



"The City With a Heart"

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

AGENDA

SAN BRUNO CITY COUNCIL

March 11, 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 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:

4. PRESENTATIONS:

Present Proclamation to the Bay Area Chapter Volunteers of the American Red Cross Recognizing American Red Cross Month 2013.

5. REVIEW OF AGENDA:

6. APPROVAL OF MINUTES: Regular Council Meeting of January 28, 2014, Special Council Meeting of February 25, 2014 and Regular Council Meeting of February 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 February 24 and March 3, 2014.
- b. **Approve:** Payroll of February 23, 2014.
- c. **Approve:** Resolutions Approving Agreements Between the City of San Bruno and the Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and the San Bruno Management Employee Association (SBMEA), and Authorizing Their 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 agendaized pursuant to State Law.

10. CONDUCT OF BUSINESS:

- a. Adopt Resolution Approving Property Owner Notice and Public Hearing Process for 2014-15 Garbage Rate Increase Proposed by Recology San Bruno.
- b. Adopt Resolution Authorizing the City Manager to Execute a Contract with Maintenance Design Group, Inc. for the Development of a Corporation Yard Master Plan in an Amount Not-to-Exceed \$55,650.
- c. Adopt Resolution Authorizing the City Manager to: 1) Execute a Memorandum of Agreement with the San Francisco Public Utilities Commission to Develop an Alternatives Analysis of Supplemental Water Capacity to Provide for the Regional Groundwater Storage and Recovery Project and 2) Execute a Contract with West Yost Associates to Develop an Alternatives Analysis of Supplemental Water Capacity to Provide for the Regional Groundwater Storage and Recovery Project in an Amount not to Exceed \$60,900.
- d. Provide Direction to Staff Regarding Alternative Ordinances to Regulate the Inspection, Repair and Replacement of Private Sewer Laterals at the Time of Sale of Residential Property.
- e. Adopt Resolution Authorizing the City Manager to Execute a Contract for the South Westside Basin Shallow Groundwater Study Project with RMC Water and Environment in an Amount Not to Exceed \$219,694 and Amending the 2013-14 Capital Improvement Program Budget to include the South Westside Basin Shallow Groundwater Project in the Amount of \$239,694.
- f. Adopt Resolution Amending the FY 2013-14 Operating Budget to Add an Administrative Fire Battalion Chief Position in the Fire Department.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

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

14. ADJOURNMENT:

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



"The City With a Heart"

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

MINUTES SAN BRUNO CITY COUNCIL

January 28, 2014

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on January 28, 2014 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:00 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor Ruane, Vice Mayor Medina, Council Members Ibarra and O'Connell. Councilmember Salazar was excused with notice. Mayor Ruane thanked the garden club for the beautiful flower arrangement. **City Manager Jackson** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

Mayor Ruane said California residents and businesses have been asked to reduce their water consumption by at least 20%. Locally, the SFPUC has requested a voluntary 10% reduction. In coordination with this local advisory, San Bruno is asking their residents and businesses to conserve water in order to meet this voluntary program. Water Conservation Tips are available at www.sanbruno.ca.gov and on Bay Area Water Supply and Conservation Agency's (BAWSCA) website at <http://bawasca.org/>.

Police Chief Telford said in the last month there have been thirteen residential burglaries, nine of which he believes are related. They have occurred primarily on the west side of El Camino. These crimes are occurring all over the Bay Area. He asked residents to be diligent and to call the Police at 911 if they see suspicious activity or unusual activity. He said the majority of residential burglaries are happening during the day. There is no set-pattern.

4. PRESENTATIONS:

a. **Mayor Ruane** Presented a Proclamation Proclaiming February 5, 2014 as Relay for Life San Bruno Kick-Off Day which was received by Councilmember Ibarra who introduced Allison Baca from the American Cancer Society. **Councilmember Ibarra** said this is a community event that brings everyone together. He said they have a committee of fifteen and they need more help. If anyone would like to volunteer, please get in touch at sanbrunorelay@gmail.com. He said next Wednesday evening is the kick-off at San Bruno's Recreation Center with free food and entertainment.

b. **Mayor Ruane** said we will Receive a Presentation by the San Mateo County Mosquito and Vector Control District from Ben Meiswinkel (introduced by Robert Riechel) who gave a powerpoint presentation on what the district is doing to control mosquitos in our area.

5. REVIEW OF AGENDA: No changes.

6. APPROVAL OF MINUTES: Special City Council Closed Session Minutes of January 13 and 14, 2014 and City Council Minutes of January 14, 2014, approved as submitted.

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of January 13, 2014 and January 21, 2014.
- b. **Approve:** Payroll of December 15, 2013, and December 29, 2013.

c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated December 31, 2013.

d. **Adopt:** Resolution Accepting the Dry Weather Flow Monitor at 7th Avenue and Tanforan Avenue Project as Complete and Authorizing the Filing of a Notice of Completion with the San Mateo County Recorder's Office.

e. **Adopt:** Resolution of Local Support for an Application for Funding Through the C/CAG Priority Development Area (PDA) Planning Program to Complete the San Bruno Complete Streets Case Study Project Design, Committing Local Matching Funds in the Amount of \$92,000 and Stating Assurance to Complete the Project.

f. **Adopt:** Resolution Authorizing Extension of the Joint Use Agreement Between the City of San Bruno and the San Bruno Park School District.

g. **Adopt:** Resolution Accepting Transportation Development Act Article 3 Pedestrian/Bicycle Project Funding from the Metropolitan Transportation Commission in the Amount of \$100,000, Appropriating \$140,000 from the Measure A Fund and Amending the FY 2013-14 Capital Improvement Program Budget to Include the Bicycle and Pedestrian Plan Project.

h. **Adopt:** Resolution Authorizing the City Manager to Amend the Contract with Parsons Brinckerhoff for Construction Management Services for the San Bruno Grade Separation Project in an Amount Not to Exceed \$27,500 for a Total Contract Amount Not to Exceed \$429,500.

M/S Medina/O'Connell to approve the Consent Calendar and passed with all ayes, Councilmember Salazar excused with notice.

8. **PUBLIC HEARINGS:** None.

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

10. **CONDUCT OF BUSINESS:**

a. Receive Oral Report and Confirm City Council Direction Regarding the Construction of the Decorative Arch at the San Bruno Grade Separation.

City Manager Jackson reviewed the sub-committee's meeting with the JPB and fabricators of the arch decorative feature. She pointed out the specific aspects of the arch feature in a power-point. She said Council's interest was in how this would be fabricated and how many and where the joints would be placed and connected to one another and how would the finish coat of paint look. We are now into the final stages of construction and appearance of this arch in order to give the Joint Powers' Board a final decision which they have asked for by the end of this month.

Mayor Ruane said the sub-committee met a number of times. They talked about seam designs. He didn't believe we should get into a lot of bolts and metal. He said he didn't recall talking in detail about panel options. There is a seam frequency and the longer seams would be his preference. He said he wanted an arch, not something segmented.

Councilmember Ibarra said this is not one piece of steel, it is a substructure of pieces of steel that are being wrapped in sheet metal. Ultimately, at the end, what will this look like, the drawings we have been presented over the last few months? He agreed the seams be bent and clipped. He said his hope is this looks as good as the renderings and drawings shown and as few seams as possible.

Mayor Ruane talked about the lighting of the arch. The electrical conduit facilities will be in the base whether we use them or not. The feeling was it would have a lot of light on its own because it would be illuminated from the platform and also the tunnel under it will also be illuminated. He felt

we did not need to illuminate it in the evening but if things changed, the electrical is there and it could be lit from the bottom up, not on the arch itself.

City Manager Jackson said the materials in front of Council identify a smooth semi-circular arch which in order to fabricate will require 17 pieces joined together in a manner that uses the clip technology as opposed to bolts. It would be painted and finished so those joints would be as invisible as possible.

Councilmember Ibarra talked about the panel options which were very new. He said they wanted the least amount of seams and liked the four panel layout, option 2. He talked about the edges and **Rafael Boland** said the left side depiction is attempting to show three sizes bent, similar to what the sub-committee saw yesterday with the backside clipped.

Councilmember Ibarra asked about the right side depiction and how the four panels are connected. **Boland** said in that scenario four separate rectangles would be clipped. **Councilmember Ibarra** said this is something new on how the edges will look. He asked if the four panel option could be flipped 90 degrees so the exposed edge faced up and down. **Boland** said it could be done. **Councilmember Ibarra** said if we want the one with the cleanest designs we go with the c-shape which also has more sections. **Boland** said each four foot section would be a series of straight lines to give the effect of a curve. There is always the option of welding and bending.

Mayor Ruane asked about the cost factor. **Boland** said the panels would be a custom application and he did not have the opportunity to get a price but he knew the time would go up because of the procurement. The sheet metal with the bolts in the back was reduced by \$86,000 because he took out the glass in the elevator. The sheet metal using all welded seams would definitely increase the cost because there are cumbersome welds involved and will have a schedule impact to erect that type of arch in the field.

Mayor Ruane asked what the original estimate was and what was going to be done for that amount of money? **Boland** said the original quote was \$1.2 million and that was the construction cost, design, management, etc. which included an internally lit arch which would have plexi-glass on two faces with led lights, sheet metal top and bottom. There were some monies for elevator glass to be upgraded from a clear glass to a glass that matched the same color scheme for the elevator. **Mayor Ruane** said a few weeks ago they were led to believe it would be cheaper with metal. **Boland** said since the estimate was done in November of 2012, there have been a lot of things that changed in the scope including a bigger foundation, the steel structural element was extremely more robust, there are a number of reasons why these things happened so his estimate actually went from \$1.2 to \$1.4 million for the same basic scope. He said he did another estimate for removing some of the features, looking at a solid metal scope and he believed that was \$1.16 million dollars construction including an amount for elevator clear glazing. He said he took the \$1.165 and removed \$86,000. and that is where the \$1.1 million came from. How the seams were put together brought in other manufacturing methods involving welding or clips, which was not his assumption when he presented staff with \$1.165.

Councilmember Ibarra said with the clips, is it safe to say it will be somewhere in-between \$1.1 and \$1.35 million. **Boland** said he thought that was safe to say depending on how quickly it needs to be delivered.

Councilmember Ibarra asked what is needed? **Vice Mayor Medina** said we need a clear answer. **Boland** said they are at the point if there isn't a decision to proceed with a bolted

sheet metal-type connection for an arch then the arch cannot be constructed under the San Bruno Grade Separation contract. He said it doesn't mean they have to stop looking at arch options, they will have to look at a different contractual mechanism to accomplish it which will mean more time and more money.

Councilmember O'Connell said there has been a lot of mis-information provided but she felt option 1 would do fine, it would be an added attraction to the whole structure and it would be what people way back were looking for.

Mayor Ruane said he thought the bolts were industrial looking but it will grow on us. He expressed his agitation that they have talked about this many months ago and the City paid \$25,000 for a mock-up which was thrown together and looked like junk. He was also upset after all the discussion and all the rush to know right away, that there would be some specific ideas and details on how this could really work. It doesn't sound like it was explored until yesterday afternoon. He expressed his disappointment be passed onto Mark Simon and Mike Scanlon on how all this transpired. He said if this is what we have to do to get this done, he did not want to spend any additional money.

Councilmember Ibarra said we don't have an option and he feels the fabricators have done their best to interpret what the City wants. He said no more delays.

Vice Mayor Medina shared the comments made by his colleagues and shared his disappointment and frustration made by the Mayor. He felt this offered a gateway to a community that has gone through a lot. He said let's get it done and move on.

City Manager Jackson noted the City Council has authorized 50% of the \$1.2 million and those funds have been appropriated accordingly. She said this total could escalate to \$1.35 million and asked if the Council was comfortable with that increase. She asked for Council's expectation of a cost for an arch fabricated with bolts and with the appearance presented tonight less than the \$1.1 million dollar level of authorization. **Mayor Ruane** concurred. **JPB** concurred as well.

b. Receive Report, Waive First Reading, and Introduce 2013 Fire and Building Code Ordinances to be Adopted by Reference, Set Public Hearing for Adoption and Adopt Resolution Approving Findings of Necessity and Need for Amendments, Deletions, and Additions to the Codes.

Community Development Director Woltering gave an overview of the proposed amendments to the Fire Code Ordinances. **Building Official Bronold** described highlights of the State mandated building codes as well as several proposed carryover local amendments. **Deputy Fire Chief Downing** and **Battalion Chief/Fire Marshall Allen** described highlights of local amendments to the State mandated fire codes and asked for questions.

Councilmember Ibarra asked if the energy code provisions will not take place until July 1. **Bronold** concurred and said any items not attached to the energy code go into effect January 1.

Mayor Ruane said Millbrae was mentioned but since we are closely aligned with Central County what is the deal with Hillsborough and Burlingame? **Downing** said they have a more stringent sprinkler ordinance which is 50%. **Allen** said Burlingame is 2000 square foot with a 750 foot addition for residential. He said the vast majority of jurisdictions within San Mateo County have gone to a 50% rule for residential retrofit. Currently 16 of the 20 jurisdictions within San Mateo County do have fire retrofit ordinance of some form or another. This is a relatively conservative approach.

Councilmember Ibarra said he is against ordinances imposed upon people who want to improve their homes. He said we are renewing how many codes, one of which is the 2013 fire code. Why aren't there stricter guidelines in the fire code? **Allen** said when it comes to residential building, the fire code requires fire sprinklers be put in any new home. It leaves local municipalities the option how they are going to deal with retrofit situations. He says it gives them a leeway to do what is the best fit for our community here. Smoke alarms will give a 50% chance of getting out of a home. It goes up to 97% with the addition of fire sprinklers in a home.

Councilmember Ibarra asked how many house fires do we have a year? **Allen** said one every six to eight weeks (five to ten a year) of which the vast majority have been without fire sprinklers.

Councilmember Ibarra talked about 70% improvement and the materials used to improve those homes are safer than those homes that are older with no improvement. **Allen** said the State requires sprinklers if a home is built from ground floor up. He said this is a start.

Councilmember O'Connell asked about e. Fire Command Control Rooms in new buildings are required to be constructed with one exterior door for fire fighter safety. **Allen** said a fire control room is a location in a commercial property where the main fire control panel is. There needs to be an access door in case things go really bad inside a building.

Councilmember O'Connell said she knows on the building address identification it is not for older buildings. It was talked about as a project Crime Prevention could be doing. Is there a way with this ordinance or some way of encouraging people with houses that have no numbering to do so? **Allen** said this is why this is being done, it is for emergency location when there is a change of occupancy or business. **Councilmember O'Connell** suggested it needs to be beefed up more than it is now.

City Manager Jackson said the Citizens Crime Prevention Committee might look at ways to disseminate the information and encourage people what the standard is. **Woltering** said the code does require all properties be properly addressed.

Councilmember Ibarra said regarding fire sprinklers there were options in the staff report, to proposed a voluntary program and seek out what the pleasure of the public is and their reaction. He asked if this has occurred in other jurisdictions. **Allen** said this proposal is being brought forward because they feel adamantly this is the way things should happen. He said people know, it is not a surprise.

M/S O'Connell/Ibarra to waive the first reading and passed with four ayes, Councilmember Salazar excused with notice.

Councilmember O'Connell introduced the ordinance and passed with four ayes, Councilmember Salazar excused with notice.

Councilmember O'Connell introduced the resolution for adoption, Councilmembers Ibarra and Medina voted no, Mayor Ruane voted yes, Councilmember Salazar excused with notice. The resolution failed with a two to two vote.

Councilmember O'Connell said there are still rebates available if a resident changes out their toilet for a low-flush toilet.

Vice Mayor Medina complimented Battalion Chief/Fire Marshall Allen. He said he was torn between the heart and the mind. He said when this is readdressed, he may have a reconsideration once there is more clarity to make a solid decision.

City Attorney Zafferano clarified the effect of the City Council two to two vote on adopting the resolution, meaning there were not sufficient votes for that resolution to pass. He said there are options, one Mr. Woltering will explain. He said the other option is to bring back that resolution at the next meeting for review when there is an additional council member. At that time adoption of the ordinances would also be brought back. **Woltering** said alternatives to consider include a number of local amendments being proposed tonight so an option is to remove one or more of those local amendments and then go forward and vote again on the resolution. Another would be to modify the language.

It was concluded the identical resolution for adoption as well as adoption of the ordinances introduced tonight would be brought back at the next Council meeting.

- c. Receive Report on the FY 2013-14 Capital Improvements Program Work Plan.

City Manager Jackson gave a brief overview of the work plan and asked for questions.

Councilmember Ibarra asked about the \$5.1 million dollars anticipated coming to Council. **City Manager Jackson** said their intent is to produce a specific scope of work along with the additional detail in the cost benefit analysis and the recovery period analysis. She said it will be their recommendation that this project will recover its cost over a period of time by more accurate water meter readings. The next step is to present that analysis to the infrastructure subcommittee and then return to the City Council with presentation and discussion in order to become more comfortable with that item. **Councilmember Ibarra** said he would like to be up to speed right now as to where it is so we can have a better understanding. **City Manager Jackson** suggested this is an item which should be presented to the City Council for review prior to being presented for action. **Fabry** said preparation for inclusion of the project in the CIP including accepting proposals by the supplier of this equipment will be additional work from this point on. It has a critical time element that all of our water meters need to be replaced right now and this is a good time to discuss what type of system would make the most sense. In about two months staff will be prepared to make a presentation to the subcommittee and also to the full Council.

Vice Mayor Medina brought up the wild land fire hazard mitigation program which he knew it is ongoing to evaluate but he said there are a lot of folks out there worried and he asked it be kept on the radar.

Mayor Ruane called for a recess.

- d. Receive Report and Provide Direction to Staff Regarding an Ordinance to Regulate the Inspection, Repair and Replacement of Private Orangeburg, Sewer Laterals at the Time of Sale of Residential Property.

Public Services Director Fabry gave an overview of the staff report seeking direction from Council and asked for questions.

City Attorney Zafferano this ordinance differs from neighboring cities, primarily this ordinance reflects the precise language of paragraph 61 in our Baykeeper Consent Decree. That paragraph was narrowly tailored to meet the specific requirements of the City of San Bruno and what we are allowed to follow simply requires that the homes had been built between 1940 and 1960 and that they have orangeburg pipe that is defective. It is only under those circumstances the homeowner is required to complete the repair either before the close of escrow or the ordinance also allows up to a six month extension upon application. This ordinance being proposed is required by the settlement agreement and it contains all of the features of the other ordinances adopted by the City's

Neighboring cities. He said this ordinance best complies with what the Baykeeper Consent Decree requires us to do.

Councilmember Ibarra asked why South San Francisco voted down an ordinance on a point of sale. What has been the argument on point of sale ordinances? **Zafferano** said they capture repairs of defective sewer laterals that would otherwise not be caught until the pipe failed catastrophically. Most of these orangeburg pipes have been in the ground for many years and are leaking to some degree and the situation right now is if you are a property owner and you are selling your home with an orangeburg pipe, the chances are it is defective and leaking. At the point of sale now, the cost of a catastrophic failure of that pipe is being shifted to the buyer with a six-month extension.

Fabry said South San Francisco had a private lateral point of sale ordinance as part of the agreement with the Baykeepers and they met the requirement of the agreement and they are no longer under the settlement agreement.

Vice Mayor Medina asked what and how many sso's we had in 2011/2012? **Fabry** said in 2013 there were 14 and the year before 12. Out of that total number she didn't know exactly how many were on private laterals. The City does not report if they are not the City's responsibility; if they are, the City reports the sso's mains and laterals on their property.

Vice Mayor Medina said if the City wants to take care of these types of programs, they offer a program like San Mateo, 50% up to \$5000. making residents take a more proactive approach to what we are trying to achieve.

Zafferano said the fact remains this ordinance, if adopted, would capture 300 to 400 homes per year and this is a first step required by the Baykeeper agreement.

Councilmember Ibarra asked what other options we have if we don't do this ordinance. **Zafferano** said there is an option on Page 61 of the staff report that the City needs to come up with an alternative program that is going to address the same number of homes addressed by the program. Because the City has agreed to replace the sewer laterals in the Crestmoor/Glenview area, we are checking to see if the Baykeepers will give the City credit for all of those homes whose private laterals are being replaced which are primarily failing orangeburg pipes. He said this will come back at the next meeting for with whatever changes Council recommends.

Councilmember Ibarra asked about the voluntary program at Sharp Park where only four owners took advantage of the program the City offered. **Fabry** said other agencies who have the private lateral program have been very successful. She said she believed City staff did not do enough outreach to the neighborhood.

Councilmember Ibarra said if we were to come back with an ordinance he not only would like to see us give them an incentive but a break as well.

Mayor Ruane said it was Council's desire to bring back the ordinance.

e. Adopt Resolution Authorizing the City Manager to Execute a Contract with Precision Concrete Cutting for Minor Sidewalk Repairs in the Amount of \$120,000 and Authorizing a Construction Contingency of \$30,000.

City Engineer Kim gave an overview of the staff report and asked for questions.

Councilmember Ibarra asked if any repairs have been made in the past. **Kim** concurred.

Vice Mayor Medina noticed the \$30,000 contingency. **Kim** said there are about 2000 known sidewalk offsets and this is based on the City's previous program established in 2007 and it has been updated based on citizen complaints. He said there is variability in the inventory as well as each individual repair cost. The repair cost is based on the width and offset height. He said there is a variability on how the City measures out and unit prices each unit repair.

Councilmember O'Connell introduced the resolution for adoption and passed with all ayes. Councilmember Salazar absent with notice.

f. Adopt Resolution Authorizing the Purchase of a Municipal Street Sweeper from GCS Environmental Equipment Services, Inc. in the Amount of \$215,231.40.

Management Analyst Wood gave an overview of the staff report and asked for questions.

Vice Mayor Medina said on the 2001 Street Sweeper he asked if the recording was based on hours driven or miles. **Wood** said the numbers are not very high because it is only driven in the City. The age does not wear down because of the wear and tear on the vehicle. **Fabry** said the retirement age is calculated based on age but also the level of use. **Vice Mayor Medina** asked on the 2007 Street Sweeper what would the projection of that being brought forward for replacement. **Wood** said between ten and twelve years. **Vice Mayor Medina** expressed his appreciation at other neighboring jurisdictions being looked at.

Councilmember Ibarra asked if the maintenance issues were the most contributing factors in replacing it. **Fabry** said based on the regulations, it cannot be used.

Councilmember Ibarra introduced the resolution for adoption and passed with all ayes. Councilmember Salazar excused with notice.

g. Receive Report and Provide Direction to Staff Regarding the Annual Schedule for Appointment of City Council Members as Liaison to Citizen Advisory Committees, Commissions and Boards.

City Manager Jackson said this item was brought to Council at the December 10 meeting. This item is before Council tonight to reconsider/provide each Council member to be a liaison with one or two of the City's nine advisory bodies. She said the way it has been done, each Council member in a four-year term only gets to serve on eight of the advisory bodies. This creates a problem in Councilmember's more broadly participating with all Boards and Commissions. The proposal is to have each Councilmember move through on a five-year cycle rather than a four-year enabling them to participate in each Board.

Councilmember Ibarra asked why we couldn't start with the 2014 system and then shuffle into the five-year system. **Vice Mayor Medina** said if 2014 and 2015 were just switched and then 2016 continued as normally proposed would it address the concern?

City Manager Jackson said the suggestion is we would keep the 2014 schedule as previously approved and go to a five year schedule and everything would roll as it is with 2018 being the fifth year.

Councilmember O'Connell suggested the change be shifted to the end of the cycle rather than the beginning with nothing being changed until the fifth year.

h. Receive Report and Provide Direction to Staff Regarding Decorative Lighting on San Mateo and Jenevein Avenue.

City Manager Jackson said the City has provided decorative lighting in the downtown area during the holiday season and have received a number of very positive comments from the community and have recently received a request that the lights remain on throughout the year. She requested direction from the City Council regarding that initiative and whether this is something the Council would like to see continued.

Vice Mayor Medina said we should go forward with it.

Robert Riechel, 7th Ave. said he was in favor of it and had heard the same from several residents. It helps the Chamber also.

Councilmember O'Connell said it looks great and she agreed.

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

12. COMMENTS FROM COUNCIL MEMBERS:

Receive Oral Report from Councilmember O'Connell Regarding her Attendance at the National Pipeline Safety Trust Conference, November 21 and 22, 2013.

Councilmember O'Connell said the conference provided a number of topics concerning how the pipelines throughout the Country are operated and how the operators conduct their business. One of her most interesting observations were how the different pipeline operators presented their cases and how they conveyed what they were doing.

Robert Riechel, 7th Ave. asked if Councilmember O'Connell learned how San Bruno can better interact with PG&E and the CPUC to benefit our residents. **Councilmember O'Connell** said every piece of information is helpful and learning how pipeline operators conduct their business, the more ammunition you have on what our local people do.

13. CLOSED SESSION: None.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 10:07 p.m. The next regular City Council Meeting will be held on February 11, 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
March 11, 2014

Carol Bonner, City Clerk

Jim Ruane, Mayor



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MINUTES

SAN BRUNO CITY COUNCIL – SPECIAL MEETING CLOSED SESSION

February 25, 2014

6:00 p.m.

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

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor Ruane, Vice Mayor Medina, Council Members Ibarra, O'Connell and Salazar. Mayor Ruane thanked the garden club for the beautiful flower arrangement. 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. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code 54956.9 (d)(1): Rapada v. City of San Bruno.

b. Conference with Labor Negotiators Pursuant to Gov't Code Section 54957.6; Agency Designated Representatives: City Manager, Human Resources Director, Employee Organizations: Miscellaneous, Police, Mid Management, Public Safety Mid Management and Fire Bargaining Units.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 6:55 p.m. The next regular City Council Meeting will be held on February 25, 2014 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
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Jim Ruane, Mayor



"The City With a Heart"

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

MINUTES SAN BRUNO CITY COUNCIL

February 25, 2014

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on February 25, 2014 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:05 p.m.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor Ruane, Vice Mayor Medina, Council Members Ibarra, O'Connell and Salazar. Mayor Ruane thanked the garden club for the beautiful flower arrangement. **Interim Finance Director O'Leary** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

Mayor Ruane announced the 2nd Annual Children First Conference to be held at Walmart.com Global eCommerce on March 8 from 9:00 a.m. to 4:00 p.m. Information can be found at www.childrenfirstconference.eventbrite.com.

Mayor Ruane urged citizens to go to www.gaspipelinesafety.org and sign a petition as part of our fight to ensure that PG&E shareholders are held accountable and company executives fulfill their obligation to public safety so that what happened in our city does not happen again, anywhere.

4. PRESENTATIONS: None.

5. REVIEW OF AGENDA: Mayor Ruane moved 10.c. to be the first item under Conduct of Business.

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

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of January 27, February 10 and 18, 2014.
- b. **Approve:** Payroll of February 9, 2014.
- c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated January 31, 2014.
- d. **Adopt:** Resolution Authorizing the Expansion of the 2014 Summer Concerts in the Park Series to Include Fridays in September
- e. **Adopt:** Resolution Accepting a Donation from the San Bruno Nutrition Site Council to Purchase a Multifunction Copier for the Senior Center in the Amount of \$6,595.
- f. **Adopt:** Resolution Accepting and Appropriating a \$9,500 Grant from Pacific Library Partnership for Production of Centennial Digital Audio and Video Oral Histories and Programming.
- g. **Adopt:** Resolution Authorizing the City Manager to Execute Amendment to Agreement with Vavrinek, Trine, Day & Co. Extending Financial Audit Services for Annual Audit through June 30, 2015.

h. **Adopt:** Resolution Authorizing the City Manager to Execute an Agreement for Joint Operational and EMS Training Services and Administration Program between the Fire Agencies of Belmont, Central County Fire, Foster City, Millbrae, San Bruno and San Mateo.

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

M/S Medina/Ibarra to approve the Consent Calendar and passed with all ayes.

8. **PUBLIC HEARINGS:** None.

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

Lonnie Sopko, Commander of the American Legion said **Wes Cole, Vice Commander of the American Legion** passed away on February 19, 2014. There will be a memorial at the American Legion Hall on Sunday, March 16 at 1:00 p.m. One of his last requests was to restore the handicapped parking and return access to the parking lot in the back at the Hall.

City Manager Jackson said improvements have not yet been addressed or has a solution to the problems brought to our attention been solved; however, this issue is actively under consideration among staff and the Joint Powers Board. This issue is not being ignored or disregarded in any way.

10. **CONDUCT OF BUSINESS:**

c. Adopt Resolution Approving Memorandum of Agreement Regarding Funding for Construction of an Animal Care Shelter. (moved to 10.a.)

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

Mayor Ruane asked when this place is demolished and a new one is built, what will be done with the facilities in the interim. **Director of Environmental Health for San Mateo County, Dean Peterson** said the plan is to build a new facility while maintaining the current facility.

Mayor Ruane asked the relationship between the facility on Rollins Road and the one being talked about this evening. **Peterson** said the facility on Rollins Road was built by the Peninsula Humane Society, with private funding, which is their non-profit side, there are no operations at that facility that are done for San Mateo County. The Airport Blvd. site is the animal care and sheltering part of it and acts as a feeder for the adoption center at Rollins Road. There is no other connection. He said for a period of time, the Peninsula Humane Society was utilizing the building at Airport Blvd. for a lot of their non-profit operations, which is now completely separated giving the County the opportunity to own the building and to make sure only what happens in that facility is what is being contracted for the cities and County.

Mayor Ruane asked if there was any thought about expanding services to the cities. **Peterson** said he believed it will allow that in the future to be looked at.

Councilmember Ibarra asked what the \$305,000 the City of San Bruno pays for. **Peterson** said that is the contract to provide the services. **Pamela Machado** said it covers the field services and shelter services mandated by law. If San Bruno did it on their own, they would still have to do all those services. She said the \$305,000 comes up with after all the revenue from licensing and then the expenses of the program are divided up by using the shelter services taking a three-year average of what San Bruno uses. She said on the construction side the lease will be calculated on an annual basis, 80% based on shelter usage and 20% based on the population of the City.

Councilmember Ibarra asked if a City wanted to provide their own services. **Peterson** said he believed it would be more expensive.

Vice Mayor Medina asked if we still service on the weekends. **Machado** said there are four different types of services provided and they are prioritized. It is a 24/7 operation. She said there is a prenegotiation committee who is working on this and are coming up with revisions to the contract.

City Manager Jackson added San Bruno is a full participant with the County contract, receiving the same services as other cities in the County.

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

b. Adopt Resolution Adopting the 2014 Updated Sewer Master Plan.

Public Services Director Fabry gave an introduction to the Plan and introduced **Associate Engineer Wong** who gave an overview of the staff report.

Councilmember Salazar asked about the rising Bay level and how that comes into play? **Fabry** said it is mentioned in the plan and always in their thoughts to address the rising water levels and how it will impact all of the City's system. It is more relevant for the treatment plant before the collection system is impacted. She said at this time, it is not an anticipated expectation to have any direct impact in the near future.

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

c. Adopt Resolution Authorizing the City Manager to Execute a Contract with Nor-Cal Pipeline Services for Construction of the Chestnut Sewer Rehabilitation Project in the Amount of \$55,805 and Approving a Construction Contingency of \$11,195.

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

Councilmember Ibarra asked why this isn't used more often. **Wong** said this was not one of the key focused areas and CIPP pipe does not increase the capacity so it was not considered as an alternative.

Councilmember O'Connell asked how it was done and **Wong** explained the process.

Councilmember Ibarra asked if this resolves the issues with the residents of the area. **Fabry** said this will address the short-term problem of minimizing the possibility of any sso. In long-term this area was defined as a capacity deficiency area and will need a bypass developed on Jenevein to address the overall area capacity issue.

Councilmember Salazar asked if the two homes will be able to use their plumbing. **Wong** said the overall construction will take about three days and explained the process and the time the homeowners would be without plumbing of which they will be fully apprised.

Councilmember Salazar asked if there is anything the homeowners can do to prevent back-ups from coming into their house. **Fabry** said a flow-prevention device was recommended and it is their choice.

Councilmember Salazar said the source of the last overflow was from foreign material being lodged in there and was it identified? **Fabry** said it was identified as some kind of clay material and it could have come from many of the upstream locations.

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

d. Adopt Resolution Authorizing the City Manager to Execute a Multi-Year Contract with West Valley Construction Company, Inc. for Sewer Spot Repair Services in an Amount not to Exceed \$175,000 for Fiscal Year 2013-14.

Management Analyst Wood gave an overview of the staff report and asked for questions.

Vice Mayor Medina asked what is the percentage of a contractor going out to make repairs versus our staff? He asked if in 2012-13 we spent the entire amount allocated. **Wood** said Council approved \$400,000 and it was all spent. **Fabry** said the operating budget is \$450,000 line item is for contracting fee, \$50,000 is for other types of contracts like fixing the pump station, the \$400,000 is for main spot repairs.

City Manager Jackson said budgeting \$450,000 is an aggressive figure to address repairs in the system. The contract is not intended to be a back-up, it is an additional program initiated a few years back as part of the City's overall work program to address repairs.

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

e. Adopt Resolution Approving the City to Co-Sponsor the Annual San Bruno Relay for Life Event.

City Manager Jackson gave an overview of the staff report and stated the City's co-sponsorship would cost approximately \$800.

Robert Riechel, 7th Ave. said he hopes the City sees the value of supporting this nonprofit and other nonprofits.

Councilmember Ibarra he feels Relay for Life is good for the community and he would like to see the entire community involved and thanked all the volunteers.

Councilmember O'Connell said she supports this; however, she said supporting one nonprofit in this way, what does it say to the other non-profits. She said we need to look at the whole policy issue, all the different fees that we have come in contact with non-profits. She said all the non-profits are worthy and it is hard to say no.

Mayor Ruane said it would be prudent to looking into using City facility resources for non-profit benefit. He said he would like to form a subcommittee of Councilmembers O'Connell and Ibarra to look at this going forward so there is some type of definitive policy.

City Manager Jackson said staff would welcome the opportunity to work with the subcommittee to address the issues of how this City supports community organizations.

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

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

12. COMMENTS FROM COUNCIL MEMBERS: None.

13. CLOSED SESSION:

City Council – Minutes

February 25, 2014

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14. ADJOURNMENT:

Mayor Ruane closed the meeting in honor of Wes Cole at 8:34 p.m. The next regular City Council Meeting will be held on March 11, 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
March 11, 2014

Carol Bonner, City Clerk

Jim Ruane, Mayor

02/24/14

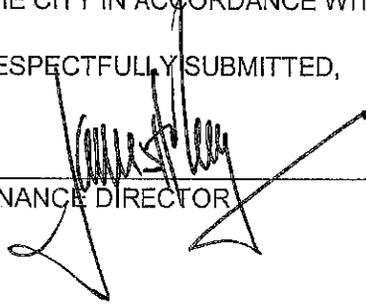
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

| FUND | FUND NAME | AMOUNT |
|--------------------|------------------------------|--------------|
| 001 | GENERAL FUND | \$65,725.29 |
| 201 | PARKS AND FACILITIES CAPITAL | \$1,000.00 |
| 203 | STREET IMPROVE. PROJECTS | \$6,771.40 |
| 207 | TECHNOLOGY CAPITAL | \$10,900.00 |
| 611 | WATER FUND | \$15,051.94 |
| 621 | STORMWATER FUND | \$3,008.72 |
| 631 | WASTEWATER FUND | \$19,906.94 |
| 641 | CABLE TV FUND | \$28,565.45 |
| 701 | CENTRAL GARAGE | \$11,346.06 |
| 702 | FACILITY MAINT. FUND | \$6,401.72 |
| 707 | TECHNOLOGY DEVELOPMENT | \$386.37 |
| 891 | S.B. GARBAGE CO. TRUST | \$401,136.82 |
| TOTAL FOR APPROVAL | | \$570,200.71 |

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 2 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 146745 THROUGH 146831 INCLUSIVE, TOTALING IN THE AMOUNT OF \$570,200.71 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

2-25-2014
DATE

J.Q.

Document group: komalley Bank: apbank 05507660

| Vendor Code & Name | Check # | Check Date | Amount |
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| 0016688 ALPHA TECHNOLOGIES, INC. | 146747 | 2/24/2014 | 92.65 |
| 0102355 AMAZON | 146748 | 2/24/2014 | 466.15 |
| 0096700 ANDY'S WHEELS & TIRES | 146749 | 2/24/2014 | 514.47 |
| 0001202 ARAMARK UNIFORM SERVICES | 146750 | 2/24/2014 | 1,385.66 |
| 0102377 ARIN, LTD. | 146752 | 2/24/2014 | 2,000.00 |
| 0000118 ART'S PENINSULA LOCKSMITH | 146753 | 2/24/2014 | 480.05 |
| 0018363 AT&T LONG DISTANCE | 146754 | 2/24/2014 | 15.98 |
| 0018465 AT&T MOBILITY | 146755 | 2/24/2014 | 45.45 |
| 0000345 BAKER & TAYLOR BOOKS | 146756 | 2/24/2014 | 254.48 |
| 0104781 BARTLE WELLS ASSOCIATES | 146757 | 2/24/2014 | 1,050.00 |
| 0018567 BATTERY SYSTEMS | 146758 | 2/24/2014 | 575.42 |
| 0018093 BBC WORLDWIDE AMERICA INC. | 146759 | 2/24/2014 | 759.98 |
| 0000378 BROADMOOR LANDSCAPE SUPPLY | 146761 | 2/24/2014 | 565.84 |
| 0097243 CARALEE DAVIS | 146772 | 2/24/2014 | 50.10 |
| 0017843 CENTRAL COUNTY FIRE DEPT. | 146762 | 2/24/2014 | 286.80 |
| 0016324 CINTAS CORPORATION #464 | 146763 | 2/24/2014 | 155.37 |
| 0017802 CLEANSOURCE, INC. | 146764 | 2/24/2014 | 356.11 |
| 0098656 COMPLETE LINEN SERVICE | 146765 | 2/24/2014 | 120.98 |
| 0015857 COUNTY OF SAN MATEO | 146767 | 2/24/2014 | 76.00 |
| 0105741 COX MEDIA GROUP | 146768 | 2/24/2014 | 7,813.75 |
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| 0016604 CUMMINS PACIFIC, LLC | 146770 | 2/24/2014 | 2,614.17 |
| 0018912 DASH MEDICAL GLOVES INC. | 146771 | 2/24/2014 | 215.49 |
| 0098689 DEMETRA KANELLOS | 146790 | 2/24/2014 | 73.28 |
| 0105911 DUNKINWORKS | 146774 | 2/24/2014 | 187.50 |
| 0105820 EAST BAY TIRE CO | 146775 | 2/24/2014 | 548.08 |
| 0102673 EBI AGGREGATES | 146776 | 2/24/2014 | 833.85 |
| 0001646 ECOLAB INC. | 146777 | 2/24/2014 | 106.12 |
| 0018899 EOA INC. | 146779 | 2/24/2014 | 2,985.07 |
| 0018798 ESRI INC. | 146780 | 2/24/2014 | 10,900.00 |
| 0000944 FEDEX | 146781 | 2/24/2014 | 27.28 |
| 0001782 FLOWERS ELECTRIC & SVC.CO.INC. | 146782 | 2/24/2014 | 120.00 |
| 0018117 FLYERS ENERGY, LLC | 146783 | 2/24/2014 | 10,293.81 |
| 0016363 GCS ENVIRONMENTAL & EQUIPMENT SVC. | 146778 | 2/24/2014 | 2,715.13 |
| 0096213 GERALD T. AND CAROLE J. GUERNSEY | 146786 | 2/24/2014 | 1,000.00 |
| 0018864 GMA NETWORK INC. | 146784 | 2/24/2014 | 2,576.40 |
| 0095966 GREATAMERICA FINANCIAL SVCS. | 146785 | 2/24/2014 | 577.51 |
| 0105917 JAMES A.PUGLIESE PAINTING,INC. | 146788 | 2/24/2014 | 1,000.00 |
| 0095465 JENNIFER DIANOS | 146773 | 2/24/2014 | 500.00 |
| 0000075 K-119 TOOLS OF CALIFORNIA INC. | 146789 | 2/24/2014 | 21.75 |
| 0000317 L.N. CURTIS & SONS | 146791 | 2/24/2014 | 1,136.43 |
| 0017621 LAW OFFICES OF JONES & MAYER | 146792 | 2/24/2014 | 110.00 |
| 0093521 LUTHER BOLTON | 146760 | 2/24/2014 | 13.58 |
| 0100447 MARIA E. QUIROZ | 146810 | 2/24/2014 | 30.96 |
| 0098106 MICHAEL SUAVILLO | 146820 | 2/24/2014 | 50.00 |
| 0097360 MICHAELYNN MOLINA | 146795 | 2/24/2014 | 4.52 |
| 0016863 MIDWEST TAPE, LLC | 146793 | 2/24/2014 | 183.46 |
| 0001709 MILLBRAE LOCK | 146794 | 2/24/2014 | 3.22 |
| 0000333 MOSS RUBBER & EQUIP. CORP. | 146796 | 2/24/2014 | 100.04 |
| 0017289 MUNISERVICES, LLC | 146797 | 2/24/2014 | 1,000.00 |
| 0097142 MYERS TIRE-OAKLAND #17 | 146798 | 2/24/2014 | 79.10 |

Document group: komalley Bank: apbank 05507660

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| 0000357 NATIONAL CABLE TV CO-OP, INC. | 146799 | 2/24/2014 | 428.81 |
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| 0105238 NORTHERN SERVICES INC. | 146800 | 2/24/2014 | 387.50 |
| 0092263 OFFICE DEPOT INC | 146801 | 2/24/2014 | 168.91 |
| 0000210 OLE'S CARBURETOR & ELECTRIC INC | 146802 | 2/24/2014 | 449.10 |
| 0000012 PACIFIC GAS & ELECTRIC | 146804 | 2/24/2014 | 16,858.34 |
| 0096456 PB AMERICAS, INC. | 146805 | 2/24/2014 | 4,181.40 |
| 0001154 PENINSULA LIBRARY SYSTEM | 146806 | 2/24/2014 | 193.07 |
| 0098995 PENINSULA TRANSMISSION | 146807 | 2/24/2014 | 2,190.16 |
| 0098436 PROFESSIONAL LAND SERVICES | 146809 | 2/24/2014 | 2,590.00 |
| 0000071 R & B COMPANY | 146811 | 2/24/2014 | 2,434.33 |
| 0000175 RECOLOGY SAN BRUNO | 146812 | 2/24/2014 | 401,136.82 |
| 0096458 RMC WATER AND ENVIRONMENT | 146813 | 2/24/2014 | 5,990.75 |
| 0000569 SAN BRUNO AUTO CENTER, INC. | 146814 | 2/24/2014 | 75.00 |
| 0017807 SAN MATEO COUNTY CONTROLLER'S OFFICE | 146766 | 2/24/2014 | 30,056.20 |
| 0015418 SAN MATEO COUNTY TRAINING OFFICERS ASSOCIATION | 146826 | 2/24/2014 | 886.62 |
| 0099047 SAN MATEO CTY SHERIFF'S OFFICE | 146815 | 2/24/2014 | 5,734.03 |
| 0017145 SAN MATEO LAWN MOWER SHOP | 146816 | 2/24/2014 | 180.04 |
| 0018461 SERRAMONTE FORD, INC. | 146817 | 2/24/2014 | 1,309.00 |
| 0100803 SHIRLEY OLIMPIADA | 146803 | 2/24/2014 | 13.52 |
| 0097079 SPRINT | 146818 | 2/24/2014 | 1,413.96 |
| 0000801 STEWART AUTOMOTIVE GROUP | 146819 | 2/24/2014 | 405.04 |
| 0100903 T2 GENERAL CONTRACTORS | 146821 | 2/24/2014 | 235.56 |
| 0018813 TANKO LIGHTING | 146822 | 2/24/2014 | 2,777.71 |
| 0100509 TARUN PEREIRA | 146808 | 2/24/2014 | 35.90 |
| 0000241 THE ADAM-HILL COMPANY | 146823 | 2/24/2014 | 44.60 |
| 0017527 TIFCO INDUSTRIES INC. | 146824 | 2/24/2014 | 235.02 |
| 0018818 TOSHIBA BUSINESS SOLUTIONS CA | 146825 | 2/24/2014 | 563.08 |
| 0095538 TV GUIDE NETWORK, INC. | 146827 | 2/24/2014 | 766.62 |
| 0000019 U.S. POSTMASTER | 146828 | 2/24/2014 | 3,800.00 |
| 0095749 VERIZON WIRELESS | 146829 | 2/24/2014 | 1,308.51 |
| 0104660 WEST YOST ASSOCIATES, INC. | 146830 | 2/24/2014 | 24,919.50 |
| 0096421 WEST-LITE SUPPLY CO., INC. | 146831 | 2/24/2014 | 455.05 |
| 0105771 XINGQI (KAREN) HUANG | 146787 | 2/24/2014 | 500.00 |
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| | | Total count: | 87 |

03/03/14

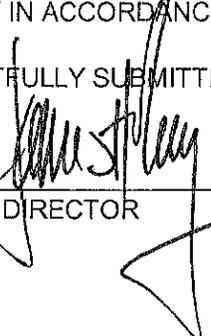
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

| FUND | FUND NAME | AMOUNT |
|--------------------|------------------------------|----------------|
| 001 | GENERAL FUND | \$71,862.30 |
| 132 | AGENCY ON AGING | \$7,268.13 |
| 133 | RESTRICTED DONATIONS | \$1,000.00 |
| 190 | EMERGENCY DISASTER FUND | \$1,528,515.22 |
| 201 | PARKS AND FACILITIES CAPITAL | \$37,045.00 |
| 203 | STREET IMPROVE. PROJECTS | \$790.00 |
| 207 | TECHNOLOGY CAPITAL | \$10,682.00 |
| 611 | WATER FUND | \$510,033.08 |
| 621 | STORMWATER FUND | \$313.83 |
| 631 | WASTEWATER FUND | \$80,174.51 |
| 641 | CABLE TV FUND | \$109,105.14 |
| 701 | CENTRAL GARAGE | \$377.90 |
| 702 | FACILITY MAINT. FUND | \$862.79 |
| 707 | TECHNOLOGY DEVELOPMENT | \$74.58 |
| 711 | SELF INSURANCE | \$27,948.69 |
| 880 | PROJECT DEVELOP. TRUST | \$3,053.75 |
| 891 | S.B. GARBAGE CO. TRUST | \$40,000.00 |
| TOTAL FOR APPROVAL | | \$2,429,106.92 |

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 4 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 146832 THROUGH 147018 INCLUSIVE, TOTALING IN THE AMOUNT OF \$2,429,106.92 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

3-4-2014
DATE

Document group: komalley Bank: apbank 05507660

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| 0104680 ACCESS 24 COMMUNICATIONS INC. | 146833 | 3/3/2014 | 192.65 |
| 0017053 ACCOUNTEMPS | 146834 | 3/3/2014 | 3,840.00 |
| 0097943 ADAM KUNG | 146921 | 3/3/2014 | 1,000.00 |
| 0000858 ADECCO EMPLOYMENT SERVICES | 146835 | 3/3/2014 | 2,999.26 |
| 0001170 AIRGAS NCN | 146836 | 3/3/2014 | 146.86 |
| 0000163 AIRPORT AUTO PARTS INC. | 146837 | 3/3/2014 | 5.44 |
| 0105311 ALEJANDRO VIGIL | 147008 | 3/3/2014 | 100.00 |
| 0098949 ALLIED ROPES CO INC | 146839 | 3/3/2014 | 206.88 |
| 0017359 AMERICAN EXPRESS | 146840 | 3/3/2014 | 4,314.21 |
| 0000082 AMERICAN MESSAGING | 146841 | 3/3/2014 | 19.93 |
| 0014890 AMERICAN WATER WORKS ASSN. | 146842 | 3/3/2014 | 244.00 |
| 0014890 AMERICAN WATER WORKS ASSN. | 146843 | 3/3/2014 | 404.00 |
| 0018719 AQUA-TECH COMPANY | 146844 | 3/3/2014 | 5,075.00 |
| 0104925 ASIA TV USA, LTD. | 146845 | 3/3/2014 | 463.47 |
| 0016123 AT&T | 146846 | 3/3/2014 | 579.96 |
| 0017191 AT&T | 146847 | 3/3/2014 | 1,818.83 |
| 0018583 AT&T MOBILITY | 146848 | 3/3/2014 | 62.14 |
| 0000345 BAKER & TAYLOR BOOKS | 146850 | 3/3/2014 | 4,453.39 |
| 0001849 BAY AREA WATER SUPPLY & CONSERVATION AGEN | 146995 | 3/3/2014 | 3,384.00 |
| 0017434 BROWN & CALDWELL | 146852 | 3/3/2014 | 14,546.68 |
| 0018323 BSK ASSOCIATES | 146854 | 3/3/2014 | 1,310.00 |
| 0105324 CAINE COMPUTER CONSULTING, LLC | 146855 | 3/3/2014 | 6,653.00 |
| 0104049 CAROL COSTAKIS | 146867 | 3/3/2014 | 241.80 |
| 0100902 CAVALLINI CONSTRUCTION | 146856 | 3/3/2014 | 1,000.00 |
| 0016324 CINTAS CORPORATION #464 | 146859 | 3/3/2014 | 348.81 |
| 0000386 CITY OF SOUTH SAN FRANCISCO | 146860 | 3/3/2014 | 2,502.50 |
| 0105091 COLE SUPPLY CO., INC. | 146861 | 3/3/2014 | 447.23 |
| 0018911 COMCAST CABLE COMMUNICATIONS | 146862 | 3/3/2014 | 25,990.00 |
| 0104508 COMCAST SPORTSNET CALIFORNIA | 146863 | 3/3/2014 | 20,735.50 |
| 0098656 COMPLETE LINEN SERVICE | 146864 | 3/3/2014 | 86.04 |
| 0105187 CONCERN | 146865 | 3/3/2014 | 670.32 |
| 0096957 CORBY POOLS, INC. | 146866 | 3/3/2014 | 34,500.00 |
| 0015857 COUNTY OF SAN MATEO | 146868 | 3/3/2014 | 3,567.08 |
| 0014338 CREST/GOOD MANUFACTURING CO. | 146870 | 3/3/2014 | 43.29 |
| 0018331 CSG CONSULTANTS INC. | 146871 | 3/3/2014 | 3,293.75 |
| 0018925 CSI FORENSIC SUPPLY | 146872 | 3/3/2014 | 65.39 |
| 0098873 DANNY MANOUKIAN | 146929 | 3/3/2014 | 300.00 |
| 0018912 DASH MEDICAL GLOVES INC. | 146873 | 3/3/2014 | 35.92 |
| 0018188 DAU PRODUCTS | 146874 | 3/3/2014 | 6,354.74 |
| 0099855 DAVID ORTIZ | 146953 | 3/3/2014 | 100.00 |
| 0096736 DAVID REHN | 146970 | 3/3/2014 | 100.00 |
| 0102820 DEBRA HALL | 146900 | 3/3/2014 | 289.00 |
| 0018169 DELL MARKETING L.P. | 146876 | 3/3/2014 | 53.01 |
| 0100445 ELAINE CHEN | 146857 | 3/3/2014 | 200.00 |
| 0099230 ENCARNACION SANCHEZ | 146980 | 3/3/2014 | 100.00 |
| 0017300 ENVIRONMENTAL HEALTH FEE | 146878 | 3/3/2014 | 276.00 |
| 0017152 ERLER & KALINOWSKI, INC. | 146879 | 3/3/2014 | 1,291.62 |
| 0018798 ESRI INC. | 146880 | 3/3/2014 | 10,682.00 |
| 0102867 EXARO TECHNOLOGIES CORP. | 146881 | 3/3/2014 | 2,014.95 |
| 0000944 FEDEX | 146882 | 3/3/2014 | 120.50 |
| 0105023 FISHER & BAGLEY | 146884 | 3/3/2014 | 1,925.00 |
| 0001782 FLOWERS ELECTRIC & SVC.CO.INC. | 146885 | 3/3/2014 | 4,045.51 |
| 0102869 FRANCHISE TAX BOARD | 146886 | 3/3/2014 | 50.00 |

Document group: komalley Bank: apbank 05507660

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| 0100543 FRANCISCO MARCAL | 146931 | 3/3/2014 | 200.00 |
| 0105920 FRED PRYOR SEMINARS | 146887 | 3/3/2014 | 159.00 |
| 0014910 G & MAUTO BODY | 146888 | 3/3/2014 | 2,170.00 |
| 0093504 G.W. WILLIAMS | 146889 | 3/3/2014 | 15,000.00 |
| 0016861 GAMETIME | 146890 | 3/3/2014 | 707.34 |
| 0099231 GARY ROTHBLATT | 146974 | 3/3/2014 | 98.00 |
| 0099403 GARY WENQUIST | 147011 | 3/3/2014 | 100.00 |
| 0096932 GENESIS EMPLOYEE BENEFITS, INC | 146892 | 3/3/2014 | 297.84 |
| 0016154 GOETZ BROTHERS SPORTING GOODS | 146894 | 3/3/2014 | 255.06 |
| 0000162 GRAINGER | 146895 | 3/3/2014 | 1,417.56 |
| 0000541 GRANITE ROCK COMPANY | 146896 | 3/3/2014 | 431.20 |
| 0095966 GREATAMERICA FINANCIAL SVCS. | 146897 | 3/3/2014 | 161.99 |
| 0096316 GREEN CARPET LANDSCAPING & MAINTENANCE | 146924 | 3/3/2014 | 1,100.00 |
| 0096799 GROUNDWATER RESOURCES ASSOCIATION OF CA | 146972 | 3/3/2014 | 115.00 |
| 0017914 GSWAW INC. | 146898 | 3/3/2014 | 20,718.43 |
| 0000385 HACH COMPANY | 146899 | 3/3/2014 | 2,528.75 |
| 0095792 HARRISON & BONINI | 146901 | 3/3/2014 | 247.43 |
| 0105378 HOME MAID RAVIOLI COMPANY INC. | 146903 | 3/3/2014 | 63.90 |
| 0105735 HYDROSCIENCE ENGINEERS, INC. | 146904 | 3/3/2014 | 51,658.92 |
| 0015644 INDUSTRIAL WIPER & SUPPLY,INC. | 146905 | 3/3/2014 | 167.48 |
| 0018838 INFOSEND, INC. | 146906 | 3/3/2014 | 1,529.48 |
| 0015531 INTERSTATE BATTERY SYS. OF SF | 146907 | 3/3/2014 | 21.57 |
| 0018261 INTL MEDIA DISTRIBUTION, LLC | 146908 | 3/3/2014 | 2,359.65 |
| 0093379 JAMES HOULIHAN | 146909 | 3/3/2014 | 200.00 |
| 0098964 JARVIS,FAY,DOPORTO&GIBSON, LLP | 146910 | 3/3/2014 | 1,925.75 |
| 0100947 JEFFREY MADDEN | 146928 | 3/3/2014 | 150.00 |
| 0103951 JIAN WANG | 147009 | 3/3/2014 | 100.00 |
| 0103317 JILL ROFII | 146973 | 3/3/2014 | 1,215.85 |
| 0103342 JMB CONSTRUCTION, INC. | 146832 | 2/26/2014 | 535,090.83 |
| 0103342 JMB CONSTRUCTION, INC. | 146911 | 3/3/2014 | 1,060,030.43 |
| 0096838 JOHN MURPHY | 146912 | 3/3/2014 | 37.86 |
| 0097512 JOSEPH DEBATTISTA | 146875 | 3/3/2014 | 185.00 |
| 0000771 JT2 INTEGRATED RESOURCES | 146913 | 3/3/2014 | 20,791.19 |
| 0018376 JT2 INTEGRATED RESOURCES | 146914 | 3/3/2014 | 5,368.00 |
| 0000075 K-119 TOOLS OF CALIFORNIA INC. | 146915 | 3/3/2014 | 154.51 |
| 0018808 KAISER FOUNDATION HEALTH PLAN | 146916 | 3/3/2014 | 1,520.00 |
| 0096379 KAREN OJAKIAN | 146952 | 3/3/2014 | 321.75 |
| 0097996 KARINA GHOR | 146893 | 3/3/2014 | 100.00 |
| 0000132 KELLY-MOORE PAINT CO INC. | 146918 | 3/3/2014 | 125.52 |
| 0097853 KONSTANTINOS KAKONIKTIS | 146917 | 3/3/2014 | 150.01 |
| 0105299 KTVU/KICU | 146920 | 3/3/2014 | 44,304.15 |
| 0000317 L.N. CURTIS & SONS | 146922 | 3/3/2014 | 386.95 |
| 0018640 L3 COM MOBILE-VISION INC. | 146923 | 3/3/2014 | 333.87 |
| 0104424 LIDIA'S ITALIAN DELICACIES | 146925 | 3/3/2014 | 2,325.00 |
| 0016034 LINDA RUSSELL | 146976 | 3/3/2014 | 625.95 |
| 0102701 LISA LUCIANO | 146927 | 3/3/2014 | 577.50 |
| 0098593 LORI PILSTER | 146957 | 3/3/2014 | 100.00 |
| 0093412 LYNN NIEMIRA | 146947 | 3/3/2014 | 769.60 |
| 0015875 MANWIN MEDIA SARL | 146930 | 3/3/2014 | 58.89 |
| 0105907 MARGARITA SOYFERTIS | 146989 | 3/3/2014 | 1,000.00 |
| 0000376 MARILYN BENNETT | 146851 | 3/3/2014 | 327.60 |
| 0098573 MARLENE LODGE | 146926 | 3/3/2014 | 100.00 |
| 0096796 MARSETTI | 146932 | 3/3/2014 | 276.00 |
| 0100704 MARTY CARDONE | 146933 | 3/3/2014 | 84.24 |

Document group: komalley Bank: apbank 05507660

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| 0002106 MASATOSHI MORITA | 146940 | 3/3/2014 | 52.80 |
| 0102770 METLIFE | 146936 | 3/3/2014 | 320.46 |
| 0092285 MICROMARKETING LLC | 146937 | 3/3/2014 | 288.43 |
| 0001709 MILLBRAE LOCK | 146938 | 3/3/2014 | 37.61 |
| 0096800 MOBILE CALIBRATION SVCS. LLC | 146939 | 3/3/2014 | 245.14 |
| 0000333 MOSS RUBBER & EQUIP. CORP. | 146942 | 3/3/2014 | 137.54 |
| 0104730 MUNICIPAL EMERGENCY SERVICES | 146943 | 3/3/2014 | 4,516.96 |
| 0105855 NBATV, LLC | 146944 | 3/3/2014 | 2,765.06 |
| 0018692 NHK COSMOMEDIA AMERICA, INC. | 146945 | 3/3/2014 | 362.50 |
| 0103301 NHL NETWORK US, LP | 146946 | 3/3/2014 | 800.87 |
| 0095631 NICOLAS AZAR | 146849 | 3/3/2014 | 100.00 |
| 0105722 NORBERT DULEK | 146877 | 3/3/2014 | 100.00 |
| 0095449 NORMA STALKER | 146991 | 3/3/2014 | 100.00 |
| 0000522 NORTH COAST COUNTY WATER DISTRICT(NCCWD) | 146869 | 3/3/2014 | 21,722.92 |
| 0105898 NORTH VALLEY BANK | 146948 | 3/3/2014 | 7,867.50 |
| 0092263 OFFICE DEPOT INC | 146950 | 3/3/2014 | 1,399.49 |
| 0018284 OFFICEMAX INC. | 146951 | 3/3/2014 | 240.57 |
| 0000012 PACIFIC GAS & ELECTRIC | 146954 | 3/3/2014 | 46,670.57 |
| 0105922 PALO ALTO MEDICAL FOUNDATION | 146955 | 3/3/2014 | 147.00 |
| 0095959 PATRICIA BROWN | 146853 | 3/3/2014 | 100.00 |
| 0100449 PATRICIA GAREY | 146891 | 3/3/2014 | 100.00 |
| 0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC. | 146990 | 3/3/2014 | 468.00 |
| 0096530 PENINSULA WATER WORKS ASSOC. | 146956 | 3/3/2014 | 195.00 |
| 0095780 PHOENIX SATELLITE TELEVISION (US) INC. | 146981 | 3/3/2014 | 85.46 |
| 0018094 PLAYBOY ENTERPRISES, INC. | 146958 | 3/3/2014 | 10.79 |
| 0000285 PREFERRED ALLIANCE, INC. | 146959 | 3/3/2014 | 275.20 |
| 0105921 PREMIER GARAGE | 146960 | 3/3/2014 | 2,545.00 |
| 0102563 PROPET DISTRIBUTORS, INC. | 146961 | 3/3/2014 | 720.35 |
| 0099621 PSYCHIC READING BY DORA | 146963 | 3/3/2014 | 50.64 |
| 0097558 PURCHASE POWER | 146964 | 3/3/2014 | 400.00 |
| 0000071 R & B COMPANY | 146965 | 3/3/2014 | 6,367.01 |
| 0017111 RANDOM HOUSE INC | 146966 | 3/3/2014 | 61.31 |
| 0000175 RECOLOGY SAN BRUNO | 146967 | 3/3/2014 | 40,000.00 |
| 0094546 RECORDED BOOKS, LLC | 146968 | 3/3/2014 | 39.24 |
| 0104637 REGIONAL GOVERNMENT SERVICES | 146969 | 3/3/2014 | 7,770.00 |
| 0104548 RENNE SLOAN HOLTZMAN SAKAI LLP | 146971 | 3/3/2014 | 13,057.39 |
| 0100441 REYNALDO ALARCON | 146838 | 3/3/2014 | 200.00 |
| 0104622 ROBERT K. AND LINDA METCALFE | 146935 | 3/3/2014 | 1,000.00 |
| 0103360 ROBERT MARTY | 146934 | 3/3/2014 | 4,272.76 |
| 0096209 RONALD CIMA | 146858 | 3/3/2014 | 200.00 |
| 0016213 ROZZI REPRODUCTION&SUPPLY INC. | 146975 | 3/3/2014 | 1,682.31 |
| 0105914 RYAN & RYAN CONSTRUCTION | 146977 | 3/3/2014 | 540.00 |
| 0000081 SAN BRUNO CABLE TV | 146978 | 3/3/2014 | 72.04 |
| 0017145 SAN MATEO LAWN MOWER SHOP | 146979 | 3/3/2014 | 95.44 |
| 0000074 SFPUC - WATER DEPARTMENT | 146983 | 3/3/2014 | 200,318.70 |
| 0102917 SFPUC FINANCIAL SERVICES | 146984 | 3/3/2014 | 9,406.00 |
| 0093872 SHOWCASES | 146985 | 3/3/2014 | 52.60 |
| 0001225 SIERRA PACIFIC TURF SUPPLY,INC | 146986 | 3/3/2014 | 1,001.19 |
| 0105770 SILICON VALLEY COMMUNITY FOUNDATION | 147006 | 3/3/2014 | 2,455.00 |
| 0105916 SMITH'S GOPHER TRAPPING SVC. | 146987 | 3/3/2014 | 2,190.00 |
| 0017508 SOUTH CITY LUMBER AND SUPPLY | 146988 | 3/3/2014 | 216.82 |
| 0018602 STARZ ENTERTAINMENT LLC. | 146992 | 3/3/2014 | 806.66 |
| 0096449 STEPHANIE STRICKLAND | 146993 | 3/3/2014 | 100.00 |
| 0105796 SUNRISE FOOD DISTRIBUTOR INC. | 146994 | 3/3/2014 | 565.02 |

Document group: komalley Bank: apbank 05507660

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| 0100249 SUSAN YANG | 147018 | 3/3/2014 | 100.00 |
| 0018073 TEAMSTERS LOCAL 350 | 146996 | 3/3/2014 | 2,908.00 |
| 0015691 TEAMSTERS LOCAL 856 | 146997 | 3/3/2014 | 13,394.00 |
| 0018717 THE E GROUP LLC | 146998 | 3/3/2014 | 300.00 |
| 0102745 THE MERCURY NEWS | 146999 | 3/3/2014 | 1,241.70 |
| 0103559 THE MLB NETWORK, LLC | 147000 | 3/3/2014 | 1,921.00 |
| 0018275 THE REGENTS OF THE UNIVERSITY OF CA | 146949 | 3/3/2014 | 141.96 |
| 0093506 THE U.S. CONFERENCE OF MAYORS | 147001 | 3/3/2014 | 3,489.00 |
| 0095220 THOMAS HEFFERNAN | 146902 | 3/3/2014 | 100.00 |
| 0000036 THOMSON WEST | 147002 | 3/3/2014 | 656.66 |
| 0103167 TODD KESSLER | 146919 | 3/3/2014 | 100.00 |
| 0017932 TRILLIUM USA INC. | 147003 | 3/3/2014 | 23.62 |
| 0017134 TRINET CONSTRUCTION INC. | 147004 | 3/3/2014 | 20,747.33 |
| 0102865 UNIVERSAL SERVICE ADMINISTRATIVE CO. | 146982 | 3/3/2014 | 4,838.66 |
| 0092154 UNIVERSITY ENTERPRISES INC. | 147005 | 3/3/2014 | 115.41 |
| 0102988 VANTAGEPOINT TRANSFER AGENTS | 147007 | 3/3/2014 | 9,757.21 |
| 0100804 VIKTOR MOSHKOVY | 146941 | 3/3/2014 | 100.00 |
| 0099604 VIRGINIA FENG | 146883 | 3/3/2014 | 100.00 |
| 0104660 WEST YOST ASSOCIATES, INC. | 147012 | 3/3/2014 | 16,288.09 |
| 0096421 WEST-LITE SUPPLY CO., INC. | 147013 | 3/3/2014 | 131.35 |
| 0000612 WESTVALLEY CONSTRUCTION CO.INC | 147014 | 3/3/2014 | 2,124.88 |
| 0104704 WHITLOCK & WEINBERGER TRANSPORTATION INC | 147010 | 3/3/2014 | 790.00 |
| 0018580 WILEY PRICE & RADULOVICH LLP | 147015 | 3/3/2014 | 6,521.80 |
| 0018585 WRIME INC. | 147016 | 3/3/2014 | 3,905.00 |
| 0014850 XEROX CORPORATION | 147017 | 3/3/2014 | 323.19 |
| 0097710 YEVGENIYA PRUSAKOVA | 146962 | 3/3/2014 | 198.00 |
| | | GrandTotal: | 2,429,106.92 |
| | | Total count: | 187 |



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: March 11, 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 February 28, 2014 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,292,694.09 for the bi-weekly pay period ending February 23, 2014 is attached.

LABOR SUMMARY FOR PAY PERIOD ENDING : February 23, 2014

| pyLaborDist | 02/28/14 |
|--|---------------------|
| Fund: 001 - GENERAL FUND | 964,728.55 |
| Fund: 122 - SOLID WASTE/RECYCL. | 1,460.51 |
| Fund: 190 - EMERGENCY DISASTER FUND | 22,553.88 |
| Fund: 201 - PARKS AND FACILITIES CAPITAL | 404.84 |
| Fund: 203 - STREET IMPROVE. PROJECTS | 7,608.74 |
| Fund: 207 - TECNOLOGY PROJECTS | 2,150.33 |
| Fund: 611 - WATER FUND | 75,480.10 |
| Fund: 621 - STORMWATER FUND | 16,694.13 |
| Fund: 631 - WASTEWATER FUND | 61,525.71 |
| Fund: 641 - CABLE TV FUND | 87,215.56 |
| Fund: 701 - CENTRAL GARAGE | 10,318.60 |
| Fund: 702 - FACILITY MAINT.FUND | 22,460.96 |
| Fund: 707 - TECHNOLOGY DEVELOPMENT | 13,460.76 |
| Fund: 711 - SELF INSURANCE | 6,631.42 |
| | <hr/> |
| Total | 1,292,694.09 |



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: March 11, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Tami Yuki, Human Resources Director

SUBJECT: Adopt Resolutions Approving Agreements between the City of San Bruno and the Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and the San Bruno Management Employee Association (SBMEA), and Authorizing their Execution by the City Manager

BACKGROUND

The existing side letter agreements between the City of San Bruno and the Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and the San Bruno Management Employee Association (SBMEA) extended their respective Memorandum of Understandings to December 31, 2014. The agreements included a provision to re-open the agreements 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 Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and SBMEA have met and conferred in good faith and have reached tentative agreements extending the existing Memorandum of Understandings an additional two years through December 31, 2016. The tentative agreements were ratified by the Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and SBMEA on March 7, 2014.

DISCUSSION

The attached Tentative Agreements for the Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and SBMEA extends their current Memorandum of Understandings through December 31, 2016.

It has been over seven years since these three bargaining units received a general wage adjustment. Prior agreements included employee furloughs in lieu of salary reductions, in addition to suspending other financial benefits. The tentative agreements include 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.

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 agreements include 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

T.C.

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 and the restructure of the health care plan for these three bargaining units is anticipated to cost \$820,000 for the first year of the contract. Excess general fund revenues will cover these costs.

ALTERNATIVES

1. Do not approve the agreements and direct the negotiating team to seek changes or to begin negotiating a Memorandum of Understanding with the Miscellaneous Bargaining Unit, Mid Management Bargaining Unit, and SBMEA whose agreements have expired.

RECOMMENDATION

Adopt Resolutions Approving Agreements between the City of San Bruno and the Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and the San Bruno Management Employee Association (SBMEA), and Authorizing their Execution by the City Manager

ATTACHMENTS

1. Resolution – Miscellaneous Bargaining Unit
2. Resolution – Mid Management Bargaining Unit
3. Resolution – San Bruno Management Employee Association (SBMEA)
4. Tentative Agreements between the City of San Bruno and the Miscellaneous Bargaining Unit, the Mid Management Bargaining Unit, and the San Bruno Management Employee Association (SBMEA)

DATE PREPARED

March 6, 2014

REVIEWED BY

_____ CM

RESOLUTION NO. 2014 –

RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY OF SAN BRUNO AND THE MISCELLANEOUS BARGAINING UNIT, AND AUTHORIZING ITS EXECUTION BY THE CITY MANAGER

WHEREAS, representatives of the Miscellaneous Bargaining Unit and representatives of the City of San Bruno have met and negotiated in good faith; and

WHEREAS, as a result of those negotiations, a Tentative Agreement has been reached regarding changes to the terms and conditions of employment for the Miscellaneous Bargaining Unit, and extending the existing Memorandum of Understanding through 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 Miscellaneous Bargaining Unit, modifying the existing Memorandum of Understanding between the parties adopted pursuant to Resolution No. 2007-54, and consistent with terms and conditions outlined in the Tentative Agreement attached hereto; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute on behalf of the City of San Bruno the attached Tentative 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 Miscellaneous Bargaining Unit.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council, at a regular meeting on March 11, 2014 by the following vote:

AYES:

NOES:

Carol Bonner, City Clerk

RESOLUTION NO. 2014 –

RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY OF SAN BRUNO AND THE MID MANAGEMENT BARGAINING UNIT, AND AUTHORIZING ITS EXECUTION BY THE CITY MANAGER

WHEREAS, representatives of the Teamsters Union Local 350 and the San Bruno Mid Management Association and representatives of the City of San Bruno have met and negotiated in good faith; and

WHEREAS, as a result of those negotiations, a Tentative Agreement has been reached regarding changes to the terms and conditions of employment for the Mid Management Bargaining Unit, and extending the existing Memorandum of Understanding through 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 Mid Management Bargaining Unit, represented by the Teamsters Union Local 350 modifying the existing Memorandum of Understanding between the parties adopted pursuant to Resolution No. 2007-53, and consistent with terms and conditions outlined in Tentative Agreement attached hereto; 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 Mid Management Association, represented by the Teamsters Union Local 350.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council, at a regular meeting on March 11, 2014 by the following vote:

AYES:

NOES:

Carol Bonner, City Clerk

RESOLUTION NO. 2014 –

**RESOLUTION APPROVING SIDE LETTER AGREEMENT
BETWEEN THE CITY OF SAN BRUNO AND THE SAN BRUNO
MANAGEMENT EMPLOYEE ASSOCIATION, AND AUTHORIZING
ITS EXECUTION BY THE CITY MANAGER**

WHEREAS, representatives of the San Bruno Management Employee Association and representatives of the City of San Bruno have met and negotiated in good faith; and

WHEREAS, as a result of those negotiations, a Tentative Agreement has been reached regarding changes to the terms and conditions of employment for the San Bruno Management Employee Association, and extending the existing Memorandum of Understanding through 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 Management Employee Association, modifying the existing Memorandum of Understanding between the parties adopted pursuant to Resolution No. 2008-27, and consistent with terms and conditions outlined in the Tentative Agreement attached hereto; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute on behalf of the City of San Bruno the attached Tentative 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 Management Employee Association.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council, at a regular meeting on March 11, 2014 by the following vote:

AYES:

NOES:

Carol Bonner, City Clerk

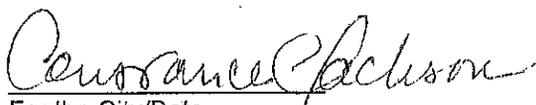
Tentative Agreement

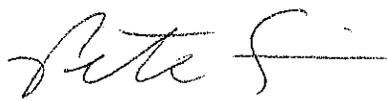
February 20, 2014

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

- Term –
 - Extend current MOU through 12/31/2016
- Wages –
 - 4% 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% effective the first full pay period in January 2015
 - 3% 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. (Note – Credit to health premiums will be recommended to the City Council, and subject to their final approval).
- Salary Survey
 - Continue requirement to conduct salary survey at least 30 days prior to bargaining successor MOU
- Clean Up
 - The parties agree to review contract provisions to remove out of date provisions, amend effective dates and make other changes which do not affect the ^{sustentative} ~~substantive~~ meaning of the contract provisions

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


For the City/Date
Feb. 20, 2014


For the Union/Date
2/20/14

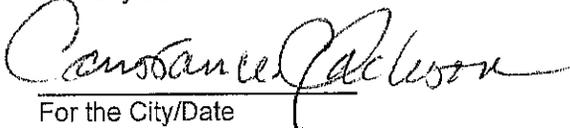
Tentative Agreement

February 27, 2014

City of San Bruno and San Bruno Mid Management Bargaining Unit (Local 350)

- Term —
 - Extend current MOU through 12/31/2016
- Wages —
 - 4% 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% effective the first full pay period in January 2015
 - 3% 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.
- Salary Survey
 - The goal of the survey is to provide credible information regarding prevailing compensation practices in the local market.
 - Conduct salary survey on or about October 1, 2016 with the intent of capturing midyear increases in surveyed agencies.
 - The parties agree to form an ad hoc committee at least 180 days prior to conducting the survey for purposes of reviewing the survey parameters, including peer cities, benchmark matches and the survey data points with the objective of reaching agreement prior to conducting the survey
 - The survey shall include certification/licensure pay as a data point.
- Clean Up
 - The parties agree to review contract provisions to remove out of date provisions, amend effective dates and make other changes which do not affect the substantive meaning of the contract provisions

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


For the City/Date

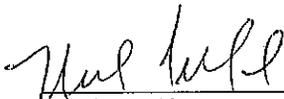
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 2/27/14
For the Union/Date

March 7, 2014

City of San Bruno and SBMEA

- Term –
 - Extend current MOU through 12/31/2016
- Wages –
 - 4% 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 15, 2014
 - 3% effective the first full pay period in January 2015
 - 3% 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
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- Clean Up
 - The parties agree to review contract provisions to remove out of date provisions, amend effective dates and make other changes which do not affect the substantive meaning of the contract provisions


For SBMEA
3/7/2014
Date


For the City of San Bruno
3-7-14
Date



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: March 11, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Jim O'Leary, Interim Finance Director

SUBJECT: Adopt Resolution Approving Property Owner Notice and Public Hearing Process for 2014-15 Garbage Rate Increase Proposed by Recology San Bruno

BACKGROUND

The City's franchise agreement with Recology San Bruno became effective July 1, 1998. According to this agreement, Recology is entitled to annual rate adjustments based on a Detailed Rate Year analysis every two to three years and Interim Rate Year analysis other years. Recology requested an Interim Rate Year adjustment for 2014-15 on January 30, 2014. This Interim Rate Year adjustment blends 80% of the change in the San Francisco-area Consumer Price Index and the percentage increase for authorized Pass-Through expenses. The net calculation for 2014-15 is a 2.13% adjustment.

On November 12, 2013, the City Council approved Franchise Agreement Amendment No. 7 covering service expansion for an organics program. This amendment authorizes Recology to recover portions of the higher costs for launching the organics program in the 2014-15 rate adjustment. The total organics program rate increases in three phases, 4.48% on January 1, 2014 (included in 2013-14 rate adjustment), 2.24% effective July 1, 2014, and an additional 2.24% effective January 1, 2015.

The approved 2013-14 garbage rate adjustment was 2.17% for the twelve-month collection period. With an effective date to September 1, 2013 rather than July 1, the approved rate increase was adjusted by 2.61% to cover only ten-months. A 0.44% reduction has been factored into the 2014-15 Recology rate proposal to annualize this factor.

Staff is recommending the City use a public hearing and protest procedure consistent with Proposition 218. Proposition 218 was approved by the voters in 1996 and establishes legal requirements for imposing or increasing property-related taxes, assessments, fees, and charges. The applicability of Proposition 218 to garbage rate

10.a.

adjustments is not yet legally established. In abundance of legal caution and to assure broad-based information to property owners on the proposed rates, the process can be followed for the upcoming Recology rate adjustment.

DISCUSSION

In accordance with the Franchise Agreement, Recology requested an Interim Rate Year adjustment totaling 3.93% consisting of 80% of the CPI change, increases for authorized Pass-Through amounts, costs for the organics program, and annualizing the 2013-14 rate adjustment. Based on the proposed rate adjustment, charges for a 32-gallon residential toter will increase by \$1.03, from \$26.09 to \$27.12. Examples of the proposed rate change for other services include:

| | Existing Rate | Rate 1/1/14 | Rate 1/1/15 |
|------------------------------|---------------|-------------|-------------|
| Residential | | | |
| 32-gallon toter | \$26.09 | \$27.12 | \$27.73 |
| 64-gallon toter | \$52.19 | \$54.24 | \$55.46 |
| 96-gallon toter | \$78.28 | \$81.36 | \$83.19 |
| Commercial | | | |
| 64-gallon toter, 1 per week | \$66.34 | \$68.94 | \$70.48 |
| 1-yard container, 1 per week | \$139.21 | \$144.69 | \$147.93 |

This increase would be effective for bills produced after July 1, 2014. An additional 2.24% increase will be effective January 1, 2015.

Staff and the City Council subcommittee (Ruane and Salazar) met on February 25 with Recology to review the rate adjustment proposals and the timeline associated with the rate review process. Following City Council review of the proposed rate increase, staff recommends that the City Council authorize the mailing of notice and schedule of public hearing for formal proposal of rate increase.

Solid waste collection and disposal rates vary among San Mateo County cities based on several factors. Costs for service can depend upon the frequency of recycling collection, organics composting, ratio of residential and commercial customers, and unique operational constraints in some jurisdictions. The following is a listing of current monthly rates in fourteen nearby locales for a residential 32-gallon toter:

| | | | |
|-----------------------------|--------------|-------------|---------|
| Atherton | \$55.00 | Daly City | \$25.58 |
| Pacifica | 36.63 | Colma | 25.41 |
| Belmont | 35.79 | Brisbane | 24.36 |
| San Carlos | 31.38 | Burlingame | 23.85 |
| South San Francisco | 28.24 | Menlo Park | 23.40 |
| Millbrae | 29.28 | San Mateo | 20.85 |
| Hillsborough | 27.50 | Foster City | 19.47 |
| San Bruno (Proposed) | 27.12 | | |

The public hearing and protest procedures consistent with Proposition 218 are well established and provide for notice to be provided to property owners 45 days in advance of a public hearing following which the City Council can act to approve the rate increase. Only if written protests are received from a majority of property owners would the proposed rate increase be disallowed. The following schedule outlines the City's implementation of the proposed process for considering the proposed rate adjustment.

- March 11: City Council directs staff to provide 45-day notice to property owners.
- March 21: Notices mailed / start 45-day period.
- May 13: City Council holds public hearing, considers any protests, takes action to introduce new rate ordinances for first reading, end of 45-day protest period.
- May 27: City Council conducts second reading and takes action to adopt new rates by ordinance.
- July 1: New 2014-15 rate increases become effective, with additional change on January 1, 2015.

The action proposed for consideration at this time is review of the proposed rates and the property owner notice. No action on the proposed rate increases will occur until May when the public hearing will be scheduled.

FISCAL IMPACT

The amount and explanation of the proposed rate adjustment is detailed in the Discussion section of this report. The proposed rate increase does not have a direct effect on City operations.

ALTERNATIVES

1. Recology San Bruno is entitled to an interim rate year adjustment in 2014-15. The City Council may direct that the proposed adjustment be amended using other factors in its determination.
2. Do not proceed with the process to adopt new rates at this time.

RECOMMENDATION

Adopt Resolution Approving Property Owner Notice and Public Hearing Process for 2014-15 Garbage Rate Increase Proposed by Recology San Bruno

ATTACHMENTS

1. Resolution
2. Draft Notice of Proposed Rates

DATE PREPARED

February 25, 2014

REVIEWED BY

_____ CM

RESOLUTION NO. 2014-_____

**RESOLUTION APPROVING PROPERTY OWNER NOTICE AND PROTEST
PROCESS FOR 2014-15 GARBAGE RATE INCREASE PROPOSED
BY RECOLOGY SAN BRUNO**

WHEREAS, the existing Franchise Agreement for Integrated Waste Management Services with Recology San Bruno became effective on July 1, 1998, and

WHEREAS, Recology San Bruno has requested an Interim Rate Year adjustment in accordance with the Franchise Agreement, and

WHEREAS, Recology has requested a change in rate limited to 80% of the CPI change for wage earners in the San Francisco area and the percentage increase of authorized pass-through expenses, which calculates to 2.13%, and

WHEREAS, Recology San Bruno has calculated the Organics Program adjustment as 2.24% effective July 1, 2014, in accordance with Franchise Agreement Amendment No. 7, and

WHEREAS, Recology has reduced their proposed rate by 0.44% as a result of the adjusted garbage rate increase proposed for the September 1, 2013 effective date, and

WHEREAS, in accordance with Amendment No. 7, Recology San Bruno is approved for an additional 2.24% rate increase effective January 1, 2015, and

WHEREAS, in the abundance of legal caution and to assure broad-based information to property owners on the proposed rates, a notice of the rate increase will be distributed to all property owners, and

WHEREAS, the public hearing will be scheduled following circulation of the notice to property owners for a period of not less than 45 days on the garbage rate increase requested by Recology San Bruno in their letter dated January 30, 2014 as part of the notice and protest process.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Bruno approves the property owner notice and protest process for 2014-15 garbage rate increase proposed by Recology San Bruno.

I hereby certify that foregoing Resolution No. 2014-___ was introduced and adopted by the San Bruno City Council at a regular meeting on May 13, 2014 by the following vote:

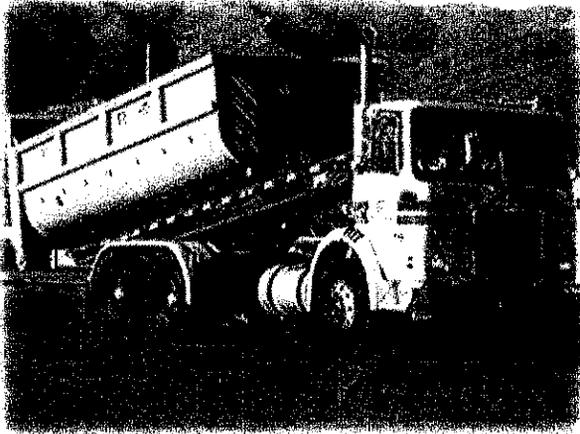
AYES:

NOES:

ABSENT:

City Clerk

NOTICE OF PROPOSED RATE INCREASES TO Recology San Bruno's Garbage and Recycling Rates



The San Bruno City Council is considering Recology's request for an increase to garbage and recycling service monthly charges. Property owners are being notified of this proposed rate increase. A public hearing will be held by the City Council on May 13, 2014 to hear protests on the proposed rate increase. Written protests related to the proposed new rates may be submitted no later than the conclusion of the public hearing.

Recology San Bruno has requested the rate adjustment in accordance with its Franchise Agreement with the City to be effective July 1, 2014.

The agreement allows for a rate adjustment equal to

80% of the change in the Consumer Price Index, as provided by the U.S. Bureau of Labor Statistics, and certain other pass-through expenses. In addition, the 3.93% rate increase proposed for July 1, 2014 includes the second in the three-step rate hike over 16-months for the new organics collection service. On July 1, the rate change related to Organics is 2.24% – the final Organics rate adjustment on January 1, 2015 amounts to an additional 2.24%.

The total approved Organics rate adjustment of 8.96% covers Recology's higher costs for adding pick-up routes needed to accommodate weekly service – additional drivers, more collection vehicles, and higher disposal costs. Organics collection expands the city-wide effort to meet the 75% Division Rate (from landfill) by the year 2020.

Rate increase approval process

The City Council will hold a public hearing on Tuesday, May 13, 2014 at 7:00 p.m. at the San Bruno Senior Center, 1555 Crystal Springs Road. At the hearing, the City Council will consider public comments, as well as written protests against the proposed garbage rate increase. If you would like more information about the proposed garbage rate increases, visit www.sanbruno.ca.gov/finance_main.html and click on "Proposed Rate Increase" or call (650) 616-7086. If you wish to file a written protest, please mail or hand deliver a letter or postcard to: Garbage Rate Protest, City of San Bruno, Office of the City Clerk, 567 El Camino Real, San Bruno, CA 94066. A written protest must include the name of the property owner or Recology customer submitting the protest, the signature of that person, and the street address or Assessor's Parcel Number (APN) of the service location for which the protest is submitted. If written protests are received with respect to a majority of the parcels of real property served by Recology in the City, then the City Council will not approve Recology's request. To be considered by the City Council, a protest letter or postcard must be received by the City no later than the conclusion of the public hearing on May 13, 2014.

Proposed Increase for Recology San Bruno's Garbage and Recycling Rates for 2014-15

| | Current Residential Rate | Monthly Rate Effective July 1, 2014 | Monthly Rate Effective January 1, 2015 |
|--|--------------------------------|---|--|
| Residential (1-3 Units) | | | |
| Weekly Refuse and Recycling Services, including the green cart | | 3.93% | 2.24% |
| Toter - 20 gallon | \$ 20.23 | \$ 21.03 | \$ 21.50 |
| Toter - 32 gallon | \$ 26.09 | \$ 27.12 | \$ 27.73 |
| Toter - 64 gallon | \$ 52.19 | \$ 54.24 | \$ 55.46 |
| Toter - 96 gallon | \$ 78.28 | \$ 81.36 | \$ 83.19 |
| Low Income 32 gallon | \$ 19.58 | \$ 20.35 | \$ 20.81 |
| Each additional 32 gallon | \$ 26.09 | \$ 27.12 | \$ 27.73 |
| Additional 96 gallon green waste | \$ 7.90 | \$ 8.21 | \$ 8.39 |
| Extra Bag Service (approximately 32 gallon) – per pick up | \$ 12.26 | \$ 12.74 | \$ 13.03 |
| Multi-Unit Residential (4+ Units) | | | |
| Weekly Refuse and Recycling Services | | | |
| Bins, Cans & Carts (4-99 units) – per unit | \$ 26.09 | \$ 27.12 | \$ 27.73 |
| Bins (100+ units) – per unit | \$ 24.79 | \$ 25.76 | \$ 26.34 |
| Bin Rental - 1 yard | \$ 32.82 | \$ 34.11 | \$ 34.87 |
| Bin Rental - 2 yard | \$ 38.09 | \$ 39.59 | \$ 40.48 |
| <i>Saturday service will be charged at a rate of 1.5 times the regular weekday rate</i> | | | |
| Debris Boxes | | | |
| Includes Delivery and Pickup | | | |
| 4 yard mini (per day) | | \$ 178.43 | \$ 182.43 |
| 6 yard mini (per day) | | \$ 225.40 | \$ 230.45 |
| 7 yard debris (1-5 business days) | | \$ 431.99 | \$ 441.67 |
| 16 yard debris (1-5 business days) | | \$ 478.91 | \$ 489.64 |
| 20 yard debris (1-5 business days) | | \$ 525.91 | \$ 537.69 |
| 25 yard debris (1-5 business days) | | \$ 657.35 | \$ 672.07 |
| 25 yard debris recyclables only | | \$ 375.63 | \$ 384.04 |
| 30 yard debris (1-5 business days) | | \$ 762.53 | \$ 779.61 |
| Debris box hold-over (after 5th day) | | 10% of rate/day | 10% of rate/day |
| Compacted Garbage (per yard) | | \$ 53.51 | \$ 54.71 |
| Key/Lock Service | | | |
| Additional monthly charges of the following will be applied on each use of a key (including key, keypad, combination lock, automatic door opener, or any other entry mechanism) required to open a lock or to enter or leave the premises, additional monthly charge of: | | | |
| 1 per week | | \$ 9.80 | \$ 10.02 |
| 2 per week | | \$ 19.60 | \$ 20.04 |
| 3 per week | | \$ 29.40 | \$ 30.06 |
| 4 per week | | \$ 39.20 | \$ 40.08 |
| 5 per week | | \$ 49.00 | \$ 50.10 |
| Saturday | | \$ 14.71 | \$ 15.04 |
| Inside Pull-Out Service | | | |
| 0-25 feet | | \$ 8.58 | \$ 8.77 |
| Excess Disposal/Overflowing Container Penalty | | | |
| Per occurrence | | \$ 13.94 | \$ 14.25 |

2014-15 Proposed Garbage, Recycling and Organics Program Rates

Commercial Container Monthly Rate – Effective July 1, 2014 (3.93%)

| Pickup/Week | 1 yard | 2 yard | 3 yard | 4 yard | 6 yard | 32-gal Toter | 64-gal Toter | 96-gal Toter |
|---------------------------------------|-----------|-------------|-------------|-------------|-------------|--------------|--------------|--------------|
| Regular Container Monthly Rate | | | | | | | | |
| 1 x per | \$ 144.69 | \$ 289.25 | \$ 403.07 | \$ 496.32 | \$ 682.87 | \$ 34.47 | \$ 68.94 | \$ 103.41 |
| 2 x per | \$ 289.38 | \$ 578.50 | \$ 806.14 | \$ 992.64 | \$ 1,365.74 | | | |
| 3 x per | \$ 434.07 | \$ 867.75 | \$ 1,209.21 | \$ 1,488.96 | \$ 2,048.61 | | | |
| 4 x per | \$ 578.76 | \$ 1,157.00 | \$ 1,612.28 | \$ 1,985.28 | \$ 2,731.48 | | | |
| 5 x per | \$ 723.45 | \$ 1,446.25 | \$ 2,015.35 | \$ 2,481.60 | \$ 3,414.35 | | | |
| Sat. pickups | \$ 217.02 | \$ 433.87 | \$ 604.61 | \$ 744.48 | \$ 1,024.30 | | | |
| Extra pickup | \$ 33.40 | \$ 66.74 | \$ 93.00 | \$ 114.54 | \$ 157.57 | | | |
| Bin Rental | \$ 34.11 | \$ 39.59 | \$ 43.19 | \$ 46.34 | \$ 49.77 | | | |

Organics Container Monthly Rate

| | | | | | | | | |
|--------------|-----------|-------------|-------------|-------------|-------------|----------|----------|----------|
| 1 x per | \$ 108.52 | \$ 216.93 | \$ 302.31 | \$ 375.25 | \$ 512.15 | \$ 25.86 | \$ 51.72 | \$ 77.58 |
| 2 x per | \$ 217.04 | \$ 433.86 | \$ 604.62 | \$ 744.50 | \$ 1,024.30 | | | |
| 3 x per | \$ 325.56 | \$ 650.79 | \$ 906.93 | \$ 1,116.75 | \$ 1,536.45 | | | |
| 4 x per | \$ 434.08 | \$ 867.72 | \$ 1,209.24 | \$ 1,489.00 | \$ 2,048.60 | | | |
| 5 x per | \$ 542.60 | \$ 1,084.65 | \$ 1,511.55 | \$ 1,861.25 | \$ 2,560.75 | | | |
| Sat. pickups | \$ 162.77 | \$ 325.40 | \$ 453.46 | \$ 558.37 | \$ 768.23 | | | |
| Extra pickup | \$ 25.05 | \$ 50.04 | \$ 69.75 | \$ 85.91 | \$ 118.17 | | | |
| Bin Rental | \$ 25.58 | \$ 29.69 | \$ 32.40 | \$ 34.76 | \$ 37.33 | | | |

Commercial Container Monthly Rate – Effective January 1, 2015 (2.24%)

| Pickup/Week | 1 yard | 2 yard | 3 yard | 4 yard | 6 yard | 32-gal Toter | 64-gal Toter | 96-gal Toter |
|---------------------------------------|-----------|-------------|-------------|-------------|-------------|--------------|--------------|--------------|
| Regular Container Monthly Rate | | | | | | | | |
| 1 x per | \$ 147.93 | \$ 295.73 | \$ 412.10 | \$ 507.44 | \$ 698.17 | \$ 35.24 | \$ 70.48 | \$ 105.72 |
| 2 x per | \$ 295.86 | \$ 591.46 | \$ 824.20 | \$ 1,014.88 | \$ 1,396.34 | | | |
| 3 x per | \$ 443.79 | \$ 887.19 | \$ 1,236.30 | \$ 1,522.32 | \$ 2,094.51 | | | |
| 4 x per | \$ 591.72 | \$ 1,182.92 | \$ 1,648.40 | \$ 2,029.76 | \$ 2,792.68 | | | |
| 5 x per | \$ 739.65 | \$ 1,478.65 | \$ 2,060.50 | \$ 2,537.20 | \$ 3,490.85 | | | |
| Sat. pickups | \$ 221.88 | \$ 443.59 | \$ 618.15 | \$ 761.16 | \$ 1,047.24 | | | |
| Extra pickup | \$ 34.15 | \$ 68.23 | \$ 95.08 | \$ 117.11 | \$ 161.10 | | | |
| Bin Rental | \$ 34.87 | \$ 40.48 | \$ 44.16 | \$ 47.38 | \$ 50.88 | | | |

Organics Container Monthly Rate

| | | | | | | | | |
|--------------|-----------|-------------|-------------|-------------|-------------|----------|----------|----------|
| 1 x per | \$ 110.95 | \$ 221.79 | \$ 309.08 | \$ 380.59 | \$ 523.62 | \$ 26.44 | \$ 52.88 | \$ 79.32 |
| 2 x per | \$ 221.90 | \$ 443.58 | \$ 618.16 | \$ 761.18 | \$ 1,047.24 | | | |
| 3 x per | \$ 332.85 | \$ 665.37 | \$ 927.24 | \$ 1,141.77 | \$ 1,570.86 | | | |
| 4 x per | \$ 443.80 | \$ 887.16 | \$ 1,236.32 | \$ 1,522.36 | \$ 2,094.48 | | | |
| 5 x per | \$ 554.75 | \$ 1,108.95 | \$ 1,545.40 | \$ 1,902.95 | \$ 2,618.10 | | | |
| Sat. pickups | \$ 166.42 | \$ 332.69 | \$ 463.62 | \$ 570.88 | \$ 785.44 | | | |
| Extra pickup | \$ 25.61 | \$ 51.16 | \$ 71.31 | \$ 87.83 | \$ 120.82 | | | |
| Bin Rental | \$ 26.15 | \$ 30.38 | \$ 33.13 | \$ 35.54 | \$ 38.17 | | | |

In an effort to divert 75% of waste from the landfill by 2020, Recology San Bruno launched the organics program in January 2014. In preparation for this program, Recology distributed kitchen pail along with informational flyers on December 31, 2013 to all single-family and multi-family customers. In addition, Recology is working with local businesses and property managers of multi-family units to add the organics program into their waste management system. Below are some commonly asked questions regarding the new organics program.

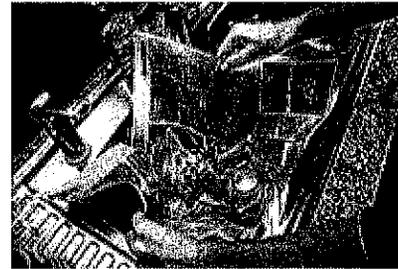
1. Can I dispose my organic wastes in a bio-degradable plastic bag?

Bio-degradable plastic bags do not break down at the same rate as the food and paper products, allowed in the program. Therefore, many processors that accept the use of such bags have to manually remove the bags before the organic materials are processed, resulting in a higher processing cost. To keep the processing cost down, bio-degradable plastic bags are not allowed at this time.

2. Since I can't use bio-degradable bags in the kitchen pail, what are my alternatives?

You can wrap your food scraps or line your kitchen pail with a paper bag, paper towels and/or newspaper. All of these materials can be composted along with your food and be disposed of along with all the contents of your pail into the green cart. For a video on how to create the perfect newspaper bag for your kitchen pail, visit

<http://www.youtube.com/watch?v=BfEX85V9n8w>



Should you prefer to line your pail with a plastic bag, you will need to remove the bag prior to disposing the organic wastes into the green cart.

3. Am I an A Customer or a B Customer and what week is it?

Residential garbage, recycle and green waste services are now weekly. Customers do not have to worry about whether they are an A Customer or a B Customer anymore.

4. Can I put dog poop in my green toter?

Cat and dog feces cannot be placed in the green toter. Animal waste contains bacteria that is harmful to human if ingested and the composting process does not reach temperatures high enough to kill the bacteria. Since the compost could potentially be used for crops for human consumption, animal feces are not allowed in the green toter.

5. How often should I empty my kitchen pail?

How often you empty your kitchen pail is a personal preference. The provided pail was carefully chosen. The lid on the pail has small holes that let air in which help to reduce any smells. Please remember, the pail is meant to be used as a transportation device for the organics material, not a storage container.

6. Which do I put out for service my pail or my cart?

You must set the green cart out for service, NOT the kitchen pail. The kitchen pail is meant to collect the organic materials in your home and then it must be emptied INTO the green cart for service. If you currently don't have a green cart, please contact Recology at 650-583-8536.



STAFF REPORT

CITY OF SAN BRUNO

DATE: March 11, 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 Contract with Maintenance Design Group for the Development of a Corporation Yard Master Plan in an Amount Not-to-Exceed \$55,650

BACKGROUND:

The City's Corporation Yard is located between Huntington and Milton Avenues north of San Felipe Avenue comprising an area of approximately one acre (Attachment 2). The maintenance activities in the Corporation Yard include Water, Wastewater, Streets/Stormwater, and the Central Garage (Attachment 3). The Corporation Yard is outdated and has significant deficiencies in ADA accessibility, gender-specific facilities, operational safety, office space for work coordination, equipment storage, security system and a building site layout that does not accommodate efficient operational flow. The inefficient operational flow requires extra vehicular movements to access equipment and materials, which increases potential conflicts and results in reduced operational safety.

The space at the Corporation Yard has been further constrained by the addition of three large Vactor trucks and the water treatment facility at the existing well location. The inadequacies also include lack of separate accommodations for Wastewater and Water staff who were sharing break/lunch rooms with locker/changing rooms. Minor improvements were performed in 2013 by temporarily relocating the lockers to an unimproved storage bay. In addition, lack of accommodations (i.e. locker rooms) for possible future female employees and ADA access requirements exposes the City to potential legal challenges and liabilities.

The 2013-14 Capital Improvement Program (CIP) includes the Corporation Yard Facility Improvement Project for the planning, design and modernization of the yard. The project involves assessment, planning, design and construction of necessary building and site improvements to address deficiencies and optimize the operational efficiency. The proposed contract would provide for the development of a master plan that would identify the operational needs, determine necessary facility improvements with cost estimates and provide implementation alternatives to construct the improvements.

DISCUSSION:

Staff held a site meeting with four architectural firms and reviewed their qualifications for creation of a Master Plan for the Corporation Yard Improvement Project. These four firms who were highly recommended for their past work with various government municipalities:

Pinnacle Architects of San Francisco, CA
Dreyfuss & Blackford Architects of Sacramento, CA
Calpo Hom and Dong (CHD) Architects of Sacramento, CA
Maintenance Design Group (MDG) of Pasadena, CA

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Staff interviewed and reviewed the consultant's past experiences with similar projects, their current capabilities, and their innovative ideas for the improvements to the Corporation Yard. MDG was selected as the most qualified consultant based on their clear understanding of the project, high quality of relevant project experience and superior professional qualifications of the team. MDG is a specialty consulting firm whose experience includes the design and planning of over 500 maintenance facilities worldwide with over 50 in the bay area. Once MDG was selected as the most qualified firm, a fee proposal was requested by the City to include a scope of work with a not-to-exceed fee amount.

MDG's scope of work includes a collaborative, time tested process consisting of the following:

- **Task 1** – Programming: operational analysis and preparation of a programming report illustrating the functional areas, operations, staff, vehicle projections, and space program;
- **Task 2** – Site Master Planning and Conceptual Building Design: define critical elements of site and buildings, prioritize needed improvements, identify phasing for implementation, prepare drawings and conceptual floor plans and building massing;
- **Task 3** – Project Budget: develop probable costs for project implementation;
- **Task 4** – Preliminary Design Report: develop the design report which will be the foundation for final design and construction documents.

For the project schedule, staff estimates that the master plan will take approximately six months to complete after execution of contract. Staff has been coordinating this project with the Community Development Department and will continue to work closely with City planners.

FISCAL IMPACT:

The Corporation Yard Improvement Project is an established CIP Project funded through Wastewater and Water Capital funds and General Fund Reserves. The cost for this contract is \$55,650 and adequate funding is available in the 2012-13 CIP budget with a current project fund balance of \$193,900.

The estimated total cost for the project is as follows:

| | |
|-------------------------------|-----------------|
| Consultant Contract | \$55,650 |
| Est. Staff Project Management | <u>\$14,000</u> |
| Total Estimate: | \$69,650 |
| | |
| Funds Currently Available: | \$193,900 |

ALTERNATIVES:

1. Do not proceed with the project.
2. Select a different consultant for development of the master plan.

RECOMMENDATION:

Adopt resolution authorizing the City Manager to execute a contract with Maintenance Design Group (MDG) for the development of a Corporation Yard Master Plan in an amount not-to-exceed \$55,650.

ATTACHMENTS:

1. Resolution
2. Corporation Yard Site Plan and Usage
3. 2013-2014 CIP Budget Sheet

DISTRIBUTION:

None

DATE PREPARED:

March 6, 2014

REVIEWED BY:

_____ CM

RESOLUTION NO. 2014 - ____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH MAINTENANCE DESIGN GROUP FOR THE DEVELOPMENT OF A CORPORATION YARD MASTER PLAN IN AN AMOUNT NOT-TO-EXCEED \$55,650

WHEREAS, the Corporation Yard is located between Huntington and Milton Avenues north of San Felipe Avenue comprising an area of approximately one acre; and

WHEREAS, the maintenance activities in the Corporation Yard include Water, Wastewater, Streets/Stormwater, and the Central Garage; and

WHEREAS, the Corporation Yard has significant deficiencies in ADA accessibility, gender-specific facilities, operational traffic flow, operational safety, and office space for work coordination; and

WHEREAS, the City has obtained proposals for creation of a Master Plan for the Corporation Yard Improvement Project from four architectural firms who were highly recommended for their past work with various government municipalities; and

WHEREAS, City staff interviewed all four firms and the firm of Maintenance Design Group was selected as the most qualified firm based on their clear understanding of the project, high quality of relevant project experience, and superior professional qualifications of the team; and

WHEREAS, Maintenance Design Group's scope of work includes a full assessment of facility needs to develop a comprehensive master plan and cost estimates with implementation alternatives; and

WHEREAS, there are sufficient funds available in the Capital Improvement Program budget for the Corporation Yard Improvement Project for this contract.

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council hereby authorizes the City Manager to execute a contract with Maintenance Design Group to provide engineering services for the development of a Corporation Yard Master Plan in an amount not-to-exceed \$55,650.

Dated: March 11, 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 11th day of March, 2014

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

ATTACHMENT 2

San Bruno Corporation Site Plan and Usage



Storage
Sewer &
Water

Streets
disposal

Well

Garage

Streets

Admin
Sewer & Water

Water
Treatment



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: March 11, 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: 1) Execute a Memorandum of Agreement with the San Francisco Public Utilities Commission to Develop an Alternatives Analysis of Supplemental Water Capacity to Provide for the Regional Groundwater Storage and Recovery Project and 2) Execute a Contract with West Yost Associates to Develop an Alternatives Analysis of Supplemental Water Capacity to Provide for the Regional Groundwater Storage and Recovery Project in an Amount not to Exceed \$60,900

BACKGROUND:

The City of San Bruno is a partner agency in the San Francisco Public Utilities Commission (SFPUC) proposed Regional Groundwater Storage and Recovery Project (the GSR Project) to develop a stored groundwater supply in the South Westside Basin for use during drought conditions. In general, the GSR Project consists of the City of San Bruno and the other Partner Agencies (Daly City and California Water Service Company) agreeing to idle their groundwater production wells during wet and normal rainfall years to promote groundwater storage recharge while increasing surface water usage through SFPUC accordingly. During dry years, the GSR Project wells would be placed back in operation to minimize the demand for surface water.

One impact of the GSR Project will be a reduction in available emergency water supply during periods when wells are not in operation. The City of San Bruno's Water System Master Plan, identified that the City would need an additional one million gallons of new water storage in pressure zone 1/4 to provide for emergency needs that account for shutting down the idled wells, which would not be immediately available to supply water during an emergency. Pressure zone 1/4 is the largest in San Bruno and encompasses the entire area east of El Camino Real plus west of El Camino Real up to Cherry Avenue and south of I-380. This capacity deficiency was presented to the City Council on July 9, 2013, during consideration of the award of a design contract for the Cunningham Tank replacement project. The SFPUC has acknowledged this impact of the GSR Project and has agreed to pay the expense of analyzing new emergency storage alternatives.

West Yost Associates, Consulting Engineers, has prepared a letter of proposal to prepare an Emergency Water Storage Alternatives Analysis (Alternatives Analysis) to conceptually analyze six alternatives for providing additional emergency water storage in the City of San Bruno's pressure zone 1/4 for consideration by the City and the SFPUC.

At the January 14, 2014 Public Utilities Commission meeting, their governing body passed a resolution authorizing the General Manager of the SFPUC to execute a Memorandum of Agreement with the City of San Bruno to provide funding for the City to complete the Alternatives Analysis.

10.c.

DISCUSSION:

Zone 1/4 is the largest pressure zone in the City and is generally located on the east side of the City. The Water System Master Plan specifies that Zone 1/4 currently has sufficient storage during emergencies because the zone can rely on wells with standby power to access groundwater during an emergency.

The proposed Memorandum of Agreement (MOA) would allow the City to partner with the SFPUC and prepare the Alternatives Analysis to provide information regarding the potential effect of the SFPUC's proposed GSR Project on the availability of emergency water storage within the City of San Bruno's pressure zone 1/4. The results will identify the most cost effective solution for meeting the City's storage needs.

To prepare the Alternatives Analysis as funded by the SFPUC, staff recommends West Yost Associates as the most qualified firm based on their status as a well-recognized expert in their field and their familiarity of the City's water system, including their preparation of the City's Water System Master Plan that included hydraulic modeling of the entire system.

There are six alternatives to be analyzed, consisting of:

1. Groundwater Wells – consider improvements to make existing wells immediately available during emergencies;
2. Upper Zone Storage – consider improvements to access a storage surplus that exists in City's upper pressure zone 6;
3. New Zone 1/4 turnout – consider installing a new turnout connection to the existing SFPUC transmission line that supplies Zone 1/4;
- 4.-6. Combined alternatives using the above three concepts.

Estimated time to complete the Alternatives Analysis is 6 months after the contract is signed.

FISCAL IMPACT:

As stated in the Memorandum of Agreement, the SFPUC will fund the entire cost of the Alternatives Analysis and make direct payments to the consultant for services rendered. The cost is a not to exceed the amount of \$60,900. This figure does not include in-kind costs for San Bruno staff time, which shall be borne solely by the City and are estimated at \$12,000. There are sufficient funds available from the water capital fund.

ALTERNATIVES:

1. Do not execute the MOA. The City could be responsible for the costs to prepare the Alternatives Analysis.
2. Do not execute the MOA and do not prepare the Alternatives Analysis. Ensuring adequate emergency water storage may be compromised.
3. Select a different consultant to prepare the Alternatives Analysis. Since West Yost has modeled the City's water system and is able to analyze different alternatives most efficiently, time, costs, and accuracy of results could be negatively impacted.

RECOMMENDATION:

Adopt resolution authorizing the City Manager to: 1) Execute a Memorandum of Agreement with the San Francisco Public Utilities Commission to develop an Alternatives Analysis of Supplemental Water Capacity to provide for the Regional Groundwater Storage and Recovery Project and 2) execute a contract with West Yost Associates to Develop an Alternatives Analysis of Supplemental Water Capacity to provide for the Regional Groundwater Storage and Recovery Project in an amount not to exceed \$60,900.

DISTRIBUTION:

None.

ATTACHMENTS:

1. Resolution

DATE PREPARED:

March 6, 2014

REVIEWED BY:

_____ CM

RESOLUTION NO. 2014 - ____

RESOLUTION AUTHORIZING THE CITY MANAGER TO: 1) EXECUTE A MEMORANDUM OF AGREEMENT WITH THE SAN FRANCISCO PUBLIC UTILITIES COMMISSION TO DEVELOP AN ALTERNATIVES ANALYSIS OF SUPPLEMENTAL WATER CAPACITY TO PROVIDE FOR THE REGIONAL GROUNDWATER STORAGE AND RECOVERY PROJECT AND 2) EXECUTE A CONTRACT WITH WEST YOST ASSOCIATES TO DEVELOP AN ALTERNATIVES ANALYSIS OF SUPPLEMENTAL WATER CAPACITY TO PROVIDE FOR THE REGIONAL GROUNDWATER STORAGE AND RECOVERY PROJECT IN AN AMOUNT NOT TO EXCEED \$60,900

WHEREAS, the San Francisco Public Utilities Commission (SFPUC) is designing the proposed Regional Groundwater Storage and Recovery Project (GSR Project); and

WHEREAS, as part of planned GSR Project operations, the City of San Bruno will be required to take delivery of supplemental surface water supplies from the SFPUC and to idle groundwater wells during normal and wet years to create in lieu groundwater recharge for extraction by GSR Project wells during dry years; and

WHEREAS, the City's Water System Master Plan calculated that the City would need an additional one million gallons of new water storage in pressure zone 1/4 to provide for emergency needs since the idled wells would not be immediately available to supply water during an emergency; and

WHEREAS, West Yost Associates, Consulting Engineers, has prepared a letter of proposal for conducting an Emergency Storage Alternatives Analysis (Alternatives Analysis) dated December 18, 2013 to conceptually analyze six different alternatives for providing additional emergency water storage in the City of San Bruno pressure zone 1/4 for consideration by both the City and the SFPUC; and

WHEREAS, the SFPUC is willing to provide funding to the City of San Bruno in order to complete the Alternatives Analysis; and

WHEREAS, the not to exceed cost of services is \$60,900.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to: 1) execute a Memorandum of Agreement with the San Francisco Public Utilities Commission to develop an Alternatives Analysis of Supplemental Water Capacity to provide for the Regional Groundwater Storage and Recovery Project and 2) execute a contract with West Yost Associates to develop an Alternatives Analysis of Supplemental Water Capacity to provide for the Regional Groundwater Storage and Recovery Project in an amount not to exceed \$60,900.

Dated: March 11, 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 11th day of March 2014 by the following vote:

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



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: March 11, 2014

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Provide Direction Regarding Alternative Ordinances 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.

10.d.

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 is generally in agreement with these changes and can incorporate them into the ordinance. SAMCAR also indicated that there may be a private insurance program available that would reimburse residents for replacing defective private laterals; staff is in the process of exploring this option and will report any findings at the meeting.

DISCUSSION:

Including the ordinance proposed at the last City Council meeting, staff has identified four (4) alternative ways to regulate private lateral inspection and repair whenever there is a property transfer. The alternatives begin with the minimum CD requirements and 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 within the past 25 years (Option #4).

Below are the Ordinance alternatives:

1. For all residential properties built between 1940-1960 that have Orangeburg pipe sewer laterals, the City will require video inspection and lateral repair/replacement prior to property transfer. This fulfills the minimum Consent Decree requirements. City staff will make a visual inspection to determine if the lateral is an Orangeburg pipe. If the lateral is an Orangeburg pipe, the property owner would select a contractor from the City-provided contractor list, or hire a contractor of their choice, to video inspect the private sewer lateral. The contractor must be licensed by the California Contractor State License Board as a Class A, B, C34 and/or C36 contractor. The property owner would submit the video to the City for review. The City would determine if the lateral is defective and must be replaced. If the lateral needs to be replaced, the property owner would hire a contractor to complete the work. Once the lateral has been replaced, or identified as not an Orangeburg pipe, or if the pipe condition is determined to be in compliance, the property owner would be issued a Compliance Certificate.

The estimated costs to hire a contractor for lateral video inspection and replacement is estimated at \$350 - \$10,350 (\$350 for video inspection; \$3,000 - \$10,000 for pipe

replacement). City permit costs vary between \$118.25 - \$286.50 (\$118.25 for the initial visual inspection, \$50 for video review, and \$118.25 for final inspection). The number of homes sold/transferred that could be subject to this ordinance is difficult to estimate, since staff cannot determine which homes sold/transferred have Orangeburg pipe. The average number of homes sold/transferred that were built between 1940-1960 for the past five years is approximately 315, although the average reflects slow sales during the recession. In 2013, 487 such homes were sold/transferred.

2. For all residential properties built between 1940-1960, regardless of the type of lateral pipe, the City would require video inspection and lateral repair/replacement prior to property transfer. This alternative would eliminate the \$118.25 visual inspection permit fee. All other requirements would remain, including hiring a contractor to video inspect the lateral, submitting a video to the City for review, followed by lateral replacement if it is defective. Property owner contractor costs would remain the same as in Option 1, as would the number of homes affected.
3. For all residential properties built before 1960, regardless of the type of pipe, the City would require video inspection and lateral repair/replacement prior to property transfer. This alternative would eliminate the \$118.25 visual inspection permit fee requirement. All other requirements would remain, including hiring a contractor to video inspect the lateral, submitting a video to the City for review, followed by lateral replacement if it is defective. Property owner contractor costs would remain the same as in Options 1 and 2. The average number of homes sold/transferred that were built before 1960 for the past five years is approximately 441, although the average reflects slow sales during the recession. In 2013, 640 such homes were sold/transferred.
4. For all residential properties built within the preceding 25 years, regardless of type of pipe, the City would require video inspection and lateral repair/replacement prior to property transfer. This alternative would eliminate the \$118.25 visual inspection permit fee requirement. All other requirements would remain, including hiring a contractor to video inspect the lateral, submitting a video to the City for review, followed by lateral replacement if it is defective. Property owner contractor costs would remain the same as in Options 1 and 2. The average number of homes sold/transferred that were built before 1990 for the past five years is approximately 568 although in 2013, 776 such homes were sold/transferred.

City staff has reviewed the programs of other cities on the Peninsula. Out of the cities reviewed in the area, four (Burlingame, Hillsborough, San Carlos and Millbrae) currently have point of sale ordinances that are significantly broader in that they also cover homes that will be remodeled; one (South San Francisco) had a point of sale ordinance but removed that provision in July 2013 after their Baykeeper Consent Decree (CD) was removed; and one (San Mateo) does not have a point of sale provision; they have a volunteer private lateral replacement program. No Peninsula city limits the obligation to inspect and replace defective sewer laterals to homes built before 1960. Once the City Council provides direction as requested, staff will return with an ordinance for introduction.

FISCAL IMPACT:

Staff costs will be recovered through inspection and building permit fees. City permit costs vary between \$50.00 - \$287.50, depending on the alternatives (\$118.25 for initial visual inspection; \$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:

Provide direction regarding alternative ordinances to regulate the inspection, repair and replacement of private sewer laterals at the time of sale of residential property.

ATTACHMENTS:

1. Information provided by SAMCAR on March 3, 2014
2. Emails from SAMCAR dated March 4 and 6, 2014

DATE PREPARED:

March 5, 2014

Position: The San Mateo County Association of REALTORS® is opposed to utilizing a point-of-sale (or transfer of title) approach to the issue of sewer lateral inspections, repair and replacement.

Point-of-sale mandates are inequitable, as they apply only to those who sell a home or property.

Point-of-sale mandates are an unfair addition to home sales transactions, as they place a community-wide problem on the shoulders of a small segment of the population: buyers and sellers.

Any issue that impacts the health and safety of the entire community should be remedied on a city-wide basis.

And ensuring the quality of the sewer lateral system throughout the city is an important health and safety issue. Such an immediate need will not be adequately addressed through point-of-sale.

Point-of-sale mandates are inefficient.

Under the terms of your Consent Decree with Baykeeper, you must strive to through a myriad of programs to reduce overflows.

However, as of the most recent annual figures (2013), the turnover rate throughout the city averaged 2%-2.2% per year.

Accordingly, it could take approximately 45+ years to address the sewer lateral issue using the point-of-sale approach... even if the program is targeted for Orangeburg pipe.

Point-of-sale mandates, in the current economic climate hamper home buying.

Our concerns regarding point-of-sale mandates also touch upon home buying itself. In our current economic climate, there are a number of short

sales and real estate-owned (REO) transactions that, for a number of reasons, require an expedited escrow process.

Adding another potentially costly step serves only to delay the transaction for the home buyer and seller. The cost of sewer lateral repair or replacement may cause the home sale price to increase anywhere from \$4,500 to \$25,000, the result of which could mean that the buyer is unable to purchase the home.

In addition, Point-of-sale mandates allow a government entity to STOP the sale of a home. Most such entities do not want take such an action (unless it is an immediate life/safety emergency.)

Sewer lateral repair/replacement is typically NOT covered by home owner's insurance.

As we know, most home owner's insurance policies cover damage or repairs on the property specific, which is measured to the property line. However, the vast majority of policies do NOT cover repairs from the property line to the street... much less repairs or replacements of the sewer lateral system.

While the proposed ordinance does contain a time extension clause which allows the sale of a home to close (ala Pacifica and South San Francisco), Point-of-Sale will not achieve what the City of San Bruno needs to achieve under the terms of the Consent Decree with Baykeeper... and could leave the city open to further or reinstated litigation and penalty.

ALTERNATIVE PROGRAMS TO POS

The following are various types of alternatives that can be offered to the Council or other elected officials in place of a point-of-sale ordinance. If the desired affect of retrofitting or inspecting is to enhance the quality of life for all, then it is best to lobby for policies that will affect the entire community, not just a fragment of it.

A. Voluntary Programs

Develop a program that will educate homeowners on the need to inspect or retrofit and allow them to do so on a voluntary basis. Most individuals will do what is best for them. If they are given information on the benefits of a program, many will follow it.

B. Incentive Programs

Offering an incentive program will encourage a greater participation among homeowners. For example a number of cities/water agencies are currently offering incentives to encourage homeowners to replace outdated models. Los Angeles Department of Water and Power, the cities of Santa Monica and Carlsbad issue \$100 rebates to homeowners who install new low flush toilets. The city of Lompoc not only provides \$80 for the purchase of a toilet, but also \$50 towards the installation.

C. City Assisted Programs

Many localities offer assistance to pay for the inspections or retrofitting, taking the burden off the property seller. Assistance can be offered through direct city funding or through some third party organizations, such as non-profits. For example one of the most common mechanisms used to fund or facilitate the retrofit of low flow toilets is the "water conservation offset" program. Under this program, as a condition of approval for a water meter or building permit, the builder/developer must save a specified amount of water by either retrofitting existing homes or paying fees into a retrofit fund to allow the local agency to provide rebates for low-flow toilets. In some cases, the offset funding is supplemented by other sources.

D. Citywide Standards: To Be Inspected At Specific Intervals

By creating universal standards for the entire city, local governments are ensuring that everyone is protected and sharing the cost of mandates. Many cities conduct inspections either at annual intervals or another yearly time frame. They can also impose laws that state all retrofitting must be done by a specific date to all properties.

E. Remodeling Programs

One option to imposing a point-of-sale requirement is to push local government to adopt policies that require property owners to retrofit at the time of remodeling. If various fixtures, i.e., woodburning fireplaces or plumbing fixtures are a part of the remodeling, then require them to be upgraded to the newer more efficient models.

Connie Jackson

From: Paul Stewart [paul@samcar.org]
Sent: Tuesday, March 04, 2014 10:03 PM
To: Connie Jackson; mzafferano-web@sanbruno.ca.gov; Jennifer Dianos; Ken Ibarra; Rico Medina; Jim Ruane; Michael Salazar; Irene O'Connell
Cc: lfranzella@prucal.com; jgieseker@prucal.com; rick@gobhg.com; remarges3@aol.com; bob@marshallrealty.com; mrush@cbtnorcal.com; bboisson@prucal.com; Steve Blanton; phil@philhouston.com; michael@michaelverdone.com
Subject: RE: Initial Research on Alternatives to Point-of-Sale Sewer Lateral Mandates
Importance: High

Good Evening Connie,

My omission... I am waiting to hear back from my contacts with the City of San Diego, CalWater and am still exploring the program relative to its use in the City of Millbrae. I did not hear back from them today... am pursuing. I would pose one query: What if the Council defers the issue on March 11 - what would be the next available hearing date?

Paul Stewart
GOVERNMENT AFFAIRS DIRECTOR
(650) 696-8209 | paul@samcar.org
850 Woodside Way, San Mateo, California 94401 www.samcar.org |
www.facebook.com/samcar.fans "We must let go of the life we have planned, so as to accept the one that is waiting for us." - Joseph Campbell

-----Original Message-----

From: Connie Jackson [mailto:CJackson@sanbruno.ca.gov]
Sent: Tuesday, March 04, 2014 8:34 PM
To: Paul Stewart; mzafferano-web@sanbruno.ca.gov; Jennifer Dianos; Ken Ibarra; Rico Medina; Jim Ruane; Michael Salazar; Irene O'Connell
Cc: lfranzella@prucal.com; jgieseker@prucal.com; rick@gobhg.com; remarges3@aol.com; bob@marshallrealty.com; mrush@cbtnorcal.com; bboisson@prucal.com; Steve Blanton; phil@philhouston.com; michael@michaelverdone.com
Subject: Re: Initial Research on Alternatives to Point-of-Sale Sewer Lateral Mandates

Mr. Stewart

Thank you for your time and that of your members at our meeting yesterday and for your prompt attention to providing your additional information.

As we discussed, at this time it continues to be our intent to return to the City Council on March 11 for their additional discussion of the best way for this city to address both the specific requirements of our Consent Decree and Regional Board orders and the needs of our system. We will, as we indicated yesterday, keep you informed with a copy of our staff report and the meeting notice.

We will review the information you have provided here and make sure to include your comments in our report to the City Council as we promised even though you have copied this material to them already.

At our meeting yesterday we also discussed an insurance program that we understand is in place in the Cal Water service area and one other near by city (Burlingame?). You offered to provide us information about this program that might offer benefit to our residents. We remain interested in this information if you have it available.

Thank you again for your time and attention to this matter and for your insight about the various programs in other cities near us including those in Millbrae, Burlingame and Pacifica that are currently using a point of sale approach. We appreciate your interest in working with us to develop the best available approach for our community.

Connie Jackson
City Manager

----- Original Message -----

From: Paul Stewart [mailto:paul@samcar.org]
Sent: Tuesday, March 04, 2014 08:15 PM
To: Connie Jackson; mzafferano-web@sanbruno.ca.gov <mzafferano-web@sanbruno.ca.gov>;
Jennifer Dianos; Ken Ibarra; Rico Medina; Jim Ruane; Michael Salazar; Irene O'Connell
Cc: Larry Franzella <lfranzella@prucal.com>; jgieseker@prucal.com <jgieseker@prucal.com>;
rick@gobhg.com <rick@gobhg.com>; remarges3@aol.com <remarges3@aol.com>;
bob@marshallrealty.com <bob@marshallrealty.com>; mrush@cbnorcal.com <mrush@cbnorcal.com>;
bboisson@prucal.com <bboisson@prucal.com>; Steve Blanton <steve@samcar.org>;
phil@philhouston.com <phil@philhouston.com>; michael@michaelverdone.com
<michael@michaelverdone.com>
Subject: Initial Research on Alternatives to Point-of-Sale Sewer Lateral Mandates

Good Evening Connie, Marc and Jennifer;

Per the discussions we had yesterday - attached and pasted below - you will find examples of cities and special districts that eschewed the use of mandatory, Point-of-Sale (POS) sewer lateral inspections... without (where noted) incident from Baykeeper. SAMCAR would recommend staff evaluate and recommend one of these non-POS methods as best befits San Bruno. It is expected this evaluation period will stretch beyond the March 11 date at which you had originally planned to re-introduce the issue to Council. Please let us know what additional information we can provide -and- when you would like to again meet to discuss these programs; and other approaches that may ensue from your research.

Paul Stewart
GOVERNMENT AFFAIRS DIRECTOR
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850 Woodside Way, San Mateo, California 94401
www.samcar.org <<http://www.samcar.org/>> | www.facebook.com/samcar.fans
<<http://www.facebook.com/samcar.fans>>

"We must let go of the life we have planned, so as to accept the one that is waiting for us." - Joseph Campbell

Alternatives to Mandatory Point-of-Sale Sewer Lateral Inspections

City of Belmont

The Belmont City Council in April of last year, voted unanimously to use a buyer-seller disclosure to alert consumers to the city's existing requirement for a sewer lateral inspection and that the cost for same is borne by the property owner. This was in lieu of any Point-of-Sale (POS) mandate for inspections when a property is sold.

In taking the action the City Council reiterated its' strong desire to educate home owners on the existing municipal code requirements. Additional discussion centered on the threshold amount by which a sewer lateral inspection would be triggered for existing structures. Proposed was a \$50,000 minimum; Council upped that amount to \$200,000.

Belmont's overall sewer lateral program focuses on public education and information; continuation of a smoke testing program; a permit-driven video sewer inspection component (utilizing building permit issuance to trigger the video sewer inspection); enforcement of illegal hook-ups; and, a Fats, Oils and Grease (FOG) program

City of South San Francisco

In July of last year, the South San Francisco City Council voted unanimously to rescind their Point-of-Sale (POS) mandate for sewer lateral inspections - adopted as a result of a Consent Decree arrived at with Baykeeper.

As city staff noted, "This requirement has created frustration for both buyers and sellers alike. It has placed a considerable burden on staff and taken away resources for inspection capabilities on other projects. It has been disruptive to escrow closing details and has caused unintended consequences when sales have failed or discovered that homes not for sale are tied to the sold lateral.

City staff felt strongly that the city should remain outside of the escrow process and adjust the ordinance to remove the inspection requirement at point of sale or transfer. To address the lateral condition problem (per existing municipal code, it is the property owner's responsibility to inspect and repair the laterals), staff felt it was more appropriate to recommend that buyers and their agents request the inspections on their own, much like termite or standard home inspections, allowing them to bargain the price and responsibility for repair between buyers and sellers.

Town of Hillsborough

On June 12, 2012, the City Council adopted a New Private Sewer Lateral Inspection Ordinance. The proposed ordinance calls for the inspection of private sewer laterals at the town's cost, and financial assistance for property owners who voluntarily repair defective private sewer laterals. Hillsborough originally had a Point-of-Sale (POS) mandate for sewer lateral inspections but found it had proven completely ineffective. (Hillsborough was sued by Baykeeper in 2008.)

Whenever the town repairs a public sewer main, the connected sewer laterals would be subject to the provisions of the proposed ordinance. The town has implemented sewer main repairs in phases, with priority given to the most critically defective areas. Property owners who authorize private sewer lateral repairs in conjunction with work on the main sewer system, may see their costs significantly reduced. The town will waive permit fees and provide low-interest loans for the property owners who need assistance with the cost of repairs to their upper laterals.

City of San Carlos

San Carlos requires sewer lateral testing only if a property is being converted from commercial to residential use or is undergoing a major remodel.

City of El Cajon (east San Diego County)

The city prioritized where the problems were cropping up ("hot spots") in the city due to failing sewer lines and focused their efforts on replacing the older lines. South San

Francisco, per the terms of the Consent Decree, is also identifying the 'hot spots' per the terms of the Consent Decree. In El Cajon's case, they proposed a significant five year sewer fee increase to fund the inspections and repairs/replacement in problem areas along with replacement of aging and failing main sewer lines (or in South San Francisco's case, with a focus on Orangeburg pipe.) This achieves a citywide solution while negating the need for POS mandates as the funding will cover the remediation time frame outlined in the Consent Decree.

City of Stockton

The city inspects private sewer laterals on all properties. This option would be the most aggressive approach to inspection and repair or replacement. (This is contrast to the POS which within a specified time frame and is limited only to those properties that are sold - which places an immense financial and administrative burden on water and sanitation agencies, property owners, or both.) This is a citywide approach that addresses which specific homes/systems are most vulnerable. If the city can address the 20% of the homes likely to create 80% of the problem, it is a good allocation of resources.

Central California Region

According to the California Association of Sanitation Agencies (CASA), some water/sewer agencies in the central California region are approaching the mandate by allowing a set time period (e.g., six months) for all property owners to obtain a certificate of compliance for private sewer lateral inspections. Failure to comply will result in the city undertaking or contracting out for same to ensure repairs/replacement with costs plus penalties billed to the property owner. (Citywide in scope.)

A variation on this approach calls for sewer lateral inspection requirement by allowing a set time period (e.g., six months) for all property owners to obtain a certificate of compliance after close of escrow for completion of inspection, repairs or replacements, and follow-up inspections. Failure to comply will result in the city undertaking or contracting out for same with costs plus penalties billed to the property owner. (This is more property specific)

A third variant requires completion of inspection and disclosure of results prior to close of escrow WITHOUT specifying that repairs or replacements must be completed by close of escrow BUT allowing a set time period (e.g., six months) for all property owners to obtain a certificate of compliance. (Also property specific.)

MISC.

Also according to CASA, a few agencies have utilized an approach to inspect all private sewer laterals exceeding a specified age) or as the case of South San Francisco, that have Orangeburg pipe.) This would limit the inspections to all laterals exceeding a certain age, such as 15 or 20 years. It is a more focused and efficient use of resources but it is not a quick process.

Establish a date certain by which all sewer laterals are certified: In creating a universal mandate for the entire city, it ensures equity in application and that everyone is both compliant and shares in the cost. The city could impose/amend its' municipal code to ensure a policy that requires all sewer laterals to be evaluated and/or replaced by a specific date, for all properties. Often, the concern with a date certain approach is the cost of inspecting every property in the city.

First, if the City identifies the most problematic areas, it isn't faced with trying to inspect all 11,000 homes in a short period of time (See El Cajon, South San Francisco, Stockton.). If you focus on the hot spots, the number of SSOs will likely reduce significantly, and may eradicate the problem entirely, before that date certain arrives.

To be sure, this approach may/will require an increase in sewer rates. However, the costs associated with inspections will be arguably less than the fines or other penalties that would be assessed, should a city not meet the requirements of the Baykeeper Consent Decree.

Utilize a targeted approach: In this approach, the city focuses first on problem areas or "hot zones/hot spots" that are known to have SSOs. (Or, configures the city into 'grid components.' And begins systematic inspections on a grid-by-grid basis.) This provides a greater chance of eradicating SSOs to ensure compliance with the requirements set forth in the Consent Decree. (Remember, Baykeeper supposedly doesn't care about the money - only that SSOs are reduced and system operations enhanced.) Public Works staff probably already has studied which properties are more likely to cause an SSO and target those areas for inspection and repair.

The data used to identify the problem areas should be readily available through the California Integrated Water Quality System or the city's own records/database. Note: If the City opts for a "phased" approach using a citywide mandate, staff would be able to "triage" the areas most in need of immediate inspection and repair. This would demonstrate to Baykeeper that the city is taking an aggressive and effective approach to eradicating the SSOs... and one that is far more efficient than Point-of-Sale.

Develop a voluntary program; provide incentives: Homeowners can be educated about the need for sewer lateral standards, evaluations or retrofits, and allowed to comply on a voluntary basis. Often, individuals will do what is best for their families, the value of their property, and the community. If owners are provided information regarding the benefits, many will opt to comply on their own. In addition, incentive programs often encourage greater participation. Throughout the state, many cities and local agencies offer incentives to encourage homeowners to replace outdated or inefficient equipment, such as rebates, fixed amounts to offset costs, or monetary assistance to cover installation costs. (See: Energy conservation programs.) As well, many cities are allowing for liens to be added to a property's tax bill.

This is an efficient and less burdensome way in which the needed repairs are made, but do not require an immediate expenditure of funds by the property owner... AND DOES NOT HALT THE SALE OF PERSON'S PRIVATE RESIDENCE. A homeowner could pay the lien off over time, or have the lien discharged at the time the property next sells. If the City contracted with certain sewer lateral repair providers, this would most likely bring the costs down, making the needed repairs more affordable for

homeowners, who can take advantage of the lowered costs.

Time-of-repair, remodel or improvement as a trigger for sewer lateral inspections: Most cities also include "triggers" for non-sales transactions such as repair, remodel, addition or improvement to property. This approach allows non-residential work to be included in the citywide approach and almost always exempts work performed to rehabilitate a structure due to fire, natural disaster and other non-discretionary construction.

Connie Jackson

From: Paul Stewart [paul@samcar.org]
Sent: Thursday, March 06, 2014 3:18 PM
To: Connie Jackson; mzafferano-web@sanbruno.ca.gov; Jennifer Dianos; Ken Ibarra; Rico Medina; Jim Ruane; Michael Salazar; Irene O'Connell
Subject: RE: additional Items, RE: Mandatory Point of Sale Sewere Lateral Inspections
Importance: High

Good Afternoon Connie,

This is just a status report... I am still gathering information regarding the sewer repair insurance in use in Daly City and San Diego. However, in reviewing my notes, I was remiss in not adding the following, which I believe we agreed to in our meeting on Monday (or at least that the city would look seriously to including in the proposal):

1. Eliminate the two tiered approach to inspections and looking for Orangeburg pipe - do one inspection and it passes or fails.
2. The city absolutely needs to establish some type of monitoring system like Burlingame to see if an inspection has been done and the next time one is due
3. Using transfer of title, the mandate must include only transfers where there is "consideration" - i.e. not transfers into and out of one's trust.
4. The effective date must be referenced as "any property listed for sale after _____" This is only important at the beginning of the ordinance but makes it absolutely clear which properties will be impacted and which will not. In fact, the recommendation would be that it be required on any properties listed for sale 30 or 60 days after the effective date of the ordinance... that would give the city and SAMCAR a period of time to educate property owners and the real estate industry.

As you may have guessed, we are still unalterably opposed to the mandatory point-of-sale inspection of sewer laterals but also are unalterably committed to working with the city on resolving the issue.

Paul Stewart
GOVERNMENT AFFAIRS DIRECTOR
San Mateo County Association of REALTORS
(650) 696-8209 | paul@samcar.org
850 Woodside Way, San Mateo, California 94401 www.samcar.org |
www.facebook.com/samcar.fans "We must let go of the life we have planned, so as to accept the one that is waiting for us." - Joseph Campbell

-----Original Message-----

From: Connie Jackson [mailto:CJackson@sanbruno.ca.gov]
Sent: Tuesday, March 04, 2014 8:34 PM
To: Paul Stewart; mzafferano-web@sanbruno.ca.gov; Jennifer Dianos; Ken Ibarra; Rico Medina; Jim Ruane; Michael Salazar; Irene O'Connell
Cc: lfranzella@prucal.com; jgieseker@prucal.com; rick@gobhg.com; remarges3@aol.com; bob@marshallrealty.com; mrush@cbtnorcal.com; bboisson@prucal.com; Steve Blanton; phil@philhouston.com; michael@michaelverdone.com
Subject: Re: Initial Research on Alternaties to Point-of-Sale Sewer Lateral Mandates

Mr. Stewart

Thank you for your time and that of your members at our meeting yesterday and for your prompt attention to providing your additional information.

As we discussed, at this time it continues to be our intent to return to the City Council on March 11 for their additional discussion of the best way for this city to address both the specific requirements of our Consent Decree and Regional Board orders and the needs of our system. We will, as we indicated yesterday, keep you informed with a copy of our staff report and the meeting notice.

We will review the information you have provided here and make sure to include your comments in our report to the City Council as we promised even though you have copied this material to them already.

At our meeting yesterday we also discussed an insurance program that we understand is in place in the Cal Water service area and one other near by city (Burlingame?). You offered to provide us information about this program that might offer benefit to our residents. We remain interested in this information if you have it available.

Thank you again for your time and attention to this matter and for your insight about the various programs in other cities near us including those in Millbrae, Burlingame and Pacifica that are currently using a point of sale approach. We appreciate your interest in working with us to develop the best available approach for our community.

Connie Jackson
City Manager

----- Original Message -----

From: Paul Stewart [mailto:paul@samcar.org]
Sent: Tuesday, March 04, 2014 08:15 PM
To: Connie Jackson; mzafferano-web@sanbruno.ca.gov <mzafferano-web@sanbruno.ca.gov>; Jennifer Dianos; Ken Ibarra; Rico Medina; Jim Ruane; Michael Salazar; Irene O'Connell
Cc: Larry Franzella <lfranzella@prucal.com>; jgieseker@prucal.com <jgieseker@prucal.com>; rick@gobhg.com <rick@gobhg.com>; remarges3@aol.com <remarges3@aol.com>; bob@marshallrealty.com <bob@marshallrealty.com>; mrush@cbnorcal.com <mrush@cbnorcal.com>; bboisson@prucal.com <bboisson@prucal.com>; Steve Blanton <steve@samcar.org>; phil@philhouston.com <phil@philhouston.com>; michael@michaelverdone.com <michael@michaelverdone.com>
Subject: Initial Research on Alternatives to Point-of-Sale Sewer Lateral Mandates

Good Evening Connie, Marc and Jennifer;

Per the discussions we had yesterday - attached and pasted below - you will find examples of cities and special districts that eschewed the use of mandatory, Point-of-Sale (POS) sewer lateral inspections... without (where noted) incident from Baykeeper. SAMCAR would recommend staff evaluate and recommend one of these non-POS methods as best benefits San Bruno. It is expected this evaluation period will stretch beyond the March 11 date at which you had originally planned to re-introduce the issue to Council. Please let us know what additional information we can provide -and- when you would like to again meet to discuss these programs; and other approaches that may ensue from your research.

Paul Stewart
GOVERNMENT AFFAIRS DIRECTOR
(650) 696-8209 | paul@samcar.org
850 Woodside Way, San Mateo, California 94401
www.samcar.org <http://www.samcar.org/> | www.facebook.com/samcar.fans
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"We must let go of the life we have planned, so as to accept the one that is waiting for us." - Joseph Campbell

Alternatives to Mandatory Point-of-Sale Sewer Lateral Inspections

City of Belmont

The Belmont City Council in April of last year, voted unanimously to use a buyer-seller disclosure to alert consumers to the city's existing requirement for a sewer lateral inspection and that the cost for same is borne by the property owner. This was in lieu of any Point-of-Sale (POS) mandate for inspections when a property is sold.

In taking the action the City Council reiterated its' strong desire to educate home owners on the existing municipal code requirements. Additional discussion centered on the threshold amount by which a sewer lateral inspection would be triggered for existing structures. Proposed was a \$50,000 minimum; Council upped that amount to \$200,000.

Belmont's overall sewer lateral program focuses on public education and information; continuation of a smoke testing program; a permit-driven video sewer inspection component (utilizing building permit issuance to trigger the video sewer inspection); enforcement of illegal hook-ups; and, a Fats, Oils and Grease (FOG) program

City of South San Francisco

In July of last year, the South San Francisco City Council voted unanimously to rescind their Point-of-Sale (POS) mandate for sewer lateral inspections - adopted as a result of a Consent Decree arrived at with Baykeeper.

As city staff noted, "This requirement has created frustration for both buyers and sellers alike. It has placed a considerable burden on staff and taken away resources for inspection capabilities on other projects. It has been disruptive to escrow closing details and has caused unintended consequences when sales have failed or discovered that homes not for sale are tied to the sold lateral.

City staff felt strongly that the city should remain outside of the escrow process and adjust the ordinance to remove the inspection requirement at point of sale or transfer. To address the lateral condition problem (per existing municipal code, it is the property owner's responsibility to inspect and repair the laterals), staff felt it was more appropriate to recommend that buyers and their agents request the inspections on their own, much like termite or standard home inspections, allowing them to bargain the price and responsibility for repair between buyers and sellers.

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sewer laterals exceeding a specified age) or as the case of South San Francisco, that have Orangeburg pipe.) This would limit the inspections to all laterals exceeding a certain age, such as 15 or 20 years. It is a more focused and efficient use of resources but it is not a quick process.

Establish a date certain by which all sewer laterals are certified: In creating a universal mandate for the entire city, it ensures equity in application and that everyone is both compliant and shares in the cost. The city could impose/amend its' municipal code to ensure a policy that requires all sewer laterals to be evaluated and/or replaced by a specific date, for all properties. Often, the concern with a date certain approach is the cost of inspecting every property in the city.

First, if the City identifies the most problematic areas, it isn't faced with trying to inspect all 11,000 homes in a short period of time (See El Cajon, South San Francisco, Stockton.). If you focus on the hot spots, the number of SSOs will likely reduce significantly, and may eradicate the problem entirely, before that date certain arrives.

To be sure, this approach may/will require an increase in sewer rates. However, the costs associated with inspections will be arguably less than the fines or other penalties that would be assessed, should a city not meet the requirements of the Baykeeper Consent Decree.

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The data used to identify the problem areas should be readily available through the California Integrated Water Quality System or the city's own records/database. Note: If the City opts for a "phased" approach using a citywide mandate, staff would be able to "triage" the areas most in need of immediate inspection and repair. This would demonstrate to Baykeeper that the city is taking an aggressive and effective approach to eradicating the SSOs... and one that is far more efficient than Point-of-Sale.

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certain sewer lateral repair providers, this would most likely bring the costs down, making the needed repairs more affordable for

homeowners, who can take advantage of the lowered costs.

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**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: March 11, 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 Contract for the South Westside Basin Shallow Groundwater Study Project with RMC Water and Environment in an Amount Not to Exceed \$219,694 and Amending the 2013-14 Capital Improvement Program Budget to include the South Westside Basin Shallow Groundwater Project in the Amount of \$239,694

BACKGROUND:

The Westside Basin aquifer underlies the cities of San Francisco, Daly City, South San Francisco, San Bruno, Millbrae and Burlingame. This basin has provided a reliable water supply for more than a century. The northern San Mateo County communities of Daly City, South San Francisco and San Bruno utilize it as a drinking water supply. Private and public entities also extract groundwater for irrigation. In San Bruno, the Westside Basin aquifer has historically provided approximately 50% of the City's water supply, with the balance purchased from the San Francisco Public Utilities Commission (SFPUC).

During the past few years, several cities and municipalities (Daly City, California Water Service Company, San Bruno, and the SFPUC) that overly the basin have cooperatively developed a Groundwater Management Plan (Plan). This Plan was adopted by the San Bruno City Council on July 10, 2012. The Plan provides background and recommendations to assist in long term management and monitoring of this groundwater resource.

AB 303 (Chapter 708, Statutes of 2000) created the Local Groundwater Assistance Fund to provide grants for local agencies to study groundwater resources. On July 24, 2012, the City Council authorized the submittal of a Grant Proposal in the amount of up to \$250,000 for the Analysis of Shallow Groundwater Conditions and the update of the Westside Basin Groundwater Flow Model. The application was favorably reviewed by the California Department of Water Resources and the City was awarded a grant in the amount of \$224,694. RMC Water and Environment, the City's Ground Water Management Plan expert, provided technical support for the application process for this grant. The project was not included in the 2013-14 Capital Improvement Program Budget at the time of adoption due to timing of the grant approval process.

DISCUSSION:

The proposed project is a result of information developed in the preparation of the Plan and the needs identified through the Plan. The project has two components: an improved

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understanding of the shallow groundwater system and the update of the Westside Basin Groundwater Flow Model.

The proposed South Westside Basin Shallow Groundwater Study will improve the overall technical understanding of the shallow groundwater system in the South Westside Groundwater Basin. The project includes Public Outreach and the following six major technical areas:

- Defining the physical geology of the upper subsurface;
- Collecting, analyzing, and mapping the groundwater elevation data;
- Assessing groundwater quality using the existing and supplemental data collected as part of this study;
- Collecting, sampling, and analyzing the water chemistry;
- Performing age dating;
- Estimating the groundwater recharge and modeling the groundwater transport.

Together, these technical analyses will lead to an improved understanding of the water table conditions, the shallow groundwater system, and the relationships between recharge and the deep water supply aquifer quantity and quality. With this information, the City of San Bruno and the other municipalities will be better able to develop projects to better utilize rainfall to recharge the aquifer and to sustain groundwater production, including low impact development techniques such as permeable pavement and swales; guide future land use and water use decisions; more reliably model and analyze the groundwater conditions and the subsurface conditions such as shallow clay layers that reduce and slow the amount of recharge; address nitrate and other water quality concerns in the basin; and avoid costs for projects that provide little benefit to the aquifer.

The Westside Basin Groundwater Flow model is a numerical model of the Westside Basin aquifer which can be used to improve management of the groundwater system. The model requires regular updating to incorporate new groundwater and climatic data. By incorporating the latest groundwater level, groundwater pumping, and precipitation data, the model can be brought up-to-date and made more reliable for future analysis and to support the Groundwater Management Plan.

RMC Water and Environment is recommended as the most qualified firm to perform this work based on their status as a well-recognized expert in their field and their previous experience working with the City, including their preparation of the grant application for this Study, their long-term familiarity with the Basin's subsurface conditions gleaned from developing the Groundwater Management Plan and performing hydrogeological assessments to locate new City wells, and their established working relationships with the consultant preparing the Westside Basin Groundwater Flow Model and the Partner Agencies. To perform this Shallow Groundwater Study, it is recommended that the City contract with RMC Water and Environment in an amount not to exceed \$219,694.

FISCAL IMPACT:

The total project cost is estimated at \$239,694. The \$224,694 in grant funds received will cover the full contract cost with RMC Water and Environment in the amount of \$219,694 and \$5,000 for City staff time to administer the contract. Because the grant amount received was approximately \$25,000 less than the amount requested in the grant application and, per request

of the State Department of Water Resources, to maintain a scope of work reasonably close to that in the grant application, the City has assumed responsibility for performing public outreach efforts that invite community involvement through meetings, preparing progress reports, coordinating the project with the partner agencies and maintaining website updates, estimated at \$15,000. The partner agencies will also be responsible for performing public outreach efforts to their own communities through separate efforts. Funds to cover the City's financial responsibility of \$15,000 are available in the water capital fund.

ALTERNATIVES:

1. Do not award the contract. The modeling of the South Westside Basin may not be as accurate, which could affect the optimal management of water resources for the City and the partner agencies.

RECOMMENDATION:

Adopt resolution authorizing the City Manager to execute a contract for the South Westside Basin Shallow Groundwater Study Project with RMC Water and Environment in an amount not to exceed \$219,694 and amending the 2013-14 Capital Improvement Program budget to include the South Westside Basin Shallow Groundwater Project in the amount of \$239,694.

ATTACHMENTS:

1. Resolution

DISTRIBUTION:

Ali Taghavi, RMC Water and Environment

REVIEWED BY:

_____ CM

RESOLUTION NO. 2014 - ____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT FOR THE SOUTH WESTSIDE BASIN SHALLOW GROUNDWATER STUDY PROJECT WITH RMC WATER AND ENVIRONMENT IN AN AMOUNT NOT TO EXCEED \$219,694 AND AMENDING THE 2013-14 CAPITAL IMPROVEMENT PROGRAM BUDGET TO INCLUDE THE SOUTH WESTSIDE BASIN SHALLOW GROUNDWATER PROJECT IN THE AMOUNT OF \$239,694

WHEREAS, the Westside Groundwater Basin (Basin) is a critical resource for San Mateo and San Francisco Counties as a local water resource that augments imported water from the Tuolumne River and increases the reliability of local water supplies; and

WHEREAS, the City of San Bruno and other water purveyors in the Westside Basin have cooperatively developed the Groundwater Management Plan to provide a robust framework for management of the groundwater basin; and

WHEREAS, the proper management of the Basin is outlined in the South Westside Basin Groundwater Management Plan, which sets priorities and goals for the basin to ensure that it continues to meet beneficial uses; and

WHEREAS, numerous groundwater management activities have occurred to help meet these goals, including groundwater monitoring, hydrogeological investigations, groundwater modeling and improved conceptual models of the area, and these and previous activities have identified a key data gap in the understanding of recharge in the Basin, namely, understanding the shallow groundwater system, and

WHEREAS, the City of San Bruno desires to improve the understanding of the shallow groundwater system, resulting in an improved ability to manage recharge in the Basin through Low Impact Development techniques and other options, improving basin conditions for beneficial uses of the City of San Bruno and all users in the Westside Groundwater Basin; and

WHEREAS, the City of San Bruno and other water purveyors in the Westside Basin have cooperatively developed the Westside Basin Groundwater Flow Model to provide a management tool for the groundwater basin; and

WHEREAS, the upkeep and update of the model with latest data and information is critical in utilizing the model for proper management of the groundwater basin to meet ongoing groundwater management needs; and

WHEREAS, the City has received from the California Department of Water Resources a Local Groundwater Assistance Grant in the amount of \$224,694, pursuant to the Local Groundwater Management Assistance Act of 2000 (Water Code Section 10795 et seq.), to fund the Shallow Groundwater Study Project, which project is designed to fill the recharge data gap and update the groundwater model; and

WHEREAS, the information gathered by the proposed project will aid in the refinement of existing and future groundwater management activities in the Westside Basin Aquifer; and

WHEREAS, staff has negotiated a scope of work with RMC Water and Environment to prepare the Study; and

WHEREAS, RMC Water and Environment has the knowledge, experience and appropriate licenses to perform the engineering design work; and

WHEREAS, the project was not included in the 2013-14 Capital Improvement Program Budget at the time of adoption; and

WHEREAS, City costs for public outreach effort in the amount of \$15,000 is available in the Water Capital Fund.

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council hereby authorizes the City Manager to execute a contract for the South Westside Basin Shallow Groundwater Study Project with RMC Water and Environment in an amount not to exceed \$219,694; and

BE IT FURTHER RESOLVED that the 2013-14 Capital Improvement Program budget be amended to include the South Westside Basin Shallow Groundwater Project in the amount of \$239,694.

Dated: March 11, 2014

ATTEST:

Carol Bonner, City Clerk

-oOo-

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 11th day of March 2014 by the following vote:

AYES: Councilmembers: _____

NOES: Councilmembers _____

ABSENT: Councilmembers: _____



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: March 11, 2014

TO: Honorable Mayor and Members of the City Council

FROM: Mark Ladas, Fire Chief
Dave Downing, Deputy Fire Chief

SUBJECT: Adopt Resolution Amending the FY2013-14 Operating Budget to Add an Administrative Fire Battalion Chief Position in the Fire Department

BACKGROUND:

In December 2013 the four City Managers and the Fire Chief met to discuss an eight month analysis of each fire department (San Bruno, Millbrae, and Central County), and the progress of the administrative merge. The analysis outlined budget deficiencies, Chief Officer staffing concerns, and employee relations and labor relations issues.

Due to the shared service agreements and administrative merge with Millbrae and Central County Fire Department, the number of San Bruno Chief Officers decreased from 5 full-time positions to 2.25 full-time shared positions with retirements and unfilled vacancies. Emergency preparedness and planning to ensure the safety of the community became a more critical priority after the tragic 2010 fire and explosion in San Bruno.

There are currently thirteen total Chief Officers in the administrative merge with our partnering agencies. San Bruno represents only two of the thirteen Chief Officers, with those two positions at the least senior rank of Battalion Chief. The merged Fire Administration is attempting to conduct business in a coordinated manner which requires policy changes and demands oversight to ensure compliance and consistency.

City staff identified a need for a position dedicated to emergency preparedness which was approved in the FY2013-14 Budget to prepare San Bruno for future disasters mitigating the loss of life and property.

DISCUSSION:

A City Council Subcommittee of Mayor Ruane and Vice Mayor Medina met on February 27, 2014 to discuss the administrative merge including possible solutions to address Chief Officer staffing and representation issues. The options discussed included hiring a Deputy Fire Chief, hiring the authorized Emergency Preparedness Coordinator position as approved in the budget, or to leaving the Chief Officer staffing at status quo. The Subcommittee concurred with the staff recommendation that creating an administrative Battalion Chief position that would be assigned to emergency preparedness and daily administrative duties would address the Chief Officer staffing and employee/labor relations issues and would be an efficient way for the City to address the priority for focus on the City organization emergency preparedness. This Chief Officer position would work at Station 51

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in San Bruno which is consistently one of the busiest stations in the County. As well as focusing on emergency preparedness planning and coordination, this additional Chief Officer will help provide additional resources with administrative and management functions with the partnering agencies.

This position would be a two-year assignment and be responsible for the San Bruno Emergency Operations Center (EOC) including providing resources, equipment, and other information, conducting Emergency Operations Center (EOC) drills coordinating directly with every City department to identify and address their emergency preparation needs, tracking necessary National Incident Management System (NIMS) training, assist with the coordination of emergency preparedness classes offered to the public including CERT, CPR and First Aid, working closely with the program coordinators of the San Bruno's Emergency Preparedness Committee, acting as a liaison with the San Mateo County Office of Emergency Services, and developing and maintaining a Wildland Fire Mitigation Plan.

This position will be evaluated after the two-year assignment to determine if the responsibilities should continue with the current San Bruno Chief Officer or be transitioned and managed by other partnering chief officers as the consolidation moves forward and evolves during this transitional period. In addition, there are anticipated retirements at the Chief Officer level in the next few years so that there will continue to be a need for positions at this level.

FISCAL IMPACT:

Budget impact: \$222,000 annually for two years of which \$101,712 is already funded for the new Emergency Preparedness Coordinator position in the FY 2013-14 Budget. for an additional total cost of \$120,288 annually.

ALTERNATIVES:

1. Direct staff to explore the other options discussed with the City Council Subcommittee; hiring a deputy chief, hiring just an emergency preparedness coordinator or to leave Chief Officer staffing status quo.

RECOMMENDATION:

Adopt Resolution Amending the FY2013-14 Operating Budget to Add an Administrative Fire Battalion Chief Position in the Fire Department

ATTACHMENT:

1. Resolution

REVIEWED BY:

_____ CM

RESOLUTION NO. 2014-

**RESOLUTION AMENDING THE FY2013-14 OPERATING
BUDGET TO ADD AN ADMINISTRATIVE FIRE BATTALION
CHIEF POSITION IN THE FIRE DEPARTMENT**

WHEREAS, the City Managers and the Fire Chief met to discuss an eight month analysis of each fire department (San Bruno, Millbrae, and Central County), and the progress of the administrative merge; and

WHEREAS, the analysis outlined budget deficiencies, Chief Officer staffing concerns, and employee relations and labor relations issues; and

WHEREAS, a City Council Subcommittee of Mayor Ruane and Vice Mayor Medina met on February 27, 2014 to discuss the administrative merge including possible solutions to the representation issue; and

WHEREAS, it was determined that creating a temporary administrative Battalion Chief position that would be assigned to emergency preparedness and daily administrative duties would address Chief Officer staffing and employee and labor relations issues.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of San Bruno amends the FY2013-14 Operating Budget to add an Administrative Fire Battalion Chief Position in the Fire Department.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council at a regular meeting on March 11, 2014 by the following vote:

AYES:

NOES:

ABSENT:

Carol Bonner, City Clerk