from airplane backblast, and expand the CNEL threshold level for insulation from 65 CNEL to 60 CNEL.</li> </ul>

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT – 2013**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
* 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.	Within 1 month to 1 year after adoption of the H.E.; ongoing	<ul style="list-style-type: none"> <li>The City performed water and sewer improvement projects serving residential land uses, including- design of new pump station, replacement of 2 water tanks, water mains, and a new water well, coordination with SFPUC and BAWSCA, design of sewer distribution system improvements and main relocation, and coordination with South San Francisco to maintain the waste water treatment plant.</li> <li>The Housing Element was submitted to the SFPUC. The Housing Element was considered as part of the City Water and Wastewater Master Plan updates, completed in 2013.</li> <li>The TCP EIR and Water Supply Assessment analyzed availability of water for residential development. The TCP includes standards and guidelines to minimize 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.</li> <li>New water service connections in the Glenview fire area requires larger meters (1.5") to each home, where smaller shared meters were often used previously.</li> </ul>
Program 4-E: Encourage drought-resistant landscaping.	Implement water conservation and drought-resistant landscaping guidelines and standards.	Within 1 year after adoption of the H.E.; ongoing	<ul style="list-style-type: none"> <li>The Sustainability Audit for the Zoning Code Update recommends standards for water conservation and drought-resistant landscaping.</li> <li>The City reviews each application for residential landscape plans for consistency with the City's Water Efficiency, Landscape and Irrigation Guidelines and Municipal Code Section 10.16, Water Conservation.</li> </ul>
* Program 5-A: Support the Below Market Rate Housing (BMR) 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.	Ongoing	<ul style="list-style-type: none"> <li>The City's BMR Ordinance requires new residential projects 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.</li> <li>No new affordable housing projects were approved in 2013.</li> <li>The City continues to monitor the legal status of the BMR ordinance with respect to challenges in the Palmer and Patterson court decisions.</li> <li>The City has collected approximately \$3.5 million in BMR in-lieu fees, which will be used to facilitate development of new affordable housing.</li> </ul>
* Program 5-B: Implement State 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).	Within 1 year after adoption of the H.E.; ongoing	<ul style="list-style-type: none"> <li>The City encourages developers to review the density bonus law at the earliest stages in pre-development review and consultation process.</li> <li>Provisions for density bonuses for residential developments will be incorporated into the Zoning Ordinance Update and Transit Corridors Plan, including defining incentives such as reductions in parking, open space, setbacks, etc.</li> </ul>
* Program 5-C: Provide financial incentives for affordable condominium conversions.	Create incentives for condominium conversions that provide affordable housing.	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>The City received no applications for condominium conversions in 2013.</li> </ul>
* Program 5-D: Ensure affordability in the Redevelopment	Continue to administer Redevelopment Project Area requirements for	Ongoing	<ul style="list-style-type: none"> <li>The City administered Redevelopment affordability requirements until the RDA was dissolved on 1/1/12, pursuant to AB 26, which was upheld by the</li> </ul>

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT - 2013**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

Name of Program Area.	Objective	Timeframe in H.E.	Status of Program Implementation
* Program 5-E: Provide financial assistance to facilitate affordable housing development.	development of 15 percent affordable housing.  Use the Redevelopment Low- and Moderate-Income Housing Fund to increase, improve, and preserve the community's supply of low- and moderate-income housing in the Redevelopment Area.	Ongoing	<ul style="list-style-type: none"> <li>California Supreme Court on 12/29/11.</li> <li>On 1/13/12, the City elected to take on the housing assets and functions previously performed by the RDA.</li> <li>See Program 5-D for an explanation on the status of the LMIH fund.</li> <li>The City has a balance of approximately \$3.5 million in the affordable housing in lieu fees. The City reviews requests for financial assistance on a case-by-case basis where necessary and appropriate to facilitate affordable housing development, based on analysis of a project's financial feasibility and desirability.</li> <li>The Department of Finance rejected the Successor Agency's inclusion of the LMIH unencumbered balance (approx. \$2.5 million) of the former RDA as an enforceable obligation. The funds have been returned to the County Auditor for distribution to the taxing entities under AB 26.</li> </ul>
Program 5-F: 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.	Ongoing	<ul style="list-style-type: none"> <li>The City encourages developers of multifamily affordable housing to incorporate larger units in the building plans.</li> </ul>
Program 5-G: 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.	Ongoing	<ul style="list-style-type: none"> <li>City staff works with housing developers to expedite the review of affordable housing projects.</li> <li>City has a policy to waive building fees related to the percentage of affordable units.</li> </ul>
Program 5-H: 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.	Within 1 year after adoption of the H.E., ongoing	<ul style="list-style-type: none"> <li>The Transit Corridors Plan allows higher density multifamily housing development that will encourage affordable housing.</li> </ul>
Program 5-I: Facilitate home equity conversions.	Continue to make information regarding home equity conversion programs available to elderly homeowners.	Ongoing	<ul style="list-style-type: none"> <li>The City continued to provide an annual grant of \$30,000 to HIP Housing which administers a program to educate elderly homeowners about home equity conversion. This amount was previously paid from RDA LMIH funds.</li> </ul>
* Program 5-J: Promote the Second Unit Ordinance.	Continue to inform homeowners about the Second Unit Ordinance which permits second units by-right on appropriate residential sites.	Ongoing	<ul style="list-style-type: none"> <li>Planning and Building staff inform homeowners about the second unit ordinance and information is available on the City website.</li> <li>One second unit was approved in 2013.</li> </ul>
* 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.	Within 1 year after adoption of the H.E., ongoing	<ul style="list-style-type: none"> <li>The City provides referrals to fair housing services during code enforcement. City will continue to inform realtors, builders, city staff, and the community at large of the fair housing law and policies, through the City website.</li> <li>The City will ensure that fair housing laws are adequately reflected in the Zoning Ordinance Update, including additions and revisions to definitions as necessary.</li> <li>The City will provide informational handouts about fair housing services available at City Hall, the Senior Center, and on the City's website.</li> </ul>
Program 6-B: Support organizations that provide housing	Cooperate with and support organizations providing housing information, counseling.	Ongoing	<ul style="list-style-type: none"> <li>City provides \$43,500 in financial assistance annually through the RDA LMIH fund to support three non-profit housing agencies (HIP Housing, North</li> </ul>

**SAN BRUNO HOUSING ELEMENT - ANNUAL PROGRESS REPORT – 2013**  
**Housing Element Implementation**  
 (CCR Title 25 §6202)

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
services.	and referral services, and handling complaints of housing discrimination.		Peninsula Neighborhood Services Center and Shelter Network). These organizations provide 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. <ul style="list-style-type: none"> <li>• See Program 5-D for an explanation on the status of the RDA LMIH fund.</li> <li>• City provides financial support to HIP Housing which coordinates a shared housing program.</li> </ul>
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.	Ongoing	
* 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.	Within 1 year after adoption of the H.E.	<ul style="list-style-type: none"> <li>• The City has prepared a draft zoning code amendment to permit emergency (homeless) shelter facilities by right (as a permitted use, without requiring a conditional use permit) within the General Plan TOD land use district, subject to reasonable and objective standards permissible by law. 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.</li> <li>• The City continues to support the 10-bed shelter run by St. Bruno's Church, and will support future faith-based efforts to supply emergency and transitional housing to those in need.</li> </ul>
* Program 6-E: Address identified need for extremely-low income and supportive housing.	Amend the Zoning Ordinance to permit transitional and supportive housing by right in residential zones, 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.	Within 2 years after adoption of the H.E.	<ul style="list-style-type: none"> <li>• The City has prepared a draft zoning code amendment to the definition of "Special residential care facilities"—already allowed by right in any residential zone—to include transitional and supportive housing uses. This will ensure that transitional and supportive housing is treated as a residential use of property in accordance with SB2. The City Council will consider this ordinance amendment in mid 2014.</li> <li>• The City works 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.</li> </ul>
Program 6-F: Participate in regional coordination on homelessness.	Work with other cities, agencies, and the County to address needs of the homeless.	Ongoing	<ul style="list-style-type: none"> <li>• The City coordinates with the San Mateo County Department of Housing and social service agencies to address homeless needs on a case by case basis.</li> <li>• City (Police Department) receives training to collaborate with San Mateo County Social Services to identify resources for homeless.</li> </ul>

**General Comments.** The San Bruno Housing Element 2007-2014 was adopted on March 23, 2010, and certified by HCD on June 15, 2010.

**Local Efforts To Remove Governmental Constraints.** The greatest constraints to the maintenance, improvement, and development of affordable housing include: 1) the loss of low and moderate income housing tax increment funds with the dissolution of redevelopment agencies under AB 26, 2) Ordinance 1284, adopted in 1977, which limits building heights and residential densities, 3) restrictions due to noise impacts from the San Francisco International Airport (SFO), and 4) recent legal decisions such as the Palmer vs City of Los Angeles decision (2009) which found that restricting rents in new developments violates state rent control laws.

- Loss of Redevelopment. The enactment of AB-26 dissolved all redevelopment agencies in California on February 1, 2012, and created successor agencies to wind down their operations. Low and Moderate Income Housing (LMIH) tax increment generated from the San Bruno Redevelopment Project Area was the City's main source of funding for affordable housing. San Bruno had one Redevelopment Project Area, which was established in July 1999. During its 13 years of operation, the Redevelopment Agency facilitated the development of 97 units affordable to very low income households. The Redevelopment Agency paid an annual rent subsidy of \$680,000 to maintain the affordability of those units. The San Bruno Redevelopment Project generated about \$1.9 million in housing set aside finds in FY 2011/12, its last year of operation. The Agency had an unencumbered LMIH fund balance of \$2.48 million when it was dissolved, which had to be returned to the County Auditor Controller for distribution to the taxing entities. The City monitors new initiatives to generate funding for affordable housing and economic development at the state level.
- Ordinance 1284 Constraints. In June 1977, the City of San Bruno adopted Ordinance No. 1284 placing restrictions on certain development standards, which constrains higher density residential development in the City. Ordinance 1284 requires approval by a majority of the voters of the City in order to allow: 1) buildings or other structures that exceeding fifty (50) feet or three (3) stories in height, whichever is less; 2) projects in residential districts at a density above what was permitted by the city's zoning code and map in 1974, and 3) multi-story parking structures. The City adopted the Transit Corridors Specific Plan in order to encourage mixed use and transit oriented development, including higher density residential uses along commercial corridors within proximity of a new Caltrain Station in the core area of the City. The Plan recommends allowing development projects that exceed Ordinance 1284 limits, including building heights between 4 and 7 stories, depending on the location, increasing the density of 111 low density residential parcels along the edges of commercial corridors, and multi-story parking garages. The Plan encourages new or different housing types (e.g., housing for younger workers and for seniors) that better meet future housing needs. Adoption of the Transit Corridors Plan will also help to streamline the project review process (including a program level Environmental Impact Report). The Transit Corridors Plan was approved in February 2013. The City is in the process of updating the zoning ordinance to incorporate development standards proposed in the Transit Corridors Plan. The City is also considering a ballot initiative to amend Ordinance 1284 to allow the development intensities envisioned in the Transit Corridors Plan.
- SFO Constraints. Northeastern portions of San Bruno lie beneath flight paths for arrivals and departures of San Francisco International Airport (SFO), including areas within the 65 Community Noise Equivalent Level (CNEL) and 70 CNEL aircraft noise contours. The SFO Airport Land Use Compatibility Plan (ALUCP) identifies areas within the 65 CNEL and 70 CNEL noise contours as conditionally compatible or incompatible with SFO noise compatibility policies. New residential uses are permitted within the 65 CNEL noise contour, provided that sound insulation is provided to reduce interior noise levels from exterior sources to 45 CNEL or lower and that an aviation easement is granted to the City and County of San Francisco as operator of SFO. New residential uses are not compatible in areas exposed to noise above 70 CNEL and are not allowed in these high noise areas. The City promotes noise mitigation from SFO to the fullest extent possible through the SFO/Community roundtable and ongoing coordination with the County Airport Land Use Commission. The City seeks to reduce the area in San Bruno impacted by airport noise in order to meet its housing responsibilities while complying with the SFO noise and land use requirements of the Airport Land Use Compatibility Plan. The Transit Corridors Plan and zoning code update will allow new residential development within the 65 decibel CNEL noise contour and define standards as outlined in the 2009 General Plan and in accordance with the 2012 ALUCP.
- Palmer v. City of Los Angeles (1999). The California Court decision in Palmer v City of Los Angeles hinders San Bruno's ability to require affordable rental housing through the City's Below Market Rate Housing Program. The court ruled that local inclusionary housing programs cannot mandate rent restrictions in new rental housing developments or require payment of in-lieu fees as an alternative. City staff is monitoring the results of the Palmer decision to determine what actions, if any, the City should consider.



The San Bruno Housing Element is one of the sections (or elements) of the City of San Bruno General Plan. It contains background information assessing housing needs in your community and sets forth goals, policies and implementation programs to address community needs.

Winter 2014

Housing Element Update

## Help Us Improve on the Successes of the San Bruno Housing Element

Since the adoption of the City's current Housing Element in 2010, the City has continued its implementation through the San Bruno Transit Corridors Plan (adopted in 2013) that supports mixed use (housing with commercial uses) and transit-oriented development. In addition, the City has undertaken amendments to the zoning code to support housing goals and address housing needs in the community. Success in addressing housing needs has also been accomplished through new construction — Crossing San Bruno, a master planned community with a total of 1,063 multifamily housing units in five buildings, includes 228 affordable senior apartments and 97 deed-restricted units affordable to very low income households. The project started in 2002 and the last two buildings, containing 350 housing units, were completed in 2011 during the current housing element cycle.

### San Bruno Transit Corridors Plan Vision

The San Bruno Transit Corridors Plan creates a bold new vision for mixed use development surrounding the future San Bruno Avenue Caltrain station, emphasizing a mix of residential and commercial uses that will promote walkability, transit use and economic development. The Plan calls for preservation of San Mateo Avenue's "main



**City Council Meeting on the City of San Bruno Housing Element Update**  
**April 8, 2014 — 7:00 p.m.**  
**Senior Center**  
**1555 Crystal Springs Road**  
**San Bruno, CA 94066**

Your involvement in the 2014-2022 Housing Element Update is important. You can learn more and keep informed by going to the City's website at [www.sanbruno.ca.gov/comdev/HousingElementUpdate.html](http://www.sanbruno.ca.gov/comdev/HousingElementUpdate.html)

**Si usted necesita más información sobre este proyecto, por favor llame al (650) 616-7053, y pregunte por un asistente que hable español.**

street" character, while creating a more vibrant Downtown through targeted enhancement of commercial uses, the addition of new housing and streetscape improvements. For more information, please visit the City's website at <http://planbruno.org/transit-corridors-plan/overview/>

# Need for Affordable Housing



Due to high housing costs in San Mateo County, many families spend more than the recommended 30 percent of their income on housing. More than half the San Bruno residents making under \$75,000 annually are overpaying

for housing. Almost all of the lowest income renters, those making under \$35,000, are overpaying on rent. These high costs are a particular burden for seniors, young families and lower income workers or others with special needs. People paying more than 50 percent of their income are especially vulnerable to housing displacement.

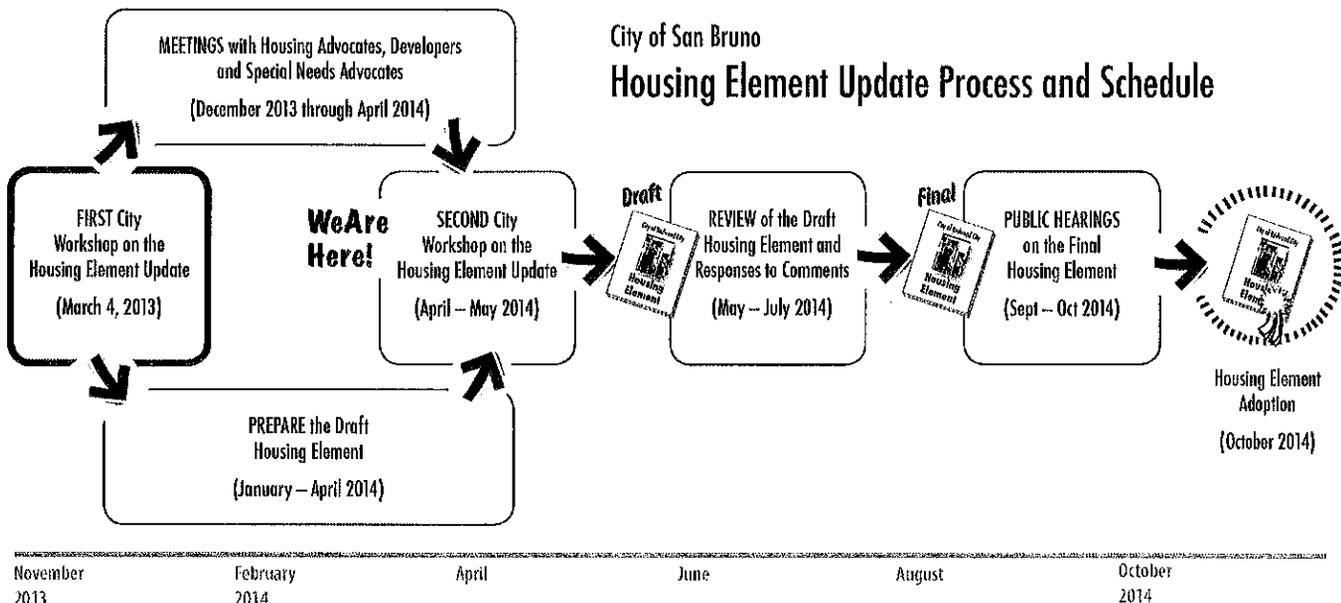
The tables on the next page illustrate salaries of various local jobs and average rents and sales prices in San Bruno in 2013. Between 2014 and 2022, San Bruno is required by State law to provide the opportunity for a total of 1,155 housing units to be built and affordable at the income levels listed in the last table. These numbers were derived through a process involving all 21 jurisdictions in San Mateo County and is referred to as the City's Regional Housing Needs Allocation (RHNA) for the 2014-2022 Housing Element planning period.

Adequate workforce housing is often an important consideration for local businesses as well. So having quality, affordable housing choices for all members of the community is crucial to the well-being of San Bruno's residents and to the local economy.

## SAN BRUNO SNAPSHOT

San Bruno	County
Population (2013)	
42,828	735,678
Housing Units (2013)	
15,717	272,477
Vacancy Rate (2013)	
4.3%	4.9%
Persons Per Household (2013)	
2.80	2.80
Local Jobs (2010)	
12,710	345,200
Projected Local Jobs (2040)	
16,950	445,080
Projected Households (2040)	
19,170	315,090
Projected Housing Units (2040)	
19,820	326,070
Projected Population (2040)	
n/a	904,430

Source: California Department of Finance Estimates (January 2013) and Draft Plan Bay Area Final Forecast of Jobs, Population and Housing (July 2013)



## WHAT CAN RESIDENTS AFFORD?

The amount that residents can afford to spend on housing depends on their income. Specifically, federal guidelines suggest that people not spend more than 30 percent of their earnings on rent or mortgage, including utilities.

The table to the right illustrates what is a monthly affordable housing payment for different employed residents in the Bay Area based on their incomes.



Representative Salaries	Gross Annual Income	Affordable Monthly Housing Cost
-------------------------	---------------------	---------------------------------

Source: U.S. Dept of Labor

### SINGLE WAGE EARNER

Senior on Social Security	\$15,000	\$375
Minimum Wage Earner	\$16,640	\$416
Paralegal	\$60,000	\$1,500
Elementary School Teacher	\$79,000	\$1,975
Software Engineer	\$90,000	\$2,250
Biochemist	\$106,000	\$2,650
Associate Attorney	\$185,000	\$4,625

### TWO WAGE EARNERS

Minimum Wage Earner and Software Engineer	\$106,640	\$2,666
Biochemist and Paralegal	\$166,000	\$3,900

## AVERAGE RENTS 2013

	San Bruno		San Mateo County	
	REALFACTS	CRAIGSLIST	REALFACTS	CRAIGSLIST
Studio	\$1,428	\$1,229	\$1,463	\$1,429
One Bedroom	\$2,240	\$2,102	\$2,004	\$1,990
Two Bedroom	\$1,938	\$2,514	\$2,285	\$2,660
Three Bedroom	\$3,014	\$4,608	\$3,400	\$3,758

## MEDIAN HOME SALES PRICES 2013

	San Bruno 3rd Q 2013	San Mateo County 3rd Q 2013
Single Family Residential	\$710,000	\$936,500
Townhome/Condominium	\$278,500	\$550,000

Source: Craigslist rental survey conducted in June and July of 2013. RealFacts rents for 2013. Source for sales prices is the San Mateo County Association of Realtors (SAMCAR) for the 3rd Quarter of 2013.

## 2014-2022 REGIONAL HOUSING NEEDS ALLOCATION FOR SAN BRUNO

	Extremely Low Income	Very Low Income	Low Income	Moderate Income	Above Moderate Units	Total
Units	179	179	161	205	431	1,155
Income*	\$27,150	\$45,250	\$72,400	\$98,900	\$98,900+	

\*MAXIMUM INCOME FOR A TWO-PERSON HOUSEHOLD BASED ON 2013 CALIFORNIA INCOME LIMITS

# What is a Housing Element?



The State of California requires that every city make its regional fair share of land available for residential development. By State law, cities must identify how and where the housing needs of each community will be met by completing what's known as a Housing Element. Currently, all 21 jurisdictions in San Mateo County have adopted Housing Elements that have been certified by

the California Department of Housing and Community Development (HCD) for the 2007-2014 planning period. Now, all 21 jurisdictions in the County are required to update their Housing Element for the 2014-2022 planning period.

The Housing Element is the blueprint for future housing development in the city. It includes goals, policies, and programs that direct residential decision-making. Under State law Housing Elements are required to:

1. Evaluate the City's existing housing policies and programs.
2. Conduct a housing needs assessment based on local demographics and housing conditions.
3. Develop goals, objectives and policies defining the community's position on housing issues and setting measurable targets for meeting housing needs.
4. Develop an inventory of potential sites where housing may be constructed.
5. Analyze any obstacles or constraints to housing production in the community.
6. Create an action plan identifying implementing programs the city or other entities will implement to achieve our housing objectives.

We believe the most reasonable and responsible way to create the Housing Element Update is to do so through an open, public process. The update will engage elected officials, appointed City commission and committee members, key stakeholders, planning specialists and all San Bruno residents who would like to help shape the future of the community (please see the graphic of the process and the schedule for the update). As you can see in the graphic, we are early in the process and your involvement now will be critical to helping ensure success in this effort.

*Please Mark  
Your Calendar!*

**City Council Meeting on the  
City of San Bruno  
Housing Element Update**

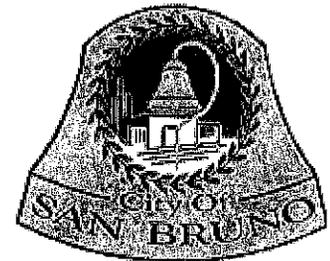
**April 8, 2014 — 7:00 p.m.**

**Senior Center  
1555 Crystal Springs Road  
San Bruno, CA 94066**

Si usted necesita más información sobre este proyecto, por favor llame al (650) 616-7053, y pregunte por un asistente que hable español.

## Key Questions For You to Consider:

- Over the past five years, how has the housing situation in San Bruno affected you, your family and your friends?
- What can we do to further improve or adjust our policies to continue recent successes?
- How should emerging environmental issues, such as energy costs and global warming, affect the location and type of future housing?
- What type of housing options do seniors prefer? How about young adults and families? Can San Bruno provide these choices?
- How should this type of housing be provided? Who should pay for it?
- What messages about housing would you like to give to community decision makers?



**For Further Information  
Please Contact**

**Mark Sullivan  
Long-Range  
Planning Manager  
City of San Bruno  
650-616-7053  
msullivan@sanbruno.ca.gov**



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** April 8, 2014

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

**FROM:** Kerry Burns, Interim Community Services Director  
John Alita, Assistant Community Services Director

**SUBJECT:** Adopt Resolution Approving Design Recommendation from the Culture and Arts Commission for a Centennial Art Project, Authorizing the City Manager to Execute a Contract with Margarita Soyfertis in the Amount of \$75,000 and Designating \$5,000 of the City Art Fund as a Reserve Fund for Art Maintenance

### **BACKGROUND:**

On April 23, 2013 the City Council approved a project concept and site for the Centennial Art Project recommended by the Culture and Arts Commission. The project is intended to serve as a lasting, commemorative piece of public art honoring San Bruno's first 100 years of incorporation. After City Council approval of the project concept, staff met with representatives from the Police, Community Development, and Public Services Departments to discuss interests and concerns which each respective Department had regarding the project. Specifically, since it lies along Sneath Lane, a major thoroughfare connecting El Camino Real, Interstate I-280 and Skyline Boulevard, staff wanted to address issues related to traffic safety, visibility, and potential vandalism. To address these concerns, the discussion resulted in a consensus to light the project and to require the artist to apply a graffiti protective coating to allow the City ease of paint removal.

On July 9, 2013 the City Council adopted another resolution, approving a Request for Artist Qualifications (RFQ) and Draft Artist Agreement for the project. Following this action by the City Council, the Culture and Arts Commission published the City Council approved Request for Qualifications, solicited submissions, and conducted a comprehensive artist evaluation and selection process. The Commission has reached consensus on a recommendation to the City Council to approve the selected artist and design.

### **DISCUSSION:**

Following the July 9, 2013 City Council meeting, the Request for Qualifications was advertised for a period of six weeks. This RFQ was placed online and sent to State and local arts organizations. On September 6, 2013 a public meeting was held at the approved project site located on Sneath Lane, where Commissioners and staff were available to answer questions from prospective applicants. The application deadline closed on September 27, 2013; 74 applications were received. Staff reviewed the submissions against the application criteria. This criteria included the following:

- Artistic excellence as substantiated by an artist's past history of completed public art projects as well as the inherent quality of submitted work in terms of vision, design, aesthetics and technical excellence.

10c

- Artist's demonstrated ability to convey the meaning and desired effect of a work of art upon the viewing public and ability to address the physical and community context of the specified site.
- Artist's ability to work with appropriate, durable materials suitable for public spaces

After comparing the submittals against this criteria, 31 submittals were selected for review by the Culture and Arts Commission subcommittee, comprised of Chairperson Melodie Tobin, Commissioner Carolyn Livengood and Commissioner Tami Parker. This subcommittee met on November 6, 2013 and selected six semi-finalists. Interviews with the semi-finalists were conducted on November 18, 2013. Following the interviews, the subcommittee selected two finalists to present to the full Commission for their consideration. At the Commission's November 20, 2013 meeting, it asked the two finalists to prepare a design and scale model of their artistic concept. Following their February 2014 regular meeting, the Culture and Arts Commission requested input on the two designs from the City Council Centennial Subcommittee comprised of Mayor Jim Ruane and Vice-Mayor Rico E. Medina, who met with the project subcommittee on March 10, 2014. At their March 20, 2014 regular meeting, the Culture and Arts Commission voted unanimously to recommend Margarita Soyfertis as the artist for the City's Centennial Art Project.

In addition to the project cost of \$75,000, additional expenditures are expected in order to add the lighting element to the project. Staff is working with the Public Services Department to conduct an assessment of lighting solutions and to develop an estimate. Staff will return to the City Council with a recommendation for the lighting element.

With the City's inventory of public art growing, the Culture and Arts Commission is also recommending that a portion of the City Art Fund in the amount of \$5,000 be designated as a repair reserve to cover any future expenses related to maintaining City art projects.

**FISCAL IMPACT:**

The City's Fiscal Year 2013-14 Operating Budget appropriates up to \$75,000 from the City Art Fund for the Centennial Art Project. The City Art Fund currently has a balance of \$151,000.

**RECOMMENDATION:**

Adopt resolution approving design recommendation from the Culture and Arts Commission for a Centennial Art Project, authorizing the City Manager to execute a contract with Margarita Soyfertis in the amount of \$75,000, and designating \$5,000 of the City Art Fund as a reserve fund for art maintenance.

**ALTERNATIVES:**

1. Do not approve the design and repair reserve recommendation from the Culture and Arts Commission.
2. Approve the design concept but do not designate a repair reserve from the City Art Fund.
3. Receive City Council direction to continue the design process and refine the concept further.

**ATTACHMENTS:**

1. Resolution
2. Artist Agreement

REVIEWED BY:

\_\_\_\_\_ CM

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

**RESOLUTION APPROVING DESIGN RECOMMENDATION FROM THE CULTURE AND ARTS COMMISSION FOR A CENTENNIAL ART PROJECT, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH MARGARITA SOYFERTIS IN THE AMOUNT OF \$75,000, AND DESIGNATING \$5,000 OF THE CITY ART FUND AS A RESERVE FUND FOR ART MAINTENANCE**

**WHEREAS**, The City Council has approved a site location and concept for a Centennial Art Project to honor the City of San Bruno's 100<sup>th</sup> year of incorporation; and,

**WHEREAS**, The Culture and Arts Commission has issued a Request for Qualifications and conducted a comprehensive process to select a design and artist; and

**WHEREAS**, The Culture and Arts Commission has recommended Margarita Soyfertis be selected as the artist to complete the Centennial Art Project; and

**WHEREAS**, The Culture and Arts Commission has recommended that \$5,000 of the City Art Fund be designated as a reserve for maintenance of City public art.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby approves the design recommendation from the Culture and Arts Commission for a Centennial Art Project, authorizes the City Manager to execute a contract with Margarita Soyfertis in the amount of \$75,000, and designates \$5,000 of the City Art Fund as a reserve fund for art maintenance.

Dated: April 8, 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 8th day of April 2014 by the following vote:

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

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

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



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

DATE: April 8, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director

SUBJECT: Adopt Resolution Approving Installation of ADA Parking Zones at 757 Huntington Avenue and 880 San Mateo Avenue and Provide Update on the Development of a Residential Permit Parking District Around the San Bruno Avenue Caltrain Station

**BACKGROUND:**

The Joint Powers Board (JPB) commenced the construction of the San Bruno Grade Separation Project (Project) in late 2010. The project will provide elevated CalTrain tracks above San Bruno, San Mateo, and Angus Avenues and will relocate the train station from the Huntington Avenue / Sylvan Avenue intersection to San Bruno Avenue between San Mateo and Huntington Avenues. To improve pedestrian access, the project will provide three pedestrian underpasses, one at the new station, one near Euclid Avenue, and another near Sylvan Avenue. Once complete, this project will significantly improve vehicular and pedestrian safety around the train tracks and traffic congestion will be reduced.

On March 25, 2014, the City Council was presented with traffic modifications required around the Project, including modifications that recommend action, modifications that recommend follow-up action to be taken by the City Council after additional staff analysis is conducted, and modifications that require further monitoring by staff. This report presents those traffic modifications that were identified to require follow-up action to be taken by the City Council. These include the installation of Americans with Disabilities Act (ADA) Parking Zones and an update on the establishment of a parking district around the new train station.

**DISCUSSION:**

757 Huntington Avenue

Prior to the Project, the American Legion Post No. 409 at 757 Huntington Avenue was south of the San Mateo Avenue / Huntington Avenue intersection and two on-street parking spaces were available in front of the building. When not occupied, these spaces were used by American Legion representatives as an ADA accessible drop off point. The roadway configuration was modified by the Project and San Mateo Avenue now intersects Huntington Avenue directly in front of the American Legion Building. Vehicle Code 22500 (a) now prohibits the stopping, standing, or parking in front of the American Legion Building, which results in the loss of the two on-street parking spaces in front of the building, once used as an ADA accessible drop off point.

American Legion representatives approached the City to replace the removed ADA accessible drop-off point by installing an ADA accessible on-street parking space in front of their building. Staff reported to the City Council on March 25, 2014 that initial internal assessments concluded

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that a dedicated ADA accessible space in front of the building was feasible. Staff considered other options including the installation of a green short-term parking zone instead of an ADA parking zone. However, American Legion representatives strongly requested an ADA accessible parking zone, which staff confirmed would comply with State guidelines and with the City Council-approved policy for establishing special parking restrictions on public streets. The installation of a 20-foot ADA Parking zone was discussed and recommended by the TSPC on April 2, 2014.

#### 880 San Mateo Avenue

As reported to the City Council on March 25, 2014, the residents at 880 San Mateo Avenue requested a designated ADA accessible parking space in front of their home. The initial internal assessment concluded that a dedicated ADA accessible space in front of the home was feasible.

Staff considered other options including the installation of a green short-term parking zone or a time-limited (1-hour, 2-hour, 6-hour, etc.) parking zone instead of an ADA parking zone. However, the resident at 880 San Mateo Avenue strongly requested an ADA accessible parking zone, which staff confirmed would comply with State guidelines and with the City Council-approved policy for establishing special parking restrictions on public streets. The installation of a 20-foot ADA Parking zone was discussed and recommended by the TSPC on April 2, 2014.

#### Residential Permit Parking District

Passenger service began on April 1, 2014 at the new permanent San Bruno CalTrain station. To address concerns on the number of on-street parking spaces lost and to minimize traffic and parking impacts, the establishment of a residential permit parking district is under consideration. Staff has developed proposed boundaries of a parking district around the new train station as shown on Attachment 4.

Over the next few weeks staff will identify any parking impacts of the new train station by conducting a "before" and "after" parking survey of the proposed residential permit parking district area. The "before" survey was conducted on March 31, 2014 and the "after" survey will be conducted approximately three weeks after operations began at the new station location. Both surveys will be conducted within the proposed boundaries and with the time periods, when heaviest commute traffic occurs, from 6am to 10am and from 3pm to 7pm.

In order to properly assess the need and to seek the impacted residents' feedback, staff will host a public meeting on Tuesday, April 29, 2014 from 6pm to 7pm at San Bruno City Hall to hear any concerns that the community may have as a result of the train station's relocation. Notifications were mailed out to all addresses within the survey area on Friday, March 28, 2014.

Information gathered from the community and from the parking surveys will be evaluated for recommended traffic and parking improvements, which may include changes to existing parking restrictions, establishing a residential parking permit program, and/or the installation of additional signage and traffic markings. Staff recommendations will be brought to the TSPC on May 7, 2014 and to the following City Council meeting on May 13, 2014.

#### **FISCAL IMPACT:**

The cost for a consultant to conduct "before" and "after" parking surveys and to provide traffic consultation is \$11,500 and will be paid from the Grade Separation Capital Improvements Program project.

**ALTERNATIVES:**

1. Do not approve the proposed ADA parking restriction at the American Legion Building.
2. Do not approve the proposed ADA parking restriction at 880 San Mateo Avenue.
3. Provide alternate direction to staff regarding the schedule and/or process for evaluating area-wide parking issues and possible establishment of a parking district.

**RECOMMENDATION:**

Adopt resolution approving installation of ADA Parking Zones at 757 Huntington Avenue and 880 San Mateo Avenue and provide update on the development of a Residential Permit Parking District around the San Bruno Avenue Caltrain Station.

**DISTRIBUTION:**

None

**ATTACHMENTS:**

1. Attachment 1 - Resolution
2. Attachment 2 - Location Map – 757 Huntington Avenue
3. Attachment 3 – Location Map – 880 San Mateo Avenue
4. Attachment 4 – Location Map – Proposed Residential Permit Parking District Boundaries

**DATE PREPARED:**

March 31, 2014

**REVIEWED BY:**

\_\_\_\_\_ CM

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

**RESOLUTION APPROVING INSTALLATION OF ADA PARKING ZONES AT 757 HUNTINGTON AVENUE AND 880 SAN MATEO AVENUE AND PROVIDE UPDATE ON THE DEVELOPMENT OF A RESIDENTIAL PERMIT PARKING DISTRICT AROUND THE SAN BRUNO AVENUE CALTRAIN STATION**

**WHEREAS**, the Peninsula Corridor Joint Powers Board (JPB) commenced construction on the San Bruno Grade Separation Project in late 2010 and this project includes new street reconfigurations, new vehicular and pedestrian under passes and a new Transit Center; and

**WHEREAS**, the project will greatly improve vehicular and pedestrian safety and reduce traffic congestion; and

**WHEREAS**, the new street configuration will result in the loss of parking spaces in front of the American Legion Building at 757 Huntington Avenue; and

**WHEREAS**, American Legion representatives request the installation of an ADA Parking Zone at 757 Huntington Avenue; and

**WHEREAS**, 880 San Mateo Avenue is the only home on the 800 block of San Mateo Avenue and is surrounded by businesses and fronts the new Transit Center Station; and

**WHEREAS**, residents at 880 San Mateo Avenue request the installation of an ADA Parking Zone at 880 San Mateo Avenue; and

**WHEREAS**, the Traffic Safety and Parking Committee (TSPC) has reviewed the proposed blue curb striping locations and recommends the City Council's approval.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby adopts a resolution approving the installation of ADA Parking Zones at 757 Huntington Avenue and 880 San Mateo Avenue.

Dated: April 8, 2014

ATTEST:

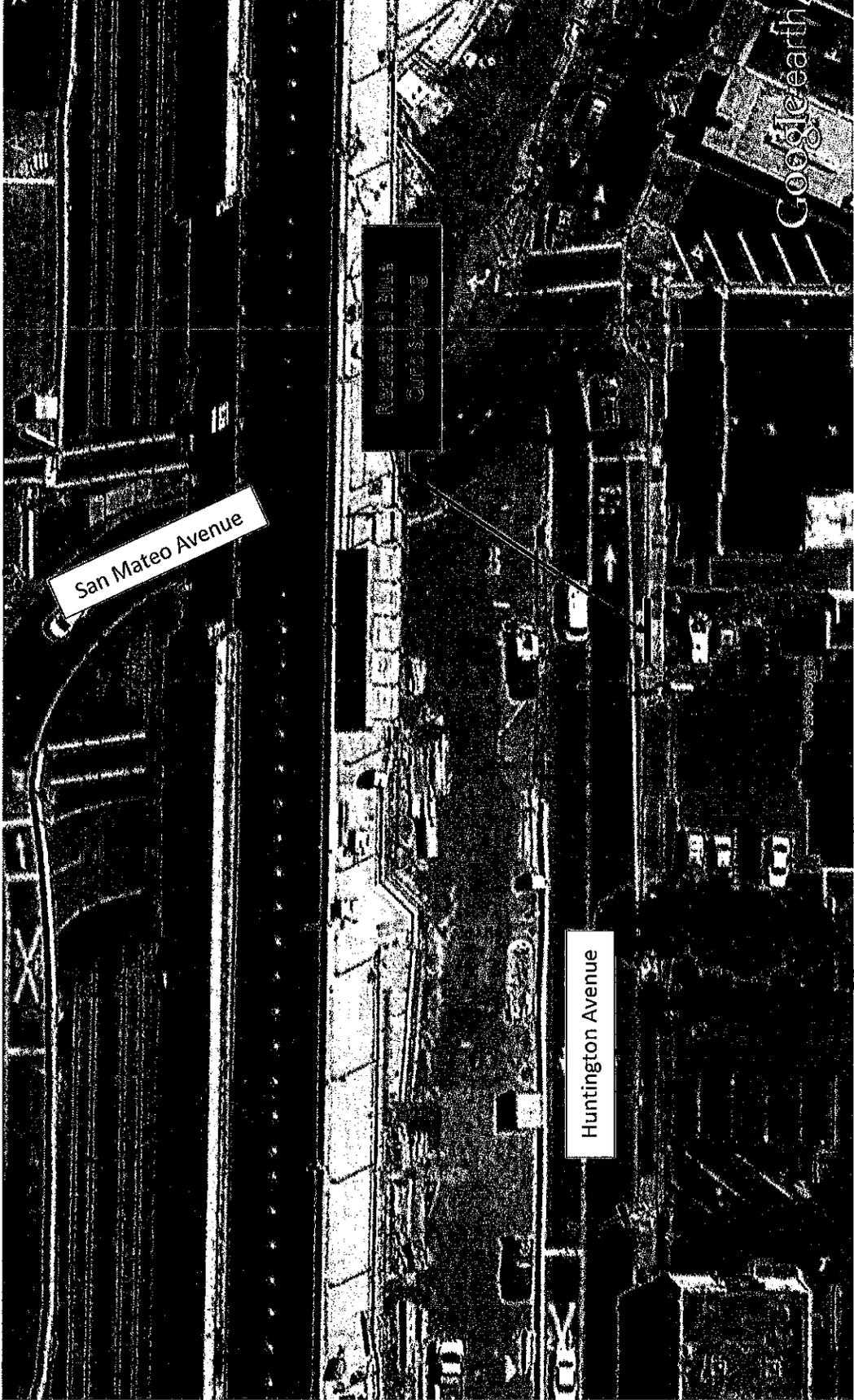
\_\_\_\_\_  
Carol Bonner, City Clerk

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 8th day of April 2014 by the following vote:

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

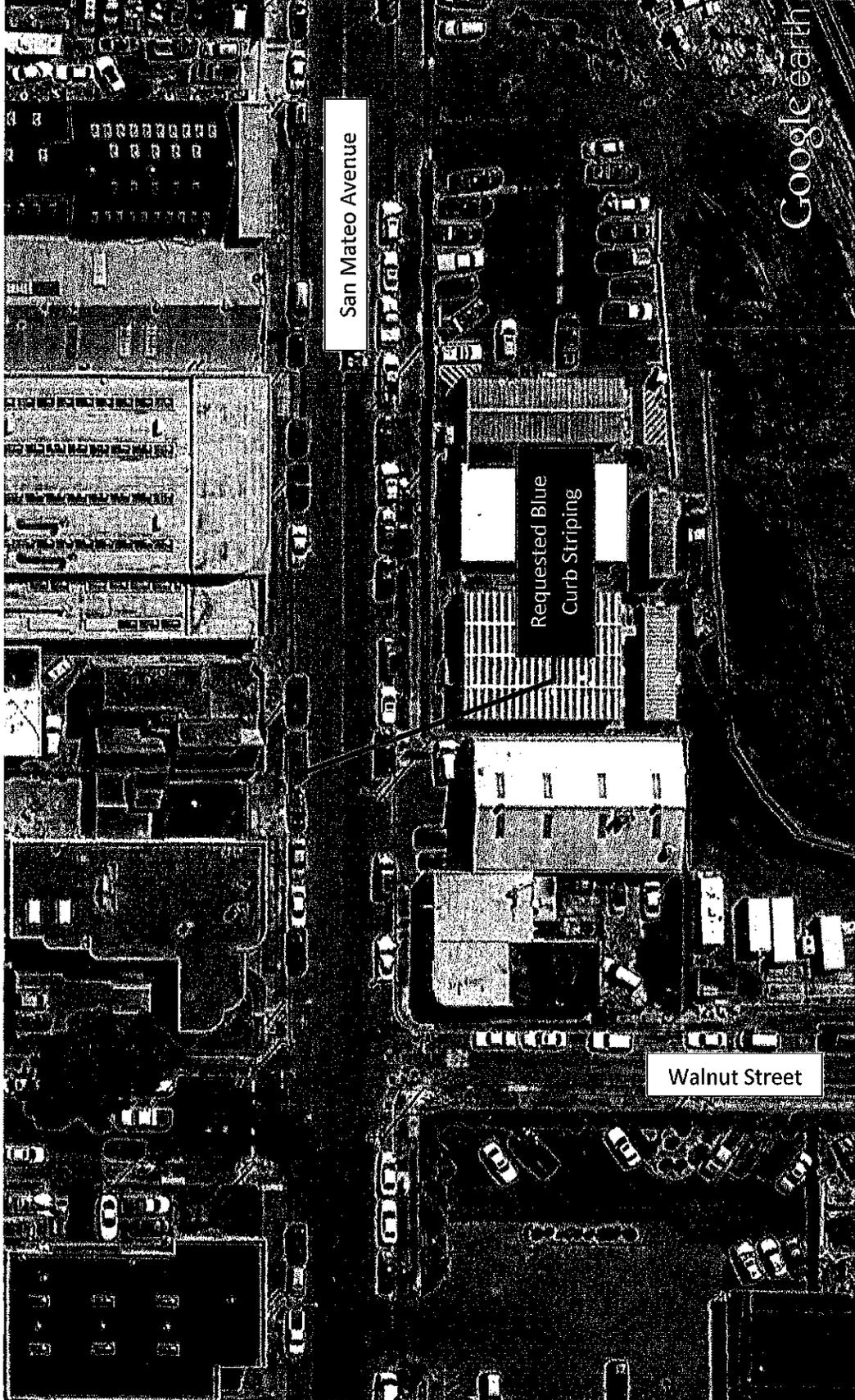
Location Map

757 Huntington Avenue



Location Map

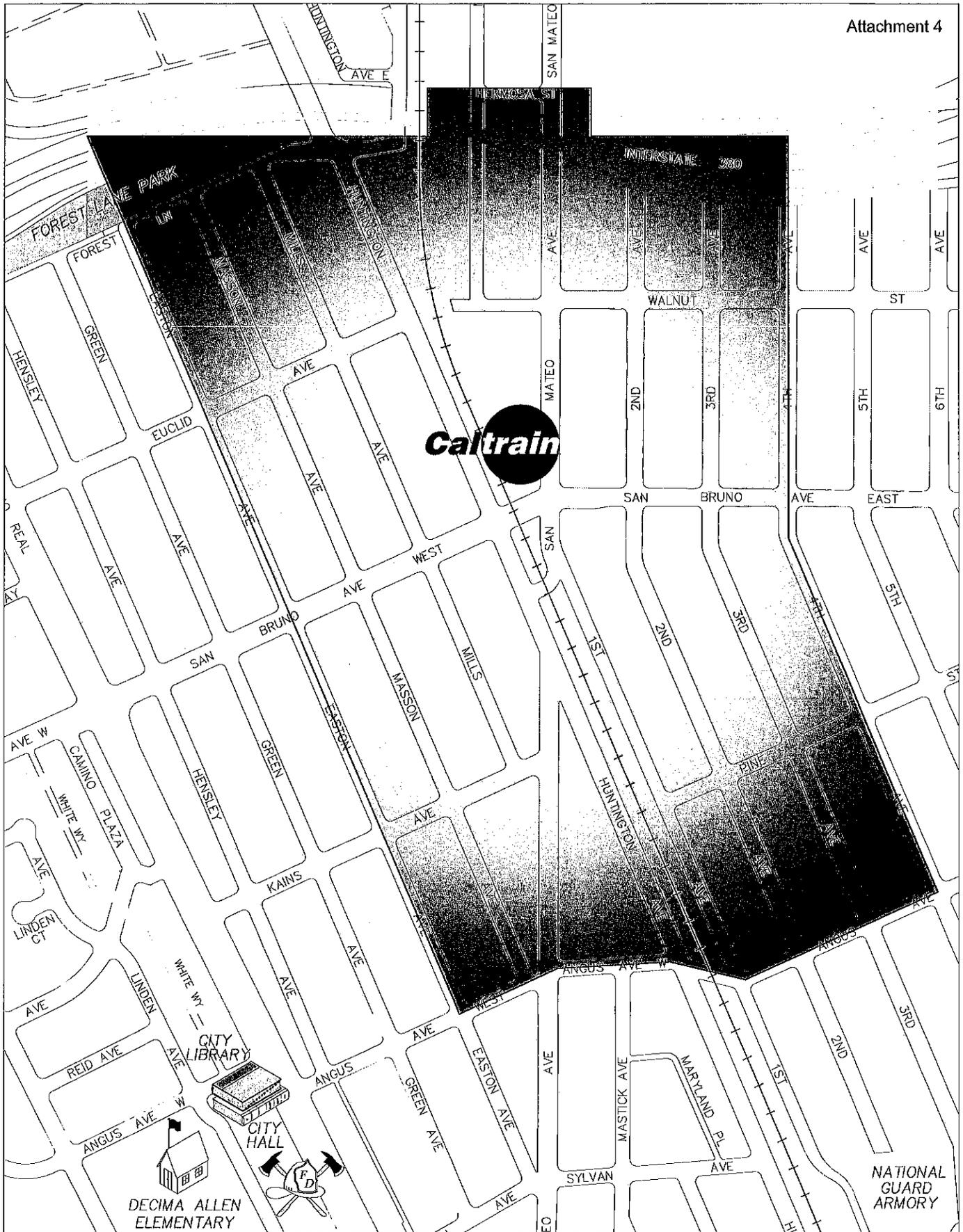
880 San Mateo Avenue



San Mateo Avenue

Walnut Street

Google Earth



LOCATION MAP - PROPOSED RESIDENTIAL PERMIT PARKING DISTRICT



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** April 8, 2014

**TO:** Honorable Mayor and City Council

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

**SUBJECT:** Adopt Resolution Accepting a Donation from San Bruno Lions Club for Labor and Materials to Make Improvements to Portola Performing Arts Center in the Amount of Approximately \$30,000

### **BACKGROUND:**

Built approximately 40 years ago, the Portola Performing Arts Center located at the Portola Elementary School serves as one of the City's After School Adventures and Summer Camp sites. The Center is also used by the City for the delivery of contract classes and is made available for rental by community groups. The roof at the Portola Performing Arts Center is 20 years old and is experiencing dry rot, causing roof material failure and leaks. Funding for the roof's replacement in the amount of \$20,000 was provided as part of the Fiscal Year 2013-14 Capital Improvement Program Budget. A contractor will be selected in a manner consistent with the City's bidding procedures, and the replacement of the roof is scheduled to occur within the next three months.

Solely for the purpose of developing a budget estimate, local roofing contractor C&J Roofing was contacted by the City. The owner of C&J Roofing is a member of the San Bruno Lions Club. After touring the Center, the owner of C&J Roofing proposed to the San Bruno Lions Club making improvements to the Portola Performing Arts Center as the Club's 2014 community service project. The Club agreed and on March 19, 2014, the San Bruno Lions Club made a presentation before the City's Parks and Recreation Commission. The Commission is unanimously recommending to the City Council the San Bruno Lions Club make the proposed improvements to the Portola Performing Arts Center.

### **DISCUSSION:**

The San Bruno Lions Club would like to make specific improvements to the Portola Performing Arts Center as its 2014 community services project. This would be the Club's second recent community project, having provided a new roof, electrical working new paint at the Beckner Picnic Shelter in 2013. The proposed work to be performed by the San Bruno Lions Club at the Portola Performing Arts Center would be:

- Replacement of all windows;
- Upgrade to lights and fixture;
- New kitchen tile counter, sink and faucet;

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- Replacement of the heater vent pipe;
- Demolition and repair of the exterior brick chimney;
- Landscape clean-up; and,
- Exterior and interior painting.

The total estimated value of the work is approximately \$30,000. Qualified, licensed contractors will secure the necessary City permits and perform the work. All City insurance requirements will be verified and necessary permit-related inspections performed.

Consistent with the Rotary Club's recognition at Rotary Pavilion and the Lions Club's recognition at the Beckner Picnic Shelter, it is recommended a 9" x 12" bronze plaque be installed at the entrance to the Portola Performing Arts Center to recognizing the contribution of the San Bruno Lions Club.

**FISCAL IMPACT:**

Accepting the donation of labor and materials to make the improvements to the Portola Performing Arts Center discussed in this report will eliminate the need for a City expenditure for these improvements and does not require any City matching financial assistance. Funding for the purchase of the bronze recognition plaque would come from existing financial resources contained in the Community Services Department operating budget.

**ALTERNATIVES:**

1. Do not accept the donation and direct staff to include the project in a future Capital Improvement Budget for City Council consideration at that time.
2. Modify the list of improvements to be completed.
3. Request the San Bruno Lions Club to perform an alternative list of improvements.

**RECOMMENDATION:**

Adopt a Resolution accepting a donation from San Bruno Lions Club for labor and materials to make improvements to Portola Performing Arts Center in the amount of approximately \$30,000.

**DISTRIBUTION:**

None.

**ATTACHMENTS:**

None.

**DATE PREPARED:**

March 27, 2014

**REVIEWED BY:**

\_\_\_\_\_ CM

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

**RESOLUTION ACCEPTING DONATION FROM SAN BRUNO LIONS CLUB FOR LABOR AND MATERIALS TO MAKE IMPROVEMENTS TO PORTOLA PERFORMING ARTS CENTER IN THE AMOUNT OF APPROXIMATELY \$30,000**

**WHEREAS**, the Portola Performing Arts Center was built approximately 40 years ago and is located at the Portola Elementary School; and,

**WHEREAS**, the City uses the Center to deliver its After School Adventures and Summer Camps; and

**WHEREAS**, the City also uses the Center to deliver contract classes and offers the center to community groups for rental; and

**WHEREAS**, the replacement of the roof is funded in the Fiscal Year 2013-14 Capital Improvement Program Budget; and

**WHEREAS**, the San Bruno Lions Club has offered to replace the Center's windows, upgrade the lights and fixtures, install a new kitchen tile counter, sink and faucet, replace the heater vent pipe, demolish and repair the exterior brick chimney, make improvements to the landscaping and paint both the interior and exterior; and

**WHEREAS**, the labor and materials offered by the San Bruno Lions Club has an estimated value of approximately \$30,000; and

**WHEREAS**, in recognition of the San Bruno Lions Club contribution to the San Bruno Community, the City will install a 9" x 12" bronze plaque recognizing the contributions of the San Bruno Lions Club;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby accepts a donation from the San Bruno Lions Club for labor and materials to make improvements to Portola Performing Arts Center in the amount of approximately \$30,000.

Dated: April 8, 2014

ATTEST:

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

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I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 8th day of April by the following vote:

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

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

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



The Staff Report for Item 10.f. was not yet available at the time the Council Agenda Packets were assembled.

It will be distributed separately.



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** April 8, 2014

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

**FROM:** Klara A. Fabry, Public Services Director

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute a Construction Contract with Roadrunner Drilling & Pump Company, Inc. for the Acappella Site Test Well and Commodore Site Test Well in the Amount of \$257,330 with a Construction Contingency of \$38,600

### BACKGROUND:

The City currently receives water from three supply sources: the San Francisco Public Utilities Commission (SFPUC), local groundwater through production wells, and a small percentage from the North Coast County Water District (NCCWD). Well No. 15, located at Commodore Park, had been a significant source of the City's water production until it went out of service in 2010. Over the past four years, the SFPUC has more than doubled its water rates and their rates are projected to further increase over the next four years. These escalating costs are passed on to San Bruno water customers and further emphasize the need for the City to replace Well No. 15 and maintain its water production.

In 2013, the City evaluated six potential well sites for the Well No. 15 Replacement Project, and the Acappella Site and Commodore Site were found to be best suitable for a new well for the following reasons:

- Located over a deep portion of the Westside Basin which improves the likelihood of high well yield/production rate;
- Located away from existing City wells resulting in less interference from other wells;
- No additional impact on the surrounding environment;
- Located in Pressure Zone 3/4/5, which allows for additional operational flexibility with the ability to provide the additional supply to any of these three zones without additional infrastructure (i.e. piping or pumps).

The original intent was to install two test wells, one at the Acappella site and the other at the Commodore site. The test wells would provide the data necessary for final site selection and production well design. A final production well would be installed at the site that would potentially provide higher yield and water quality based on the test well results. During the initial design phase of the project, it was determined that a test well and/or production well at the Commodore site would significantly encroach upon the area that is currently used as a dog park. A preliminary analysis of the two sites indicated that the estimated total 30-year lifecycle costs for a new well at the Acappella site was \$8 million, which included capital costs for the production well and annual operation and maintenance (O&M) costs. A new well at the Commodore site, with its lower anticipated production rate, would require purchase of additional water to provide an equivalent total yield and would have a 30-year lifecycle cost of \$9.6 million, which is \$1.6 million higher than a production well at the Acappella site.

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In October 2013, staff presented an update on the Well 15 Replacement Project to the City Council with the recommendation to proceed with design and award of a construction contract for two test wells, one at the Acappella site and the other at the Commodore Park site. The first test well would be installed at the Acappella site. If the results from the Acappella site were favorable, the City would not drill the second test well at the Commodore site with substantial cost savings. In addition, the City would avoid any disruption to the dog park at Commodore Park. The City Council concurred with the staff's recommendation.

#### **DISCUSSION:**

In compliance with the State Contract Code and the City's local purchasing regulations, a notice to bidders for the Acappella Site Test Well and the Commodore Site Test Well Project was sent to 25 well drillers and 7 plan advertisement centers. The project was also advertised twice in the San Mateo Times newspaper on March 1, 2014 and March 8, 2014 and on the City's website.

The City received a single bid from Roadrunner Drilling & Pump Company (Roadrunner) in the amount of \$257,330 on March 24, 2014, which was \$69,400 (37%) above the engineer's estimate. Due to drought conditions, drilling contractors are extremely busy and have an abundance of projects, which may be the reason for only one bidder. In addition, bid prices from all contractors have risen significantly in the last few months due to recovery of the economy. The cost discrepancy between the bid price and the engineer's estimate could be because the engineer's estimate was based on existing construction bid prices without adjusting any of the bid items unit price to reflect today's market price.

Roadrunner Drilling & Pump Company, Inc. has provided appropriate references for previous similar projects that were verified by staff. The contractor has successfully installed six wells for the SFPUC in the Daly City, Colma, and South San Francisco areas. Roadrunner Drilling & Pump Company, Inc. has a valid contractor's license required to perform the work and is considered to be a qualified, responsive and a responsible bidder.

Extensive community outreach will be conducted prior to the start of the test well drilling to include impacted stakeholders, neighbors, schools, park users, Acappella/Archstone residents, and other interested parties at either of the two sites. The Well 15 Replacement Project is planned to be completed by 2016.

#### **FISCAL IMPACT:**

The proposed construction costs for the Acappella Test Well and Commodore Site Test Well Project are as follows:

Drilling Contract (two test wells)	\$ 257,330
Construction Contingency (15%)	<u>\$ 38,600</u>
Total	\$ 295,930

The Well No. 15 Commodore Park Replacement Project is an established Capital Improvement Program (CIP) project funded through Water Enterprise funds. Adequate funding is available in

the 2013-14 CIP budget with a total of \$3,210,000 fund approved for this project and estimated expenditures to date of \$300,000. Based on the bid proposal, the cost for the Acappella test well is approximately \$158,000 and the cost of the Commodore test well is approximately \$100,000. If the results of the Acappella site is favorable, the contract cost could potentially be reduced by approximately \$100,000.

**ALTERNATIVES:**

1. Reject all bids and direct staff to re-advertise the project.
2. Do not proceed with the drilling of test wells and defer the project.

**RECOMMENDATION:**

Adopt resolution authorizing the City Manager to execute a construction contract with Roadrunner Drilling & Pump Company, Inc. for the Acappella Site Test Well and Commodore Site Test Well in the amount of \$257,330 with a construction contingency of \$38,600.

**ATTACHMENTS:**

1. Resolution
2. Location Map
3. CIP Budget

**DISTRIBUTION:**

None.

**REVIEWED BY:**

\_\_\_\_\_ CM

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

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT WITH ROADRUNNER DRILLING & PUMP COMPANY, INC. FOR THE ACAPPELLA SITE TEST WELL AND COMMODORE SITE TEST WELL IN THE AMOUNT OF \$257,330 WITH CONSTRUCTION CONTINGENCY OF \$38,600**

**WHEREAS**, the City relies on water production wells to supplement water purchased from the San Francisco Public Utilities Commission (SFPUC) to provide water service to San Bruno customers; and

**WHEREAS**, Well 15 at Commodore Park, one of the City's five production wells, was taken out of service in 2010; and

**WHEREAS**, the City desires to maintain a reliable potable water supply; and

**WHEREAS**, the City's Capital Improvement Program (CIP) includes a water improvement project to replace Well 15; and

**WHEREAS**, six potential sites were evaluated and two sites were found to be most suitable for a replacement well, Acapella site and Commodore Park site; and

**WHEREAS**, the project approach is to install a test well at the Acapella site to determine feasibility and if water test results at Acapella site are not favorable, install an additional test well at Commodore Park; and

**WHEREAS**, the City advertised the project and received a single bid from Roadrunner Drilling & Pump Company (Roadrunner) in the amount of \$257,330 on March 24, 2014; and

**WHEREAS**, Roadrunner Drilling & Pump Company, Inc. has provided appropriate references and has a valid contractor's license required to perform the work and is considered to be a qualified, responsive, and responsible bidder; and

**WHEREAS**, the replacement of Well 15 is an established CIP project funded through water capital funds with an estimated total of \$3,210,000 and \$3,054,482 available; and,

**WHEREAS**, a construction contingency of \$38,600 is necessary to address potential unforeseen field conditions that may impact the construction.

**NOW, THEREFORE, BE IT RESOLVED** that the San Bruno City Council hereby authorizes the City Manager to execute a construction contract with Roadrunner Drilling & Pump Company, Inc. for the Acappella Site Test Well and Commodore Site Test Well in the amount of \$257,330 with a construction contingency of \$38,600.

DATED: April 8, 2014

ATTEST:

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Carol Bonner, City Clerk

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 8th day of April 2014 by the following vote:

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



## Well No. 15 Commodore Park Replacement

### PROJECT INFORMATION

Origination Year: 2009-10	Project Number: 84709
Projected Completion Date: June 2016	Life Expectancy: 30 years
Total Project Cost: \$ 3,210,000	

**Project Description:**

This project will abandon and replace existing Well No. 15 Commodore. The City currently has five production wells that produce groundwater to meet approximately 50% of the total water supply demand. Well No. 15 is 25 years old and one of the oldest well locations. Despite regular investment in maintenance and rehabilitation of this well, it ceased operation in June 2010.

The goal of the replacement well is to produce water at Well No. 15's historical average of 450 to 500 gallons per minute. A feasibility analysis to determine potential replacement sites has been completed. Of the six sites identified, two locations were recommended for further study: one site adjacent to the existing well facility, and another location near the new Crossing residential complexes. Once the City has determined which site has the most optimum combination of water quality and production rate, the City will begin the design and permit process with the State of California for the replacement well.

**2012-13 Status:**

Performed preliminary site analyses at Commodore Park and location near the Crossing residential complexes.

**2013-14 Work Plan:**

Select site location, prepare test well design, and install test well. Begin design and permitting process for the replacement production well. Obtain permit from California Department of Public Health (CDPH) through filing of a permanent Amendment Application for the production well. Begin installation of the new production well and proceed with design for wellhead facilities. Requested funding will provide necessary appropriation for production well construction contract.

**Project Appropriations:**

**Current Year Appropriations:**

Funding Source	Prior Approp.	Prior Expense	Carryover Approp.	2013-14 Funding Request	2013-14 Total Funds Available	Total Project Cost
Water Capital	970,000	(170,041)	799,959	2,240,000	3,054,482	3,210,000
<b>Total</b>	<b>970,000</b>	<b>(170,041)</b>	<b>799,959</b>	<b>2,240,000</b>	<b>3,054,482</b>	<b>3,210,000</b>

**Five-Year Work Program Appropriations:**

Funding Source	2013-14	2014-15	2015-16	2016-17	2017-18	Total Request
Water Capital	2,240,000	0	0	0	0	2,240,000
<b>Total</b>	<b>2,240,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,240,000</b>