

"The City With a Heart"



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

**CITY COUNCIL
SPECIAL MEETING**

AGENDA

April 24, 2012

6:30 p.m.

Meeting location: City Hall, 1555 Crystal Springs Road, San Bruno

1. CALL TO ORDER:

2. ROLL CALL:

3. CONDUCT OF BUSINESS:

Conduct Interviews to fill vacancies resulting from resignations and term expirations on the City of San Bruno's Citizen Advisory Commissions, Boards and Committees.

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

5. ADJOURNMENT:

The City Council will adjourn to the regular meeting, which begins at 7:00 p.m.

"The City With a Heart"



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AGENDA

SAN BRUNO CITY COUNCIL

April 24, 2012

7:00 p.m.

Meeting location: Senior Center, 1555 Crystal Springs Road, San Bruno

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

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

1. CALL TO ORDER:

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

3. ANNOUNCEMENTS:

- a. The American Cancer Society's Relay for Life will be held at Capuchino High School from 10:00 a.m. on Saturday, April 28 to 10:00 a.m. on Sunday, April 29.
- b. Operation Clean Sweep will be held May 5, 8:00 a.m. to 1:00 p.m. at San Bruno City Park, register at www.sanbruno.ca.gov.

4. PRESENTATIONS:

- a. Receive Presentation from Senator Leland Yee on the State of the State.
- b. Receive Presentation from San Francisco International Airport Staff Regarding Planned Security Measures and Maintenance Efforts for the West of Bayshore Open Space and Habitat Area.
- c. Present Proclamation Declaring April 22 to 28 as West Nile Virus and Mosquito and Vector Control Awareness Week.
- d. Present Proclamation Declaring May 5, 2012 as Earth Day in San Bruno.
- e. Present Proclamation Declaring April 28, 2012, as Tanforan Assembly Center Memorial Day and the Month of May as Asian-Pacific American Heritage Month in the City of San Bruno.

5. REVIEW OF AGENDA:

6. APPROVAL OF MINUTES: Regular Council Meeting of March 13, 2012 and Special Closed Session Council Meeting of April 6, 2012.

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

- a. **Approve:** Accounts Payable of March 26, April 2, 9 and 16, 2012 and Accounts Payable of Successor Agency of April 16, 2012.
- b. **Approve:** Payroll of March 25 and April 8, 2012.

- c. **Adopt:** Resolution Waiving Building Permit Fees for Rebuilding Together Peninsula's Various Life Safety Home Improvement Projects Assisting Low Income Property Owners for FY 2011-12 and 2012-13.
- d. **Adopt:** Resolution Authorizing the City Manager and the City Attorney to Execute Escrow Documents to Transfer Five Vacant Lots from PG&E to the City of San Bruno.

8. PUBLIC HEARINGS (Notices have been published, posted and mailed):

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

10. CONDUCT OF BUSINESS:

- a. Appoint Citizens to the City's Citizen Advisory Commissions, Boards and Committees.
- b. Receive Report and Adopt Resolution Amending Bicycle and Pedestrian Committee By-laws.
- c. Receive Report on Costs for Suggested Alternative Improvements to Memory Lane and Provide Direction to Staff.
- d. Adopt Resolutions Authorizing Construction and Design Work Associated with the Crestmoor (Glenview) Neighborhood Reconstruction Project and Receive Update on the Status of Ongoing Construction Projects.
- e. Receive Report and Provide Direction to Staff Regarding Decommissioning PG&E's Line 132 in the Crestmoor Neighborhood.
- f. Receive Report and Confirm that a Weekly Farmers' Market is Consistent with the Tanforan Planned Development Zoning Requirements and Receive Update Regarding the Shops of Tanforan Parking Reduction Request.
- g. Receive Report on Meetings of the Oversight Board to the Successor Agency of the San Bruno Redevelopment Agency.
- h. Adopt Resolution Approving Letter of Response to the the 2011-12 San Mateo County Civil Grand Jury Report, "The County, San Carlos and Cal Fire, A Missed Opportunity?"

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Receive Annual Report from the Citizens Crime Prevention Committee.

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

The next regular City Council Meeting will be held on May 8, 2012 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

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**SPECIAL MEETING
MINUTES
CITY COUNCIL CLOSED SESSION
April 6, 2012
5:30 p.m.**

1. ROLL CALL: The meeting was called to order at 5:30 p.m. Presiding was Mayor Ruane, Vice Mayor Ibarra, Council Members Medina, O'Connell and Salazar. Recording by Clerk Bonner.

2. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA: None.

3. CLOSED SESSION:

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

Conference with Labor Negotiators Pursuant to Gov't Code Section 54957.6; Agency Designated Representatives: City Manager, Human Resources Director; Employee Organizations: San Bruno Professional Fire Fighters Associations, Public Safety Mid-Management Bargaining Unit, Miscellaneous Group, Mid Management Bargaining Unit, San Bruno Police Bargaining Unit and San Bruno Management Employees Association.

4. ADJOURNMENT:

Mayor Ruane closed the meeting at 6:50 p.m. The next Regular City Council Meeting to be held on April 10, 2012, at 7:00 pm has been cancelled. The next Regular City Council Meeting will be held on April 24, 2012, at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road.

Respectfully submitted for approval
at the regular City Council Meeting of
April 24, 2012

Carol Bonner, City Clerk

Jim Ruane, Mayor

"The City With a Heart"



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

MINUTES SAN BRUNO CITY COUNCIL March 27, 2012 7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on March 27, 2012 at the San Bruno Senior Center, 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:00 p.m.

Mayor Ruane thanked the San Bruno Garden Club for the beautiful floral arrangement.

2. ROLL CALL/PLEDGE OF ALLEGIANCE: Presiding was Mayor Ruane, Vice Mayor Ibarra, Council Members Medina and Salazar. Council Member O'Connell was delayed with notice. Recording by Clerk Bonner. **Robert Riechel** led the Pledge of Allegiance.

3. ANNOUNCEMENTS:

Mayor Ruane announced the Annual Pancake Breakfast and Easter Egg Hunt would be held March 31, 9:00 to 11:00 a.m. at San Bruno City Park. The Easter Egg Hunt Begins Promptly at 11:00 a.m., weather permitting indoors or outdoors.

Mayor Ruane introduced City Manager Jackson who said construction of the water line improvements located at both ends of Plymouth where it intersects Claremont on each end will begin on Monday, April 2 and will take approximately two months to complete.

4. PRESENTATIONS:

Mayor Ruane introduced Robert Riechel, Representative to the San Mateo County Mosquito and Vector Control District who gave a presentation on Recommended Actions to Prevent Spread of Mosquitos.

5. REVIEW OF AGENDA:

Mayor Ruane moved Item 11. to follow Item 8.

6. APPROVAL OF MINUTES: Special Closed Session Council Meeting of March 9, 2012 and the Regular Council Meeting of March 13, 2012, approved as submitted with minor changes (City Manager Jackson *said that she had made a commitment to fund \$20,000 to create a short video as a first step to allow the City to consider a larger documentary project at a cost of approximately \$250,000*) to the last page of the Regular Council Meeting.

M/S Ibarra/Salazar to approve the Minutes and passed with all ayes. Councilmember O'Connell delayed with notice.

7. CONSENT CALENDAR:

a. **Approve:** Accounts Payable of March 5, 12 and 19, 2012 and Successor Agency Accounts Payable of March 5 and 12, 2012.

b. **Approve:** Payroll of March 11, 2012.

c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports dated February 29, 2012.

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

8. PUBLIC HEARINGS: None.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Receive Annual Report from the Bicycle and Pedestrian Committee.

Randy Braize introduced all the members of the Bicycle and Pedestrian Committee, reviewed what the Committee has done over the past year, including a short one-minute film. He also shared their plans for the next year as well as inviting new members to apply to the Committee to fill some of their vacancies.

Mayor Ruane thanked the Committee for all they do.

9. PUBLIC COMMENT ON ITEMS NOT ON AGENDA:

Perry Peterson, Scenic Ct. asked financial reports be provided for the water/wastewater increases.

Hanna Ingersoll, accompanied by Plenny Cavallero, represented Capuchino's Abolitionist Club, which works toward ending modern day slavery. They invited everyone to come to Capuchino High School on Thursday evening from 7:00 to 8:00 p.m. to see a 30-minute documentary on the KONY movement.

10. CONDUCT OF BUSINESS:

a. Receive Report and Provide Direction to Staff Regarding Alternatives for Memory Lane.

City Attorney Zafferano gave a powerpoint presentation on alternatives for Memory Lane.

Councilmember Ibarra asked why there is a legal process on vacating? **Zafferano** said it is stated under the Streets and Highways Code under State law. **Councilmember Ibarra** asked how a pedestrian walkway pertains to Streets and Highways Code? **Zafferano** said public access ways of all kinds are covered in the Streets and Highways Code. If a public entity wishes to take a public way and place it out of public service, it has to conduct a process and determine the way is either not being used now or won't be used in the future for public use. A street vacation involves a Planning Commission as well as a City Council Hearing. Once it is vacated, then the way would revert to the adjacent property owners and the City would retain the easement.

Councilmember Ibarra asked what the buffer would be? **Zafferano** said in some places a fence could be built, other places planter boxes could be put in.

Councilmember Salazar said he would not consider a fence to be a buffer, beautifying it might not solve the problem. He also asked about the cost of the fencing, maintenance, etc.? **Zafferano** said the ongoing cost of maintenance was not addressed but looking at the total cost for a fence, it appears it would be costly and might not solve all the problems.

Councilmember Salazar asked about the grant? **Public Services Director Fabry** said dependent upon the decisions made tonight, the grant application is due this Friday for a State funded infrastructure type of grant. She also shared the information on the grant Safe Route to School Program.

Councilmember Salazar asked where else these solutions/alternatives have been used?

Chief Telford said during 2006-2007 there was a big graffiti problem through the City. A camera was installed at Beckner Shelter and the incidences of graffiti declined.

Associate Planner Russell said examples of plantings to reduce graffiti have been effective. There are taller fences where plants can grow up them that can be used in walkways. There is the transition of public space to private space; however, this area might not be a good transition. She said a secondary fence maybe of a different construction material or with vegetation might help to provide that transition.

Councilmember Ibarra asked about not having this area used? He asked at what point does Council determine this area has an overall benefit to the entire City vs. a very small group of people who benefit from its existence? **Zafferano** said that would be a finding of fact for the Planning Commission and Council to determine in the legal proceedings and public hearing that would have to be held regarding the vacation.

George Corey, Esq. El Camino Real, representing the homes on Memory Lane commended staff on their thorough investigation on finding alternatives. He said some people on the Lane would still like it to be closed.

Jennifer Rice, Attorney, representing Grace Honda said they had a need to expand and if they do so, the footprint will extend beyond the current location of Memory Lane. She said the staff report indicates relocation of the Lane to the southern portion of the lot; however, that would not work.

Mayor Ruane asked what runs through the middle of Grace Honda? **Zafferano** thought there was an easement. **Fabry** said a water main line and no construction could be built over a water main line.

Councilmember Salazar said he would like to see the cameras, with funding. He didn't feel landscaping the Lane would be that beneficial. He also asked to get a cost on closing it off to get a financial comparison.

Vice Mayor Ibarra's first inclination would be to close the Lane, as an alternative he suggested putting cameras up.

Councilmember Medina appreciated the alternatives. He liked the idea of cameras, light sensors, barriers at each end, police patrol, we need to exercise and try these alternatives. Grants are great, but he asked these be addressed quickly.

Mayor Ruane said he would like to have it be ADA accessible, bollards and cameras. He asked what it costs to relocate a water line?

City Manager Jackson said installation of cameras, installation of barriers or bollards to prevent unauthorized vehicle access into the lane. She suggested directing staff to proceed with one or both of those strategies. **Mayor Ruane** asked for information on relocation of the line and an estimation of the cost to close the four ends of the residential area.

b. Receive Report Regarding Settlement Agreement Between the City of San Bruno and PG&E and Adopt Resolution Amending the City's Investment Policy Relating to Settlement Funds.

City Manager Jackson gave a report on what is happening in the Glenview/Crestmoor area. She talked about the trust fund set up by PG&E, which is dedicated solely to the incident of September, 2010. She also talked about the settlement funds given to the City of San Bruno.

City Treasurer Marty gave an overview of the staff report and the Investment Policy and asked for questions.

Vice Mayor Ibarra asked what the nine to twelve months were for? **City Manager Jackson** said the nine to twelve months were for the establishment of the entity.

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

c. Adopt Resolution Authorizing the City Manager to Execute a with K. J. Woods Construction in the Amount of \$88,000 Approving a Budget of \$130,000 for the Construction of the Kains to Angus Bypass Sewer and Appropriating \$130,000 from the Wastewater Enterprise Fund.

Interim City Engineer Razavi gave an overview of the staff report and presented a powerpoint map showing the area where the improvements will be done and asked for questions.

Vice Mayor Ibarra asked if it is customary to have a staff construction management's inspection at 25%? **Razavi** said it is usually 10% to 15%.

Vice Mayor Ibarra asked if this would guarantee there would be no sso's in that area? **Fabry** said historically it has always been a capacity related problem and with this improvement, it will be eliminated.

Councilmember Medina said it is listed that this is the highest location of spills in the City. He asked to quantify what was a lot and highest risk? **Fabry** said this spot experienced sanitary sewer overflows this year and last until an emergency bypass was put in place. She added this is the only capacity related location for sso's in the City. **Councilmember Medina** asked about traffic in the area? **Razavi** said there is a traffic item in the budget and they plan to keep the traffic moving at all times with the exception of night work that might need to be closed down for safety.

For the record, **Councilmember O'Connell** arrived at 8:50 p.m.

Councilmember Salazar asked how much future growth is planned? **Fabry** said their plan was for any possible growth based on the general plan and also the transit corridor plan.

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

d. Adopt Resolution Authorizing the City Manager to Execute a Contract for the Purchase of Pedestrian Audible Push Button Stations from Western Pacific Signal, LLC in the Amount of \$55,140.79.

Interim City Engineer Razavi gave an overview of the staff report and presented a powerpoint map showing the area where the push buttons will be placed and asked for questions.

Councilmember Medina said he didn't see any contingency. **Razavi** said there was money left in the fund from the original project and we didn't need any contingency because 10% additional equipment was included.

Councilmember Salazar said he believed this could be handled in-house and **Razavi** concurred. **Councilmember Salazar** said since these were being placed on Caltrain posts and they were to be replaced, could they be put on a new infrastructure? **Razavi** concurred and said it was stand-alone.

Vice Mayor Ibarra said for the benefit of the public, when they cross a street with these signals, they would hear the streets they are crossing and a tweeting? **Razavi** concurred and said eventually a countdown will be added.

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

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES: (Moved to follow Item 8.)

12. COMMENTS FROM COUNCIL MEMBERS: None.

13. CLOSED SESSION:

Mayor Ruane said they would be going into closed session with no reportable action. Public Employee Performance Evaluation Pursuant to Government Code Section 54957:
City Attorney.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 9:06 p.m. with a moment of silence in memory of Arthur Lepore of Millbrae. Art was a World War II Vet, a retired Capuchino High School teacher, served 17 years on the Millbrae City Council, 12 years on the Millbrae School Board and made many other contributions to the community before dying on March 14, 2012.

The next regular City Council Meeting will be held on April 10, 2012 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
at the regular City Council Meeting of
April 24, 2012

Carol Bonner, City Clerk

Jim Ruane, Mayor

03/26/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$43,230.64
133	RESTRICTED DONATIONS	\$566.62
190	EMERGENCY DISASTER FUND	\$14,815.76
201	PARKS AND FACILITIES CAPITAL	\$23.57
203	STREET IMPROVE. PROJECTS	\$720.00
611	WATER FUND	\$3,975.00
641	CABLE TV FUND	\$106,668.10
702	FACILITY MAINT. FUND	\$2,283.20
707	TECHNOLOGY DEVELOPMENT	\$281.43
711	SELF INSURANCE	\$345.00
891	S.B. GARBAGE CO. TRUST	\$528,666.85
TOTAL FOR APPROVAL		\$701,576.17

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 133937 THROUGH 134049 INCLUSIVE, TOTALING IN THE AMOUNT OF \$701,576.17 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

3/27/12

DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0001170 AIRGAS NCN	133937	3/26/2012	16.10
0017459 ALL CITY MANAGEMENT SVC.INC.	133938	3/26/2012	3,928.32
0000372 ALLIED SECURITY ALARMS	133939	3/26/2012	1,048.50
0016688 ALPHA TECHNOLOGIES, INC.	133940	3/26/2012	229.81
0016688 ALPHA TECHNOLOGIES, INC.	133941	3/26/2012	184.02
0102355 AMAZON	133942	3/26/2012	404.66
0018439 ARCOM LABS INC.	133944	3/26/2012	1,212.67
0017191 AT&T	133945	3/26/2012	804.83
0018367 AVAIL-TVN	133946	3/26/2012	5,121.32
0000345 BAKER & TAYLOR BOOKS	133947	3/26/2012	1,944.51
0096947 BARKER INTERNATIONAL GROUP LLC	133949	3/26/2012	98.68
0104805 BAY AREA PLUMBING AND CONSTRUCTION	133943	3/26/2012	276.00
0018093 BBC AMERICA	133950	3/26/2012	812.64
0017361 BOETHING TREELAND FARMS, INC.	133951	3/26/2012	566.62
0104839 BRENDA RILEY	134019	3/26/2012	13.21
0018977 CBS TELEVISION STATIONS	133953	3/26/2012	6,425.05
0104845 CECELIA SMITH	134026	3/26/2012	14.60
0104849 CESAR MERCADO	133992	3/26/2012	400.00
0104846 CHRISTIAN NAVARRETE	133995	3/26/2012	310.00
0016324 CINTAS CORPORATION #464	133955	3/26/2012	203.76
0000508 CLEARLITE TROPHIES	133956	3/26/2012	118.53
0018911 COMCAST CABLE COMMUNICATIONS	133957	3/26/2012	26,075.01
0018087 COMCAST MEDIA CENTER	133958	3/26/2012	297.00
0098835 CRYSTAL SPRINGS RECREATION	133959	3/26/2012	46.25
0104799 CYCLA CORPORATION	133960	3/26/2012	1,409.32
0018912 DASH MEDICAL GLOVES INC.	133961	3/26/2012	486.48
0018188 DAU PRODUCTS	133962	3/26/2012	432.66
0093479 DEPARTMENT OF JUSTICE	133963	3/26/2012	96.00
0104842 DIANNE WILEY	134049	3/26/2012	15.46
0094442 DISCOUNT SCHOOL SUPPLY	133964	3/26/2012	88.95
0018092 DISCOVERY COMMUNICATIONS LLC	133965	3/26/2012	3,538.27
0092311 DOCUMENT PROCESSING SYSTEMS	133966	3/26/2012	382.00
0018799 ECONOMIC&PLANNING SYSTEMS INC.	133967	3/26/2012	10,989.45
0102362 ESPN	133969	3/26/2012	786.94
0104830 EVE BAKER	133948	3/26/2012	200.00
0099186 EYEHIGHART, INC.	133970	3/26/2012	343.85
0000944 FEDEX	133971	3/26/2012	62.95
0103258 GC MICRO CORPORATION	133973	3/26/2012	21.90
0095666 GLOBAL TELECOM & TECHNOLOGY	133974	3/26/2012	1,454.54
0018864 GMA NETWORK INC.	133975	3/26/2012	2,849.09
0104513 GOTCHA SUBPOENA SERVICES	133976	3/26/2012	125.00
0104847 HOLIDAYGOO INC.	133978	3/26/2012	462.01
0103976 HUB TELEVISION NETWORKS, LLC	133979	3/26/2012	389.62
0001786 IN DEMAND-NYC	133980	3/26/2012	1,506.75
0104848 J & B LEAK FINDERS	133981	3/26/2012	555.00
0017763 J.J.R. CONSTRUCTION, INC	133982	3/26/2012	15,359.16
0104835 JOHN FILLIAR	133972	3/26/2012	21.80
0104841 JOHN NEWCOMER	133997	3/26/2012	230.00
0018808 KAISER FOUNDATION HEALTH PLAN	133983	3/26/2012	345.00
0104836 KEVIN POTTER	134011	3/26/2012	8.68
0101866 KIDZ LUV SOCCER, INC.	133984	3/26/2012	1,974.00
0096825 LAURIE LOO	133991	3/26/2012	947.05
0017621 LAW OFFICES OF JONES & MAYER	133987	3/26/2012	286.00
0014262 LC ACTION POLICE SUPPLY	133988	3/26/2012	638.18
0103799 LDVALI LLC	133989	3/26/2012	349.70
0001472 LIFETIME ENTERTAINMENT SVC.LLC	133990	3/26/2012	4,976.32

Document group:	komalley	Bank:	apbank	05507660	
0104831	MANJULA CHANDR	133954	3/26/2012	276.00	
0104840	MARIE RAQUENO	134015	3/26/2012	13.63	
0018670	METROPCS WIRELESS, INC.	133993	3/26/2012	100.00	
0104843	MICKY SHULMAN	134025	3/26/2012	115.25	
0104829	MIYEKO KOGA	133985	3/26/2012	200.00	
0002107	NANCY HERNANDEZ	133977	3/26/2012	159.90	
0000357	NATIONAL CABLE TV CO-OP, INC.	133994	3/26/2012	1,887.13	
0018319	NEAL MARTIN & ASSOCIATES	133996	3/26/2012	720.00	
0103301	NHL NETWORK US, LP	133998	3/26/2012	1,013.01	
0092263	OFFICE DEPOT INC	134001	3/26/2012	623.57	
0018701	ORKIN INC.	134002	3/26/2012	479.24	
0000012	PACIFIC GAS & ELECTRIC	134003	3/26/2012	8,149.49	
0000102	PACIFIC WEST SECURITY, INC.	134004	3/26/2012	1,188.00	
0104697	PBS KIDS SPROUT	134005	3/26/2012	500.24	
0001154	PENINSULA LIBRARY SYSTEM	134006	3/26/2012	126.53	
0014961	PENINSULA UNIFORMS & EQUIPMENT	134007	3/26/2012	2,109.59	
0018283	PERFORMANCE TOW LLC	134008	3/26/2012	240.00	
0000294	PITNEY BOWES	134009	3/26/2012	279.66	
0018094	PLAYBOY ENTERPRISES, INC.	134010	3/26/2012	28.77	
0102915	PRECISE PRINTING & MAILING	134012	3/26/2012	854.64	
0017111	RANDOM HOUSE INC	134014	3/26/2012	95.26	
0000175	RECOLOGY SAN BRUNO	134016	3/26/2012	528,666.85	
0018761	RENEE RAMSEY	134013	3/26/2012	643.50	
0016729	RICOH AMERICAS CORPORATION	134018	3/26/2012	389.90	
0013581	ROVI GUIDES, INC.	134020	3/26/2012	9,423.64	
0104837	RYAN NOWAKOWSKI	133999	3/26/2012	6.81	
0103978	SATELLITE ENGINEERING GROUP	134021	3/26/2012	6,487.18	
0104844	SECOND GENOME	134022	3/26/2012	8.68	
0098030	SHRED-IT SAN FRANCISCO	134024	3/26/2012	35.86	
0103492	SMITHSONIAN NETWORKS	134027	3/26/2012	310.03	
0017989	SOUTHLAND INDUSTRIES	134028	3/26/2012	1,400.00	
0015875	SPICE DIGITAL NETWORKS	134029	3/26/2012	74.17	
0097079	SPRINT	134030	3/26/2012	484.12	
0018602	STARZ ENTERTAINMENT LLC.	134031	3/26/2012	894.08	
0095177	STEVE TOPPER	134037	3/26/2012	12.54	
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	133968	3/26/2012	2,368.30	
0097184	TELEVISION DOMINICANA LLC	134032	3/26/2012	72.68	
0017659	THE CALIFORNIA CHANNEL	134033	3/26/2012	138.92	
0103559	THE MLB NETWORK, LLC	134034	3/26/2012	1,406.74	
0018275	THE REGENTS OF THE UNIVERSITY OF CA	134000	3/26/2012	499.09	
0097449	THYSSENKRUPP ELEVATOR CORP.	134035	3/26/2012	367.80	
0000831	TONER CARTRIDGE&INKJET EXPRESS	134036	3/26/2012	244.10	
0017133	TURBO DATA SYSTEMS INC	134038	3/26/2012	2,191.70	
0001362	TV GUIDE MAGAZINE, LLC	134039	3/26/2012	251.52	
0095538	TV GUIDE NETWORK, INC.	134040	3/26/2012	772.39	
0000019	U.S. POSTMASTER	134041	3/26/2012	3,800.00	
0018618	UNITED SITE SERVICES INC.	134042	3/26/2012	184.95	
0102744	UNIVERSAL BUILDING SERVICES	134043	3/26/2012	163.00	
0102865	UNIVERSAL SERVICE ADMINISTRATIVE CO.	134023	3/26/2012	10,357.26	
0099592	UNIVISION COMMUNICATIONS, INC.	134044	3/26/2012	3,808.08	
0098625	UPS	134045	3/26/2012	205.02	
0104256	VIBO MUSIC CENTER	134046	3/26/2012	340.80	
0104838	VIRGINIA KRAPP	133986	3/26/2012	17.34	
0104660	WEST YOST ASSOCIATES, INC.	134047	3/26/2012	2,416.99	
0018580	WILEY PRICE & RADULOVICH LLP	134048	3/26/2012	355.30	
0001809	WILLY CAHILL	133952	3/26/2012	63.20	
0018069	WULFSBERG REESE COLVIG & FIRSTMAN	134017	3/26/2012	1,669.50	

Document group: komalley Bank: apbank 05507660

GrandTotal: 701,576.17

Total count: 113

04/02/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

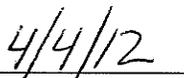
FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$149,732.73
121	FEDERAL/STATE GRANTS	\$39.14
122	SOLID WASTE/RECYCL.	\$2,194.79
132	AGENCY ON AGING	\$2,837.50
190	EMERGENCY DISASTER FUND	\$135,819.15
201	PARKS AND FACILITIES CAPITAL	\$70,127.17
203	STREET IMPROVE. PROJECTS	\$80,698.34
611	WATER FUND	\$30,697.83
621	STORMWATER FUND	\$2,324.31
631	WASTEWATER FUND	\$22,270.67
641	CABLE TV FUND	\$17,281.89
701	CENTRAL GARAGE	\$6,607.26
702	FACILITY MAINT. FUND	\$12,127.96
707	TECHNOLOGY DEVELOPMENT	\$841.55
880	PROJECT DEVELOP. TRUST	\$960.00
891	S.B. GARBAGE CO. TRUST	\$40,000.00
TOTAL FOR APPROVAL		\$574,560.29

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 134050 THROUGH 134209 INCLUSIVE, TOTALING IN THE AMOUNT OF \$574,560.29 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,


FINANCE DIRECTOR


DATE

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Vendor Code & Name	Check #	Check Date	Amount	
0017188	3T EQUIPMENT COMPANY INC.	134054	4/2/2012	2,130.43
0104680	ACCESS 24 COMMUNICATIONS INC.	134055	4/2/2012	52.25
0018648	ACCURATE MAILINGS INC.	134056	4/2/2012	1,846.59
0000858	ADECCO EMPLOYMENT SERVICES	134057	4/2/2012	1,741.96
0017586	AIR EXCHANGE, INC	134058	4/2/2012	1,273.55
0001170	AIRGAS NCN	134059	4/2/2012	408.75
0000163	AIRPORT AUTO PARTS INC.	134060	4/2/2012	246.21
0098949	ALLIED ROPES CO INC	134061	4/2/2012	213.69
0000874	ALOUIS AUTO RADIATOR INC	134062	4/2/2012	117.00
0018976	ALPHA ANALYTICAL LAB. INC.	134063	4/2/2012	1,196.00
0000082	AMERICAN MESSAGING	134064	4/2/2012	40.12
0000706	AMERICAN PLANNING ASSOCIATION	134065	4/2/2012	580.00
0104864	ANGELO AROCHE	134069	4/2/2012	42.66
0001202	ARAMARK UNIFORM SERVICES	134067	4/2/2012	15.31
0001965	ARISTA BUSINESS	134068	4/2/2012	253.50
0000118	ART'S PENINSULA LOCKSMITH	134070	4/2/2012	37.18
0014617	AT&T	134071	4/2/2012	128.18
0016123	AT&T	134072	4/2/2012	572.61
0017191	AT&T	134073	4/2/2012	54.99
0017211	AUTOMATIC DOOR SYSTEMS INC	134074	4/2/2012	278.74
0000345	BAKER & TAYLOR BOOKS	134075	4/2/2012	2,464.79
0104859	BARRY NELSON	134159	4/2/2012	43.40
0017431	BAY AREA AIR QUALITY MANAGEMENT DISTRICT	134177	4/2/2012	449.00
0015628	BAY AREA TREE CO., INC.	134076	4/2/2012	2,825.00
0001849	BAY AREA WATER SUPPLY & CONSERVATION AGE	134200	4/2/2012	1,134.15
0102737	BURKE, WILLIAMS & SORENSEN,LLP	134078	4/2/2012	401.96
0014739	CAL-STEAM	134080	4/2/2012	362.81
0017679	CDW GOVERNMENT, INC	134081	4/2/2012	55.51
0017284	CHEMSEARCHFE	134082	4/2/2012	385.96
0016324	CINTAS CORPORATION #464	134084	4/2/2012	1,034.70
0096053	CINTAS DOCUMENT MANAGEMENT	134085	4/2/2012	45.00
0097464	CINTAS FIRST AID & SAFETY	134086	4/2/2012	136.97
0017051	CITY OF MILLBRAE	134087	4/2/2012	31,902.50
0013595	CITY OF SAN BRUNO	134088	4/2/2012	845.19
0017802	CLEANSOURCE, INC.	134089	4/2/2012	2,098.87
0098656	COMPLETE LINEN SERVICE	134090	4/2/2012	166.08
0000169	COSTA'S / "JUST THINGS"	134091	4/2/2012	154.80
0015857	COUNTY OF SAN MATEO	134093	4/2/2012	3,208.17
0093325	CREATIVE INTERCONNECT TELEMAGEMENT	134133	4/2/2012	173.15
0097071	CRESCO EQUIPMENT RENTALS	134096	4/2/2012	563.44
0018331	CSG CONSULTANTS INC.	134097	4/2/2012	3,025.00
0000251	CUMMINS WEST INC.	134098	4/2/2012	3,931.69
0104874	CUTBERTO LOPEZ	134146	4/2/2012	400.00
0097934	CWEA-TCP	134099	4/2/2012	396.00
0018188	DAU PRODUCTS	134100	4/2/2012	1,686.46
0104693	DEBBIE GRECH	134127	4/2/2012	777.69
0102820	DEBRA HALL	134128	4/2/2012	289.00
0018169	DELL MARKETING L.P.	134102	4/2/2012	310.12
0104448	DIGICOMM INTERNATIONAL, INC.	134103	4/2/2012	128.98
0000430	DKS ASSOCIATES	134104	4/2/2012	64,223.57
0092311	DOCUMENT PROCESSING SYSTEMS	134105	4/2/2012	551.95
0104661	DR. J. BRUNO	134106	4/2/2012	150.00
0018804	ECMS, INC.	134107	4/2/2012	534.79
0017300	ENVIRONMENTAL HEALTH FEE	134110	4/2/2012	930.00
0017152	ERLER & KALINOWSKI, INC.	134111	4/2/2012	1,250.94
0018697	EVIDENT	134112	4/2/2012	295.25

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City of San Bruno

Document group:	komalley	Bank:	apbank	05507660	
0018304	EXPRESS SAFETY INC.	134113	4/2/2012	13.69	
0104861	FAIZAL DEAN	134101	4/2/2012	40.00	
0000944	FEDEX	134114	4/2/2012	8.27	
0104833	FELIX MAGAT	134147	4/2/2012	333.00	
0104850	FIELD'S HYDRAULIC CALCULATORS	134115	4/2/2012	24.00	
0001782	FLOWERS ELECTRIC & SVC.CO.INC.	134116	4/2/2012	4,255.00	
0018117	FLYERS ENERGY, LLC	134117	4/2/2012	12,238.48	
0102869	FRANCHISE TAX BOARD	134118	4/2/2012	1,200.00	
0014910	G & M AUTO BODY	134119	4/2/2012	803.00	
0103258	GC MICRO CORPORATION	134120	4/2/2012	227.00	
0091439	GEOFFREY CALDWELL	134079	4/2/2012	500.00	
0104771	GILLERAN ENERGY MANAGEMENT SERVICES	134108	4/2/2012	6,084.75	
0017454	GOLDEN STATE FLOW MEASUREMENT	134121	4/2/2012	3,007.44	
0000162	GRAINGER	134124	4/2/2012	281.53	
0000541	GRANITE ROCK COMPANY	134125	4/2/2012	1,236.73	
0095966	GREAT AMERICA LEASING CORP.	134126	4/2/2012	734.41	
0104628	GUSTAVO AND IMELDA GOMEZ	134122	4/2/2012	12,500.00	
0095792	HARRISON & BONINI	134129	4/2/2012	197.55	
0018213	HILLYARD, INC.	134131	4/2/2012	283.75	
0098222	HOLMES INTERNATIONAL	134132	4/2/2012	9,272.65	
0016941	INTERSTATE GRADING & PAVING I	134053	3/29/2012	63,642.24	
0018557	INTERSTATE SALES	134134	4/2/2012	796.84	
0017763	J.J.R. CONSTRUCTION, INC	134135	4/2/2012	800.00	
0103317	JILL ROFII	134185	4/2/2012	3,170.05	
0096838	JOHN MURPHY	134136	4/2/2012	375.00	
0097424	JOSEPH MOLINELLI	134155	4/2/2012	240.72	
0104875	JUAN ANGULO	134066	4/2/2012	200.00	
0094782	JUDY'S FLAG CITY	134137	4/2/2012	270.63	
0104858	JULIET CHIECHI	134083	4/2/2012	15.58	
0000075	K-119 TOOLS OF CALIFORNIA INC.	134138	4/2/2012	318.75	
0000132	KELLY-MOORE PAINT CO INC.	134139	4/2/2012	233.32	
0104860	KEN SURBAUGH	134201	4/2/2012	42.53	
0095019	KIELTY ARBORIST SERVICES	134140	4/2/2012	350.00	
0096347	LA LORICK ASSOCIATES	134141	4/2/2012	2,299.25	
0017804	LANDSCAPE SUPERVISORS' FORUM	134142	4/2/2012	30.00	
0014262	LC ACTION POLICE SUPPLY	134144	4/2/2012	164.41	
0104424	LIDIA'S ITALIAN DELICACIES	134145	4/2/2012	2,837.50	
0104857	MAYRA GONZALEZ	134123	4/2/2012	400.00	
0102770	METLIFE	134149	4/2/2012	1,045.46	
0016041	METROMOBILE COMMUNICATIONS	134150	4/2/2012	150.00	
0092285	MICROMARKETING LLC	134151	4/2/2012	50.98	
0014106	MILLS PARK CLEANERS	134152	4/2/2012	119.70	
0016802	MINUTEMAN PRESS	134153	4/2/2012	2,543.02	
0096800	MOBILE CALIBRATION SVCS. LLC	134154	4/2/2012	326.02	
0000333	MOSS RUBBER & EQUIP. CORP.	134156	4/2/2012	143.13	
0104863	NANCY BLACKNER	134077	4/2/2012	35.14	
0000357	NATIONAL CABLE TV CO-OP, INC.	134157	4/2/2012	230.18	
0018319	NEAL MARTIN & ASSOCIATES	134158	4/2/2012	4,290.00	
0104865	OAKWOOD HOUSING	134160	4/2/2012	69.33	
0092263	OFFICE DEPOT INC	134161	4/2/2012	958.49	
0018284	OFFICEMAX INC.	134162	4/2/2012	238.14	
0095432	OFS FITEL, LLC	134163	4/2/2012	12,132.93	
0000210	OLE'S CARBURETOR & ELECTRIC INC	134164	4/2/2012	565.02	
0102769	ORION SAFETY PRODUCTS	134165	4/2/2012	728.31	
0103933	OWEN EQUIPMENT SALES	134167	4/2/2012	807.73	
0000012	PACIFIC GAS & ELECTRIC	134168	4/2/2012	45,744.63	
0000101	PACIFIC NURSERIES	134169	4/2/2012	205.67	
0096456	PB AMERICAS, INC.	134170	4/2/2012	16,234.05	

Document group:	komalley	Bank: apbank	05507660		
0096054	PENINSULA AUTO BODY, INC.	134171	4/2/2012	1,446.28	
0016241	PENINSULA BUILDING MATERIALS	134172	4/2/2012	355.60	
0018283	PERFORMANCE TOW LLC	134173	4/2/2012	115.00	
0018861	PITNEY BOWES	134174	4/2/2012	6,000.00	
0000285	PREFERRED ALLIANCE, INC.	134175	4/2/2012	292.60	
0018006	PUPPET ART THEATER CO.	134176	4/2/2012	155.00	
0000071	R & B COMPANY	134178	4/2/2012	1,286.38	
0091044	R.A. METAL PRODUCTS, INC	134179	4/2/2012	1,907.37	
0017111	RANDOM HOUSE INC	134180	4/2/2012	60.62	
0103784	RANDY SCHWARTZ	134191	4/2/2012	106.00	
0000175	RECOLOGY SAN BRUNO	134181	4/2/2012	40,000.00	
0000229	REEVES CO., INC.	134183	4/2/2012	26.51	
0104634	RICARDO I. AND SONIA N. SALINDA	134187	4/2/2012	12,500.00	
0017096	RICK WATSON	134184	4/2/2012	129.82	
0104622	ROBERT K. AND LINDA METCALFE	134148	4/2/2012	12,500.00	
0104626	ROBERT W. AND NANCY J. HENSEL	134130	4/2/2012	12,500.00	
0018070	RON LAVEZZO	134143	4/2/2012	45.00	
0000569	SAN BRUNO AUTO CENTER, INC.	134188	4/2/2012	75.00	
0017807	SAN MATEO COUNTY CONTROLLER'S OFFICE	134092	4/2/2012	9,860.60	
0095123	SAN MATEO COUNTY SHERIFF'S OFFICE	134094	4/2/2012	541.14	
0099047	SAN MATEO CTY SHERIFF'S OFFICE	134189	4/2/2012	4,230.56	
0018597	SAN MATEO DAILY JOURNAL	134190	4/2/2012	128.00	
0097410	SCREEND PRINTZ	134192	4/2/2012	332.55	
0018461	SERRAMONTE FORD, INC.	134193	4/2/2012	888.82	
0104726	SHARPS SOLUTIONS, LLC	134194	4/2/2012	48.00	
0093872	SHOWCASES	134195	4/2/2012	14.90	
0018554	SPRINT	134196	4/2/2012	30.00	
0097079	SPRINT	134197	4/2/2012	64.89	
0000801	STEWART AUTOMOTIVE GROUP	134198	4/2/2012	119.57	
0104876	SUMMIT SUPPLY CORP OF COLO	134199	4/2/2012	690.00	
0018073	TEAMSTERS LOCAL 350	134050	3/28/2012	2,176.00	
0015691	TEAMSTERS LOCAL 856	134052	3/28/2012	11,863.53	
0015691	TEAMSTERS LOCAL 856	134051	3/28/2012	24.47	
0015691	TEAMSTERS LOCAL 856	134202	4/2/2012	12,936.00	
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	134109	4/2/2012	85.00	
0104862	TIM WENDORF	134208	4/2/2012	44.84	
0104853	TIMOTHY ROSS	134186	4/2/2012	1,785.34	
0090792	TONY GRECH	134203	4/2/2012	125.00	
0104878	TOOKER & ANTZ COURT REPORTING & VIDEO SRV	134095	4/2/2012	225.20	
0017134	TRINET CONSTRUCTION INC. - NE	134204	4/2/2012	70,902.00	
0103736	TURF STAR, INC.	134205	4/2/2012	123.52	
0102744	UNIVERSAL BUILDING SERVICES	134206	4/2/2012	163.00	
0102988	VANTAGEPOINT TRANSFER AGENTS	134207	4/2/2012	7,810.14	
0000870	VETERINARY ORTHOPEDIC & SURGERY SVC.,INC.	134166	4/2/2012	495.00	
0016286	WINGFOOT COMMERCIAL TIRE, LLC	134209	4/2/2012	710.43	
0018069	WULFSBERG REESE COLVIG & FIRSTMAN	134182	4/2/2012	4,032.00	
GrandTotal:				574,560.29	
Total count:				160	

04/09/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$40,320.14
190	EMERGENCY DISASTER FUND	\$2,618.72
201	PARKS AND FACILITIES CAPITAL	\$1,006.90
203	STREET IMPROVE. PROJECTS	\$3,061.80
611	WATER FUND	\$1,857.88
621	STORMWATER FUND	\$1,091.78
631	WASTEWATER FUND	\$6,525.73
641	CABLE TV FUND	\$62,804.53
702	FACILITY MAINT. FUND	\$939.73
703	GENERAL EQUIPMENT REVOLVING	\$525.72
707	TECHNOLOGY DEVELOPMENT	\$973.73

TOTAL FOR APPROVAL \$121,726.66

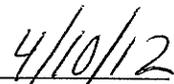
HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 2 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 134210 THROUGH 134306 INCLUSIVE, TOTALING IN THE AMOUNT OF \$121,726.66 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,



FINANCE DIRECTOR



DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0001170 AIRGAS NCN	134210	4/9/2012	64.55
0000163 AIRPORT AUTO PARTS INC.	134211	4/9/2012	5.19
0096332 ALAN MASAMI HIMURO	134248	4/9/2012	650.00
0018976 ALPHA ANALYTICAL LAB. INC.	134213	4/9/2012	598.00
0104891 ALYS ALBRIGHT	134212	4/9/2012	30.34
0104233 ASTOUND BROADBAND	134214	4/9/2012	1,380.00
0014617 AT&T	134215	4/9/2012	32.52
0016123 AT&T	134216	4/9/2012	1,576.34
0018007 AT&T	134217	4/9/2012	12,638.49
0000345 BAKER & TAYLOR BOOKS	134218	4/9/2012	1,799.93
0104232 BAY AREA RAPID TRANSIT	134219	4/9/2012	4,390.47
0001888 CALIFORNIA CABLE & TELECOMMUNICATIONS ASS	134293	4/9/2012	1,044.01
0018048 CALLANDER ASSOCIATES LANDSCAPE ARCHITECT	134258	4/9/2012	1,006.90
0094147 CASCADE FIRE EQUIPMENT CO.	134220	4/9/2012	789.63
0017843 CENTRAL COUNTY FIRE DEPT.	134221	4/9/2012	187.50
0103854 CHRISTINE HOPKINS	134250	4/9/2012	191.10
0016324 CINTAS CORPORATION #464	134223	4/9/2012	516.76
0000227 CITY OF SAN BRUNO	134224	4/9/2012	450.76
0098656 COMPLETE LINEN SERVICE	134225	4/9/2012	73.27
0000169 COSTA'S / "JUST THINGS"	134226	4/9/2012	114.74
0000489 DATA FLOW BUSINESS FORMS LLC	134227	4/9/2012	167.17
0104871 DAVID CLARK COMPANY, INC	134228	4/9/2012	393.85
0013926 DEPARTMENT OF CONSERVATION	134230	4/9/2012	1,390.66
0000073 ENGINEERING DATA SERVICES	134232	4/9/2012	966.02
0102362 ESPN	134234	4/9/2012	5,288.02
0099186 EYEHIGHART, INC.	134235	4/9/2012	149.50
0104861 FAIZAL DEAN	134229	4/9/2012	25.00
0000944 FEDEX	134236	4/9/2012	74.88
0013714 FIRST NATIONAL BANK	134237	4/9/2012	10,124.16
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	134239	4/9/2012	1,506.61
0018117 FLYERS ENERGY, LLC	134240	4/9/2012	14,187.08
0096236 FOLGER GRAPHICS, INC.	134241	4/9/2012	558.53
0104888 GAUDETTE INTERNATIONAL	134252	4/9/2012	11.21
0103258 GC MICRO CORPORATION	134242	4/9/2012	249.08
0095666 GLOBAL TELECOM & TECHNOLOGY	134243	4/9/2012	4,043.77
0016969 GOLDEN IDEAS	134244	4/9/2012	80.00
0096311 GOLTV, INC.	134245	4/9/2012	3,270.66
0000162 GRAINGER	134246	4/9/2012	277.12
0017900 GREAT LAKES DATA SYSTEMS INC	134247	4/9/2012	1,450.00
0017882 HOME BOX OFFICE	134249	4/9/2012	4,817.03
0017880 ICE CENTER @ SAN MATEO	134251	4/9/2012	84.00
0104895 JAHNAVI NARAYANAGOWDA	134267	4/9/2012	41.95
0104724 JEANETT ERRINGTON	134233	4/9/2012	390.98
0104890 JIM MENARD	134262	4/9/2012	29.35
0104866 JINGCHEN ZHOU	134306	4/9/2012	38.00
0104820 JUNKO TSUTSUMIS	134300	4/9/2012	45.00
0000075 K-119 TOOLS OF CALIFORNIA INC.	134253	4/9/2012	551.37
0000132 KELLY-MOORE PAINT CO INC.	134254	4/9/2012	159.17
0017918 KENNEDY/JENKS CONSULTANTS	134255	4/9/2012	2,222.50
0018498 KONICA MINOLTA	134256	4/9/2012	525.72
0018561 LANCE BAYER	134257	4/9/2012	687.50
0016034 LINDA RUSSELL	134282	4/9/2012	395.20
0104892 LISA MILLER	134264	4/9/2012	79.21
0018177 LOWE'S	134260	4/9/2012	562.73
0104887 MARIAN PAPGEORGIU	134275	4/9/2012	25.65
0104894 MARK CERVAITEZ	134222	4/9/2012	78.50

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0000389	MATRISHA PERSON	134277	4/9/2012	557.70	
0104873	MEIMEI LEE	134259	4/9/2012	160.96	
0092285	MICROMARKETING LLC	134263	4/9/2012	19.99	
0014106	MILLS PARK CLEANERS	134265	4/9/2012	59.10	
0000333	MOSS RUBBER & EQUIP. CORP.	134266	4/9/2012	182.98	
0000357	NATIONAL CABLE TV CO-OP, INC.	134268	4/9/2012	537.55	
0092263	OFFICE DEPOT INC	134269	4/9/2012	275.11	
0018284	OFFICEMAX INC.	134270	4/9/2012	75.38	
0095432	OFS FITEL, LLC	134271	4/9/2012	3,247.51	
0000210	OLE'S CARBURETOR &ELECTRIC INC	134272	4/9/2012	93.69	
0000012	PACIFIC GAS & ELECTRIC	134273	4/9/2012	499.30	
0000101	PACIFIC NURSERIES	134274	4/9/2012	361.02	
0104893	PATRICIA MCDOWELL	134261	4/9/2012	207.40	
0001154	PENINSULA LIBRARY SYSTEM	134276	4/9/2012	1,581.10	
0102915	PRECISE PRINTING & MAILING	134278	4/9/2012	1,390.54	
0091044	R.A. METAL PRODUCTS, INC	134279	4/9/2012	110.42	
0104872	RAFAEL FLORES	134238	4/9/2012	10.86	
0017111	RANDOM HOUSE INC	134280	4/9/2012	133.97	
0016213	ROZZI REPRODUCTION&SUPPLY INC.	134281	4/9/2012	2,747.11	
0018597	SAN MATEO DAILY JOURNAL	134283	4/9/2012	1,995.00	
0017145	SAN MATEO LAWN MOWER SHOP	134284	4/9/2012	19.33	
0104726	SHARPS SOLUTIONS, LLC	134286	4/9/2012	48.00	
0018962	SHOE DEPOT INC.	134287	4/9/2012	187.98	
0000216	SHOWTIME NETWORKS INC.	134288	4/9/2012	6,537.77	
0098030	SHRED-IT SAN FRANCISCO	134289	4/9/2012	35.99	
0018558	STANLEY SECURITIES SOLUTIONS	134290	4/9/2012	545.02	
0104834	SURPLUS SWITCHING INC.	134291	4/9/2012	4,439.95	
0104889	SYLVIA DONEZA	134231	4/9/2012	31.12	
0018813	TANKO LIGHTING	134292	4/9/2012	592.67	
0018736	THE COPY SHOP	134294	4/9/2012	75.95	
0018088	THE UPS STORE	134295	4/9/2012	42.44	
0000831	TONER CARTRIDGE&INKJET EXPRESS	134296	4/9/2012	645.49	
0018818	TOSHIBA BUSINESS SOLUTIONS CA	134297	4/9/2012	5.53	
0103783	TRAFFIX DEVICES, INC.	134298	4/9/2012	245.98	
0000665	TSQ SOLUTIONS	134299	4/9/2012	325.00	
0102361	TURNER NETWORK SALES, INC.	134301	4/9/2012	290.08	
0018249	U.S. POSTAL SERVICE	134302	4/9/2012	2,577.09	
0102865	UNIVERSAL SERVICE ADMINISTRATIVE CO.	134285	4/9/2012	5,078.63	
0000584	USA MOBILITY WIRELESS INC.	134303	4/9/2012	75.77	
0098917	VOLIKOS ENTERPRISES	134304	4/9/2012	3,093.30	
0018385	WFCB - OSH COMMERCIAL SERVICES	134305	4/9/2012	99.20	
			GrandTotal:	121,726.66	
			Total count:	97	

04/16/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$452,625.58
132	AGENCY ON AGING	\$6,699.17
190	EMERGENCY DISASTER FUND	\$60,080.29
201	PARKS AND FACILITIES CAPITAL	\$19,467.58
207	TECHNOLOGY CAPITAL	\$1,762.19
611	WATER FUND	\$278,507.57
631	WASTEWATER FUND	\$66.00
641	CABLE TV FUND	\$232,896.32
701	CENTRAL GARAGE	\$1,960.14
702	FACILITY MAINT. FUND	\$5,539.39
707	TECHNOLOGY DEVELOPMENT	\$1,213.11
711	SELF INSURANCE	\$4,963.02
TOTAL FOR APPROVAL		\$1,065,780.36

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 134307 THROUGH 134442 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,065,780.36 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,



FINANCE DIRECTOR

4/18/12
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0017341 AARONSON DICKERSON, COHN & LANZONE	134342	4/16/2012	297.50
0017053 ACCOUNTEMPS	134308	4/16/2012	883.84
0001170 AIRGAS NCN	134309	4/16/2012	329.00
0000163 AIRPORT AUTO PARTS INC.	134310	4/16/2012	326.53
0104882 ALEX LOUIE	134376	4/16/2012	100.00
0104852 ALEXANDER WELSH	134435	4/16/2012	3,700.33
0017459 ALL CITY MANAGEMENT SVC.INC.	134311	4/16/2012	2,068.32
0104903 ALYSIA LEMBKEY	134373	4/16/2012	22.67
0104856 ANTHONY GAMCH	134350	4/16/2012	200.00
0001965 ARISTA BUSINESS	134314	4/16/2012	733.50
0104899 ASSOCIATE PARTNERS	134315	4/16/2012	3,775.38
0016123 AT&T	134316	4/16/2012	558.19
0018363 AT&T LONG DISTANCE	134317	4/16/2012	15.94
0104921 AUDEL ALVAREZ	134312	4/16/2012	200.00
0017211 AUTOMATIC DOOR SYSTEMS INC	134318	4/16/2012	1,960.60
0104883 BARBARA LEE	134371	4/16/2012	100.00
0018688 BEST BEST & KRIEGER LLP	134319	4/16/2012	1,805.61
0104904 BOB LAFITTE	134370	4/16/2012	44.87
0093956 BURLINGAME POLICE DEPT.	134321	4/16/2012	75.00
0017372 CALBO	134322	4/16/2012	215.00
0103183 CANON BUSINESS SOLUTIONS, INC.	134323	4/16/2012	1,204.89
0093690 CAPUCHINO SPORTS BOOSTERS	134324	4/16/2012	370.00
0017843 CENTRAL COUNTY FIRE DEPT.	134327	4/16/2012	63,790.50
0000060 CITY OF MILLBRAE	134331	4/16/2012	186.65
0000227 CITY OF SAN BRUNO	134332	4/16/2012	2,995.89
0017802 CLEANSOURCE, INC.	134333	4/16/2012	2,231.00
0018087 COMCAST MEDIA CENTER	134334	4/16/2012	297.00
0104729 CRESTMOOR AUTO CENTER	134336	4/16/2012	464.97
0018331 CSG CONSULTANTS INC.	134337	4/16/2012	2,712.94
0018449 DARLENE WONG	134440	4/16/2012	500.00
0018188 DAU PRODUCTS	134338	4/16/2012	2,503.65
0104693 DEBBIE GRECH	134354	4/16/2012	777.69
0096833 DEBORAH SCHEMBRI	134339	4/16/2012	350.00
0102820 DEBRA HALL	134355	4/16/2012	289.00
0104855 DENNIS MACIAS	134379	4/16/2012	2,649.00
0093479 DEPARTMENT OF JUSTICE	134340	4/16/2012	260.00
0104910 DIVERGING APPROACH	134343	4/16/2012	8.12
0104897 DIVONNE GARZA	134351	4/16/2012	55.00
0102074 EARL PHILIPS	134399	4/16/2012	15.00
0104896 ELIZABETH TAPIA	134419	4/16/2012	253.47
0104364 EQUIFAX INFORMATION SVCS LLC	134345	4/16/2012	110.00
0093685 ERIC JACKSON	134363	4/16/2012	8.22
0104907 ETHAN PRATER	134400	4/16/2012	39.18
0018697 EVIDENT	134346	4/16/2012	276.00
0013714 FIRST NATIONAL BANK	134307	4/11/2012	368.85
0096236 FOLGER GRAPHICS, INC.	134347	4/16/2012	1,454.03
0102869 FRANCHISE TAX BOARD	134348	4/16/2012	1,200.00
0104885 GARY MENDRIBIL	134384	4/16/2012	100.00
0103258 GC MICRO CORPORATION	134352	4/16/2012	1,762.19
0104920 GINA LUCIN	134378	4/16/2012	198.00
0017882 HOME BOX OFFICE	134357	4/16/2012	1,221.06
0103336 HUB INTERNATIONAL SERVICE INC.	134358	4/16/2012	969.91
0104901 ICHUN CHEN	134328	4/16/2012	7.08
0018838 INFOSEND, INC.	134360	4/16/2012	4,289.31
0097969 INT'L. MUNICIPAL LAWYERS ASSO.	134362	4/16/2012	695.00
0015531 INTERSTATE BATTERY SYS. OF SF	134361	4/16/2012	70.55

Document group:	komalley	Bank:	apbank	05507660		
0104922	IRISH KAIWI			134368	4/16/2012	179.00
0104913	JEFF LEMA			134372	4/16/2012	7.05
0104911	JENNIFER CHEN			134329	4/16/2012	19.40
0093470	JOHN MUIR PTA			134364	4/16/2012	370.00
0018376	JT2 INTEGRATED RESOURCES			134365	4/16/2012	4,963.02
0000075	K-119 TOOLS OF CALIFORNIA INC.			134366	4/16/2012	79.94
0018050	KAISER FOUNDATION HEALTH PLAN			134367	4/16/2012	2,924.00
0096559	KATHRYN CHOW			134330	4/16/2012	20,000.00
0000132	KELLY-MOORE PAINT CO INC.			134369	4/16/2012	79.86
0104629	KERNAN K. AND BETTY LEONG			134374	4/16/2012	20,000.00
0095262	KEVIN GALLAGHER			134349	4/16/2012	3,500.00
0104912	KIVAN GHIASI			134353	4/16/2012	127.31
0018777	LEXISNEXIS RISK DATA MANAGEMENT			134404	4/16/2012	131.65
0001472	LIFETIME ENTERTAINMENT SVC.LLC			134375	4/16/2012	1,217.92
0018177	LOWE'S			134377	4/16/2012	386.01
0104902	MADEE CARNECER			134325	4/16/2012	53.11
0104916	MANDELL MUNICIPAL COUNSELING			134380	4/16/2012	270.00
0104923	MARIA TREVINO			134426	4/16/2012	400.00
0104905	MARIANN HOLDEN			134356	4/16/2012	20.15
0100704	MARTY CARDONE			134382	4/16/2012	500.00
0000389	MATRISHA PERSON			134398	4/16/2012	1,340.62
0104870	MATT WHITE			134438	4/16/2012	66.00
0102770	METLIFE			134385	4/16/2012	1,045.46
0104909	MICHELLE CEGARRA			134326	4/16/2012	8.12
0104900	MIKE QUAN			134402	4/16/2012	11.93
0104908	MORIAH/TREVOR SMITH			134414	4/16/2012	24.92
0017289	MUNISERVICES LLC			134386	4/16/2012	4,511.56
0104881	NANCY TRAN			134425	4/16/2012	200.00
0000357	NATIONAL CABLE TV CO-OP, INC.			134387	4/16/2012	200,759.43
0018319	NEAL MARTIN & ASSOCIATES			134388	4/16/2012	13,858.60
0015839	NOR-CAL SIGNS			134389	4/16/2012	43.30
0102372	NUTRITION SITE COUNCIL OF SB			134390	4/16/2012	6,699.17
0092263	OFFICE DEPOT INC			134391	4/16/2012	1,416.69
0000210	OLE'S CARBURETOR &ELECTRIC INC			134392	4/16/2012	936.81
0018701	ORKIN INC.			134393	4/16/2012	475.56
0102557	PACIFIC DANCE COMPANY			134394	4/16/2012	265.85
0000012	PACIFIC GAS & ELECTRIC			134395	4/16/2012	54.47
0104656	PAULA-JO HUSACK, MA, LMFT, CGP			134359	4/16/2012	700.00
0014961	PENINSULA UNIFORMS & EQUIPMENT			134396	4/16/2012	259.56
0018283	PERFORMANCE TOW LLC			134397	4/16/2012	285.00
0097558	PURCHASE POWER			134401	4/16/2012	200.00
0103238	RANDY BRASE			134320	4/16/2012	3,000.00
0103784	RANDY SCHWARTZ			134409	4/16/2012	169.11
0017712	RECALL SECURE DESTRUCTION SERVICES, INC.			134341	4/16/2012	63.00
0016729	RICOH AMERICAS CORPORATION			134403	4/16/2012	389.90
0096246	RITA P. STREHL			134418	4/16/2012	4,000.00
0104906	RONNIE SARWAR			134408	4/16/2012	38.29
0018935	SAN BRUNO LIONS CLUB			134405	4/16/2012	370.00
0017807	SAN MATEO COUNTY CONTROLLER'S OFFICE			134335	4/16/2012	11,714.80
0018597	SAN MATEO DAILY JOURNAL			134406	4/16/2012	490.00
0017145	SAN MATEO LAWN MOWER SHOP			134407	4/16/2012	48.40
0104898	SANDRA ARAN			134313	4/16/2012	954.50
0104880	SARAH MARTINEZ			134381	4/16/2012	700.00
0018461	SERRAMONTE FORD, INC.			134410	4/16/2012	451.27
0000074	SFPUC - WATER DEPARTMENT			134411	4/16/2012	256,913.42
0001225	SIERRA PACIFIC TURF SUPPLY,INC			134412	4/16/2012	1,835.50
0104868	SM COUNTY COMMANDER'S ASSOC			134413	4/16/2012	50.00
0097079	SPRINT			134415	4/16/2012	564.10

Document group:	komalley	Bank:	apbank	05507660	
0018602	STARZ ENTERTAINMENT LLC.	134416	4/16/2012	895.85	
0000801	STEWART AUTOMOTIVE GROUP	134417	4/16/2012	120.59	
0000431	TEAMSTERS LOCAL #856	134420	4/16/2012	317,988.00	
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	134344	4/16/2012	1,984.00	
0017659	THE CALIFORNIA CHANNEL	134421	4/16/2012	138.40	
0104877	THE STONE GROUP, INC	134422	4/16/2012	2,500.00	
0000036	THOMSON WEST	134423	4/16/2012	436.35	
0097449	THYSSENKRUPP ELEVATOR CORP.	134424	4/16/2012	367.80	
0095825	TIM MCDEVITT	134383	4/16/2012	100.00	
0017133	TURBO DATA SYSTEMS INC	134428	4/16/2012	2,428.78	
0095538	TV GUIDE NETWORK, INC.	134429	4/16/2012	769.50	
0000783	UNION BANK OF CALIFORNIA N.A.	134430	4/16/2012	875.00	
0018618	UNITED SITE SERVICES INC.	134431	4/16/2012	184.95	
0102744	UNIVERSAL BUILDING SERVICES	134432	4/16/2012	571.00	
0102988	VANTAGEPOINT TRANSFER AGENTS	134433	4/16/2012	7,810.14	
0104256	VIBO MUSIC CENTER	134434	4/16/2012	576.00	
0104660	WEST YOST ASSOCIATES, INC.	134436	4/16/2012	20,107.50	
0018385	WFCB - OSH COMMERCIAL SERVICES	134437	4/16/2012	986.81	
0104452	WILLIAM TUNICK	134427	4/16/2012	2,618.25	
0013841	WITMER-TYSON IMPORTS INC	134439	4/16/2012	324.75	
0014850	XEROX CORPORATION	134441	4/16/2012	242.00	
0104033	ZCORUM, INC.	134442	4/16/2012	21,514.50	
			GrandTotal:	1,065,780.36	
			Total count:	136	

04/16/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
151	SUCCESSOR AGENCY TO THE SB RDA - OPS	\$541.25
TOTAL FOR APPROVAL		\$541.25

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 100005, TOTALING IN THE AMOUNT OF \$541.25 HAS 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 ITS RESPECTIVE AMOUNT AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,



FINANCE DIRECTOR

4/18/12

DATE

Document group: komalley Bank: sagency 06995403

<u>Vendor Code & Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0102737 BURKE, WILLIAMS & SORENSEN,LLP	100005	4/16/2012	541.25
		GrandTotal:	541.25
		Total count:	1



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: April 24, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Kim Juran, Finance Director
SUBJECT: Payroll Approval

City Council approval of the City payrolls distributed March 30, 2012 and April 13, 2012 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,217,109.06 and \$1,306,786.85 for the bi-weekly pay periods ending March 25, 2012 and April 8, 2012 are attached.

LABOR SUMMARY FOR PAY PERIOD ENDING : March 25, 2012

pyLaborDist	03/30/12
Fund: 001 - GENERAL FUND	927,529.40
Fund: 122 - SOLID WASTE/RECYCL.	1,621.78
Fund: 190 - EMERGENCY DISASTER FUND	6,983.11
Fund: 201 - PARKS AND FACILITIES CAPITAL	4,315.43
Fund: 203 - STREET IMPROVE. PROJECTS	4,236.48
Fund: 611 - WATER FUND	71,255.39
Fund: 621 - STORMWATER FUND	9,479.83
Fund: 631 - WASTEWATER FUND	62,817.42
Fund: 641 - CABLE TV FUND	80,745.50
Fund: 701 - CENTRAL GARAGE	8,457.93
Fund: 702 - FACILITY MAINT.FUND	21,099.28
Fund: 707 - TECHNOLOGY DEVELOPMENT	12,373.10
Fund: 711 - SELF INSURANCE	6,194.41
Total	1,217,109.06

LABOR SUMMARY FOR PAY PERIOD ENDING : April 8, 2012

pyLaborDist

04/13/12

Fund: 001 - GENERAL FUND	1,006,836.71
Fund: 122 - SOLID WASTE/RECYCL.	1,623.23
Fund: 190 - EMERGENCY DISASTER FUND	8,792.64
Fund: 201 - PARKS AND FACILITIES CAPITAL	6,686.51
Fund: 203 - STREET IMPROVE. PROJECTS	7,113.90
Fund: 611 - WATER FUND	71,691.36
Fund: 621 - STORMWATER FUND	10,194.87
Fund: 631 - WASTEWATER FUND	62,872.47
Fund: 641 - CABLE TV FUND	82,319.88
Fund: 701 - CENTRAL GARAGE	8,595.63
Fund: 702 - FACILITY MAINT.FUND	21,469.87
Fund: 707 - TECHNOLOGY DEVELOPMENT	12,336.25
Fund: 711 - SELF INSURANCE	6,253.53

Total

1,306,786.85



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 24, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Aknin, Community Development Director

SUBJECT: Adopt Resolution Waiving Building Permit Fees for Rebuilding Together Peninsula's Various Life Safety Home Improvement Projects Assisting Low Income Property Owners for Fiscal Year 2011-12 and 2012-13.

BACKGROUND

Rebuilding Together, formerly known as "Christmas in April", is a nationwide, non-profit organization which specializes in revitalizing neighborhoods and providing home repair services for those in need. The local chapter of this organization, Rebuilding Together Peninsula (RTP), focuses on critical repairs to community centers and homes from Daly City to Santa Clara. In 2011, the organization completed repair and renovation projects at 91 homes and 23 community centers in this region. Many of RTP's goals and policies are consistent with the San Bruno General Plan which aims to provide safe and affordable housing for all income levels. Specifically, Housing Element Program 1-E states that the City should promote local non-profit agencies that assist low-income homeowners with housing repairs. In addition, Housing Element Program 1-I states that the City should allow fee waivers for affordable rehabilitation achieved through non-profit agencies.

Given their non-profit status and limited budget, RTP aims to maximize the benefits their staff and volunteers can bring to the community by minimizing overall costs. With that in mind, RTP has approached the City of San Bruno and requested that building permit fees associated with their projects be waived through the 2012-13 fiscal year. Building permit fees are adopted by City Council resolution, and therefore must be waived by resolution. This fee waiver request would be associated with two RTP programs: National Rebuilding Day and the "Safe at Home" program. Additional details about these events, and the scope of work proposed are provided below.

DISCUSSION:

Rebuilding Together Peninsula provides critical repairs to community centers and homes from Daly City to Santa Clara. Any homeowner who lives in their own home, does not own additional property and meets income criteria (earn less than 60% of the area median income) may apply to participate RTP programs. RTP outreaches to the community through senior centers, food programs, print advertising and local television advertising. RTP also receives referrals from cities and community based

T.C.

organizations. Property owners who are interested in these programs can apply with RTP. RTP selects the applications by matching the request with volunteer skills, and making sure the work fulfills their mission to provide "safety, warmth and independence".

Details of Rebuilding Together Peninsula programs are as follows:

National Rebuilding Day

National Rebuilding Day is an annual event that takes place on the last Saturday in April. For this one-day rebuilding event, thousands of volunteers and corporate sponsors unite to rehabilitate the homes and community facilities of low-income residents. Repair work typically includes interior and exterior painting, accessibility modifications, debris removal, fencing, yard work, low-maintenance landscaping, weatherization and energy efficiency measures. Partnerships with construction trade professionals allow for the installation of furnaces, roof repair/replacement, plumbing and electrical work, window and door repair/replacement, and stucco repair. RTP expects to complete a total of 2-4 National Rebuilding Day projects in San Bruno in 2012 and 2013.

RTP has already identified a home on Cypress Avenue that will participate in this program and work will include:

- Replace flooring and electric range in kitchen
- Replace metal banister at front porch
- Replace water heater in garage
- Paint exterior of house
- Repair dry rot in interior bedroom

Not all the repairs above require a building permit. However, the electrical permit fee for the new range, and the building permit fee for the handrail, water heater and dry rot repair would normally total approximately \$450. Under the proposed program, RTP would still be required to obtain the permit, submit plans if necessary, and pass inspections. The \$450 building permit fee, however, would not be collected.

Safe At Home

Safe at Home is a year-round home repair program that addresses minor, safety repair needs before they become serious deferred maintenance issues. Safe at Home focuses on debris removal, fence repair, basic home maintenance, exterior painting, light yard work, minor plumbing, minor electrical, heating repair, roof repair, window repair/replacement, door repair/replacement, energy efficiency measures, and accessibility modifications. Between now and June 2013, RTP expects to complete 10-15 Safe at Home projects in San Bruno. Not all projects consist of work that requires permits. For projects that do require a building permit, it is estimated that a majority of these would be minor in nature, and therefore typical building permit would average \$200.

Code Enforcement Resolution

Many properties that are the subject of long-standing code enforcement cases are owned or occupied by lower income residents. Although the property owners are aware of the existing issues, they simply do not have the financial means to resolve the problem. Therefore, Community Development staff will work with RTP to identify properties that could potentially benefit from National Rebuilding Day and the Safe at Home programs. RTP has assisted in resolving various code enforcement cases over the past, improving the standard of living for San Bruno residents.

General Plan Consistency

Numerous General Plan Housing Element policies and programs aim to provide safe and affordable housing for low-income residents. For example, Housing Element Program 1-E states that the City should promote local non-profit agencies that assist low-income homeowners with housing repairs. Furthermore, Housing Element Program 1-I states that the City should allow fee waivers for affordable rehabilitation achieved through non-profit agencies. Therefore, the proposed building permit fee waiver program will create the opportunity to implement a several General Plan policies, while allowing RTP to maximize the amount of work they can complete for San Bruno residents.

FISCAL IMPACT:

It is expected that Rebuilding Together Peninsula will complete approximately 10-20 projects in San Bruno through June 2013. Depending on the number of building permits required, and scope of work being done, it is estimated building permit fees collected for these projects would normally total \$2,500-\$4,500. If the resolution is adopted, the fees would not be collected, however plan check and inspection services would still be required and provided. This "loss" of revenue to the General Fund Operations could be backfilled with one-time resources or simply acknowledged as a community benefit.

RECOMMENDATION:

Adopt Resolution Waiving Building Permit Fees for Rebuilding Together Peninsula's Various Life Safety Home Improvement Projects Assisting Low Income Property Owners for Fiscal Year 2011-12 and 2012-13.

ALTERNATIVES:

1. Do not adopt the attached resolution; RTP would be required to pay building permit fees.
2. Modify the resolution to only waive building permit fees associated with National Rebuilding Day.

3. Modify the resolution to only waive building permit fees associated with the Safe At Home program.

ATTACHMENTS:

1. Resolution

DISTRIBUTION:

1. Rebuilding Together Peninsula

REVIEWED BY:

_____ DH

_____ CM

RESOLUTION NO. 2012 -

A RESOLUTION WAIVING BUILDING PERMIT FEES FOR REBUILDING TOGETHER PENINSULA'S VARIOUS LIFE SAFETY HOME IMPROVEMENT PROJECTS ASSISTING LOW INCOME PROPERTY OWNERS FOR FISCAL YEARS 2011-12 AND 2012-13.

WHEREAS, the City Council has established various fees for municipal services; and

WHEREAS, such fees have been set forth in a Master Fee Schedule which was originally adopted by the City Council pursuant to Resolution No. 1984-20, adopted on April 9, 1984 and thereafter amended from time to time; and

WHEREAS, the San Bruno General Plan has numerous goal aimed at providing safe and affordable housing for residents of all income levels; and

WHEREAS, Program 1-I in the San Bruno General Plan Housing Element specifically states that the City of San Bruno should allow fee waivers for affordable housing projects achieved through non-profit agencies; and

WHEREAS, Rebuilding Together Peninsula, a registered non-profit organization, is estimating that they will complete 10-20 community and home improvement projects in San Bruno for low income property owners by June 2012;

WHEREAS, building permits fees for the 10-20 proposed for completion projects would total approximately \$2,500-\$4,500;

WHEREAS, Rebuilding Together Peninsula aims to maximize staff and volunteer community benefits by minimizing costs and building permit fee represents a significant overall cost; and

WHEREAS, Rebuilding Together Peninsula has approached the City and requested that building permit fees be waived through June 2013; and

WHEREAS, the City of San Bruno finds that the Rebuilding Together Peninsula programs promote the community and home revitalization goals set forth within the San Bruno General Plan and that eliminating building permit fees would allow Rebuilding Together Peninsula to further achieve those goals; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of San Bruno that building permit fees associated with Rebuilding Together Peninsula projects shall be waived through the 2012-13 fiscal year;

---oOo---

I hereby certify that foregoing **Resolution No.**
was introduced and adopted by the San Bruno City Council at a regular meeting on
April 24, 2012, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 24, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Marc Zafferano, City Attorney

SUBJECT: Adopt Resolution Authorizing the City Manager and the City Attorney to Execute Escrow Documents to Transfer Five Vacant Lots from PG&E to the City of San Bruno

BACKGROUND:

On March 12, 2012, the City of San Bruno and PG&E entered into a Settlement Agreement pursuant to which PG&E agreed to transfer five vacant lots in the Crestmoor neighborhood to the City. The lots are located at 1641 Claremont, 1680 Claremont, 1701 Earl, 981 Glenview, and 1110 Glenview. For purposes of the transfer, the lots were valued at \$250,000 each, for a total of \$1,250,000.

To complete the transaction, the City Manager and City Attorney must sign escrow instructions and other documents for which a City Council resolution is required.

DISCUSSION:

When a city acquires real property, the City Attorney must execute a Certificate of Acceptance, and the City Manager will need to sign various documents as part of the escrow. These authorizations must be memorialized by a City Council resolution.

Staff has reviewed all of the escrow documents and title reports and they are in order. There are no existing liens or encumbrances on the properties.

FISCAL IMPACT:

PG&E has paid for the costs of escrow, title reports and title insurance for the five lots, and all of the back property taxes. The City is exempted from paying property taxes after it obtains title. The City may need to pay minimal transfer fees to the County. Those fees can be submitted to the Trust established by PG&E to cover costs associated with the September 2010 explosion for reimbursement.

RECOMMENDATION:

Adopt resolution authorizing the City Manager and the City Attorney to execute escrow documents to transfer the five vacant lots from PG&E to the City of San Bruno.

7d.

ALTERNATIVES:

1. Request additional information from staff before adopting the resolution.

ATTACHMENTS:

1. Resolution

DISTRIBUTION:

None.

REVIEWED BY:

_____ DH

_____ CM

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE CITY MANAGER AND THE CITY ATTORNEY TO EXECUTE ESCROW DOCUMENTS TO COMPLETE TRANSFER OF FIVE VACANT LOTS FROM PG&E TO THE CITY OF SAN BRUNO

WHEREAS, on March 12, 2012, the City of San Bruno and PG&E entered into a Settlement Agreement in which PG&E agreed to transfer five vacant lots in the Crestmoor neighborhood to the City; and

WHEREAS, those lots are identified as 1641 Claremont (APN 019-023-250), 1680 Claremont (APN 019-024-230), 1701 Earl (APN 019-041-010), 981 Glenview (APN 019-043-020), and 1110 Glenview (APN 019-014-180); and

WHEREAS, to complete the transaction, the City Manager and the City Attorney are required to execute various documents, including escrow instructions and Certificates of Acceptance.

NOW, THEREFORE, BE IT RESOLVED that the City Council of San Bruno hereby authorizes the City Manager and City Attorney to execute all documents necessary and appropriate, including escrow instructions, title documents, and Certificates of Acceptance, to effectuate the transfer of said lots to the City.

---oOo---

I hereby certify that foregoing **Resolution No.** _____
was introduced and adopted by the San Bruno City Council at a regular meeting on
April 24, 2012, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:



City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: April 24, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Aaron Akin, Community Development Director
SUBJECT: Receive Report and Adopt Resolution Amending Bicycle and Pedestrian Committee By-laws

BACKGROUND

The Bicycle & Pedestrian Committee (BPC) was created in 2002 with the bylaws being formally adopted in 2003. When the BPC was created in 2002, the City Council determined that the BPC include four members-at-large in addition to representatives from the Traffic Safety & Parking Committee, the Planning Commission, and the Parks & Recreation Commission. The existing by-laws do not specify the size or composition of the Committee and have not been updated since they were approved by the City Council in 2003.

For the first several years of the Committee, this composition including members of other committees/commissions was very effective because it built on the strengths of experienced resident volunteers. However, a long-term member of the TSPC and BPC resigned in late 2010 and no other TSPC member was interested in serving on the BPC, which lead to a long-term vacancy on the Committee. After consideration, the BPC recommended that the City Council restructure the Committee to have seven members-at-large and remove the requirement that three members represent other committees/commissions. The City Council approved the restructuring on November 8, 2011. The former Parks & Recreation Commission representative, Mr. David Nigel, has applied for reappointment to the BPC as a member-at-large. The former Planning Commission representative has elected not to apply due to his other time commitments to the City. Further, two at-large members recently resigned from the Committee for personal reasons. Therefore, the Committee currently has five vacant positions.

Staff has coordinated with the City Clerk to encourage applications for the Committee. The vacancies provide an opportunity to further consider the Committee's composition and by-laws to improve the probability of recruiting and maintaining members. Staff has considered a number of options and included proposed changes to the by-laws for the City Council's consideration. A summary of the recruitment efforts and proposed by-law changes are provided below.

10.b.

DISCUSSION

Recruitment Effort

The City Clerk and staff have done considerable outreach to the community to fill the open positions on the BPC. In the past, FOCUS has resulted in the largest response rate for committee openings. The FOCUS was released in late March with an article about openings on City committees. A flyer about the openings on BPC was created and distributed to individuals that expressed interest, the Senior Center, and the Recreation Center. The staff at commute.org (Peninsula Traffic Congestion Relief Alliance) promoted the opening through social networking. The Silicon Valley Bicycle Coalition included the opening on their website and weekly email bulletin. Additionally, a Bay Area wide cycling club for women announced the opening to their members.

During this outreach process, members of the public contacted staff regarding the Committee membership requirements. One local employee, who is a non-resident, asked if she could apply for the Committee. Additionally, one high school student asked if he could apply. These comments were integrated into staff's recommendations for by-law amendments included below.

Since the outreach began, the City Clerk has received several applications for the Committee. Furthermore, one person who is not qualified to serve under the current requirements because she works within the City but is not a resident has submitted an application in anticipation of the by-law amendments. Staff now anticipates that the five vacant positions on the Committee can be filled.

Proposed By-law Amendments

Staff has analyzed the Committee by-laws to encourage membership and increase consistency with other committee and commission by-laws. The proposed changes to the by-laws are included as Attachment A to the Resolution and are summarized below:

- Change meeting frequency to be bimonthly (every other month) rather than every month. Staff suggests that monthly meetings are not required for the Committee to make progress on their goals. Staff recommends reducing the number of annual meetings to six, which will reduce the time commitment of the members.
- Allow the meeting time to be determined by the Committee on an annual basis. Staff recommends that the Committee be allowed to set their meeting time between 5:00 p.m. and 7:00 p.m. to allow flexibility. Specifically, the meeting time would be set at the organizational meeting each year, at the same time the Chair and Vice Chair are selected.
- Allow a youth representative to serve on the Committee if a qualified applicant is identified. The City's policies require that all committee members be 18 years old unless the by-laws specify otherwise. Staff proposes that the

minimum age of one member would be 16 years old. (A youth representative would not be required, but could be allowed.)

- Allow one member of the Committee that is not a resident of San Bruno if they work in the City. Since San Bruno has two mass transit stations and a major employment center, there are a large number of people that walk or bicycle for one leg of their journey. The City's workforce may offer unique perspective regarding the strengths and weaknesses of the pedestrian and bicycle facilities, especially regarding commuting into the City. (A non-resident representative would not be required, but could be allowed.)
- Update the name of the Committee to be the Bicycle & Pedestrian Advisory Committee (BPAC) to be consistent with regional programs and best practices.
- Wording and content changes to be consistent with other committees and commissions. The Personnel Board by-laws were most recently approved by the City Council and the BPC by-laws have been amended to be consistent.

FISCAL IMPACT

None

ALTERNATIVES

1. Direct further revisions to the Bicycle & Pedestrian Committee By-laws
2. Make no changes to the Bicycle & Pedestrian Committee by-laws

RECOMMENDATION

Receive Report and Adopt Resolution Amending Bicycle and Pedestrian Committee By-laws

DISTRIBUTION

None

ATTACHMENTS

1. Resolution of the City of San Bruno Amending the San Bruno Bicycle and Pedestrian Committee By-Laws

DATE PREPARED

April 12, 2012

REVIEWED BY

_____ CM

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SAN BRUNO AMENDING
THE SAN BRUNO BICYCLE & PEDESTRIAN COMMITTEE BY-LAWS.**

WHEREAS, the revised by-laws are amended by adding the text that is shown in bold italics (*example*) and deleting the text shown in ~~example~~; and

WHEREAS, the revised By-Laws reflect changes to the frequency of Committee meetings, meeting time, membership requirements, and additional language to be consistent with other city boards and commissions; and

WHEREAS, The amended bylaws are consistent with Council procedures used to adopt bylaws for other Boards and Commission and are in compliant with Brown Act requirements.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of San Bruno that it hereby approves the revised Bicycle & Pedestrian Committee By-Laws, modifying the existing By-Laws, and replacing them with Attachment A.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM

City Attorney

---o0o---

I hereby certify that the foregoing Resolution No. _____ was introduced on _____, 201____, and adopted at a regular meeting of the San Bruno City Council on _____, 201____, by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

City Clerk

Attachment A

BICYCLE & PEDESTRIAN COMMITTEE BY-LAWS

1. **Purpose and Intent.** The membership and duties of the Bicycle and Pedestrian **Advisory** Committee ("the Committee") are ~~prescribed~~ **established** by the City Council. These by-laws set forth the procedural rules for the conduct of Committee meetings.

2. **Meetings.** The Committee shall conduct its business in accordance with ~~the San Bruno Municipal Code,~~ these by-laws, the Ralph M. Brown Act (Government Code Section 54950 *et seq.*) and the Code of Conduct adopted by the City Council ***by way of Resolution No. 01-2604***, ~~if any.~~
 - 2.1 **Regular Meetings.** The Committee shall hold regular meetings at ~~5:30 p.m.~~ on the second Wednesday of ***every other*** each month, except that no meeting shall be held if a regular meeting day falls on a legal holiday. Regular meetings shall be held at the San Bruno City Hall. ***The meeting time shall be between 5:00 p.m. and 7:00 p.m. and shall be determined by a majority vote of the Committee members on an annual basis.***

 - 2.2 **Special Meetings.** Special meetings may be called at any time by the Chair or by a majority of the Committee, by delivering written notice to each Committee Member and by posting the notice in the designated posting locations. Such notice may be delivered by any means and must be received at least twenty-four hours before the time of such meeting as specified in the notice, unless notice is waived in writing. The notice shall specify the time and place of the special meeting and the business to be transacted, and no other business shall be transacted at that meeting other than that contained in the notice.

 - 2.1 2.3 **Adjourned Meetings.** All meetings may be adjourned to another specified time, place and date, but not beyond the next regular meeting. If all members are absent from any regular or adjourned regular meeting the Chair may declare the meeting adjourned to a stated time and place, and shall cause a written notice of the adjournment to be given in the same manner as provided in paragraph 2.2 above for special meetings. ***A copy of the notice of adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within 24 hours after the time of the adjournment.***

- 2.4 **Study Sessions.** The Committee may, from time to time, as part of a regular, adjourned or special meeting, meet in study session to focus on a particular matter within its jurisdiction. Action shall not be taken during a study session.
- 2.5 **Public Meetings.** All meetings and study sessions of the Committee shall be open to the public. Closed sessions may be held only when specifically authorized by the Brown Act.
- 2.6 **Cancellation of Regular Meetings.** The Committee may cancel an upcoming regular meeting for lack of a quorum. Notice of the cancellation shall be posted in lieu of an agenda.
3. **Organization of the Committee.**
- 3.1 ***Establishment. There is established a bicycle and pedestrian advisory committee. The Committee shall consist of seven members, six of which must be residents of the city. One non-resident member shall be allowed if they work within the city. One youth member with a minimum age of 16 years shall be allowed. Members of the Committee shall be appointed by and serve at the pleasure of the Mayor with the majority approval of the City Council, subject to removal at any time, pursuant to City Council procedures.***
- 3.2 ***Term. The term of office of each member is four years.***
- 3.3 ***Compensation. No person shall receive compensation for service as a member of the Committee, except for reimbursement of all such expenses necessarily and legitimately incurred and authorized during the performance of official duties.***
- 3.4 **Officers.** The Committee shall elect from its membership a Chair, who shall preside over Committee meetings. The Committee shall also elect a Vice-Chair, who shall preside in the absence of the Chair. The Chair and Vice-Chair are sometimes referred to herein as the "presiding officer." The Chair shall have the following powers:
- 3.4.1 To call to order the Committee meeting and to conduct the order of business as set forth in the agenda.

- 3.4.2 To adjust the agenda, if needed, at the time of the meeting with the approval of the Committee;
- 3.4.3 To move, second, debate and vote;
- 3.4.4 To rule motions in or out of order;
- 3.4.5 To determine whether a speaker from the audience has exceeded his or her time or is otherwise out of order;
- 3.4.6 To rule on questions of parliamentary procedure based generally on Robert's Rules of Order;
- 3.4.7 To sign all documents necessitating his or her signature;
- 3.4.8 To call a brief recess during a meeting;
- 3.4.9 To appoint Committee Members to subcommittees with the approval of the Committee; and

The presiding officer's determination as to any of the above matters may be overruled by a majority of the Committee Members present.

- 3.5 **Organizational Meeting.** At its first meeting in December *November*, the members of the Committee shall elect a Chair and Vice-Chair from among its members *and select a meeting time for the upcoming year.*
- 3.6 **Term of the Chair and Vice-Chair.** The term of office of the Chair and Vice Chair shall be one year. A Committee Member may serve more than one consecutive term as Chair or Vice-Chair. Nothing shall prevent the Committee from removing and replacing the Chair or Vice-Chair at any time during their respective terms, provided that the item is properly on the agenda of the meeting.
- 3.7 **Vacancy in the Office of Chair or Vice-Chair.** A vacancy in the office of Chair or Vice-Chair shall be filled for the remainder of the un-expired term by election at the next meeting provided the election has been noticed on the agenda. If the Chair is absent, the Vice-Chair shall act as Chair.
- 3.8 **Vacancy of a Committee Member's Seat.** In the event of an unscheduled vacancy of any Committee Member's seat prior to the expiration of his or her term, the City Council may appoint a member from a pool of applicants to serve the remainder of the un-expired term. The newly appointed member shall take and

subscribe to the oath of office administered by the City Clerk before the next regular meeting after his or her appointment by the City Council.

- 3.9 Quorum.** A majority of the total membership of the Committee ~~present at the meeting~~ shall constitute a quorum for the transaction of business. Where there is not a quorum present, ***the Chair, Vice Chair, or*** Secretary of the Committee shall announce that no meeting will be held due to lack of a quorum, and shall announce the date of the next regular or adjourned meeting. When a member of the Committee is disqualified due to a financial conflict of interest, his or her presence shall not be considered in determining the presence of a quorum. Any decision of the Committee shall require a vote of the majority of the Committee present and qualified to vote.
- 3.10 Subcommittees.** The Committee may from time to time establish either standing or ad hoc subcommittees consisting of any number less than a quorum of its membership for the purposes of studying a specific area of concern. Standing subcommittees (which have a regular meeting schedule or continuing subject matter jurisdiction) are subject to all of the requirements of the Brown Act. ~~An ad-hoc committee of less than three members formed for a limited jurisdiction topic need not notice and have an agenda for a meeting.~~ The Committee may refer matters to a subcommittee to report back to the full Committee at a future date. The subcommittee report will be considered advisory and its recommendations are subject to action by the full Committee.
- 3.11 Absences From Meetings.** If a member of the Bicycle & Pedestrian ***Advisory*** Committee is absent from three successive regular meetings without being excused by the Committee, or is absent for any reason for more than six regular meetings in any twelve-month period, the office of such member shall be vacated and the Chair shall immediately notify the Secretary who shall notify the City Council that said office is vacant. Upon such notification, a successor for the remainder of the term of such member shall be appointed as provided in **Section 2.36.080** of by the San Bruno Municipal Code. In order to request an excused absence, a Committee Member must notify the ***Chair or the*** Secretary of the anticipated absence in advance of the meeting and the request must be noted during call of the roll and reflected in the minutes of the meeting, and is subject to denial by the Committee.

3.12 Oath of Office. Newly appointed Committee Members shall take and subscribe to the oath of office before assuming their duties. The oath may be given by a City official authorized to do so by State law.

4. Powers and Duties.

4.1 *Serve in an advisory capacity to the city council and city manager;*

4.2 *Provide input and recommendations on the development of a comprehensive and ongoing plan to promote and encourage bicycle use and safety for commuting and recreation; enhance and foster pedestrian accessibility and safety; and publicize and encourage citizen participation in bicycle and pedestrian related projects;*

4.3 *Provide other assistance as requested by the city council or the city manager.*

5. The Committee Agenda.

5.1 Preparation of the Agenda. The Secretary of the Committee shall formulate and prepare the agenda for Committee meetings.

5.2 Posting of the Agenda. The City Clerk shall cause to be posted an agenda for each regular meeting in the designated posting locations not less than 72 hours prior to the meeting. Agendas for adjourned meetings shall be posted in the same fashion, unless the business to be undertaken is limited to the items on the agenda of the meeting at which the adjournment occurs and the meeting is adjourned to a date within five days of the adjournment. Agendas of special meetings shall be posted and provided along with the notice of the meeting as provided in paragraph 2.2 above.

5.3 Order of Business. Items shall be placed on the agenda substantially according to the following "Order of Business." Upon review of the agenda at the beginning of any meeting, the Committee may change the order of business in order to promote the efficiency of the meeting. The Order of Business for each regular Committee meeting shall be as follows:

1. Call to Order/Roll call
2. Approval of Minutes

3. Public Comments on Matters Not on the Agenda (20 minutes maximum)
4. Unfinished **Conduct of** Business
5. **Adjournment** New Business
6. ~~Items from Staff~~
7. ~~Items from Committee Members/ Subcommittee Reports~~
8. ~~Adjournment~~

5.4 Description of Matters on the Agenda. All items of business to be transacted shall be described briefly on the agenda in sufficient detail so that a reasonable person can determine the general nature of the matter under consideration. Not every recommendation or conceivable action or alternative need be listed. ~~Generally, each item on the agenda shall contain a staff recommendation and the specific action requested to be taken by the Committee.~~

5.5 Adding Items of Business to the Agenda. The Committee shall not discuss or take action on any item of business not listed on the posted agenda except:

5.5.1 Upon a majority determination of the existence of an "emergency" as that term is defined in the Brown Act.

5.5.2 Upon a determination by a two-thirds vote of the members present, or if less than two-thirds of the membership is present, upon a unanimous vote, that there is an immediate need to take action and that the need to take action came to the attention of the City subsequent to the posting of the agenda. If the Committee makes this determination, the minutes of the meeting shall reflect what circumstances gave rise to the need to take action after the posting of the agenda.

5.5.3 Where the item upon which action is to be taken was included on a properly posted agenda for a prior meeting of the Committee occurring not more than five calendar days prior to the date of the meeting at which the item is to be considered, and the item was continued to an adjourned meeting.

5.6 Adding Items of Business to a Future Agenda. Any member of the Committee may during Items from Committee Members request that an item of business within the Committee's subject matter jurisdiction be added to a future agenda. Such requests are subject to approval of the Committee.

- 5.7 **Public Comments.** Members of the public shall be permitted to speak on each item of business on the agenda when the item is taken up and before the Committee takes action on the item. Each speaker shall have a three (3) minute period to speak; time cannot be ceded to another speaker. In order to facilitate the conduct of the meeting, the Chair or the Committee may lengthen or shorten the two or three minute period for all speakers on a particular agenda item based on the number of persons in attendance wishing to speak or the complexity of the matter under consideration. The "Public Comments" item shall be limited to items not on the agenda but within the subject matter jurisdiction of the Committee. An individual may speak only once during "Public Comments."
- 5.8 **Notification.** Upon written request on an annual basis and payment of the fee required by the City's fee resolution, if any, the Secretary will mail Committee agendas or agenda packets to any person.
6. **Minutes.** The Secretary shall keep the minutes of meetings in accordance with the ***following*** Committee policy:
- 6.1 ***Minutes shall contain a record of all proceedings, motions, and actions, but shall only contain a summary of the discussion, not a verbatim transcription. The minutes shall accurately reflect what occurred at the meeting.***
- 6.2 ***All motions, whether carried or not, shall be recorded, disclosing the author of the motion and the second.***
- 6.3 ***Minutes of public hearings shall list when available the names and City of residence of all persons who speak during the hearing, and the position they took on the matter. The minutes need not include detailed or verbatim transcriptions of public comments***
- 6.4 ***The Committee shall issue copies of the minutes of each Committee meeting to the city manager, the city clerk, and the city council.***
7. **Annual Report.** ***The Committee shall provide a report to the city council concerning the Committee's actions, activities, and achievements during the proceeding year, its goals for the subsequent year and any recommendations for improvement in***

providing service to the city. A summary of the annual report shall be presented orally at a regular city council meeting.

8. **Secretary.** The Community Development Director or his/her designee shall serve as the Secretary for the Committee. The Secretary shall:
 - 8.1 Keep the minutes of all meetings of the Committee;
 - 8.2 Give or serve all notices required by law or by these rules;
 - 8.3 Formulate and prepare the agenda for all meetings of the Committee;
 - 8.4 Be custodian of Committee records;
 - 8.5 Inform the Committee of correspondence relating to business of the Committee and attend to such correspondence;
 - 8.6 Handle funds allocated to the Committee, as directed by the applicable Department Director, and in accordance with its directives, the law, and City regulations; and
 - 8.7 Sign official documents of the Committee.

9. **Conduct of Committee Meetings.**
 - 9.1 **Action by the Committee.** The Committee shall proceed by way of motion. Any member, including the Chair, may make a motion and any member may second the motion except that the same person who made the motion cannot second it. A member may make only one motion at a time and a motion or second may be withdrawn by the maker at any time before a vote.

 - 9.2 **Adoption by Majority Vote.** A motion shall be adopted by an affirmative vote of a majority of the Committee present provided a quorum is determined to exist. Committee Members have a duty to vote "aye", or "nay" on each motion. Abstentions shall be cast only if the Committee Member declares:
 - 9.2.1 The existence of a conflict of interest or other disqualification from voting; or
 - 9.2.2 A lack of sufficient information upon which to base a vote due to absence from a previous meeting.
 - 9.2.3 Abstentions are not counted in the vote tally.

9.3 Public Hearings. Whenever the law requires the Committee to hold a public hearing, such hearing shall be held in accordance with the following rules and procedures:

9.3.1 The Presiding Officer shall open the public hearing and may orally summarize the procedures used by the Committee during a public hearing or shall refer the audience to the agenda, wherein the procedures will be summarized.

9.3.2 The order of the hearing shall be as follows unless otherwise required by law or determined by the Committee in the interest of assuring a fair hearing:

- a. Opening of the Public Hearing
- b. Presentation of Staff Report
- c. Presentation of Subcommittee Reports, if any
- d. Questions of Staff from the Committee
- e. Presentation by Applicant and/or Appellant
- f. Testimony of Public
- g. Closure of the Public Testimony Portion of Hearing
- h. Response of Staff
- i. Discussion by Committee - further questions to staff
- j. Action
- k. Close of Public Hearing

9.3.3 Public Record. During the public hearing the Committee may receive both oral or written testimony relevant to the matter being considered, which shall become part of the public record. In addition, the staff report, all exhibits, maps, papers and other physical evidence submitted to the Committee shall be retained and become part of the public record. Committee Members shall disclose pertinent information obtained outside the hearing.

9.3.4 Continuation. At any time that it appears to the Presiding Officer or a majority of the Committee that inadequate evidence has been presented to afford judicious consideration of any matter before the Committee at the time of a public hearing, or for other just cause, and as long as a continuance is permissible under State law, the hearing may be continued to afford the applicant, the public, or City staff adequate time to assemble additional evidence for the Committee's consideration. The Committee may also

continue a public hearing on a matter being heard de novo for purposes of conducting a field trip collectively to view the property that is the subject of the hearing.

- 9.3.5 Presentation by Applicant/Appellant and Public Testimony.** The Presiding Officer shall recognize the applicants and/or appellants in the case, who shall be permitted 5 minutes per group to present evidence related to the matter under consideration.

Members of the Committee who wish to ask questions of the speakers or each other during the Public Hearing may do so. The Presiding Officer shall conduct the hearing in such a manner as to afford due process to all affected persons. Comments from the public shall be limited to three (3) minutes per speaker; time cannot be ceded to another speaker.

- 9.3.6 Termination of Public Testimony.** The Presiding Officer shall terminate public testimony when no members of the public who have not yet spoken wish to speak, or if after hearing substantial testimony on both sides of the matter, due to the lateness of the hour or the press of business, the Chair determines that additional testimony would be redundant and would not contribute materially to the Committee's consideration of the matter. Termination of public testimony does not close the public hearing.

- 9.3.7 Committee Member Deliberations.** No Committee Member shall begin deliberations on the matter until the public portion of the hearing has been closed and the time has come for Committee deliberation.

- 9.3.8 Reopening the Public Testimony Portion of the Hearing.** Once the public testimony portion of a public hearing on any matter has been closed, no further public testimony shall be allowed unless the Presiding Officer determines that all persons who were present when the public testimony was heard are still present. Nothing herein however is intended to prevent or prohibit the reopening of public testimony at any subsequent regular or special meeting of the Committee provided that due and proper notice is given to the applicant, the public, and all those who have signed in or testified their correct address at the prior hearing(s), designating the time and place of said re-opening.

9.3.9 Public Hearings - Decision. The Committee shall consider all evidence properly before it in accordance with these procedures and then act upon the item. A Committee Member who was absent from all or a significant part of a Public Hearing shall abstain from participating unless he or she has reviewed all submitted documents and other material.

9.4 Rules for Committee Members.

9.4.1 Members of the Committee shall conduct themselves in an orderly and businesslike manner to ensure that the business of the City shall be attended to efficiently and thoroughly and to ensure that the integrity of the deliberative process of the Committee is maintained at all times. Members of the Committee shall maintain a polite, respectful and courteous manner when addressing one another, City staff and members of the public during meetings. Committee Members shall speak clearly into the microphone so that they can be heard by the audience.

a) Communication with Committee Members

- 1. Committee Members should request the floor of the Presiding Officer before speaking.**
- 2. A Committee Member who is speaking shall attempt to avoid repetition and shall limit their comments to the subject matter at hand. Committee Member should express their views without engaging in lengthy debates.**
- 3. When one Committee Member is speaking, other Committee Member shall not interrupt or otherwise disturb the speaker.**

b) Communication with Members of the Public Addressing the Committee.

- 4. Committee Members may question a person addressing the Committee at the conclusion of the person's comments or upon expiration of the person's time to speak. Such questions shall be directed to the person through the Presiding Officer.**
- 5. Committee Members shall not engage the person addressing the Committee in a dialogue with the Committee or City staff, but shall confine**

communication to a question and answer format conducted through the Presiding Officer.

6. **If a member of the audience has addressed the Committee on matters that are not on the agenda, Committee Members shall refrain from discussion of the matter. If a Committee Member so wishes, the Committee Member may, if appropriate, during the "Conduct of Business" from Committee Members portion of the meeting, direct the Secretary to place the matter on the next agenda, subject to the approval of the Committee.**

9.4.2 Rules for City Staff.

- a) **Decorum. City staff shall not engage in public dialogue or debate with members of the public during public meetings. When addressed by the Committee, staff shall respond in a polite and respectful manner.**
- b) **Role for the Secretary. The Secretary's duties during the Committee meetings include keeping a record of concerns raised by the Committee regarding staff matters and directions for future staff action.**

9.4.3 Rules for the Public.

- a) **Members of the Audience. Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet or other acts which disturb, disrupt, impede or otherwise render the orderly conduct of the Committee meeting infeasible. A member of the audience repeatedly or continuously engaging in any such conduct shall, at the discretion of the Presiding Officer or a majority of the Committee, be subject to ejection from that meeting.**
- b) **Persons Addressing the Committee.**
 1. **Any person wishing to speak in connection with any item of business on the agenda shall first complete a speaker request slip and submit the slip to the Secretary.**
 2. **No person shall address the Committee without first being recognized by the Presiding Officer.**

3. ***Each person addressing the Committee shall do so in an orderly manner and shall not make repetitious, slanderous or irrelevant remarks, or engage in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of the Committee meetings. Any person who so disrupts the meeting may, at the discretion of the Presiding Officer or a majority of the Committee, be subject to ejection from that meeting.***

9.4.4 Enforcement.

- a) ***The Chair shall follow the following procedure to maintain decorum:***
 1. ***Warning. The Presiding Officer shall request that a person who is disrupting the meeting cease such conduct. If after receiving a warning from the Presiding Officer, the person persists in the violation, the Presiding Officer shall order the person to leave the Committee meeting. If the person does not leave the meeting, the Presiding Officer may order a law enforcement officer to remove the person from the Committee chambers.***
 2. ***Removal. A law enforcement officer shall carry out the orders and instructions given by the Presiding Officer for the purpose of maintaining order and decorum. Upon instruction of the Presiding Officer, it shall be the duty of the law enforcement officer to remove from the Committee meeting any person who is disturbing the proceedings of the Committee.***
 3. ***Motion to Enforce. If the Presiding Officer fails to enforce the rules of order and decorum set forth above, any member of the Committee may move to require the Presiding Officer to do so, and an affirmative vote of a majority of the Committee shall require the Presiding Officer to do so. If the Presiding Officer fails to carry out the will of the majority of the Committee, the majority may designate another member of the Committee to act as Presiding Officer for the purpose of enforcing the rules of order and decorum established above.***

4. ***Clearing the Room.*** *If a meeting of the Committee is disturbed or disrupted in such a manner as to make infeasible or improbable the restoration of order, the Presiding Officer or a majority of the Committee may exercise the authority granted in California Government Code Section 54957.9 by ordering the meeting room cleared and continuing in session in the manner authorized by Section 54957.9 of the Government Code. Members of the press shall be permitted to remain unless they have participated in the disruption.*

9.5 **Adjournment of Meetings.** Committee meetings shall adjourn not later than ***two and one half hours after it begins*** 7:30 p.m., or as soon thereafter as the Committee completes the item of business on the table at that hour, in which event items of business not yet addressed shall be continued to the next regular meeting or to an adjourned meeting. The Committee may by majority vote extend the meeting beyond ***two and one half hours*** 7:30 p.m. in order to complete more of its agenda.

10. **General.**

10.1 The Committee and its activities are completely distinct from the Community Development Department.

10.2 No Committee Members shall use any public resources including Community Development Department, City, and/or Committee letterhead and paper in any private activity.

10.3 The Community Development Director shall approve and release any and all publicity releases, public information, pamphlets and other public relations. The purpose is to ensure that no release or programs will conflict with policies or programs of the City.

~~7.4.4 Rules for Committee Members.~~

~~1. If a member of the audience has addressed the Committee on matters that are not on the agenda, Committee Members shall refrain from discussion of the matter. If a Committee Member so wishes, the Committee Member may, if appropriate, during the Items from Committee Members portion of the meeting, direct the Secretary to place the matter on the next agenda, subject to the approval of the Committee.~~

~~7.5 **Adjournment of Meetings.** Committee meetings shall adjourn not later than 7:30 p.m., or as soon thereafter as the Committee completes the item of business on the table at that hour, in which event items of business not yet addressed shall be continued to the next regular meeting or to an adjourned meeting. The Committee may by majority vote extend the meeting beyond 7:30 p.m. in order to complete more of its agenda.~~

11. **Robert's Rules of Order.** If a matter arises that is not covered by these rules, the Brown Act or the San Bruno Municipal Code, the procedures of the Committee shall be governed by the latest revised edition of Robert's Rules of Order to the extent not inconsistent with laws governing public agencies.
12. **Amendments to By-Laws.** These by-laws may not be amended unless the proposed amendment has been presented to and approved by the City Council.



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 24, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Marc L. Zafferano, City Attorney

SUBJECT: Receive Report on Costs for Suggested Alternative Improvements to Memory Lane and Provide Direction to Staff

BACKGROUND:

Last October, the Mayor convened a Subcommittee consisting of himself and Councilmember Salazar to meet with a group of residents and their attorneys who had expressed concerns about Memory Lane. The Subcommittee met with these residents on two occasions, listened to the issues they raised, discussed alternatives, and directed staff to conduct a survey of the area.

The full City Council then met on February 28, 2012, to consider a staff report that detailed the survey results and additional comments from members of the public regarding the potential closure of and alternatives for Memory Lane. The City Council directed staff to research and develop a list of options that would improve the Lane and address the concerns of those who spoke at the meeting.

On March 27, 2012, the City Council considered various alternatives for Memory Lane. The City Council directed staff to return with cost estimates for the following limited safety improvements: 1) cameras; 2) bollards at the access points; and 3) ADA improvements. Staff was also asked to provide a cost estimate for relocation of the water main under the Lane, should Grace Honda request such a relocation as part of a remodel or reconstruction of their building. One councilmember requested that staff provide an estimate for closure of the Lane using a fence.

DISCUSSION:

Staff has obtained the following preliminary cost estimates as requested by the City Council.

Cameras:

Cameras would be pole-mounted at four locations designed to capture footage of illegal activity from both easterly and westerly viewpoints. The poles would be coated with graffiti-resistant paint, and located consistent with the goals of maximizing effectiveness and minimizing intrusiveness for the neighbors. The cost would be approximately \$8,000.

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Bollards at access points:

A set of three bollards would be erected at the access points of the two residential sections of the Lane. The cost for four sets of bollards would be approximately \$13,000. The bollards would be designed to allow ADA access while preventing access by cars and discouraging access by motorcycles. The bollards could be designed to include motion sensor lights; staff does not recommend motion sensor-activated overhead illumination because it may disturb residents and encourage use of the Lane at night.

ADA Improvements:

Accessible curb ramps and other minor modifications to improve safety would cost approximately \$20,000.

Water Main Relocation:

At the last meeting, Grace Honda indicated that it might wish to extend its existing building (or build a new building) over the existing Lane and easement. As explained during the meeting, there is an existing water main in the easement that would have to be relocated. Staff estimates that such a project would cost approximately \$440,000.

Closure of the Lane using a fence:

Closing the four residential access points to the Lane would require a locked and gated fence. A chain link fence of appropriate height and design at all four openings would cost approximately \$6,200. A more robust black metal fence would cost approximately \$13,000.

FISCAL IMPACT:

Funding for improvements that may be identified for implementation is not available in the current year's budget and would need to be identified and appropriated. The City Council could direct staff to use one-time revenues or reserves for the desired projects.

Staff submitted a grant application to the state-funded Safe Routes to School program, which included cameras, bollards, and ADA and minor safety improvements for the Lane. Caltrans estimates that the approved projects list will be available on July 1, 2012, though allocation of funds could take as long as six additional months. If awarded, the City would be responsible for a 10% local match.

RECOMMENDATION:

Staff recommends that the City Council receive the staff report, consider any additional public comment, discuss the alternatives presented, and provide direction to staff regarding implementation of the listed alternative improvements.

ALTERNATIVES:

1. Direct staff to further explore the costs of one or more of the listed alternatives;
2. Schedule additional review and discussion at a subsequent meeting;
3. Take no action and request that staff discontinue consideration of closure of the Lane or the alternatives presented.

ATTACHMENTS:

None.

DISTRIBUTION:

1. George Corey, Esq.
2. Jennifer Rice, Esq.
3. Homa Yamin, Grace Honda
4. Angela Addiego, Principal, Parkside Intermediate School

REVIEWED BY:

_____ DH

_____ CM



City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: April 24, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Klara A. Fabry, Public Services Director
Harry Burrowes, Project Manager – Crestmoor Reconstruction
SUBJECT: Adopt Resolutions Authorizing Construction and Design Work Associated with the Crestmoor (Glenview) Neighborhood Reconstruction Project and Receive Update on the Status of Ongoing Construction Projects

- Resolution Authorizing the City Manager to Execute a Construction Contract for the Crestmoor (Glenview) Neighborhood Reconstruction – Phase II Utility Replacement Project with Shaw Pipeline, Inc. in the Amount of \$1,689,325 and Approving a Construction Budget of \$2,187,400
- Resolution Authorizing the City Manager to Execute a Contract with JDH Corrosion Consultants, Inc. for a Not to Exceed Amount of \$89,400 to Provide Cathodic Protection Design, Corrosion Review, and Construction Services Related to Existing and Replacement Infrastructure within the Crestmoor Neighborhood
- Resolution Authorizing the City Manager to Execute a Contract with MIG, Inc. for a Not to Exceed Amount of \$47,183 for Landscape Design and Construction Services Related to the Replanting of Crestmoor Canyon

BACKGROUND:

The reconstruction and rebuilding of the Crestmoor (Glenview) Neighborhood is ongoing. Several projects have been completed or are currently in construction including sewer line and water system improvements that benefit the neighborhood. On December 13, 2011 the City Council adopted a resolution re-confirming the scope of infrastructure repairs and improvements related to the reconstruction within the entire Crestmoor neighborhood. The next phase of work includes replacement of sewer, water and storm drain utilities within the fire-damaged portion of the neighborhood. The City recently accepted bids for this work and staff is seeking authorization to award a construction contract to the low bidder.

In addition, as planning and design progresses, and the other elements of the neighborhood reconstruction are further refined, the expertise of other design professionals are necessary to ensure that the City rebuilds in the best manner possible. These efforts and tasks include corrosion protection analysis and design for the new infrastructure, landscape design for the Crestmoor Canyon replanting, and specialized water system design for the remaining water

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system that serves the neighborhood. Contracts for professionals to provide these services are included in this agenda item.

Staff has been in discussion with PG&E during the past several months regarding the ultimate disposition of Line 132 within the neighborhood. Presented herein is a summary of these discussions as well as potential options and impacts associated with removal or abandonment of the pipeline.

DISCUSSION:

Phase II Utility Replacement Project

The City previously engaged the services of BKF Engineers to perform the design work and prepare plans, specifications, and construction documents for the construction of the proposed infrastructure improvements and replacement within the Crestmoor neighborhood. An initial phase of the project to replace waterlines, sewer lines, and install storm drainage upgrades in the fire-damaged area was recently advertised for bids. This work includes utility replacement within portions of Glenview Drive, Claremont Drive, Fairmont Drive and Concord Way (see Exhibit 1) to support the homes that are currently rebuilding or planned to be rebuilt soon.

BKF completed their design, incorporating staff's review comments, in late February 2012. In compliance with the State Contract Code and the City's local purchasing regulations, a Notice to Bidders for this project was posted on the City's website and advertised in the *San Mateo Daily Journal* newspaper on February 27 and March 5, 2012. A total of fourteen contractors and vendors attended the mandatory pre-bid meeting on March 6, 2012 and a total of ten bids were received and opened on April 9, 2012. The tabulation of bid results is as follows:

<u>No.</u>	<u>Contractor</u>	<u>Basis of Award</u>
1	Shaw Pipeline, Inc.	\$1,698,325.00
2	Mountain Cascade, Inc.	\$1,819,446.00
3	KJ Woods Construction	\$1,824,000.00
4	Ranger Pipelines, Inc.	\$1,864,950.00
5	Bay Pacific Pipelines, Inc.	\$1,887,600.00
6	Pacific Underground Construction, Inc.	\$1,956,920.00
7	California Trenchless, Inc.	\$2,106,552.00
8	West Valley Construction	\$2,230,180.00
9	JMB Construction, Inc.	\$2,318,710.00
10	Trinet Construction, Inc.	\$2,416,390.00
	Engineer's Estimate	\$2,150,000.00

The lowest bid, by Shaw Pipeline, was approximately 21% below the engineer's estimate. The range and closeness of the bids continue to reflect the current competitive bidding

climate. Shaw Pipeline, Inc. is well experienced in similar work and has recently completed similar projects for neighboring cities.

A formal bid protest was received from the second lowest bidder, Mountain Cascade, Inc. Their protest was based upon the low bidder omitting to write out, in words, the total of the bid amount. The low bidder's proposal was otherwise mathematically correct. The bid protest was reviewed and subsequently denied as it was deemed to be an inconsequential error that gave Shaw Pipeline no advantage over any other bidder.

The construction budget includes a construction contingency of 15% as well as contract administration costs. These costs include construction inspection and observation, administration, management, submittal review, and other tasks as required in overseeing the construction contract. The contract administration costs are slightly more than the customary estimate of 10% of construction cost. However, the costs reflect actual estimated work and reflect an appropriate effort given the heightened sensitivity required for this neighborhood. The total recommended construction budget is \$2,187,400.

The contract allows 90 working days to complete the project construction. If the City Council approves award of the contract, construction will commence in mid-May and should be completed by October 2012 depending upon the contractor's scheduling and any weather delays.

Cathodic (Corrosion) Protection Design and Analysis

The reconstruction of the Crestmoor neighborhood involves millions of dollars of investment in new infrastructure. Many of the new underground pipelines are currently or will be metallic (ductile iron waterline, copper water service lines, steel gas service lines, etc.) The soils in San Bruno can be corrosive to these facilities and are subject to damage if not properly protected. To address this as part of the reconstruction efforts, staff has sought a proposal and negotiated a contract with the firm of JDH Corrosion Consultants, Inc. (JDH) to perform corrosion analysis of existing facilities and cathodic protection design for new infrastructure. JDH is one of preeminent firms in the field of corrosion prevention and infrastructure preservation in the western US and is uniquely qualified to perform this work.

JDH's scope of work will include soil resistivity analysis, review and monitoring of existing cathodic protection systems in the neighborhood, and design of new corrosion protection measures for new infrastructure. In addition, the current PG&E gas service distribution lines that serve each residence within the neighborhood are made of steel and were installed in the late 1950's at the time of the original subdivision construction. They are protected by an active cathodic protection (CP) system. However, staff has asked PG&E to investigate the replacement of these service lines as part of the neighborhood reconstruction to avoid potential issues after all other major utilities have been replaced. PG&E has indicated that due to the CP that has been protecting the service lines, this system is not in need of replacement and should have a remaining useful life of at least 50 additional years. Staff has asked PG&E for their CP system monitoring data and will utilize JDH to review and analyze the information and give the City independent recommendations. In addition JDH will perform visual inspection of portions of the PG&E distribution pipes in the field. Staff has met with JDH to review the work scope and has negotiated a contract with JDH in the amount of \$89,400 to perform these corrosion protection services for the City.

Landscape Design for Crestmoor Canyon Replanting

The fire in the aftermath of the PG&E gas pipeline explosion burned most of the vegetation within the upper reaches of Crestmoor Canyon adjacent to Glenview Drive. Subsequent construction slope stability improvements and erosion control measures resulted in the removal of the remaining pre-event vegetation within the canyon. As part of the neighborhood rebuilding effort, staff and consultants have explored various options and recommendations to replant the canyon. A conceptual plan to re-vegetate the canyon using native species in a "high chaparral/coastal" planting palette was developed and presented to the public in a community meeting held on January 27, 2012. Replanting using native species is recommended by both the City's geotechnical engineers and arborists. The landscape design firm of MIG, Inc. developed the conceptual planting plan as a continuation of the work they are currently contracted with the City to perform for the neighborhood streetscape design. The design of the Crestmoor Canyon replanting was not a part of MIG's original scope. Staff sought a proposal and has negotiated a separate contract with MIG to perform landscape restoration design and construction support services within the upper reaches of Crestmoor Canyon.

MIG's scope of work includes site investigation and soil analysis of the existing slopes for horticultural suitability, development of plant material lists and conduct searches of specialized nurseries for plant availability, coordination with resource agencies, provide planting and irrigation plans, develop a post-construction management plan, and perform construction support services. It is recommended that a contract in the not to exceed amount of \$47,183 be entered into with MIG to perform this work. It is anticipated that the replanting will occur during the fall and winter of 2012/13.

Status Update of Ongoing Construction Projects

Phase I Sanitary Sewer Replacement Project – This project involved the replacement of an existing section sanitary sewer pipeline from Crestmoor Canyon to Claremont Drive running between two lots (1646/1650 Claremont Drive) where homes were destroyed by the Glenview fire. The sewer replacement was recently successfully completed but staff has negotiated a change order with the contractor, Trinet Construction, to replace seven sewer laterals for homes currently being reconstructed. The Phase II Utility project described above will replace the sewer laterals in the fire-damaged area, but in order to not delay occupancy dates for several homes, staff directed the lateral replacements in advance of the Phase II project.

On September 13, 2011, the City Council authorized the City Manager to award a contract for the Phase I Sanitary Sewer Replacement Project in an amount not to exceed \$175,000. Upon advertisement, bid opening and review, a contract was awarded to Trinet in the amount of \$78,780. Including the change orders described above, the contract amount was increased to \$132,827. The contract is expected to be fully accepted and closed out in the next 30-45 days.

Phase I Water System Improvements – This project, which involves the construction of two new water pressure regulating stations and waterlines at the north side of the neighborhood, is currently in construction. Upcoming work includes waterline construction within Sneath Lane between Earl Avenue and Claremont Drive (West). Some temporary

detours and traffic delays may be associated with this construction. The project is expected to be completed in early June 2012.

FISCAL IMPACT:

The proposed budgets for the contracts recommended for award are as follows:

Phase II Utility Replacement Contract with Shaw Pipeline Inc. in the amount of \$1,698,325 and an overall construction budget of \$2,187,400.

The contract for design and construction services related to the corrosion analysis and cathodic protection of infrastructure with JDH Corrosion Consultants in the amount of \$89,400.

The contract for landscape design and construction services related to the Crestmoor Canyon Replanting with MIG in the amount of \$47,183.

The costs for these contracts will be covered through the City's Trust Fund funded by PG&E.

ALTERNATIVES:

1. Do not award the contract to Shaw Pipeline, Inc. for the Phase II Utility Replacement Project and do not construct the utility replacement improvements. This will not further the City's goals and commitment to reconstruct the Crestmoor Neighborhood.
2. Do not approve the contract with JDH Corrosion Consultants. Do not analyze and install corrosion protection measures. Alternately, seek proposals from additional consulting firms to perform this work and select a design firm based upon an analysis of the proposals. This will result in delay in the design and construction of needed improvements, delay in the decision regarding replacement of the PG&E gas distribution mains, and/or possible long-term corrosion of infrastructure.
3. Do not approve a contract with MIG for landscape design within Crestmoor Canyon. The former plants and trees (eucalyptus, etc.) on site will grow back slowly over time, but may pose a fire and public safety risk.
4. Direct changes to the scope of services for any of these contracts.

RECOMMENDATION:

Adopt resolutions authorizing the City Manager to execute contracts for construction, engineering and landscape design services for the Crestmoor (Glenview) Neighborhood Reconstruction Project:

- Adopt resolution authorizing the City Manager to execute a construction contract for the Crestmoor (Glenview) Neighborhood Reconstruction – Phase II Utility Replacement Project with Shaw Pipeline, Inc. in the amount of \$1,689,325 and approving a construction budget of \$2,187,400;

- Adopt resolution authorizing the City Manager to execute a contract with JDH Corrosion Consultants, Inc. for a not to exceed amount of \$89,400 to provide cathodic protection design, corrosion review, and construction services related to existing and replacement infrastructure within the Crestmoor Neighborhood;
- Adopt resolution authorizing the City Manager to execute a contract with MIG. Inc. for a not to exceed amount of \$47,183 for landscape design and construction services related to the replanting of Crestmoor Canyon.

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolutions
2. Map

DATE PREPARED:

April 10, 2012

REVIEWED BY:

_____ CM

RESOLUTION NO. 2012-___

AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION CONTRACT FOR THE CRESTMOOR (GLENVIEW) NEIGHBORHOOD RECONSTRUCTION – PHASE II UTILITY REPLACEMENT PROJECT WITH SHAW PIPELINE, INC. IN THE AMOUNT OF \$1,689,325 AND APPROVING A CONSTRUCTION BUDGET OF \$2,187,400

WHEREAS, the September 9, 2010 Glenview fire caused significant damage to the public infrastructure in the Crestmoor (Glenview) neighborhood; and

WHEREAS, the repair and upgrade of infrastructure is necessary to facilitate and support the rebuilding and occupancy of homes within the Crestmoor neighborhood; and

WHEREAS, certain water system, sewer line, and storm drainage upgrades and improvements are necessary to ensure the ; and

WHEREAS, the City of San Bruno, in conjunction with BKF Engineers, prepared plans and specifications to receive bids for the Crestmoor (Glenview) Neighborhood Phase II Utility Replacement Project; and

WHEREAS, the City advertised this project for bid in compliance with State Contract Code, and local purchasing regulations and received nine sealed bids; and

WHEREAS, Shaw Pipeline, Inc. submitted the lowest basis of award bid in the amount of \$1,689,325 and was determined to be the lowest cost, responsive and responsible bidder; and

WHEREAS, Shaw Pipeline, Inc. has satisfactorily completed similar utility improvement projects, and has a valid contractor's license required to perform the scope of work of this project; and

WHEREAS, a construction budget of \$2,187,400 has been established to cover the cost of construction, contingencies, and contract administration; and

WHEREAS, the costs for repair of City property and infrastructure that was damaged by the explosion and fire will be eligible for reimbursement through the State disaster assistance program and/or the City's property insurance, subject to deductibles and other limitations and the Trust Fund will cover all costs of these proposed improvements and professional services that are not otherwise reimbursed.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to Execute a Construction Contract for the Crestmoor (Glenview) Neighborhood Reconstruction – Phase II Utility Replacement Project with Shaw Pipeline, Inc. in the Amount of \$1,689,325 and approves a Construction Budget of \$2,187,400.

RESOLUTION NO. 2012-____

AUTHORIZING CITY MANAGER TO EXECUTE A CONTRACT WITH JDH CORROSION CONSULTANTS, INC. FOR A NOT TO EXCEED AMOUNT OF \$89,400 TO PROVIDE CATHODIC PROTECTION DESIGN, CORROSION REVIEW, AND CONSTRUCTION SERVICES RELATED TO EXISTING AND REPLACEMENT INFRASTRUCTURE WITHIN THE CRESTMOOR NEIGHBORHOOD

WHEREAS, the September 9, 2010 Glenview fire caused significant damage to the public infrastructure in the Crestmoor (Glenview) neighborhood; and

WHEREAS, the City is repairing and/or replacing much of the infrastructure within the Crestmoor neighborhood and wishes to protect the new infrastructure from corrosion; and

WHEREAS, the City wishes to independently evaluate the condition of the existing PG&E steel gas distribution pipelines that serve homes within the neighborhood to determine the need for replacement; and

WHEREAS, the City sought a proposal the firm of JDH Corrosion Consultants, Inc. to perform cathodic protection design and corrosion review services; and

WHEREAS, JDH Corrosion Consultants, Inc. has the knowledge, experience, and appropriate licenses to perform the work; and

WHEREAS, the cost for the electrical engineering services to be performed by JDH Corrosion Consultants will not exceed \$89,400; and

WHEREAS, the cost for this contract will be covered by the State disaster reimbursement process, the City's insurance and/or the City's Trust Fund.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes City Manager to execute a contract with JDH Corrosion Consultants, Inc. for a not to exceed amount of \$89,400 to provide cathodic protection design, corrosion review, and construction services related to existing and replacement infrastructure within the Crestmoor Neighborhood.

RESOLUTION NO. 2012-___

**AUTHORIZING CITY MANAGER TO EXECUTE A CONTRACT WITH MIG, INC.
FOR A NOT TO EXCEED AMOUNT OF \$47,183 FOR LANDSCAPE DESIGN AND
CONSTRUCTION SERVICES RELATED TO THE REPLANTING OF CRESTMOOR
CANYON**

WHEREAS, the September 9, 2010 Glenview fire caused significant damage to the public infrastructure in the Crestmoor (Glenview) neighborhood; and

WHEREAS, the fire burned and destroyed a significant portion of the vegetation and trees within upper reach of Crestmoor Canyon necessitating extensive slope stability and erosion control work; and

WHEREAS, the City wishes to replant the canyon with native species and ensure that the integrity of the slopes are maintained; and

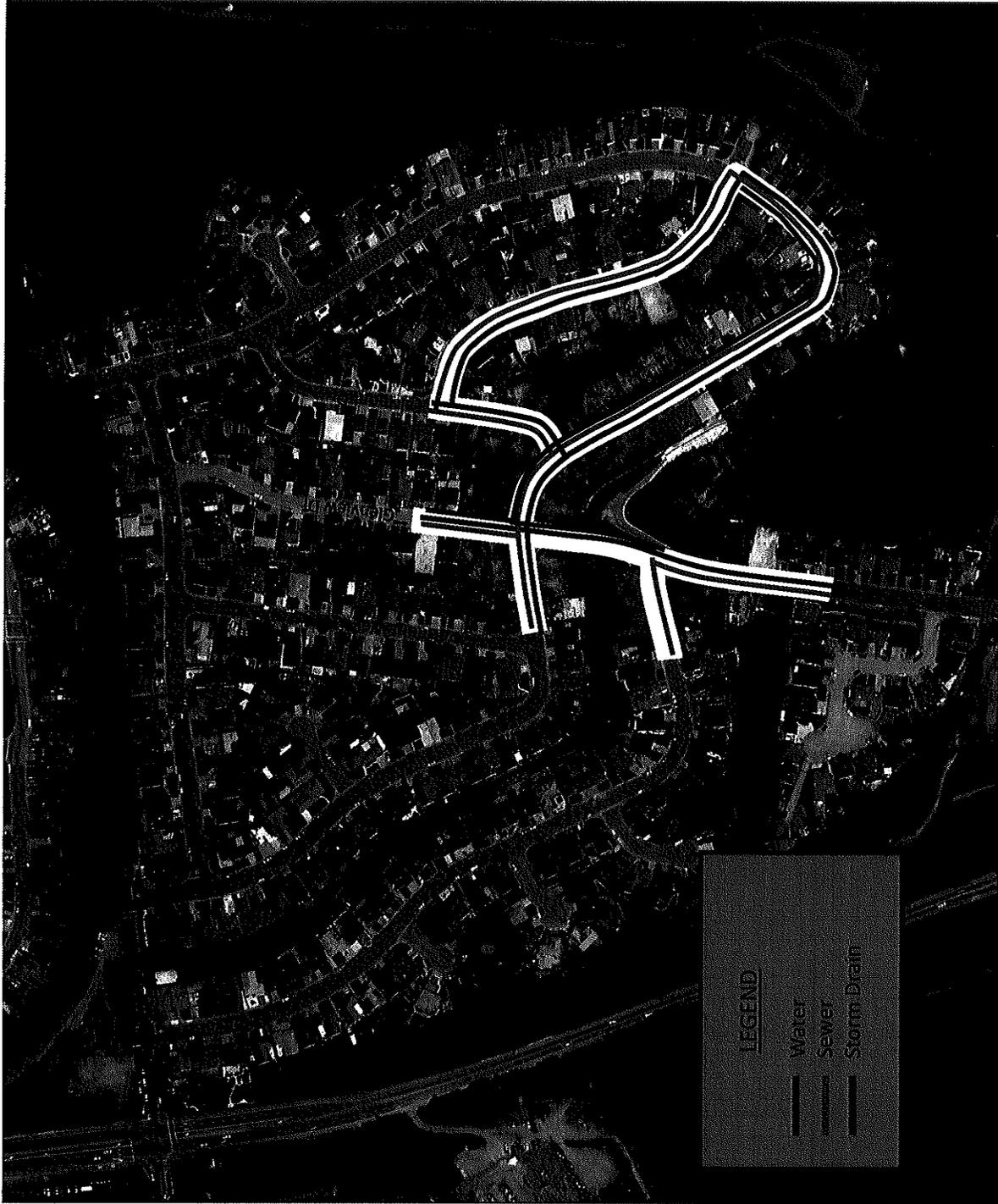
WHEREAS, the City has negotiated a contract with MIG, Inc. to perform this work; and

WHEREAS, MIG Inc. has the knowledge, experience, and appropriate licenses to perform the work; and

WHEREAS, the cost for the landscape design services to be performed by MIG Inc. will not exceed \$47,183; and

WHEREAS, the cost for this contract will be covered by the State disaster reimbursement process, the City's insurance and/or the City's Trust Fund.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes City Manager to execute a contract with MIG, Inc. for a not to exceed amount of \$47,183 to provide landscape design and construction services related to the replanting of Crestmoor Canyon.



LEGEND

- Water
- Sewer
- Storm Drain

Exhibit 1 – Crestmoor Phase II Utility Replacement Project



City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: April 24, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director
Harry Burrowes, Project Manager – Crestmoor Reconstruction

SUBJECT: Receive Report and Provide Direction to Staff Regarding Decommissioning
PG&E's Line 132 in the Crestmoor Neighborhood

BACKGROUND

The City of San Bruno issued an encroachment permit to PG&E for the decommissioning of Line 132 on September 8, 2011. PG&E's initial plan for abandonment was to purge the pipe of all contents and cap sections of pipe for future filling with slurry that would harden to a permanent concrete-like grout. The pipe would remain "empty" for up to several years pending ongoing investigations and potential private legal action. The City has been reluctant to allow the pipe to remain in an empty state for any prolonged period of time. The desire of the community has been to render the pipeline unusable such that it can never be used again in the future. The neighborhood's preference is to remove the pipeline or large sections of it, if feasible.

Over the past 7 months, staff has been in detailed discussion with PG&E regarding the ultimate disposition of Line 132. Staff asked PG&E to provide the City with detailed information regarding the impacts and timing of removing the pipeline in its entirety within the neighborhood. PG&E recently provided this information and staff has had several subsequent meetings and discussion with PG&E to develop potential options for the pipeline abandonment.

DISCUSSION

PG&E's Line 132 runs north/south through the Crestmoor neighborhood primarily within Glenview Drive (See Exhibit 1). As part of the California Public Utility Commission's investigation of the pipeline incident, a portion of the pipeline approximately 40-feet in length was removed from the ground just north of the blast crater at the intersection of Earl Avenue and Glenview Drive. With the exception of two smaller segments of pipe that were removed for other investigations and to install caps and the fill pipes for potential slurry injection, the pipeline remains in the ground throughout most of the neighborhood.

Complete Removal

To help better understand the impacts and determine the feasibility of removing Line 132 in its entirety from the neighborhood, staff asked PG&E to provide an impact analysis for this work. Within Glenview Drive, Line 132 runs under the western side of the roadway

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approximately 12 inches from the face of curb. The attached photographs (Exhibits 2 & 3) show the location of the pipeline within the street during the excavation of September 2011. As can be seen, the excavation needed to remove the pipeline would require the removal of the existing curb, gutter, and sidewalk along the western side of the street. In addition, access to the residences would be greatly impacted during the removal process. The Line 132 pipeline is below all of the water services and some of the sewer laterals. The pipeline would have to be removed in short sections based upon these utility conflicts. It would be a slow and deliberate removal operation.

For the section of removal from Claremont Drive north to Sneath Lane, Glenview Drive is narrower than the portion to the south. To accommodate the required equipment (excavators, side-boom cranes, dump trucks, etc.) the entire width of the roadway would need to be closed to traffic in ~400-foot long work sections. Access to homes for residents and emergency vehicles would be a concern during the pipeline removal operations up to four days in a row for any individual home. There would also be a significant amount of noise and possible odor associated with the removal operation. The timeframe for the removal of the entire length of Line 132 through the neighborhood is estimated to be 17 weeks and require a work crew of about 30 personnel.

Slurry Fill Option

As described above, during the initial decommission activities for Line 132, PG&E installed vertical fill pipes on sections of the pipeline in anticipation of future slurry filling. These fill pipes were capped at street level to allow access for slurry injection into the pipeline without need for future excavations in the neighborhood. The proposed slurry filling of the pipeline would involve removal of these caps on the pipeline, staging of concrete trucks along the roadway, mixing of the slurry in an injection tank, and pumping the slurry into the fill pipe as it is vented on the other end of the pipe via another riser pipe. The slurry filling operations would be site specific to the fill pipe locations and no roadway closures are anticipated.

Since the pipeline has been previously purged, it is not anticipated that any gas odors would be present. However, PG&E will provide odor-scrubbing equipment on-site in the event that odors are present during the fill operations. The slurry would harden within the pipeline to a "concrete-like" consistency and ensure that the pipeline can not be re-used in the future. The entire slurry filling operation is estimated to take 3 weeks and involve a work crew of about 10 personnel.

"Hybrid" Option

Given the considerable disruption that the neighborhood would endure for the complete removal of Line 132, the City asked PG&E to provide an analysis of a "hybrid" abandonment scenario for Line 132. This hybrid option would provide a significant length of complete removal of the pipe along with permanent abandonment of the remaining sections such that the pipe could never be used again. The hybrid abandonment would be a removal a section or sections of pipeline in areas that would be least disruptive to existing residents/homes and the entire neighborhood. In particular, the City identified two portions of pipeline that meet these criteria. These two potential sections for removal are shown on Exhibit 4 and include a 485-foot long section in Glenview Drive just south of San Bruno Avenue and a 400-foot section of pipe just north and south of the blast site at Earl Avenue. Under this hybrid scenario, the remainder of the pipeline would be filled with slurry such that it could never be used again in the future.

The two sections of pipeline that could be removed are in areas without any current fronting residences and are in the wider portion of Glenview Drive where it is not necessary to close the entire width of the roadway for pipe removal. The removal operations would be similar to that described above but would not affect adjacent residents. The City could direct PG&E to remove both or either of these sections of pipeline. The total time for the removal of these sections would be 6-8 weeks depending if one or both are recommended for removal and would require a work crew of about 30 personnel.

A summary of these three options is outlined below:

OPTION 1 – Remove Line 132 in its Entirety within the Crestmoor Neighborhood	
Impacts	<i>The location of the pipeline through a majority of the neighborhood is within the west side of Glenview Drive. The removal of the pipeline would require demolition of the roadway, curb & gutter, and sidewalk along Glenview Drive. The work would require complete road closures and would involve restricted access to many residences for periods of up to 4 days. Emergency vehicular access would be provided, but access to driveways would be very limited during pipe removal operations immediately adjacent to the affected homes. The work would involve heavy equipment, trucks, paving equipment, and other machinery. Dirt and dust issues would be present, but kept to a minimum. There is a possibility that some gas odors would be present during the pipe removal. Up to 30 workers would be required on a daily basis on the jobsite. The attached map illustrates the area of proposed removal.</i>
Timing	<i>17 week duration, work would be performed in approx. 400-ft long sections for entire length of pipeline.</i>
End Result	<i>30" pipe would be removed in its entirety from the public streets within the neighborhood.</i>
OPTION 2 – Slurry Fill Entire Length of Pipe as Originally Planned by PG&E	
Impacts	<i>Minimal impact. The pipe currently has fill ports installed on four separate sections. Cement trucks and a pump/injection tank would be onsite to fill the pipe. No complete road closures would be required, but some short-term parking restrictions are necessary. No odors expected; however, PG&E would be required to "scrub" any air escaping the pipe during filling operation to remove any odors if found present.</i>
Timing	<i>Up to 3 weeks. Work would be performed in discrete locations.</i>
End Result	<i>Pipe would be left in the ground (with the exception of the current 60' gap) filled with slurry". Pipe would be a potential obstruction to future maintenance and sewer lateral and water service replacement. Pipe would not be able to be activated again for us as a gas transmission main.</i>
OPTION 3 – "Hybrid" Removal and Filling of Portions of Pipeline	
Impacts	<i>This option would involve slurry filling of a majority of the pipeline, but would also remove one or two (400'+) sections of the pipeline in the least disruptive areas. The impacts of the slurry filling would be minimal. The removal would involve partial road closures, removal and reconstruction of curbs/gutters/ and sidewalks in some areas, periods of limited access for some residents, and heavy equipment and trucks within the neighborhood during the pipe removal. Some gas odors may be encountered during pipe section removal, but air would be scrubbed during slurry filling operations.</i>
Timing	<i>Slurry filling – Up to 3 weeks. Pipe removal – 6 to 8 weeks.</i>

End Result	<i>One or two 400'+ sections would be completely removed from the ground. The complete removal of these large sections of pipe may provide some psychological benefits to residents concerned about the pipe remaining in the ground. On the slurry filled sections, the results would be as described in Option 2 above.</i>
-------------------	---

RECOMMENDATION

The total removal of the pipeline obviously satisfies the vocal desires of much of the neighborhood to "get rid of the pipe" yet comes with great overall impact and disturbance to the community. The slurry filling of the pipeline is the least impactful and would ensure that the pipe would never again be used for any purpose, yet may not fulfill a psychological need of the community that would come with the pipeline removal. The hybrid option offers the best solution as it may meet some of the community needs while at the same time minimize (as much as possible) the impacts to the neighborhood.

Based upon a thorough review and consideration of all of the impacts to the neighborhood, the goal that the pipeline never be physically able to be used for gas transmission and the psychological benefits of removing as much pipeline as reasonably feasible, staff recommends that the "hybrid" option as described herein be pursued.

FISCAL IMPACT:

The costs associated with slurry filling and/or removal of Line 132 will be borne 100% by PG&E. There will be no fiscal impact to the City.

ALTERNATIVES:

1. Provide alternative direction regarding the removal/abandonment of the PG&E Line 132 Pipeline.

RECOMMENDATION:

Direct staff to pursue the "hybrid" option as described in this report for the abandonment of Line 132 through the Crestmoor neighborhood.

DISTRIBUTION:

None

ATTACHMENTS:

1. Exhibits

DATE PREPARED:

April 17, 2012

REVIEWED BY:

_____ CM

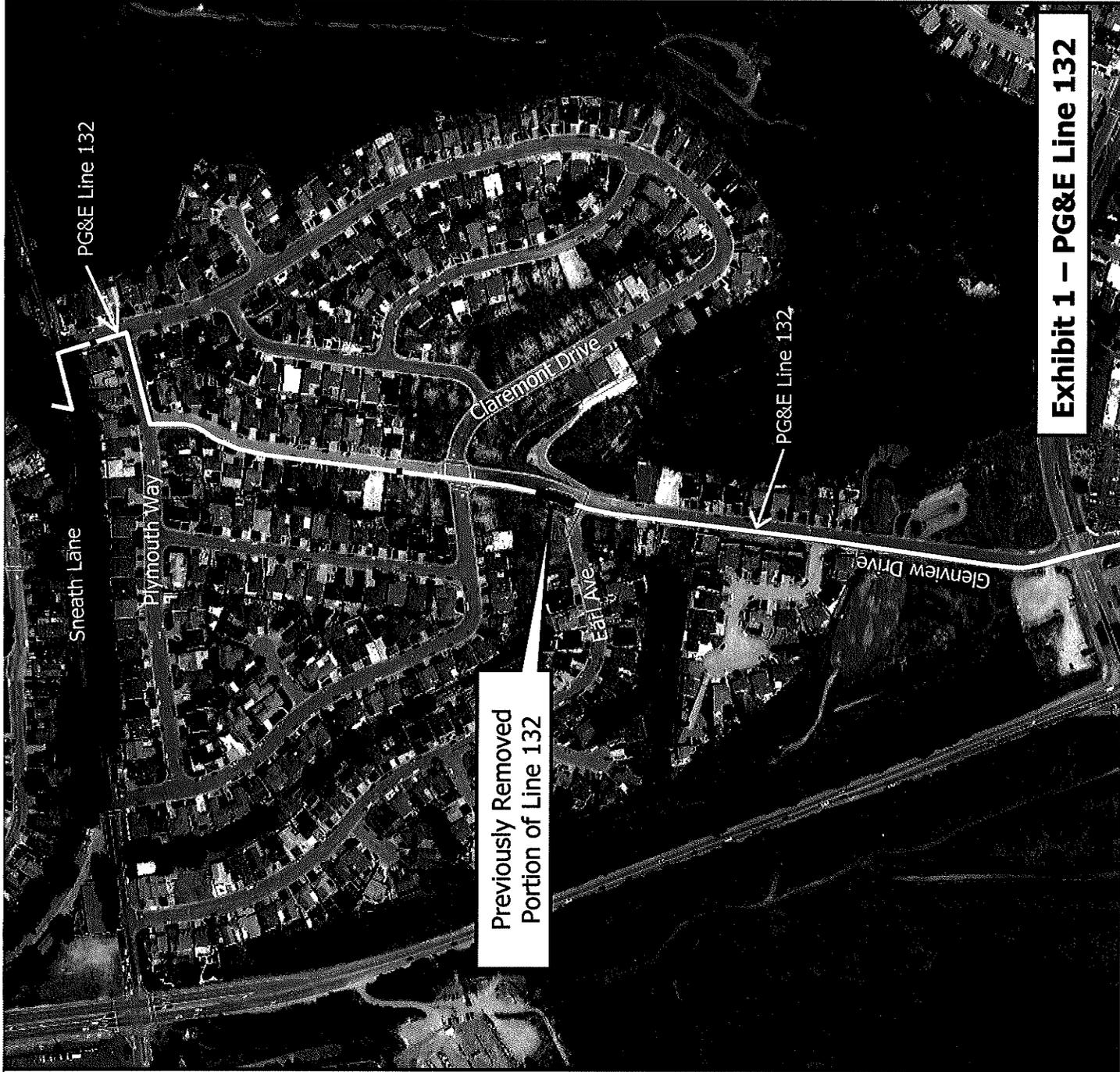
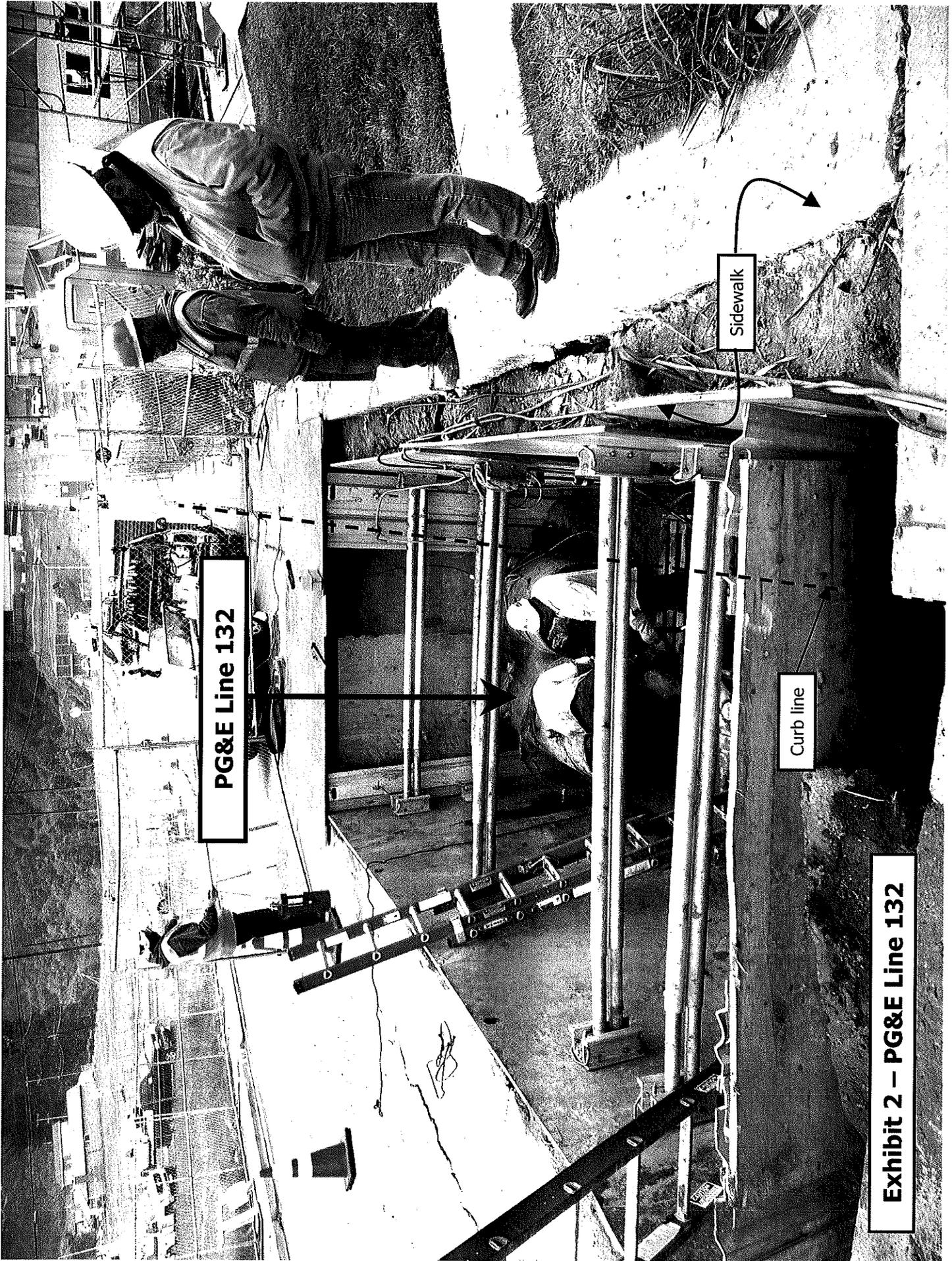


Exhibit 1 – PG&E Line 132

**Previously Removed
Portion of Line 132**



PG&E Line 132

Sidewalk

Curb line

Exhibit 2 – PG&E Line 132

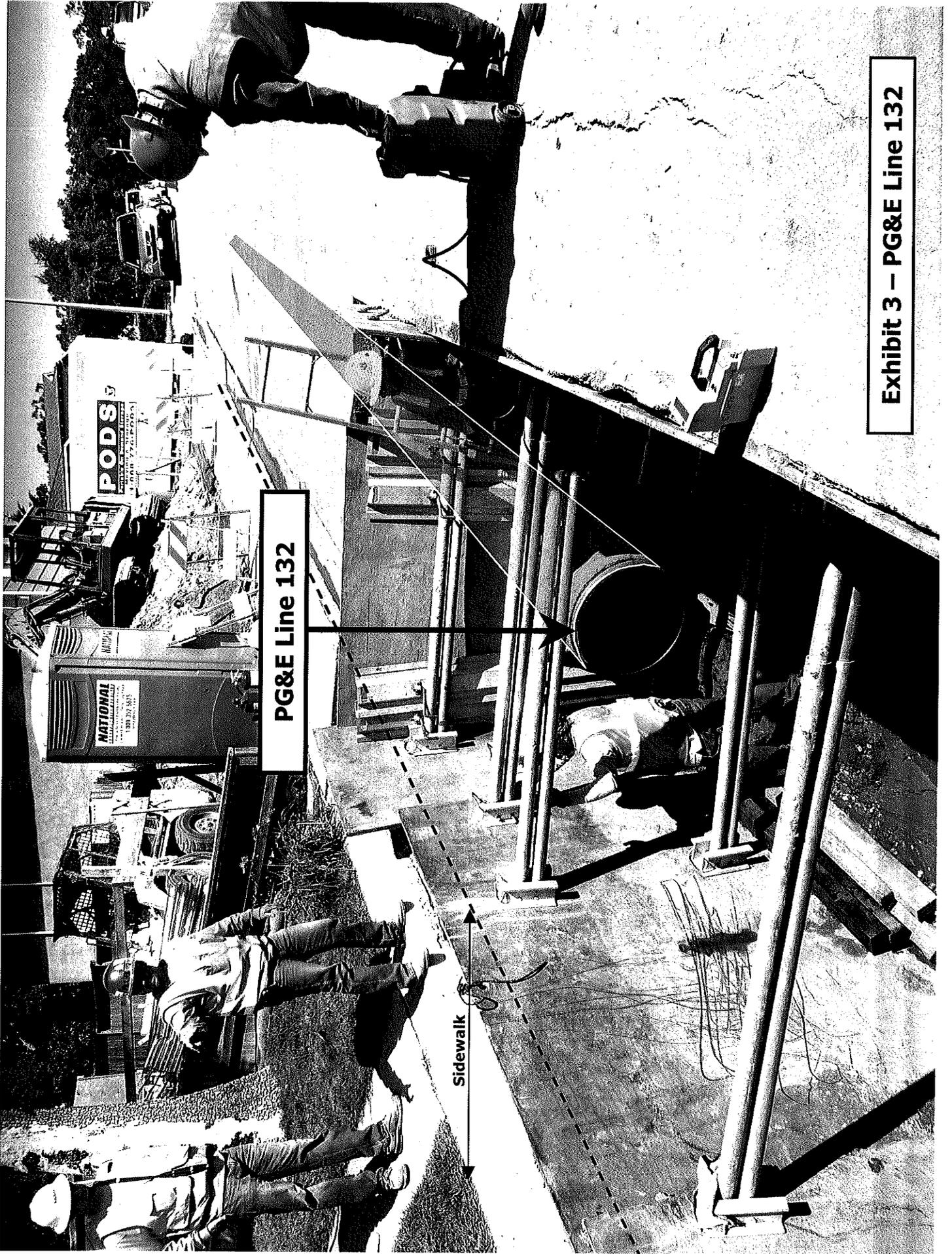


Exhibit 3 – PG&E Line 132

PG&E Line 132

Sidewalk

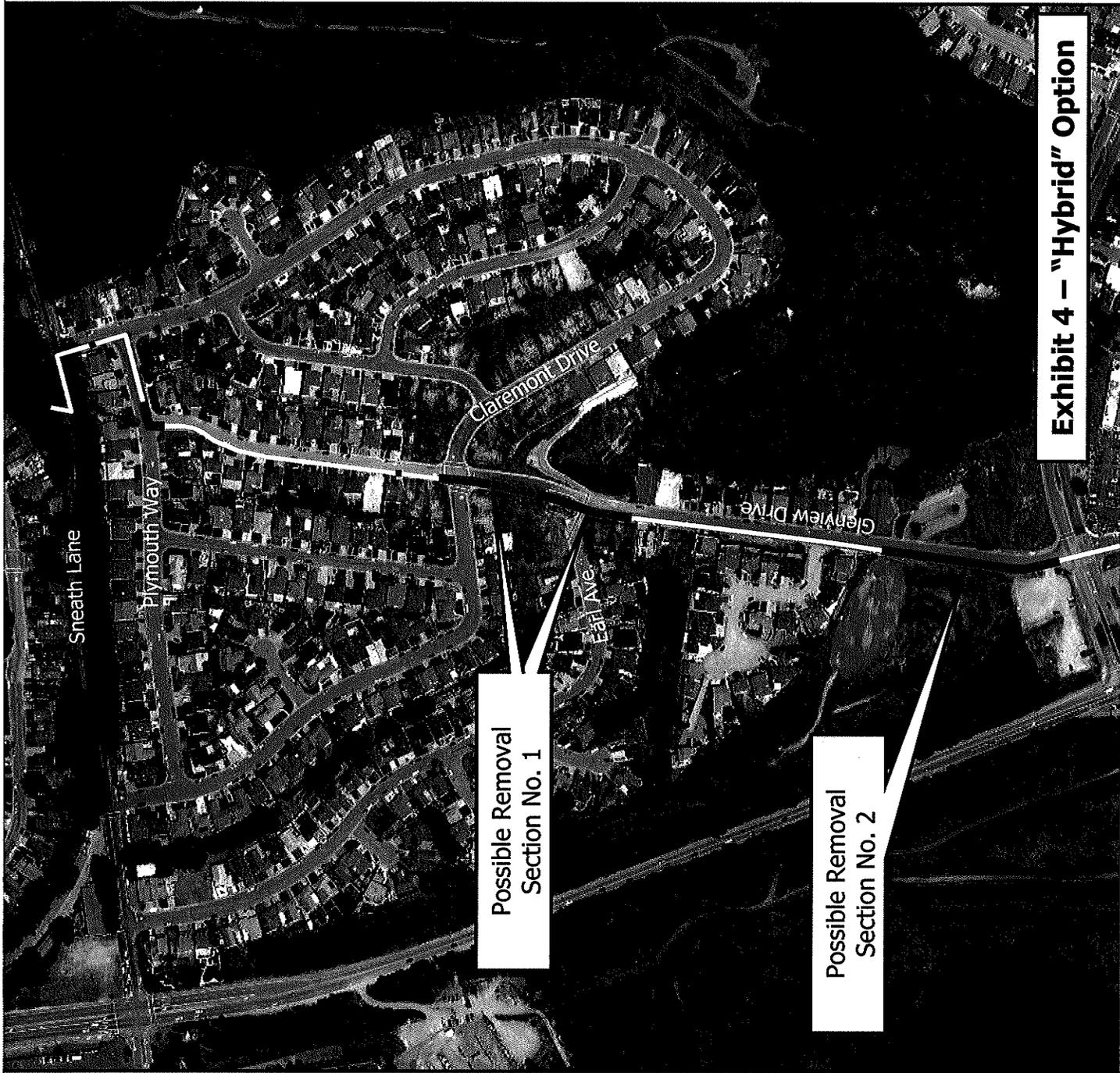


Exhibit 4 – "Hybrid" Option



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: April 24, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Aaron Aknin, Community Development Director

SUBJECT: Receive Report and Confirm that a Weekly Farmers' Market is Consistent with the Tanforan Planned Development Zoning Requirements and Receive Update Regarding the Shops of Tanforan Parking Reduction Request.

BACKGROUND

The San Bruno Chamber of Commerce, in conjunction with Pacific Coast Farmers' Market (PCFM), has hosted a weekly farmers' market in Downtown San Bruno for several years. These markets have typically been held from late spring through early fall. Unfortunately, the number of vendors and customers dwindled in 2011. Due to this, the Chamber of Commerce has submitted a use permit application to move the Farmers' Market to The Shops at Tanforan. The Chamber and PCFM believe this location will have greater visibility, and therefore attract a greater number of vendors and customers.

The Shops at Tanforan, originally known as Tanforan Mall, was developed 40 years ago as a regional shopping center and completely renovated in 2005. The mall features 3 anchors tenants, a 20 screen movie theater and over 1.2 million square feet of retail and common area. In addition to the interior space, the mall is surrounded by surface parking lots and multi-structure parking structures. In total, the mall features over 4,300 parking spaces, which are used by customers and employees. Within a portion of these parking lots areas, the Chamber of Commerce is proposing to host a weekly farmers' market. Specifically, the Chamber is proposing to use a portion of the parking lot just north of the main mall entrance. Additional information about this request is detailed below.

Use permit requests are typically reviewed and approved by the Community Development Director or Planning Commission. Due to the unique nature of this request, however, staff is bringing this to the City Council's attention for confirmation that farmers' market is consistent with the site's zoning. The mall was approved at a Planned Development zone, which requires standards that are specific to the mall. If the City Council confirms that this use is consistent with the zoning standards, the use permit application will be reviewed by the Community Development Director and Planning Commission.

10.f.

The secondary purpose of this report is to provide the City Council with an update regarding a parking reduction request made by The Shops at Tanforan property owner several years ago. The above mentioned Planned Development District standards require 4.5 parking spaces for 1,000 square feet of leasable area. This results in a requirement for approximately 4,500 parking spaces. During the renovation of the mall approximately 150 parking spaces were removed due to American Disability Act (ADA) and egress requirements. Rather than provide additional spaces onsite, or reduce the amount of leasable area, mall ownership requested that the parking rate be reduced. In 2008, the City Council reviewed this request and required certain conditions be met prior to final approval. The mall stated they did not implement these conditions or finalize the parking reduction request for several reasons, including the declining economy. Furthermore, the General Manager of the mall has submitted a letter stating that parking conditions onsite have changed since 2008, and is therefore requesting that the parking reduction request be approved without implementation of all of the conditions. Additional details and analysis about the previous City Council review and new request are provided below.

DISCUSSION:

Farmers' Market Request

The San Bruno Chamber of Commerce, in conjunction with Pacific Coast Farmers' Market (PCFM), is proposing to hold a weekly farmers' market in the Shops at Tanforan parking lot. As noted earlier, the market was previously held in Downtown San Bruno. Downtown San Bruno was the preferred location for this market because it served the dual purpose of providing an amenity for San Bruno residents, as well as attracting people to the downtown area. Unfortunately, declining attendance by vendors and customers over the past year has resulted in the request to move the farmers' market. In fact, PCFM has stated that due to the declining attendance, holding the Farmers' Market in Downtown San Bruno is no longer a viable option at this time. The Chamber does, however, anticipate that a weeknight market could return to the Downtown area in the future. This would require separate review and approval. The Chamber of Commerce and PCFM have also explored other areas to hold the market, but could not find another suitable location. The Chamber of Commerce and PCFM believe this Tanforan location will result in greater attendance by both vendors and customers due to Tanforan's well known location and site visibility.

Farmers' Market details are as follows:

- The market would be held on Sundays from 9:00 AM – 1:00 PM. In 2012, the first market would be held beginning May 20th and through November 18th. In typical years the market would begin in April and would always end before the Thanksgiving holiday weekend.

- The market would be held in the section of the parking lot just north of the primary mall entrance along El Camino Real. In total, the market would be located on approximately 70 parking spaces. Customers would be able to utilize all mall parking spaces, but would most likely first use the area of parking adjacent to the market. This area also includes approximately 70 parking spaces, including the required amount of ADA parking.
- There will be an estimated 50 booths at each market selling a variety of goods. They expect hundreds of customers to attend each market.
- The Chamber of Commerce has proposed a number of traffic and pedestrian safety measures. These measures includes temporary signage, cones and barriers. If the City Council agrees that this request is consistent with zoning standards, the Fire Department, Police Department and Public Service Department would place additional safety conditions on the market during their review.

Consistency with Planned Development Requirements

The Planned Development Zoning District for this site lays out the general rules for operation. For example, it details that this is to be regional shopping mall, states a maximum height for all buildings, and specifies the amount of required parking and landscaping. The exact type of allowed retail uses are not specified, nor are the locations of those uses specified. Given the fact that the existing rules most likely did not anticipate that outdoor sales would be part of usual mall operations, and that outdoor sales result in a different onsite dynamic, staff has determined that outdoor sales, such as a farmers' market, requires a use permit. This is consistent with the requirements for outdoor sales in other commercial districts and past Tanforan outdoor events. Previously Christmas tree lots, pumpkin patches and carnivals were all approved utilizing the use permit process.

It is important to note that mall parking standards are set to handle peak mall parking requirements. Engineers and planners define the peak shopping center parking period as the top 10 busiest shopping days of the year. All of these days fall within the holiday shopping season. Therefore, it is not anticipated that this event will be in conflict with existing shopping patterns. The General Manager of the mall has submitted a letter confirming this, and has stated the hours and dates of the farmers' market were purposely set to avoid any conflicts. Additional details regarding onsite parking are provided below.

Next Step

If the City Council confirms that the proposed farmers' market is consistent with site zoning, the Community Development Department will proceed with processing the use permit application. The first step in this process is review by all applicable departments in order to place conditions of approval on the event. In order to meet the desired May

20th start date, the Community Development Director proposes to first issue a Temporary Use Permit (TUP). Per the Municipal Code, the Temporary Use Permit is valid for a 3-month period. In July or August, the Planning Commission would then consider the permanent use permit for market operation. This would allow the market to operate on an annual basis during certain time periods. Although it is expected the conditions will be similar for both the temporary and permanent use permit, additional conditions may be added to the permanent use permit based in what is learned during the first two months of market operation.

Parking Reduction Request

The 1970s Planned Development Zoning District requirements for this site specify that one parking space must be provided for every 4,500 square feet of leasable area. Based on the amount of leasable area, this equates to approximately 4,539 parking spaces. As part of the 2003 mall renovation approval, the required amount of parking spaces were shown on the plans. During construction, however, new ADA and egress rules required that about 150 parking spaces be removed in the Target parking garage. This had the effect of lowering the number of parking spaces onsite to a ratio of the 4.3 parking spaces per 1,000 sq. ft. of leasable area (4,388 total spaces). Based on this reduction, and in an effort to anticipate any potential parking impacts of future ADA requirements or the establishment of a fourth anchor, mall ownership requested that the parking requirement be lowered to 4.0 spaces per 1,000 square feet of leasable area.

In 2008, a parking consultant was hired at the applicant's expense to analyze the parking reduction request. While the main mall renovation was complete at that time, the theater and associated garage were not yet in operation. In addition, the JC Penny's parking deck was not yet opened. That said, the parking consultant concluded that demand for parking was approximately 1.9 spaces per 1,000 square feet of leasable area during non-peak periods, and 2.5 spaces per 1,000 during peak periods. This is well below the requirement, and generally consistent with other malls in the San Francisco Bay Area.

The parking consultant noted that although there appeared to be ample parking to support the reduction request, shopper did tends to crowd into certain parking areas. For example, the area in front of the BJ's Restaurant was very crowded, while the third level of the Target garage was underutilized. This concentration is further compounded during peak shopping season when more shoppers are at the mall. With that in mind, staff recommended and the City Council required that the mall agree to several conditions before the parking reduction request could move forward and be approved. The conditions are:

- "Way-finding" (directional) signage should be installed, so customers could more easily know where parking is located within the mall.

- Valet parking be provided during the holiday season.
- Work with Peninsula Traffic Congestion Relief Alliance (Alliance) to encourage employees to take public transit to work.

Since that time, due to the declining economy and for several other reasons listed below, mall ownership has not implemented the conditions, although they stated they will work with the Alliance. According to the attached letter from the General Manager, mall ownership would prefer not to install way-finding signage, nor implement holiday valet for several reasons, including:

- There is now full operation of all parking garages, which was not the case in 2008.
- There is now greater signage visibility from the El Camino Real and Highway 380.
- Customers have developed a better understanding of where the various parking areas are.

Additional details about the current request can be found in the attached letter from the General Manager.

Next Step

Staff recommends that additional analysis be conducted prior to final City Council consideration. This analysis would include both staff observation and parking and traffic flow, as well as obtaining a brief, parking consultant's analysis of the current request. Staff recommends that this additional analysis be completed over the next 3 month period and the results be taken back to City Council well in advance of the peak holiday season.

FISCAL IMPACT:

The San Bruno Chamber of Commerce has submitted a Use Permit application and fee in accordance with the Master Fee Schedule. There will be no additional City Staff expense associated with the Farmers' Market. The parking study follow-up costs would come at the expense of the applicant.

RECOMMENDATION:

Receive Report and Confirm that a Weekly Farmers' Market is Consistent with the Tanforan Planned Development Zoning Requirements and Receive Update Regarding the Shops of Tanforan Parking Reduction Request.

ALTERNATIVES:

1. Determine that a farmers' market is inconsistent with zoning requirements, or instruct staff to place specific conditions of the approval on the farmers' market in order to ensure consistency.
2. Direct staff to bring forward the parking reduction request for an official determination without conducting further analysis.

ATTACHMENTS:

1. Chamber of Commerce Use Permit Submittal Package
2. Planned Development Zoning Standards (Ordinances 1165, 1131, 1104)

DISTRIBUTION:

1. The San Bruno Chamber of Commerce
2. General Manager, Shops at Tanforan

REVIEWED BY:

_____ DH

_____ CM



San Bruno Chamber of Commerce

Strengthening the Business Community Since 1942

April 3, 2012

To: Mayor Ruane, Members of City Council & City Manager Jackson

Project: 2012 San Bruno Farmers' Market, at Tanforan.

Background on why we are proposing moving the Market from downtown to the mall:

The San Bruno Chamber of Commerce has worked with the Pacific Coast Farmers' Market Association (PCFMA) since 2009, in order to bring a certified farmers' market to our community. For three years, this market was held on Sunday mornings on the 400-500 block(s) of San Mateo Avenue. The idea was to create a new activity downtown, in order to generate more foot traffic, potential customers, and new life to the Avenue. While the market has been seen as an asset by both merchants and residents alike, attendance has fallen to unsustainable numbers.

During the 2011 season, the Chamber and the PCFMA tried several creative strategies to boost attendance: changing the hours, holding special events (like "Art at the Market"), cooking demonstrations, etc. None of these boosted attendance enough to warrant continuing the market in its current state. To give some reference, opening day at the market (and the best attended), generally had about 1,200 shoppers and at least 18 vendors. By the last month of the market, there were usually less than 250 shoppers and no more than 10 vendors. As the foot traffic declined, so did vendor interest.

During the winter of 2011-12, the Chamber was approached by management at the Shops at Tanforan, who offered us the use of their parking lot for the purposes of relocating the farmers' market. While at first this concept seemed like an abandonment of San Mateo Avenue, Chamber board and staff realized that the market simply wasn't going to run again on San Mateo Avenue, and if we wanted any market at all, something significant would have to change. The high-visibility and larger venue of the Tanforan parking lot seemed like the needed change.

Ideally, the Chamber sees the following outcome, which would be a boost to both the market and the Avenue: Generate more "buzz" at the 2012 market: with 50 vendors, hundreds more attendees, and a livelier atmosphere, we will create a devoted following of not just local, but regional shoppers. Then, at the end of the 2012 season, we plan on branching off a weekday evening market to be held on San Mateo Avenue. This would not replace the weekend market, it would be in addition to it. The staff and board of the Chamber, along with the support of the PCFMA, believe that we can eventually have a weekday evening market downtown featuring prepared foods, live entertainment, and a family-friendly atmosphere, not unlike the "Hot Harvest Nights" in San Carlos.

Officers

Chief Executive Officer
Jessica Evans

2011-2013
Kirsten Pinochi
President
Recology San Bruno

2011-2012
Rosalyn Yu, CFO
Worldwide Chiropractic

Board of Directors
2010-2012
Nicolle Blanco
The Shops at Tanforan

2010-2012
Marc Bura
Slip Free Option

2011-2012
Joseph Capote
Alain Pinel Realtors

2009-2012
Michele Enriquez Da Silva
San Mateo Credit Union

2012-2013
Gwen Daly
Adecco

2012-2013
Brian Lew
Inline Connection

2009-2012
Jim O'Dowd
O'Dowd Plumbing, Inc.

2011-2012
Johnny Patterson
Famous Johnny's Pizza

2012-2013
Robert Riechel
Community Member-at-large

2011-2012
Vincent Solano
Mollie Stone's

City of San Bruno Liaison
Aaron Akin
Director of Community
Development

Executive Assistant
Floric Vasquez

The Details of the 2012 Farmers' Market are:

- **Partners:** San Bruno Chamber of Commerce and; The Shops at Tanforan (owned by Forrest City Asset Services LLC), and; the Pacific Coast Farmers' Market Association.
- **Dates:** May 20 – November 18 2012. Every Sunday, 9am – 1pm
- **Location:** Tanforan parking area, adjacent to El Camino Real, in front of "Ultra" (see map)
- **A Note About Safety and Parking:** Because the proposed Market will be held from 9am -1pm on Sundays, and the mall opens at 11am, there will only be two hours of overlapping use in the area. We propose temporary signage, cones and barriers (see map) which will encourage Market-goers to use entrances other than the primary mall entrance on El Camino. Pedestrian safety is the number one priority, so the Market will be set up each week in such a way that a temporary sidewalk is created in front of the market stalls by barricade; and vehicular traffic will be slowed be means of cones and temporary signage.

PCFMA has agreed to pay the Special Use fee, and will not charge the Chamber or City (as it has in the past) an "investment" of several thousand dollars. The Chamber will continue to rent booths to local merchants at an affordable rate (\$50- \$100), in an area segregated from the agricultural vendors, known as the Merchant-at-the-Market. The Chamber keeps this revenue, and reinvests it into its community-oriented programming. One booth per weekend will be donated to a different non-profit or school. In other words, there is no cost to either the Chamber or City, only benefits.

We are confident that the Farmers' Market will continue to be a center of community life, good health and economic vitality in the City of San Bruno.

Respectfully submitted,



Jessica Evans, CEO
& the 2012 Board of Directors
San Bruno Chamber of Commerce





March 12, 2012

Honorable Mayor James Ruane, City of San Bruno
and Honorable Members of the San Bruno City Council
San Bruno City Hall
City of San Bruno
567 El Camino Real
San Bruno, CA 94066-4299

Honorable Mayor Ruane and Honorable City Council Members:

The Center was approached by the San Bruno Chamber of Commerce about hosting the City of San Bruno's Farmers Market at the Shopping Center in early February. As I understand the situation, the current location is challenged with little visibility from the El Camino corridor, is losing the support of its Farmers, and may leave the City.

From prior experience with successful Farmer's Markets I know once you introduce a Market in your City; it quickly becomes very dear to the hearts of community it serves. Certified Farmers Markets bring a high quality level of produce and goods with many varieties of fruits, vegetables and cooking spices unique and ethnic that aren't readily available in grocery chains. The mix of traditional and bizarre goods makes the fun of shopping them unsurpassable. Without question, we'd love to see the market succeed, and would be pleased to host it.

From an aerial perspective, the current location seems more susceptible to congestion than the Tanforan lot. As proposed, the market would be held Sunday mornings from 9am to 1pm, so there is little to no conflict with the use of the lot at this time of the week. The Market ends before Thanksgiving, so there is no conflict with peak period parking. In addition, I've worked with the Pacific Coast Farmers Market at other locations and found them to be very professional and mindful of their host property's needs for post market trash pick-up.

With all of this in mind, I approved Marketing to work with the Chamber of Commerce to bring the Market to Tanforan.

On Feb 21st, however, I received an email from Jessica Evans, Chief Executive Officer with the San Bruno Chamber of Commerce with concerns she would not be able to finalize a Memorandum of Understanding between Tanforan, the Chamber and the Pacific Coast Farmers Market due to the City of San Bruno's parking concerns.



At Jessica's urging, I called Aaron Aknin, your Director of Community Development for the City of San Bruno. Aaron provided me with the minutes from the 'September 23, 2008' meeting so that I could become familiar with the City's concerns with the Center's parking. He advised the Use permit for the Farmer's Market would either require our complying with an ordinance by the City's direction 'finding installation of *'way-finding' signage, valet parking during peak holiday demand periods, and to work with the Peninsula Traffic Congestion Relief Alliance to try to encourage use of public transportation by employees to reduce the ratio to 4 parking spaces per 1000*' or by our submitting an appeal to release these conditions for the Council's consideration.

Please consider this letter our appeal for an unconditional Use Permit to allow the Farmer's Market to operate at The Shops at Tanforan. I have outlined the proposed conditions above, and propose consideration for current conditions, below. Since I have not had the benefit of reviewing the 2008 traffic study, please forgive me if I misstep any specific reference.

- **Way-Finding.**

Much has changed in the four years since the traffic study; so much so that I respectfully suggest it may be less relevant today. The then newly renovated Shopping Center, Target and Cinema garages, as well as the Century Cinema complex itself were new in 2008. All have matured in the four years since the study was conducted. Finding it or our parking structures does not appear to be an issue today, though I don't doubt it could have been in 2008.

Our Major Department Stores and garage structures are well signed. The center has freeway visibility from Hwy 280 as well as from the El Camino corridor, and the Center's architecturally distinct and impressive glass entries are readily visible and accessible for the public. Customer parking and shopping patterns have become well established since 2008. Our Security staff and the Public Safety Employees we employ on-site can attest to the fact the Cinema and Target garages are well parked most days of every week as well.

- **Peninsula Traffic Congestion Relief Alliance.**

Center Management, Security and Marketing considers any on-site program or promotion from the Peninsula Traffic Congestion Relief Alliance aimed at educating the Center's employees and the general public on the benefits and conveniences of public transportation a valuable public service. We can distribute brochures and information to the individual stores, allow placement of a static display for their materials, or both. Please have them give us a call to discuss their ideas in this regard.

- **Valet parking.** I know from experience that Valet parking is not only problematic, but a very expensive proposition. The Centers' parking lots are maintained by contractual covenants to remain exclusively and free of charge for the permittees of the center. If it is the intention of Council for Valet Service to be provided free of charge, then an understanding of the costs for



providing Valet Service would require study, as would discussions regarding the highest and best use of the operating funds for the Center be required.

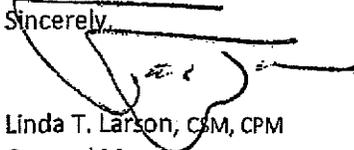
The recent past, current and foreseeable future of our economy is only beginning to improve. The Center and its Tenants have suffered from the recession. New Management is focused inward to generate cost savings for the Merchants while increasing service. Vendor and service provider contracts are being competitively bid and selected Contractors are being held to higher standards and levels of accountability. The operating budget is lean and appropriately focused on providing a safe, well lit clean and family friendly shopping environment. Operating Capital is specifically allocated on a needs basis, prioritized by safety and functionality. While there are a number of projects currently under consideration that would benefit the property as a whole, Valet Parking is not viewed as cost savings measure nor as a particularly viable marketing strategy for our current demographic.

In closing, please know that it is not my intent to diminish the Council's desires; I respect and understand how deeply vested the City is in the success of the Center and acknowledge Councils concerns and good intentions.

I respectfully seek Council's unconditional approval of a Use Permit for Tanforan to host this excellent community program.

Your consideration of our position on this matter is appreciated and should further discussions regarding matters not specific to the Market be requested, I will be more than happy to arrange an executive meeting with my Regional VP to meet with an appointed committee or with representatives of the City's choice at any time.

Sincerely,


Linda T. Larson, CSM, CPM
General Manager
The Shops at Tanforan

Forest City Asset Services, LLC
1150 El Camino Real, Su 170
San Bruno, CA 94066

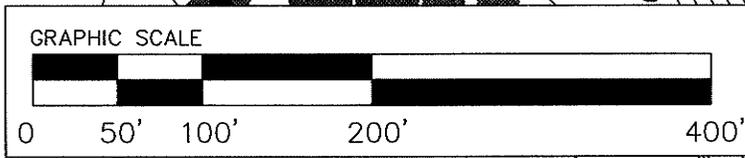
P 650.873.2000
F 650.873.4210
Direct 650-392-1605

CA DRE #0161169

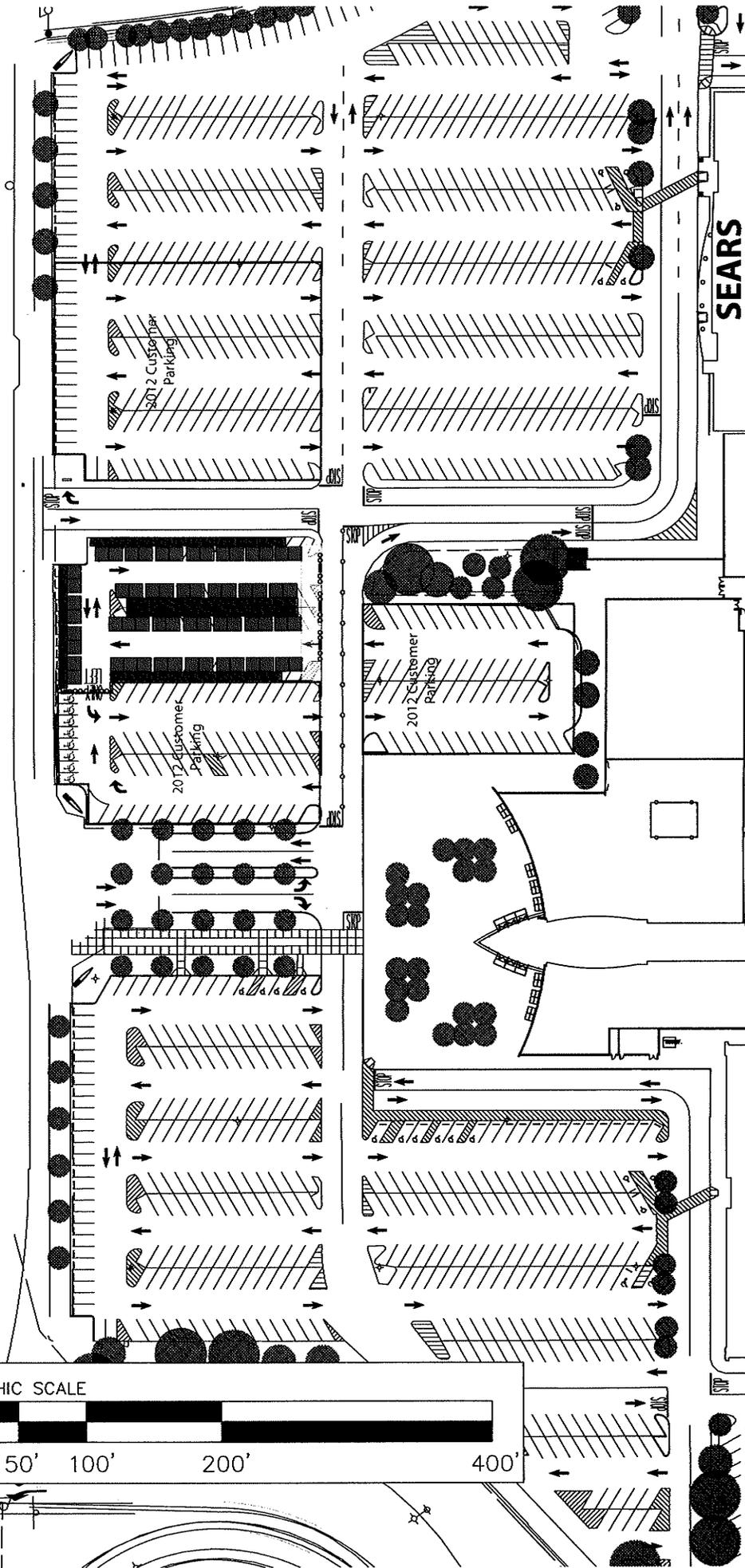
Proposed San Bruno Certified Farmers' Market located at the Shops at Tanforan - 2012

Sundays, 9am - 1pm
May 20 through November 18

- = Road Closed Sign
- o = Road Safety Cone
- ▬ = 6' x 18' Producer Truck
- = 10' x 10' Producer Stall
- ⊕ = Handicap Parking (Signage will be provided by PCFMA)
- = Temporary Signage
- = 100' x 15' Pedestrian Buffer Area



EL CAMINO REAL



ORDINANCE NO. 1165

(Zoning Ordinance No. 65)
AN ORDINANCE OF THE
CITY OF SAN BRUNO
AMENDING ORDINANCE
NO. 1131, KNOWN AS
ZONING ORDINANCE
NO. 50.

The City Council of the City of San Bruno does ordain as follows:

Section 1. Ordinance No. 1131, known as Zoning Ordinance No 50, adopted by the City Council of the City of San Bruno on the 28th day of April, 1969 and amended on the 24th day of February, 1970, is hereby amended so as to change subparagraphs 1, 2, 3 and 6 of subparagraph A of Section 1 of said ordinance to read as follows:

"1. the gross site coverage of buildings, drives and parking areas shall not exceed 93.5%;

"2. landscaping shall cover no less than 6.5% of the gross site area and shall be planned to reach optimum growth within five years;

"3. at least 4.5 parking spaces shall be provided per 1,000 sq. ft. leasable area, each space shall be at least 8'6" wide and shall be double-striped; Service Stations and TBA's shall be provided with at least one (1) space per employee plus 2 spaces per working bay;"

"6. the maximum height of any structure shall be 85' above average grade elevation at building line to roof, excluding mechanical housings and screen parapets; improvements shall be constructed substantially in accordance with the plans hereinabove incorporated."

Section 2. Ordinance No. 1131, known as Zoning Ordinance No. 50, adopted by the City Council of the City of San Bruno on the 28th day of April 1969 and amended by Ordinance 1141, February 24, 1970, is hereby amended so as to change subsection 1(b) of subparagraph F of Section 1 of said ordinance to read as follows:

"(b) Application for a building permit and commencement of construction shall occur on or before May 1, 1969, and construction shall be substantially complete in relation to the Mall

addition, the Emporium and parking garage on east side of Mall and parking area on east side of Huntington on or before July 1, 1973 and in connection with the Mall addition on the west side of the Mall and the building on the El Camino Real frontage on or before July 1, 1973."

Section 3. The City Clerk is hereby directed to cause this ordinance to be published once in the San Bruno Herald, a newspaper of general circulation, printed, established and circulated in the City of San Bruno and hereby designated for the purpose.

Section 4. This Ordinance shall be known as Zoning Ordinance No. 65.

Section 5. If any section, subsection, sentence, clause or phrase of this ordinance for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause and phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid.

MAURICE K.
HAMILTON
Mayor

Attest:
CARL W. HULTBERG
City Clerk

—O—

I hereby certify that the foregoing Ordinance No. 1165 was duly and regularly passed and adopted by the City Council of the City of San Bruno at a regular meeting thereof held on the 23rd day of August, 1971, by the following vote:

AYES: Councilmen Christal, Corey, Governale, Kozkowski, Hamilton.

NOES: Councilmen None.

ABSENT: Councilmen None.

CARL W. HULTBERG
City Clerk.

(Published in the San Bruno Herald, Peninsula News and the San Bruno Progress, September 1, 1971.)

ORDINANCE NO. 1131

(Zoning Ordinance No. 50)
AN ORDINANCE OF THE
CITY OF SAN BRUNO
AMENDING ORDINANCE
NO. 1104, KNOWN AS ZON-
ING ORDINANCE NO. 38

The City Council of the City
of San Bruno does ordain as
follows:

Section 1. Ordinance No.
1104, known as Zoning Ord-
inance No. 38, adopted by the
City Council of the City of San
Bruno on the 27th day of
March, 1967 and amended on
the 26th day of June, 1967, is
hereby amended so as to
change subparagraphs 1, 2, 3
and 6 of subparagraph A of
Section 1 of said ordinance to
read as follows:

"1. the gross site coverage
of buildings, drives and park-
ing areas shall not exceed
92.5%;

"2. landscaping shall cover
no less than 7.5% of the gross
site area and shall be planned
to reach optimum growth
within five years;

"3. at least 5.0 parking
spaces shall be provided per
1,000 sq. ft. leasable area,
each space shall be at least
8'6" wide and shall be double-
striped; Service Stations and
TBA's shall be provided with
at least one (1) space per em-
ployee plus 2 spaces per work-
ing bay;"

"6. the maximum height of
any structure shall be 60'
above average grade eleva-
tion at building line to roof,
excluding mechanical hous-
ings and screen parapets;
improvements shall be con-
structed substantially in ac-
cordance with the plans here-
inabove incorporated."

Section 2. Ordinance No.
1104, known as Zoning Ord-
inance No. 38, adopted by the
City Council of the City of San
Bruno on the 27th day of
March, 1967 and amended on
the 26th day of June, 1967, is
hereby amended so as to
change subsection 1 (b) of sub-
paragraph F of Section 1 of
said ordinance to read as fol-
lows:

"(b) Application for a build-
ing permit and commence-
ment of construction shall oc-
cur on or before May 1, 1969,
and construction shall be sub-
stantially complete on or be-
fore December 31, 1971."

Section 3. The City Clerk is
hereby directed to cause this
ordinance to be published
once in the San Bruno Herald,
a newspaper of general circu-
lation, printed, established
and circulated in the City of
San Bruno and hereby desig-
nated for the purpose.

Section 4. This Ordinance
shall be known as Zoning Or-
dinance No. 50.

Section 5. If any section,
subsection, sentence, clause or
phrase of this ordinance is for
any reason held by a court of
competent jurisdiction to be in-
valid, such decision shall not
affect the validity of the re-
maining portions of the ordi-
nance. The City Council here-
by declares that it would have
passed this ordinance and
each section, subsection, sen-
tence, clause and phrase here-
of, irrespective of the fact that
any one or more sections, sub-
sections, sentences, clauses or
phrases be declared invalid.

NEIL J. CHRISTAL

Mayor

ATTEST:

CARL W. HULTBERG

City Clerk

-0-

I hereby certify that the
foregoing Ordinance No. 1131
was duly and regularly passed
and adopted by the City Coun-
cil of the City of San Bruno
at a regular meeting thereof
held on the 28th day of April,
1969, by the following vote:

AYES: Councilmen Barber-
ian, Corey, Hamilton, Ingham
and Christal.

NOES: Councilmen None.

ABSENT: Councilmen None.

CARL W. HULTBERG

City Clerk

(Published in the San Bruno
Herald, Peninsula News and
the San Bruno Progress,
May 8, 1969.)

2 - Two pages

LEGAL NOTICE

**ORDINANCE NO. 1104
(Zoning Ordinance No. 38)
AN ORDINANCE OF THE
CITY OF SAN BRUNO
AMENDING SECTION 21.6
OF CHAPTER 27 OF THE
CODE OF THE CITY OF
SAN BRUNO**

The City Council of the City of San Bruno does ordain as follows:

Section 1. Section 21.6 of Chapter 27 of the Code of the City of San Bruno, which chapter is known as the Zoning Ordinance of the City of San Bruno and was adopted by the City Council of the City of San Bruno on the 11th day of April, 1966 is hereby amended so that Section 21.6 of said Chapter of said Code shall provide for the following classification of lands:

"All of Blocks No. 1, No. 2, No. 5 and No. 6 of Tanforan Park No. 1 as shown on the map of Tanforan Park No. 1 at pages 1, 2, 3 and 4 of Volume 66 of maps of the official records of San Mateo County recorded on January 5, 1967, is hereby continued in the P-D zoning classification" and improvements upon the subject property shall be made in accordance with the following requirements:

A. In Area 1. (Regional Shopping Center),

1. the gross site coverage of buildings, drives and parking areas shall not exceed 85%;

2. landscaping shall cover no less than 15% of the gross site area and shall be planned to reach optimum growth within five years;

3. at least 5.5 parking spaces shall be provided per 1,000 sq. ft. leasable area, each space

LEGAL NOTICE

shall be at least 8'6" wide and shall be double-striped; Service Stations and TBA's shall be provided with at least one (1) space per employee plus 2 spaces per working bay;

4. elevations shall be substantially as indicated on revised Plans No. 1A through 1D and 7, copies of which are on file in the office of the City Clerk and by this reference here incorporated;

5. the plot plan substantially as indicated on Plan No. 1, a copy of which is on file in the office of the City Clerk and by this reference here incorporated;

6. the maximum height of any structure shall be 50 feet; improvements shall be constructed substantially in accordance with the plans hereinabove incorporated.

B. In Area 3 (Office Buildings),

1. the gross site coverage of buildings, parking areas and drives shall not exceed 60%;

2. landscaping shall cover no less than 15% of the gross site area and shall be planned to reach optimum growth within five years;

3. at least 3.5 parking spaces shall be provided per 1,000 sq. ft. of leasable area; each space shall be at least 8'6" wide and shall be double-striped;

4. elevations shall be substantially as shown on the plan 3, copies of which are on file in the office of the City Clerk and by this reference here incorporated;

5. the plot plan shall be substantially as shown on plan 8, copies of which are on file in the office of the City Clerk and by this reference here incorporated;

LEGAL NOTICE

6. improvements shall be constructed substantially in accordance with the plans hereinabove incorporated;

7. the maximum height of any structure shall be 140 feet;

C. In Area 4 (Convenience Center),

1. the gross site coverage of buildings, parking areas and drive shall not exceed 90%;

2. landscaping shall cover no less than 15% of the gross site and shall be planned to reach optimum growth within five years; plant growth or coverage shall encroach no less than 5% over paved areas and decks;

3. at least 4.5 parking spaces shall be provided per 1,000 sq. ft. of leasable area; each space shall be at least 9' wide and shall be double-striped; Service Stations and TBA's shall have 1 space for each employee and 2 for each working bay;

4. elevations shall be substantially as shown on the plan incorporated herein immediately below in items 5 and 6;

5. the plot plan shall be substantially as shown on Plans 9, 9A and 9B, copies of which are on file in the office of the City Clerk and by this reference here incorporated;

6. improvements shall be constructed substantially in accordance with Plans 1, 7 and 7A, copies of which are on file in the office of the City Clerk and by this reference here incorporated;

7. the maximum height of any structure shall be 35 feet.

D. In Area 6 (Apartments, including Areas 6, 6A and 6B),

1. the gross site coverage of buildings, parking areas and drives shall be no more than 50%;

(Continued on page 2)

2. landscaping shall be no less than 40% of gross site area and shall be planned to reach optimum growth within five years;

3. no less than two parking spaces at least one of which is covered, shall be provided per unit;

4. the elevations shall substantially be as shown on Plans 7 and 7A, copies of which are on file in the office of the City Clerk and by this reference here incorporated;

5. the plot plan shall be substantially as shown on Plans 1, 5, 7 and 7A, copies of which are on file in the office of the City Clerk and by this reference here incorporated;

6. improvements shall be constructed substantially in accordance with the Plans hereinabove incorporated;

7. the maximum height of any structure shall be 90 feet;

8. the maximum overall density shall be 1198 sq. ft. of land area per dwelling unit.

E. In all Areas:

1. landscaping shall be as submitted by landscape architects; final planting plans shall be approved by the Planning Commission prior to issuance of a Building Permit;

2. all elevations shall receive architectural approval by the Planning Commission prior to issuance of a Building Permit;

3. all commercial and service uses shall acquire a use permit.

F. Development Schedule:

1. The following may be constructed without previous construction elsewhere:

(a) A building permit may be applied for and construction commenced in accordance with law in Area 1 (Regional Shopping Center) at any time,

subject to the time limitations in subsection (b) herein below.

(b) Application for a building permit must be made on or before June 30, 1968 in Area 1 of the Regional Shopping Center proper, and construction must have commenced in said area in accordance with law on or before June 30, 1969.

G. Height of Buildings:

1. All areas shall meet the requirements of Council Resolution No. 1963-10 insofar as any buildings therein exceed three (3) stories in height.

H. Violation:

1. Failure to comply with the requirements set forth above without prior approval of the City Council of the City of San Bruno shall cause the land herein being placed in a P-D Classification to immediately revert to and be placed in an A-R Classification.

Section 2. The land referred to in Section 1 of this ordinance is further shown and delineated on the Sectional Zoning Map hereto attached, which area is marked and designated 21.6-38, and which total area is cross-hatched upon said map for further identification. The said map is hereby incorporated and is made a part of this ordinance by reference as though set forth in full herein.

Section 3. The Land Use Plan of the City of San Bruno adopted March 25, 1959, as amended, shall continue to show the land herein referred to as being placed in P-D Classification. The Land Use Map of the City of San Bruno is hereby incorporated herein and by reference made a part of this ordinance.

Section 4. The City Clerk is

hereby directed to cause this ordinance to be published once in the San Bruno Herald, a newspaper of general circulation, printed, established and circulated in the City of San Bruno and hereby designated for the purpose.

Section 5. This Ordinance shall be known as Zoning Ordinance No. 38.

Section 6. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance. The City Council hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause and phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid.

KARNEY BARBERIAN
Mayor

Attest:

CARL W. HULTBERG
City Clerk

—0—

I hereby certify that the foregoing Ordinance No. 1104 was duly and regularly passed and adopted by the City Council of the City of San Bruno at a regular meeting thereof held on the 27th day of March, 1967, by the following vote:

AYES: Councilmen Christal, Hamilton, Ingham, Risso, Barberian

NOES: Councilmen None

ABSENT: Councilmen None

CARL W. HULTBERG
City Clerk

(Published in the San Bruno Herald, Peninsula News and the San Bruno Progress, April 6, 1967.)



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: April 24, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Kim Juran, Finance Director

SUBJECT: Receive Report on Meetings of the Oversight Board to the Successor Agency of the San Bruno Redevelopment Agency

BACKGROUND

On February 1, 2012 the San Bruno Redevelopment Agency was dissolved under ABx1 26. The City, serving as the Successor Agency to the San Bruno Redevelopment Agency, along with an Oversight Board comprised of seven members appointed by the various taxing entities in San Bruno, are tasked with winding down the activities of the former RDA. The seven members of the Oversight Board to the Successor Agency of the San Bruno Redevelopment Agency are as follows:

- Peggy Jensen, County Appointee – Chair
- Jim Ruane, Mayor of the City of San Bruno – Vice Chair
- Julie Baigent, County Appointee
- Dr. Lawrence Cappel, PhD, Peninsula Health Care District
- Barbara Christensen, San Mateo Community College District
- Connie Jackson, City of San Bruno
- Elizabeth McMannus, San Mateo Union High School District

DISCUSSION

The first meeting of the Oversight Board occurred on March 29, 2012. At this initial meeting, Successor Agency staff provided the Oversight Board with an overview of the accomplishments of the San Bruno Redevelopment Agency to provide the board members with some background on the agency. Successor Agency staff followed this with a timeline of action items for the Successor Agency and Oversight Board, with the most time sensitive item for both entities being Oversight Board approval of the First Recognized Obligation Payment Schedule (ROPS) by April 15, 2012. In addition, per the recommendation of the City Attorneys in San Mateo County, all Oversight Boards in San Mateo County were encouraged to retain independent legal counsel to avoid any potential conflict of interest. The Oversight Board selected Craig Labadie to serve as its legal counsel. Mr. Labadie is also serving as legal counsel for a number of other Oversight Boards in San Mateo County. At this meeting, the Oversight Board also selected Deputy County Manager Peggy Jensen to serve as its Chair and Mayor Jim Ruane to serve as the Vice Chair.

10.9.

A second meeting of the Oversight Board was held on April 5, 2012, Successor Agency staff presented the First ROPS to the Oversight Board for review. In advance of the meeting, each Oversight Board member was provided with a binder containing extensive documentation supporting each item that appeared on the ROPS. Further discussion of each item occurred during this meeting. Upon conclusion of the review of the ROPS, the Oversight Board determined that it would postpone approval of the ROPS until the certified ROPS report from the County was provided on April 9, 2012.

The First ROPS presented to the Oversight Board at the April 5th meeting incorporated a number of changes made by the City as it worked with the San Mateo County Auditor/Controller and the outside audit firm retained by the County to review and certify the First ROPS. In working with the County and its auditor on this process, the City agreed to remove those items on the ROPS that the County and its audit firm determined did not meet the criteria of "enforceable obligation." The items that were subsequently removed by the City included the Streets Median & Grand Boulevard Improvement Project in the amount of \$320,000 and \$635,000 associated with the project management oversight and construction of a decorative feature at the Caltrain Grade Separation Project. These items were removed since a contract was not in place in June 2011 when AB x1 26 was adopted.

The most recent meeting of the Oversight Board took place on April 13, 2012 at which the County's Certified ROPS report was reviewed with the Oversight Board. The Oversight Board then took action to approve the First ROPS, the final version of which is attached to this report, and the significant actions summarized as follows:

- Authorized a repayment of \$500,000 to the City for its advances to support the initial operations of the Agency prior to the Agency generating sufficient tax increment to fund its operations. This payment will be made in June 2012. After this first payment installment, the outstanding advances owed to the City will total \$2.47 million.
- Established the interest rate to be paid to the City on the outstanding advances going forward at a rate equal to LAIF + 1% (current LAIF rate is .4%). The interest rate formerly charged by the City was equivalent to 5.83%.
- Determined that the portion of the Zoning Code contract that was previously allocated to Redevelopment was not a valid continuing obligation of the tax increment funds and therefore removed it from the ROPS (approximately \$30K).
- The Successor Agency is estimated to receive an administrative allowance of \$250,000 annually for the foreseeable future. The Oversight Board determined that this administrative allowance should cover the Successor Agency's legal fees related to the dissolution process; however, legal counsel for the Oversight Board will not be part of this administrative allowance and will be funded as a separate line item on the ROPS through tax increment funds.

The Oversight Board's approval of the ROPS is subject to review by the California Department of Finance. The Department of Finance has ten days to approve the ROPS or return one or more items on the ROPS to the Oversight Board for reconsideration if

they feel the item does not meet the definition of "enforceable obligation" as prescribed in the law.

At this meeting, the Oversight Board also took action to approve the Successor Agency Administrative Budget for the period of February 1, 2012 through June 30, 2012. The preparation of this budget and subsequent approval by the Oversight Board are required actions in order to receive the administrative cost allowance of \$250,000. The next meeting of the Oversight Board is scheduled for April 25, 2012. The agenda for this meeting will include the review and approval of the Second ROPS for the timeframe of July 1, 2012 through December 31, 2012, which has an approval deadline of May 11, 2012. In addition, Successor Agency staff will provide the Oversight Board with an overview of the two properties owned by the Redevelopment Agency, which are the San Bruno Police Station building at 1177 Huntington Avenue (the underlying property is owned by BART and leased by the City) and the landscaped public area located at 470 San Mateo Avenue. AB x1 26 requires Oversight Boards to direct the Successor Agency to sell Redevelopment properties in an expeditious manner that maximizes sale price; however, there is an exception that the Oversight Board can determine that those properties that serve a government purpose can be transferred to the appropriate government entity. It is anticipated that this will be part of the discussion at the April 25th meeting.

Once the Oversight Board approves the Second ROPS and makes a determination regarding the Redevelopment Agency properties, it is expected that the frequency of the Oversight Board meetings will be limited to no more than two meetings every six months. The Oversight Board will continue to serve until June 2016, at which time the local Oversight Board will dissolve and a countywide Oversight Board will be formed.

FISCAL IMPACT

None. This report is for informational purposes only.

RECOMMENDATION

Receive Report on Meetings of the Oversight Board to the Successor Agency of the San Bruno Redevelopment Agency

ALTERNATIVES

None

DISTRIBUTION

None

ATTACHMENTS

1. Final Approved First ROPS for the timeframe of January 1, 2012 through June 30, 2012.

DATE PREPARED

April 16, 2012

REVIEWED BY

_____CM

Name of Redevelopment Agency: San Bruno Redevelopment Agency
 Project Area(s): San Bruno Redevelopment Project Area

RECOGNIZED OBLIGATION PAYMENT SCHEDULE FY 2011-12

Per AB 26 - Section 34169

Project Name / Debt Obligation	Payee	Description	Funding Source	Total Outstanding Debt or Obligation as of January 1, 2012	Total Due During Fiscal Year	Payments by Month (January - June estimated)						Total January - June
						Jan	Feb	Mar	Apr	May	Jun	
1) City Advances to the Redevelopment Agreement dated August 10, 1998	City of San Bruno	Loan for operating and admin costs	Redevelopment Tax Increment	\$ 2,977,033	500,000							500,000
2) Interest Payment on City Advances to the Redevelopment Agency per Resolution	City of San Bruno	Interest on loan for capital projects and admin costs set at an interest rate of LAIF + 1% (Interest at 5.83% through January 31, 2012)	Redevelopment Tax Increment	132,332	116,610	14,261	3,473	3,473	3,473	3,473	2,890	31,044
3) 2000 Certificates of Participation Reimbursement Agreement	Union Bank	Bonds issued for new police facilities	Redevelopment Tax Increment	12,059,713	649,638	444,819						444,819
4) Agent fees	Union Bank	Fiscal Agent fees	Redevelopment Tax Increment	41,591	2,500							
5) Archstone II Owner Participation Agreement	ASN Tanfrazan Crossing LLC	Tax increment reimbursement of affordable housing subsidy	Low and Moderate Income Housing Fund Balance	4,440,000	370,000						370,000	370,000
6) Archstone I Owner Participation Agreement	ASN Tanfrazan Crossing LLC	Tax increment reimbursement of affordable housing subsidy	Low and Moderate Income Housing Fund Balance	9,019,000	311,000						311,000	311,000
7) Employee Costs	Employees of the Agency	Payroll for Employees	Redevelopment Fund Balance	75,564	383,152	75,564						75,564
8) City administrative support from various departments including City Attorney, Management Services, Human Resources, Finance, and IT	City of San Bruno	General Administrative costs	Redevelopment Fund Balance	66,987	468,909	66,987						66,987
9) Professional Services - Redevelopment Five-Year Implementation Plan	RSG	Consulting services	Redevelopment Fund Balance	5,738	8,058	1,765				5,738		7,503
10) Redevelopment Audit	Vavrinek, Trine, Day & Co.	RDA Audit Services	Redevelopment Fund Balance	15,000	7,500	7,500						7,500
11) Administrative Costs	Successor Agency	Statutory 5% Administrative Fee	Administrative Cost Allowances	1,250,000	224,000		44,800	44,800	44,800	44,800	44,800	224,000
12) Legal Fees	Burke, Williams & Sorensen, LLP	Legal services for operation of RDA/Successor Agency	Redevelopment Fund Balance (January)/Administrative Cost Allowance (February forward)	28,000		2,000	5,000	5,000	5,000	5,000	5,000	28,000
13) Successor Agency/Oversight Board Support Costs	Craig Labadie/Successor Agency	Legal/advisory services to Oversight Board and Successor Agency/Oversight Board Support Costs	Redevelopment Tax Increment	25,000	10,000		2,000	2,000	2,000	2,000	2,000	10,000
14) Commercial Building Rehabilitation - Facade Improvement Grant Program	Various owners of commercial buildings in the Redevelopment Area	Provides grant funds to commercial property owners	Redevelopment Tax Increment	111,250	111,250			59,000	22,000		30,250	111,250
15) Transit Corridors Plan Study and Environmental Impact Report	MIG	Corridors Study & EIR	Redevelopment Tax Increment	46,477	44,477			25,032			7,445	95,477
16) Project - Caltrain Grade Separation	PE Americas/Various	Construction management services contract for Caltrain Grade Separation	Redevelopment Tax Increment	338,209	293,000	11,000	20,000	20,000	20,000	20,000	145,000	228,000
Totals - This Page				\$ 30,631,894	\$ 3,528,093	\$ 623,896	\$ 134,273	\$ 97,273	\$ 81,011	\$ 81,011	\$ 1,418,385	\$ 2,448,144
Totals - Page 2												
Totals - Page 3												
Totals - Page 4												
Totals - Other Obligations												
Totals - All Pages				\$ 30,631,894								

All payment amounts are estimates



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: April 24, 2012
TO: Honorable Mayor and City Council Members
FROM: Dennis Haag, Fire Chief
SUBJECT: Adopt Resolution Approving the City's Response to the 2011-2012 San Mateo County Civil Grand Jury Report, "The County, San Carlos and Cal Fire, A Missed Opportunity?"

BACKGROUND:

On February 15, 2012, Judge Gerald J. Buchwald of the Superior Court sent a letter to the City of San Bruno and agencies throughout the County requesting a formal response to the Civil Grand Jury's Report entitled, "The County, San Carlos and Cal Fire, A Missed opportunity?" The response letter, which is to include comments on the findings and recommendations contained in the report, must be approved by the City Council at a public meeting and must then be submitted to Judge Buchwald by May 15, 2012.

DISCUSSION:

The Civil Grand Jury's report outlined a series of findings and recommendations to all local cities, special fire districts and the county of San Mateo concerning Cal Fire and its contractual relationship with the County along with the City of San Carlos' desire to contract through the County for fire services.

Essentially, the report focuses on San Carlos' effort to seek fire protection services prior the dissolution of the South County Fire Authority. San Carlos had requested a bid for services from Cal Fire and the result was the Acting Director of Cal Fire did not submit a bid.

San Carlos then requested a bid from County Fire, the Cal Fire agency that contracts for services within the County. A sub-committee of the San Mateo County Board of Supervisors reviewed that request and the decision was made not to authorize a proposal from County Fire.

The Civil Grand Jury makes several recommendations, the foremost that Cal Fire be considered as an alternative to providing fire protection services in the County.

FISCAL IMPACT:

None

10.6.

ALTERNATIVES:

1. Amend the report
2. Request an extension to respond to the Grand Jury's report.

RECOMMENDATION:

Staff recommends adopting a resolution approving the City's response to the 2011-12 San Mateo County Civil Grand Jury Report, "The County, San Carlos and Cal Fire, A Missed Opportunity?"

DISTRIBUTION:

1. City Attorney

ATTACHMENTS:

1. The 2011-2012 San Mateo County Civil Grand Jury Report
2. Response Letter to the Grand Jury Report
3. Resolution Approving the City's Response to the Grand Jury Report

REVIEWED BY:

_____ CM

_____ ACM

_____ FD, Other



The County, San Carlos and Cal Fire, A Missed Opportunity?

Issue | Background | Findings | Conclusions | Recommendations | Responses | Attachments

Issue

Were the taxpayers of San Mateo County well served when the potential extension of CAL FIRE services to San Carlos was blocked by the Committee on Finance and Operations of the Board of Supervisors?

Summary

After San Carlos decided to dissolve the joint Belmont-San Carlos Fire Department in April 2010, it initiated a search for a new provider of fire- protection services. In October, 2010, San Carlos issued an RFP (Request for Proposals) for fire services targeting local fire-service departments, including The California Department of Forestry and Fire Protection (CAL FIRE).

CAL FIRE currently provides fire services to the Coastside Fire Protection District which includes Half Moon Bay and other cities and, since 1962, to most of unincorporated San Mateo County. Its cost structure is the lowest of the non-volunteer fire departments serving the cities of San Mateo County due to the structure of its work schedule and lower employee salaries and benefits. CAL FIRE has an excellent reputation.

CAL FIRE appeared ready to release a proposal in response to the San Carlos RFP. However, instead of receiving the expected proposal from CAL FIRE, San Carlos received a fax from CAL FIRE stating that due, in part, to political and union pressures and fearful of having to defend against legal challenges, it would not be submitting the expected proposal. San Carlos then requested that the County allow San Carlos to subcontract for fire services with CAL FIRE through the County's CAL FIRE contract.

The San Carlos request was addressed by the Finance and Operations (F&O) Committee of the County's Board of Supervisors at two meetings, in January and February of 2011. Had San Carlos been added to the County's CAL FIRE contract, both the County and San Carlos could have fiscally benefited from the arrangement. However the F&O Committee declined to forward the potential agreement to the full Board of Supervisors for consideration.

During the course of its public deliberations, the F&O Committee did not address the fiscal benefits presented in the staff reports prepared for the two meetings. The contract between the County and Cal Fire is due to expire June 30, 2012.

The 2011-2012 San Mateo County Civil Grand Jury recommends to the County Board of Supervisors that it should (1) Renew its contract with CAL FIRE by June 30, 2012, unless there is a new, compelling, fiscal reason not to do so; (2) include a provision in any future contract negotiations that allows fiscally qualified cities to subcontract for CAL FIRE services through the County such that the County as well as the cities can benefit; (3) until the subcontract

provision is approved, allow fiscally qualified cities and fire districts in the County to subcontract services with CAL FIRE under the County's contract. The Grand Jury also recommends to San Mateo Cities and Fire Districts that CAL FIRE be considered as an alternative when assessing changes to local-agency fire protection and that local fire union representatives be included in community discussions concerning department consolidation, regionalization or replacement.

Background

San Carlos Dissolves the Belmont-San Carlos Fire Department

On April 12, 2010, San Carlos notified Belmont that it would be dissolving the Belmont-San Carlos Fire Department as of October 2011. The Fire Department had been jointly operated since 1979 (although it had been on the brink of a break up, previously, in 2004). San Carlos made the dissolution decision for three primary reasons. First, between 2005 and 2010, the cost for fire services to San Carlos had increased by about 30%. Second, the City of San Carlos was fiscally stressed (causing it to restructure its government and reduce staff numbers from 127 to 88). Third, under a complex cost-sharing formula, the San Carlos share for the fire services had gone from 47% to 53%, and efforts to renegotiate that formula with Belmont had failed. At the same time, San Carlos announced that it would freeze its current payments to the fire department at the 2009-2010 level of \$6.3 million and not pay its full 2011 share of \$7.1 million. Similarly, Belmont was to pay in at the 2009-10 level. The unpaid portion for both cities was to come from the Belmont-San Carlos Fire Department's cash reserves. The reserves would run out in October 2011, the dissolution date.

San Carlos Seeks a New Fire Service Provider

With the help of a consulting firm, San Carlos determined that to optimize service and minimize costs it should partner with, or outsource services to, an existing fire-service provider. In October 2010 San Carlos issued a formal Request for Proposals, specifically soliciting responses from the Menlo Park Fire District, North County Fire District, City of San Mateo, Redwood City and The California Department of Forestry and Fire Protection (CAL FIRE).

CAL FIRE is the State agency responsible for fire protection services in designated State Responsibility Areas that are generally rural. CAL FIRE also provides fire protection services under contracts to a number of cities, fire districts and counties in the State. These include San Mateo County for most of its unincorporated area and the Coastside Fire Protection District in San Mateo County (comprised of the City and unincorporated areas of Half Moon Bay, and the unincorporated communities of Miramar, El Granada, Princeton-by-the-Sea, Moss Beach and Montara). These contracts are revenue neutral to the State.

CAL FIRE Offers a Lower-Cost Fire-Fighting Model

Cal FIRE's cost structure is the lowest of the non-volunteer fire departments operating in San Mateo County. This results from the structure of its work schedule and its comparatively low employee salaries and benefits.

When hiring employees from existing fire-fighting units, the lower costs are not all immediately achieved. That is because CAL FIRE and the local jurisdiction generally agree to "red circle"

those employees, meaning their current annual salary levels are maintained until the salaries of other CAL FIRE employees catch up. However, some immediate savings are achieved due to scheduling differences. Unlike other fire departments in the County, CAL FIRE works on a 72-hour duty week, requiring a minimum of 7 persons to staff each engine with 3 people per day. All other fire departments operating in the County use a 56-hour model requiring at least 9 persons per engine for the same level of service. Although the 72-hour duty week model results in greater overtime pay, the overall cost is lower. (See, Table in Appendix 3, p.2)

The International Association of Fire Fighters (IAFF), Local 2400, which represents most of the fire fighters in San Mateo County, has opposed local government entities entering into contracts with CAL FIRE because it reduces the number of firefighters needed and the salary and benefits they receive.¹ (CAL FIRE firefighters are represented by IAFF, Local 2881.)

There are typically hundreds of qualified applicants for every fire-fighter job opening, regardless of which entity has the opening. Separately, a high regard for the performance of all fire-fighting units in the County, including those run by CAL FIRE, was expressed by those interviewed for this Report.

CAL FIRE Does Not Submit the Expected Proposal to San Carlos

When San Carlos issued its Request for Proposals, CAL FIRE was among the most active responders. From preliminary discussions, San Carlos city staff estimated that, by contracting with CAL FIRE, San Carlos would save between \$1.2 and \$2 million per year. However, in a facsimile dated November 18, 2010, four days before the proposal was due, the Acting Director of CAL FIRE informed San Carlos that it would not be submitting a proposal. The facsimile cited four reasons for its decision. The fourth reason stated, in part:

I have significant concerns regarding the socio-political aspects of CAL FIRE providing fire protection services to the City of San Carlos at this time. CAL FIRE has entered into many local government partnerships over the years. To be successful, it is imperative that there is support for these agreements amongst all the stakeholders, including public officials, local citizens and labor organizations. In the case of the City of San Carlos, there is concern from regional Legislative members and significant opposition from local labor organizations. Lacking support from these stakeholders, a proposed partnership could face legal challenges and be cast in a negative light by the media and the community. The potential for increased costs and staff time to address these issues would be borne by CAL FIRE. (See, Appendix A for full text of this facsimile.)

Subsequent Grand Jury interviews confirmed that the above-cited fourth reason was indeed the deciding factor for CAL FIRE. As a result of this facsimile from the Acting Director, direct negotiations between San Carlos and CAL FIRE were ended.

San Carlos next considered sub-contracting for fire services under the existing CAL FIRE contract with San Mateo County. From interviews, the Grand Jury learned that the Acting

¹ Source: an interview conducted by the Grand Jury with an official from Local 2400.

Director of CAL FIRE suggested this approach. It is on the interaction of San Carlos, CAL FIRE and the County that the Grand Jury has focused its report.

San Carlos Seeks a Proposal from CAL FIRE through the County

On January 15, 2011, the Finance and Operations Committee (the F&O Committee), a two member committee of the San Mateo Board of Supervisors composed of Carole Groom and Adrienne Tissier, met to consider the San Carlos request to contract fire protection services from CAL FIRE through the County. The Staff Report (Appendix B) for that meeting contained the following information:

- In fiscal 2010-2011, proceeds from the County Fire Fund were inadequate to cover operating costs for fire services in its unincorporated area. The County's General fund provided a subsidy of \$1.05 million to the Fire Fund budget.
- The County could save \$650,000 annually by extending its current contract with CAL FIRE to include San Carlos.
- Depending on which option San Carlos selected, the City could save between \$600,000 and \$2.5 million a year.²
- If the County were to allow CAL FIRE to sub-contract services to San Carlos through the County, the approval of the full Board of Supervisors would be required. The F&O Committee could forward the issue to the full Board at its upcoming January meeting.

According to the audio transcript of the January 15, 2011 F&O Committee meeting, two questions were raised and discussed:

1. What would the impact on CAL FIRE be given the state's budget problems and the Governor's remark, as cited by Supervisor Tissier, that CAL FIRE should get out of the urban fire-fighting business?
To this question, the CAL FIRE Unit Chief explained in the meeting that the Governor's remarks had no bearing on the cooperative agreements that CAL FIRE had with either San Mateo County or the Coastside Fire District.³
2. What regional efforts to consolidate fire-fighting services are underway in the County?

A discussion ensued in which members of the F&O Committee expressed support for regionalization. The "shared" Fire Chief for the San Mateo and Foster City Fire Departments, who was present at the meeting, volunteered that he would return in a month with a regionalization plan for five of the cities in the county: Foster City, San Mateo, Belmont, Redwood City and San Carlos. The Committee also requested its Staff to provide comparative

² Although San Carlos was paying about \$6.3 million from its general fund, the actual cost for fire services was \$7.1 million, which is \$800,000 more than cited in the Staff Report. It would, therefore, be more correct to say that the savings to San Carlos was between \$1.4 million and \$3.3 million annually. (The \$800,000 was coming from the Belmont-San Carlos fire department reserves, which were deliberately being drained.)

³ In his 2011-2012 Budget Summary, dated January 10, 2011, Governor Brown recommended the realignment of CAL FIRE services in State Responsibility Areas. The recommendation would not affect contracts such as the ones CAL FIRE has with Coastside, San Mateo County and other local entities in which the contract covers the cost. <http://2011-12.archives.ebudget.ca.gov/pdf/BudgetSummary/FullBudgetSummary.pdf> (Page 21)

cost data for a five-city approach.⁴ (As a result, Staff subsequently requested CAL FIRE to submit a proposal for coverage of the five cities.)

A follow-on F&O Committee meeting was scheduled for February 15, 2011 to allow time for the development of these proposals.

The F&O Committee reconvened on February 15, 2011. The Staff Report prepared for that meeting (*See*, Appendix C) indicated that if CAL FIRE were to provide the above mentioned five cities with fire services, the combined annual savings to those cities would be an estimated \$16.8 million. That includes salary reductions of existing fire personnel to the top-step level of the CAL FIRE salary scale, a 72-hour work week (versus the 56 hour work week that most city fire fighters are on), and closing one redundant station. The estimated annual savings would be \$6.9 million if “red circling” of current employees was utilized.

The Fire Chief for the San Mateo and Foster City Fire Departments did not present a five-city estimate as he had volunteered to do, nor did he appear at the meeting.

From the audio transcript of this meeting we learned that the supervisors:

1. Wanted to promote regionalization as a primary means to reduce the cost of fire protection services for the cities in the County.
2. Stated that the County should not be in the fire-service business and that, since the January 18, 2011 meeting, other cities have asked the County for permission to subcontract for CAL FIRE services through the County’s CAL FIRE contract.
3. Stated that CAL FIRE itself needs to get out of urban services, as they interpreted the Governor to have “said.”
4. Stated that the Belmont-San Carlos Fire Department should be extended for at least three more years to allow regionalization to proceed, although, as Supervisor Groom stated, that might take “15 to 20” years.
5. Stated that through mediation there was still an opportunity for the cities to reach an agreement on extending the joint fire department.

The two Supervisors extended an offer to pay for mediation services between Belmont and San Carlos and to otherwise let the issue drop by not forwarding the matter to the full Board. The Supervisors did not address the potential savings to the County, to the cities, or to San Carlos presented in the staff reports prepared for either the January 18 or February 15, 2011 meetings.

As anticipated by most of those interviewed, mediation failed. San Carlos Fire went on to contract with the Redwood City Fire Department for shared use of its command staff. While significant savings were achieved by San Carlos, the savings would have been greater if the City had been allowed to sub-contact with CAL FIRE under the County’s contract.

⁴ Audio Transcripts of Committee Meetings may be obtained from the Clerk of the Board of Supervisors.

Investigation

The San Mateo County Civil Grand Jury:

1. Read staff reports from the City of San Carlos and the County,
2. Watched a recording of the November 22, 2010 City of San Carlos Council meeting,
3. Listened to audio tapes of the County Finance and Operations Committee Meetings,
4. Read the Governors 2011-12 Budget Summary, press conference comments, and the Legislative Analyst's Office interpretation of CAL FIRE realignment.
5. Interviewed
San Carlos City Council and staff members,
County supervisors serving on the Finance and Operations Committee of the San Mateo County Board of Supervisors,
Representatives of the San Mateo County staff,
CAL FIRE staff,
A fire department chief in the County,
A city manager from the County City Managers Association,
A LAFCO (Local Agency Formation Commission) representative. and
A Member of the IAFF (International Association of Fire Firefighters) Local 2400.

Findings

The Grand Jury finds as follows:

1. CAL FIRE is a full-service rural, suburban and urban fire protection agency.
2. CAL FIRE is a fully integrated part of the County's fire protection system with 72 fire fighters working effectively with municipal fire departments and fire districts and utilizing the County's central dispatch system. The CAL FIRE coverage area includes most unincorporated portions of the County and the Coastside Fire District.
3. From interviews, the Grand Jury learned that there is broad agreement among officials and staff from the County and cities that CAL FIRE has provided effective fire protection services in the areas of San Mateo County it serves.
4. Differences between work shifts of CAL FIRE and municipal fire departments, and differences in the wage rates and benefits, allow CAL FIRE to offer comparatively less expensive fire services in the Bay Area.
5. CAL FIRE prices its services by applying a standard 11% overhead cost on top of direct costs.
6. San Mateo County has contracted with CAL FIRE for services to its unincorporated areas since 1962. The current contract expires on June 30, 2012.
7. As of October, 2011 the San Mateo County budget deficit stood at \$50 million.⁵
8. San Carlos requested that the County Board of Supervisors allow San Carlos to obtain fire protection services from CAL FIRE through the County's contract with CAL FIRE.

⁵ http://www.co.sanmateo.ca.us/Attachments/cmo/pdfs/Budget%20&%20Performance/SeptemberRevisions_2011.pdf

The issue came before the two-member Finance and Operations Committee (the F&O Committee) on January 18, and February 15, 2011.

9. From the County staff report of January 18, 2011, adjusted for a budgetary mistake, CAL FIRE could have saved San Carlos between approximately \$600,000 and \$2.5 million per year.⁶
10. From the County staff report of January 18, 2011, in addition to substantial savings for San Carlos, bringing San Carlos under the County contract with CAL FIRE could have saved the County an additional \$650,000 per year. Neither the savings to San Carlos or the County were discussed by the F&O Committee on January 18.
11. From the County staff report of February 15, 2011, "County Fire has a budget reduction target of \$218,877 for FY 2011/12 with the goal of eventually eliminating all \$1 million in general fund contributions." (See, Appendix C)
12. In response to a request from the F&O Committee, CAL FIRE prepared a cost estimate for delivery of fire protection to five County cities (Redwood City, San Carlos, Belmont, Foster City and San Mateo). According to the County staff report of February 15, 2011, the estimated aggregate cost savings to those five cities could be between \$1.7 million and \$16.8 million per year.
13. The CAL FIRE service cost estimates and potential savings for the County and the five County cities were not discussed by the Committee members at the February 15, 2011, F&O Committee meeting.
14. From the audio transcripts of both the January 18 and February 15, 2011 F&O Committee meetings, Supervisor Adrienne Tissier said that the Governor had called for CAL FIRE getting out of the urban fire-fighting business.
15. The Governor's January 10, 2011 recommendations on CAL FIRE realignment only applied to State Responsibility Areas and did not apply to contracts with local jurisdictions, such as its contracts with San Mateo County or the Coastside Fire District. There was no suggestion from the Governor that CAL FIRE should curtail delivery of urban fire protection services funded by counties or cities.
16. Also during the February 15, 2011 F&O Committee meeting, the Supervisors said that the County does not want to be in the fire-fighting business. The Supervisors further said they strongly supported regional fire-protection solutions in the County as a means to reduce redundant administrative and infrastructure costs to the cities.
17. The Supervisors recommended that Belmont and San Carlos enter into mediation to continue their joint fire department while regionalization alternatives could be explored. From interviews and meeting transcripts, most San Carlos and Belmont officials stated there was little chance for mediation to be successful.

⁶ The Staff Report states that San Carlos was paying about \$6.3 million from its general fund. This is true, but the actual cost for fire services was \$7.1 million, which is \$800,000 more than cited in the Staff Report. It would, therefore, be more correct to say that the savings to San Carlos was between \$1.4 million and \$3.3 million.

18. From the letter of the CAL FIRE Acting Director, quoted above, and from interviews with officials from various cities and fire-protection agencies, there is reluctance to consider expanding CAL FIRE's role in San Mateo County because of opposition by the International Association of Firefighters, Local 2400.

Conclusions

The Grand Jury concludes as follows:

1. The County has been well served by CAL FIRE since 1962 and is well served today.
2. It is likely that any alternative to CAL FIRE's coverage of unincorporated areas would increase County costs and not provide materially better service.
3. CAL FIRE should be viewed as a viable alternative for fire protection services by the County and the cities when considering regionalization or outsourcing alternatives.
4. Given the large structural deficit facing the County, the Board of Supervisors needs to take all reasonable steps to reduce the cost of County services.
5. The F&O Committee missed an opportunity for the County to save as much as \$650,000 per year and San Carlos to save upwards of \$1.4 million per year by not forwarding the San Carlos CAL FIRE issue onto the full Board of Supervisors for its consideration.
6. The F&O Committee misinterpreted the Governor's statements regarding the appropriate role of CAL FIRE in municipal fire protection and should have sought clarification before concluding that CAL FIRE was not a viable alternative for cities in the County.
7. There is significant pressure from the local union to not consider CAL FIRE as an outsource alternative for municipal fire protection.
8. Given the potential savings and the need for fiscal relief, the County should be motivated to extend fire protection services through its contract with CAL FIRE to other cities in the County as part of a move toward regionalization.

Recommendations

The Grand Jury recommends to the County Board of Supervisors that it should:

1. Renew its contract with CAL FIRE by June 30, 2012, unless there is a new compelling fiscal reason to change.
2. During contract negotiations with CAL Fire, include a provision within the contract that would allow fiscally qualified cities to sub-contract for CAL FIRE services through the County such that the County as well as the cities can benefit.
3. Until the provision in Recommendation 2 is approved, allow fiscally qualified cities and fire districts in the County to sub-contract services with CAL FIRE under the County's contract.
4. View CAL FIRE as a potential component of the regionalization effort.

The Grand Jury further recommends to cities and special fire districts in San Mateo County:

1. When assessing alternative approaches to local fire protection, CAL FIRE should be considered as one alternative.
2. Include local fire union representatives in community discussions concerning department consolidation, regionalization or replacement; make financial considerations and differing expense models known to all concerned parties and citizens.

References

2011-2012 California Budget
<http://www.ebudget.ca.gov/>

San Carlos City Council Meeting and Staff Report, Nov. 22, 2010
<http://www.epackets.net/mtgviewer.aspx?meetid=1073&doctype=AGENDA>, item 7A
Quarterly Fire Department Report. - 20101117135849546.pdf

City Fire Department Consolidations/Mergers
Grand Jury 2009 Report
http://www.sanmateocourt.org/documents/grand_jury/2009/fire_dept.pdf

San Mateo County Fire Department Consolidation Project 108
Stanford Management Science And Engineering
January-March 2011
by Alex Carney, Peter Geoghegan, Garrett Gunther, Vy Nguyen

Appendix A: Fax from CAL FIRE to San Carlos, November 18, 2010

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STATE OF CALIFORNIA--NATURAL RESOURCES AGENCY

ARNOLD SCHWARZENEGGER, Governor



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
P.O. Box 944246
SACRAMENTO, CA 94244-2460
(916) 853-7112
Website: www.fire.ca.gov



November 18, 2010

Mr. Brian Moura
Assistant City Manager
City of San Carlos
600 Elm Street
San Carlos, California 94070

Dear Mr. Moura,

I have received your letter dated October 25, 2010, requesting the Department of Forestry and Fire Protection (CAL FIRE) to provide a response to the City of San Carlos' Request for Proposals for the Delivery of Fire, Emergency Medical First Response and Related Emergency Services. As you know, CAL FIRE is involved in providing all-hazard emergency services throughout California, both as a state agency and in partnership with local governments. Within San Mateo County, those partnerships exist at both the county and fire protection district levels. CAL FIRE values our local government partnerships, as they result in the ability to provide a higher level of service to both the state and the local government jurisdiction.

As you may be aware, especially in these difficult budgetary times, CAL FIRE is judicious in its evaluation of potential agreements with local governments for fire protection services. As a state department, it is critical that any new contract be mutually beneficial to both parties. To evaluate this criterion, CAL FIRE prepares a Partnership Agreement Rating Form which evaluates fourteen separate objective points. By Public Resources Code requirement, this objective evaluation is considered with further, more subjective considerations before a decision to enter into a new agreement is made.

Based on both the objective and subjective evaluations, I am unable to submit a proposal at this time for the following reasons:

- The Joint Exercise of Powers Agreement between the City of San Carlos and the Belmont Fire Protection District is set to expire "on or before October 12, 2011." Therefore, it would be critical that any respondent to the Request for Proposal have the ability to engage in services to the City by that date. Due to the compressed timeframe, CAL FIRE would be unable to have a contract in place or the finalization of the transition of any Belmont-San Carlos Fire Department personnel completed by that date. Past experience indicates that this process could take up to eighteen months to complete, as CAL FIRE would need to coordinate with the City and obtain approvals from various state control agencies.
- Public Resources Code (PRC), Section 4142, requires that any proposed "agreement aligns with the department's base mission, as described in (PRC) Sections 713 and 714," or specifically, supports the Department's protection of the State Responsibility Areas. In order to

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November 18, 2010
 Mr. Brian Moura
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evaluate the appropriateness of an agreement, CAL FIRE utilizes the Partnership Agreement Rating Form, which provides an objective criteria evaluation of the area and its overall fire protection needs and evaluates the benefits of a local government partnership agreement with CAL FIRE. The evaluation of the proposed partnership with the City of San Carlos identified a marginally appropriate rating based on this objective criteria. The evaluation identified a minimal increased benefit to State Responsibility Area protection within the San Mateo-Santa Cruz Unit and an insufficient level of administrative, fire prevention and training support.

- City finances have been tenuous for an extended period of time. According to the City General Manager news release of the 2009 Year in Review, the City has faced budgetary reductions for eleven consecutive years. Although the City believes that sufficient cost reductions will occur from the outsourcing of its police and fire services, all indications point to a continued decline in housing prices, resulting in lower property tax revenues, and additional reductions in state funding due to decreasing state revenues. Additionally, since the City would be responsible for "red circle" costs and ongoing payments for previous workers' compensation claims, it is not clear to CAL FIRE that the savings anticipated from outsourcing these services would actually be realized.
- I have significant concerns regarding the socio-political aspects of CAL FIRE providing fire protection services to the City of San Carlos at this time. CAL FIRE has entered into many local government partnerships over the years. To be successful, it is imperative that there is support for these agreements amongst all the stakeholders, including public officials, local citizens and labor organizations. In the case of the City of San Carlos, there is concern from regional Legislative members and significant opposition from local labor organizations. Lacking support from these stakeholders, a proposed partnership could face legal challenges and be cast in a negative light by the media and the community. The potential for increased costs and staff time to address these issues would be borne by CAL FIRE. The potential cost and impacts to CAL FIRE outweigh the marginal benefit to the protection of State Responsibility Areas within the Unit.

Although I will not be submitting a response to your Request for Proposal, I do concur with the findings from the Tri-Data report as it relates to the benefits of a regional fire protection system. CAL FIRE is committed to being a partner in the development of a strategic, long term solution towards a regional fire protection system in San Mateo County. Regardless, CAL FIRE will continue to assist the City of San Carlos through participation in county-wide fire service organizations, regional training efforts and mutual aid support.

I value the level of support the City of San Carlos has provided to the Department. I am pleased with the cooperative relationship Chief John Ferreira has developed with City staff. I look forward to continuing these relationships into the future. Please do not hesitate to contact me or Chief John Ferreira with any questions.

Sincerely,



KEN PIMLOTT
 Acting Director
 California Department of Forestry and Fire Protection

November 18 2010
Mr. Brian Moura
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Cc: Ken McLean, Region Chief
Cesar Partida, Assistant Region Chief
John Ferreira, Unit Chief
Andy McMurry, Assistant Deputy Director
Loren Snell, Assistant Deputy Director

Appendix B: Staff Report for Finance and Operations Committee Meeting, January 18, 2011



TO: Finance and Operations Committee

FROM: Reyna Farrales, Deputy County Manager

SUBJECT: Finance and Operations Committee Special Meeting

TODAY'S DATE: January 12, 2011

NOTICE OF SPECIAL MEETING (GOVERNMENT CODE § 54956)

FINANCE AND OPERATIONS COMMITTEE

Please take notice that the Chair of the Finance and Operations Standing Committee, acting pursuant to the authority of Government Code §54956, hereby calls a special meeting of the Finance and Operations Committee, to take place on January 18, 2011 at 2:00 p.m. in the Board of Supervisors Conference Room located in the Hall of Justice, 400 County Center, First Floor, Redwood City, California.

The special meeting is for the purpose of discussing and transacting the following business:

1. *Call to order*
2. *Oral Communications and Public Comment*
3. *Fire Services – City of San Carlos - Attachment*
4. *January 25 Budget Workshop - Attachment*
5. *Approval of the Finance and Operations Meeting Schedule for 2011 - Attachment*
6. *Adjournment*

Pursuant to Government Code §54954.3, members of the public, to the extent required by law, will have the opportunity to directly address the Committee concerning the above mentioned business.

Dated: January 12, 2011

CAROLE GROOM
Chair, Finance and Operations Committee

Please note: Public meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodations, including auxiliary aids or services to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Assistant Clerk of the Board of Supervisors at (650) 363-4634. Notification in advance of the meeting will enable the public agency to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.



**San Mateo County
Board of Supervisors
Finance and Operations Committee**

**Carole Groom, Chair
Adrienne Tissier, Vice Chair**

**Reynold Farnham, Deputy County Manager
John Belers, Chief Deputy County Counsel
100 County Center, Redwood City
650-363-4123**

TO: Finance and Operations Committee
FROM: David S. Boesch County Manager
Peggy Jensen, Deputy County Manager
SUBJECT: Fire Services Proposal – City of San Carlos

Meeting Date: Tuesday, January 18, 2011

The City of San Carlos has issued a request for proposals for emergency response and fire protection. The County could submit a proposal to include San Carlos in our current contract with CalFire. CalFire has indicated that such a proposal could include the following opportunities for the County and the City of San Carlos:

- County General Fund savings of up to \$300,000 from sharing command, fire marshal, training, Advanced Life Support (ALS) and administrative staff. Over the past five fiscal years, the General Fund has provided over \$3 million to the County Fire Fund. An additional \$1.05 million subsidy is needed this fiscal year to balance the Fire Fund budget. The subsidy does not include funds for vehicle or facility replacement, only operating costs.
- The County could save an additional \$350,000 by sharing and transferring two of the three CalFire staff from Station 18 (Cordilleras) to Station 16 in San Carlos. The two staff would operate a "quick attack" vehicle, which provides better service than a three-person engine in the San Carlos and unincorporated area hills.
- Any savings above the operations costs for the County CalFire contract could be put into a vehicle and facility reserve. Over \$1 million a year is needed to meet future fire vehicle and facility needs.
- This year, the City of San Carlos is paying \$6.3 million for fire service, including funds for 20 staff. CalFire uses a 72-hour a week shift schedule, which means they would only need 17 staff to provide the same level of service as San Carlos provides now with 20 staff. Also CalFire has a different pay scale. Preliminary numbers from CalFire indicate that they could offer San Carlos the following contract options:
 - \$3.8 million - 17 staff paid at the top step of the CalFire pay scale
 - \$4.3 million – 20 staff paid at the top step of the CalFire pay scale
 - \$5.03 million - 17 staff with total compensation frozen at the San Carlos pay scale
 - \$5.7 million - 20 staff with total compensation frozen at the San Carlos pay scale
 - Hazardous materials pay (HazMat) would be an additional \$19,800 a year for 11 staff at the CalFire pay scale or \$71,000 for 11 San Carlos staff with frozen compensation.

San Carlos has extended their proposal due date to February 7, 2011. The full Board could consider requesting a proposal from CalFire that adds San Carlos to the County CalFire contract at the January 25, 2011 Board meeting. CalFire has confirmed that if asked, they will provide a complete proposal by the due date.

Appendix C: Staff Report for Finance and Operations Committee Meeting, February 15, 2011



TO: Finance and Operations Committee

FROM: Reyna Farrales, Deputy County Manager

SUBJECT: Finance and Operations Committee Special Meeting

TODAY'S DATE: February 10, 2011

NOTICE OF SPECIAL MEETING (GOVERNMENT CODE § 54956)

FINANCE AND OPERATIONS COMMITTEE

Please take notice that the Chair of the Finance and Operations Standing Committee, acting pursuant to the authority of Government Code §54956, hereby calls a special meeting of the Finance and Operations Committee, to take place on Tuesday, February 15, 2011 at 2:00 p.m. in the Board of Supervisors Chambers located in the Hall of Justice, 400 County Center, First Floor, Redwood City, California.

The special meeting is for the purpose of discussing and transacting the following business:

1. *Call to order*
2. *Oral Communications and Public Comment*
3. *Fire Services – City of San Carlos - Attachment*
4. *Adjournment*

Pursuant to Government Code §54954.3, members of the public, to the extent required by law, will have the opportunity to directly address the Committee concerning the above mentioned business.

Dated: February 10, 2011

CAROLE GROOM
Chair, Finance and Operations Committee

Please note: Public meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodations, including auxiliary aids or services to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Assistant Clerk of the Board of Supervisors at (650) 363-4634. Notification in advance of the meeting will enable the public agency to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.



**San Mateo County
Board of Supervisors
Finance and Operations Committee**

**Carole Groom, Chair
Adrienne Tissier, Vice-Chair**

**Reyna Ferrales, Deputy County Manager
Julia Bakers, Chief Deputy County Counsel
400 County Center, Redwood City
650-363-4123**

**Date: February 8, 2011
Meeting Date: February 15, 2011**

TO: Supervisor Carole Groom
Supervisor Adrienne Tissier

FROM: Peggy Jensen, Deputy County Manager

SUBJECT: Report Back on Regional Fire Service: CalFire Option

RECOMMENDATION:
Accept this report and provide direction to staff.

BACKGROUND:
On January 18, 2011, the Finance and Operations Committee considered extending the County Fire contract with CalFire to include the City of San Carlos. At that meeting, Chief Belville from the City of San Mateo said that the City of San Mateo, Redwood City and Foster City were exploring a regional fire service system that could also include Belmont and San Carlos. The Committee expressed interest in regionalization of fire services and indicated that the County operated stations adjacent to the region cities could be included in the concept. The Committee also requested comparative cost data for different regional approaches.

DISCUSSION:
Regional delivery of fire service is relatively common throughout California. San Mateo County, through our County Fire program, has had a regional service arrangement with CalFire for over 45 years. This arrangement has provided competent and cost-effective fire protection service to the unincorporated area through a model that maintains local control. The Coastside Fire Protection District and CalFire are another example of a local regional model as is the effort currently underway to consolidate the Foster City and City of San Mateo fire departments. The Menlo Park Fire Protection District is also a regional model.

In response to requests from the Committee, County Fire developed cost estimates for extending the County contract with CalFire to include all the cities identified by Chief Belville and the unincorporated area identified by the Committee. The cost estimates are based on the following facts:

- There are 18 fire stations in the five cities and the county unincorporated area east of Interstate 280 between San Mateo and Redwood City. The 18 stations house a total of 18 engines and 4 ladder trucks. County Fire staffs three of the engines through our contract with CalFire. The other 15 engines are staffed by the city fire departments as are the 4 ladder trucks. Currently, five different agencies provide management, supervision and administrative support for these stations. Depending on what happens in San Carlos, the total number of agencies may increase.

- In San Mateo County, a three-person crew supports each fire engine and a four-person crew supports a ladder truck. The city fire crews work a 56-hour week. CalFire uses a 72-hour workweek. The table below compares the staffing requirements for each staffing model by fire vehicle.

Apparatus	24/7 City Staff Per Vehicle	24/7 CalFire Staff Per Vehicle
3 Person Engine	9	7
4 Person Ladder Truck	12	9.5

As the table shows, the CalFire model requires fewer personnel to fully staff each piece of equipment than the city model. If the CalFire staffing model is applied to the 15 city engines and 4 trucks in the region, 40 fewer staff would be needed for 24/7 coverage.

- A regional approach would create opportunities to review administrative and management needs and station and apparatus distribution. It is anticipated that there would be opportunities to reduce costs in all of these areas, but the extent of the savings would depend on the level of services selected. However, those savings would be seen over time, as the impacts on service levels are evaluated.

Based on the information above and data available from the cities in the region, County Fire calculated the following costs for different regional service options that CalFire could offer the region. Note that the changes below are cumulative, so the lowest cost option includes all the changes noted above.

\$42.2 million	Total current cost of 18 stations
\$40.5 million	Move all stations to a 72-hour work week
\$37.3 million	Plus reduce total staff to number required for 72-hour work week
\$27.4 million	Plus, reduce city salaries to top step of CalFire salary scale
\$25.4 million	Plus, close one redundant station in region and convert one engine to a 2 person "quick attack" vehicle

The numbers presented above are best estimates of the potential total costs. If there is serious interest in pursuing a regional approach to fire services, staff would need to work closely with all interested partners to assess all options and carefully review all cost data. Also, we would need to bring the residents of CSA 1 into these discussions, as the engine company they fund should be incorporated into any regional plan.

Given the complexity of a truly regional approach, we estimate that it could take a year or possibly longer to work out the details. We should also note that Belmont officials recently voted to create their own city fire department and indicated they are not interested in a regional approach.

FISCAL IMPACT:

County Fire has a budget reduction target of \$218,877 for FY 2011/12 with the goal of eventually eliminating all \$1 million in general fund contributions. Although we assume there will be savings to the County from a regional approach to fire service, at this time we can neither calculate the amount or the timing of those savings. This is because we don't know how any savings would be allocated among the partner cities. Furthermore, the County is currently benefiting from the 72-hour workweek and the CalFire salary scale, so the savings to the county would not be as great as for the cities if CalFire was the service provider.

The only fiscal impact data that we can definitively provide is the projected savings from expanding the county service area to include San Carlos. The savings data was presented to your Committee at the January 18, 2011 meeting. The projected savings for FY 2011/12 includes \$300,000 from shared administrative costs and potentially another \$350,000 if the Cordilleras engine is moved to the San Carlos station on Alameda and staffed as a "quick attack" vehicle.

CITY OF SAN CARLOS

CITY COUNCIL

ANDY KLEIN, MAYOR
MATT GROCOTT, VICE MAYOR
RON COLLINS
BOB GRASSILLI
MATT GROCOTT



CITY COUNCIL

600 ELM STREET
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FAX (650) 595-6719
WEB: <http://www.cityofsancarlos.org/>

March 13, 2012

Honorable Gerald J. Buchwald
Judge of the Superior Court
Hall of Justice
400 County Center; 8th floor
Redwood City, CA 94063-1655

Re: Civil Grand Jury Report – The County, San Carlos & Cal Fire: A Missed Opportunity?

Dear Judge Buchwald,

I am writing to you on behalf of the San Carlos City Council. This will serve as the City of San Carlos' formal response to the letter from the Superior Court communicating comments made by the Civil Grand Jury about Shared Fire Services entitled "The County, San Carlos & Cal Fire: A Missed Opportunity?" The City Council has reviewed this letter at a public meeting of the Council and has authorized that it be sent.

In the report from the Civil Grand Jury, a number of Findings, Conclusions and Recommendations are made. In addition, the City is offering more information on one of the Background discussions included in the report. Here is the City of San Carlos response to the Civil Grand Jury report on this matter:

Background

1. In the "Background" section of the report on page 2, the Grand Jury notes that San Carlos issued a formal Request for Proposal (RFP) for Fire & Emergency Services and specifically solicited responses from the Menlo Park Fire District, North County Fire District, City of San Mateo, City of Redwood City and Cal Fire.

Response: This is correct in part. It should be noted that the City of San Carlos also invited 4 entities to respond to the RFP for Fire & Emergency Services that are not mentioned in the report. The 4 additional entities that were invited to respond to the RFP are:

- City of Belmont
- American Emergency Services Corporation
- International Association of Firefighters (IAFF), Local 2400
- Rural/Metro Corporation

Findings

1. CAL FIRE is a full-service rural, suburban and urban fire protection agency.
Response: We agree with the finding.
2. CAL FIRE is a fully integrated part of the County's fire protection system with 72 fire fighters working effectively with municipal fire departments and fire districts and utilizing the County's central dispatch system. The CAL FIRE coverage area includes most unincorporated portions of the County and the Coastside Fire District.
Response: We agree with the finding.
3. From interviews, the Grand Jury learned that there is broad agreement among officials and staff from the County and cities that CAL FIRE has provided effective fire protection services in the areas of San Mateo County it serves.
Response: We agree with the finding.

The City notes that Paramedics and Firefighters at Cal Fire's Engine Company on Edmonds Road near Crestview Avenue (Fire Station # 18) have been the first responders for some San Carlos homes for over 10 years.

4. Differences between work shifts of CAL FIRE and municipal fire departments, and differences in the wage rates and benefits, allow CAL FIRE to offer comparatively less expensive fire services in the Bay Area.
Response: We agree with the finding.
5. CAL FIRE prices its services by applying a standard 11% overhead cost on top of direct costs.
Response: We agree with the finding.
6. San Mateo County has contracted with CAL FIRE for services to its unincorporated areas since 1962. The current contract expires on June 30, 2012.
Response: We agree with the finding.
7. As of October, 2011 the San Mateo County budget deficit stood at \$50 million.
Response: We agree with the finding.
8. San Carlos requested that the County Board of Supervisors allow San Carlos to obtain fire protection services from CAL FIRE through the County's contract with CAL FIRE. The issue came before the two-member Finance and Operations Committee (the F&O Committee) on January 18, and February 15, 2011.
Response: We agree with the finding.
9. From the County staff report of January 18, 2011, adjusted for a budgetary mistake, CAL FIRE could have saved San Carlos between approximately \$600,000 and \$2.5 million per year.
Response: We partially disagree with the finding.

While San Carlos received an "informal proposal" for Fire & Emergency Services from Cal Fire in early 2010, the City did not receive a copy of Cal Fire's response to the City's RFP.

Cal Fire hired a former Cal Fire Section Fire Chief (Dan Turner) to prepare a San Carlos RFP response and that response was part of a blue 3 ring binder (often called the "blue binder") that some Cal Fire officials have reviewed. (Mr. Turner was also the consultant used by Cal Fire to prepare their proposal for Fire Services that was ultimately adopted by the Coastside Fire Protection District).

The City of San Carlos has never received or viewed the Cal Fire RFP response to San Carlos in the blue binder. The City did receive some of the material developed by former Chief Turner for San Carlos and used this salary, benefit and cost data for Cal Fire in subsequent reports to the San Carlos City Council.

It is hard to analyze or speculate on what is and is not in the full Cal Fire proposal for San Carlos. Based on earlier proposals to the City (in 2005-07 and 2010), the data supplied by Chief Turner and the current San Mateo County Fire Department Budget (\$1.6 Million per Fire Station), a savings to San Carlos of \$1.2 Million per station or \$2.4 Million for both fire stations seems achievable.

Whether the slightly higher number of \$2.5 Million per year that is used in the Grand Jury report would be reachable in San Carlos if a Cal Fire proposal had been received – directly or through the County – would require further analysis and more detailed information from Cal Fire.

10. From the County staff report of January 18, 2011, in addition to substantial savings for San Carlos, bringing San Carlos under the County contract with CAL FIRE could have saved the County an additional \$650,000 per year. Neither the savings to San Carlos or the County were discussed by the F&O Committee on January 18.

Response: We agree with the finding.

The Deputy County Manager and Cal Fire shared the \$650,000 per year savings estimate for San Mateo County on numerous occasions with the City and County Officials and it appears in the County Staff Report mentioned in the Grand Jury report.

We agree that neither the savings to San Carlos nor the County was discussed by the F&O Committee meeting on January 18, 2011 even though it was the subject on that meeting agenda.

11. From the County staff report of February 15, 2011, "County Fire has a budget reduction target of \$218,877 for FY 2011/12 with the goal of eventually eliminating all \$1 million in general fund contributions." (See, Appendix C)

Response: We agree with the finding.

12. In response to a request from the F&O Committee, CAL FIRE prepared a cost estimate for delivery of fire protection to five County cities (Redwood City, San Carlos, Belmont, Foster City and San Mateo). According to the County staff report of February 15, 2011, the estimated aggregate cost savings to those five cities could be between \$1.7 million and \$16.8 million per year.

Response: We agree with the finding.

13. The CAL FIRE service cost estimates and potential savings for the County and the five County cities were not discussed by the Committee members at the February 15, 2011, F&O Committee meeting.

Response: We agree with the finding.

14. From the audio transcripts of both the January 18 and February 15, 2011 F&O Committee meetings, Supervisor Adrienne Tissier said that the Governor had called for CAL FIRE getting out of the urban fire-fighting business.

Response: We agree with the finding.

15. The Governor's January 10, 2011 recommendations on CAL FIRE realignment only applied to State Responsibility Areas and did not apply to contracts with local jurisdictions, such as its contracts with San Mateo County or the Coastside Fire District. There was no suggestion from the Governor that CAL FIRE should curtail delivery of urban fire protection services funded by counties or cities.

Response: We agree with the finding.

The City Staff researched this matter and determined that the assertion that the Governor had called for Cal Fire to "get out of the urban fire-fighting business" was incorrect.

16. Also during the February 15, 2011 F&O Committee meeting, the Supervisors said that the County does not want to be in the fire-fighting business. The Supervisors further said they strongly supported regional fire-protection solutions in the County as a means to reduce redundant administrative and infrastructure costs to the cities.

Response: We agree with the finding.

17. The Supervisors recommended that Belmont and San Carlos enter into mediation to continue their joint fire department while regionalization alternatives could be explored. From interviews and meeting transcripts, most San Carlos and Belmont officials stated there was little chance for mediation to be successful.

Response: We partially disagree with the finding.

During the February 15, 2011 F&O Committee meeting, Council Members present from San Carlos (Mayor Omar Ahmad, Vice Mayor Andy Klein and Council Member Randy Royce) and Belmont (Council Member Warren Lieberman) all voiced their support for using the offer of County funded mediation to explore Shared Fire Services options between San Carlos and Belmont. Later the same afternoon, Mayor Ahmad and Vice Mayor Klein called Supervisor Tissier to accept the County's offer of mediation on behalf of San Carlos. That offer was then placed on the next San Carlos City Council agenda and the County mediation offer was accepted by the San Carlos Council on a unanimous 5-0 vote. The San Carlos Council also provided Mayor Ahmad with direction on areas to explore during the upcoming mediation with Belmont.

The following month, the Belmont City Council agreed to the mediation on a split vote. During the Belmont City Council discussion in March and a subsequent news article in the San Mateo Daily Journal, there was doubt about the potential success of mediation expressed by Belmont Mayor Feierbach. So there was some doubt expressed publically by at least one member of the Belmont City Council – but it occurred after the F&O Committee meeting cited in the Grand Jury report.

In terms of what was said during the interviews that the Grand Jury held with “San Carlos and Belmont officials”, the City has no way of knowing what was said during those interviews as they are held in confidence. The City understands that what was said to the Grand Jury during these confidential interviews may be different than what was said at public meetings – such as the F&O Committee Meetings and the San Carlos and Belmont City Council Meetings noted above.

18. From the letter of the CAL FIRE Acting Director, quoted above, and from interviews with officials from various cities and fire-protection agencies, there is reluctance to consider expanding CAL FIRE's role in San Mateo County because of opposition by the International Association of Firefighters, Local 2400.

Response: We agree with the finding.

Mayor Ahmad and Vice Mayor Klein held meetings with the leadership of IAFF Local 2400 during this process. Both the Mayor and Vice Mayor noted that the union was very clear that a contract for Fire & Emergency Services for San Carlos (or any other City or Fire District in the County) with Cal Fire was “something we will not accept.”

Conclusions

1. The County has been well served by CAL FIRE since 1962 and is well served today.
Response: We agree with the finding.
2. It is likely that any alternative to CAL FIRE's coverage of unincorporated areas would increase County costs and not provide materially better service.
Response: We agree with the finding.

The City notes that the County is currently spending approximately \$1.6 Million per station for Fire & Emergency Services and San Carlos is spending approximately \$2.8 Million per station for comparable services in the current budget year.

3. CAL FIRE should be viewed as a viable alternative for fire protection services by the County and the cities when considering regionalization or outsourcing alternatives.
Response: We disagree with the finding.

This Grand Jury finding was specifically discussed and debated during the San Carlos City Council Meeting held on March 12, 2012. A majority of the City Council Members indicated by a straw poll vote of 3-2 that they do not believe that Cal Fire is a viable alternative for fire protection services by the County and the cities when considering regionalization or outsourcing alternatives.

4. Given the large structural deficit facing the County, the Board of Supervisors needs to take all reasonable steps to reduce the cost of County services.
Response: We agree with the finding.
5. The F&O Committee missed an opportunity for the County to save as much as \$650,000 per year and San Carlos to save upwards of \$1.4 million per year by not forwarding the San Carlos CAL FIRE issue onto the full Board of Supervisors for its consideration.
Response: We agree with the finding.

6. The F&O Committee misinterpreted the Governor's statements regarding the appropriate role of CAL FIRE in municipal fire protection and should have sought clarification before concluding that CAL FIRE was not a viable alternative for cities in the County.

Response: We agree with the finding.

7. There is significant pressure from the local union to not consider CAL FIRE as an outsource alternative for municipal fire protection.

Response: We agree with the finding.

8. Given the potential savings and the need for fiscal relief, the County should be motivated to extend fire protection services through its contract with CAL FIRE to other cities in the County as part of a move toward regionalization.

Response: We agree with the finding.

Recommendations

1. The County Board of Supervisors should renew its contract with CAL FIRE by June 30, 2012, unless there is a new compelling fiscal reason to change.

Response: We agree with the finding.

2. During contract negotiations with CAL Fire, the County Board of Supervisors should include a provision within the contract that would allow fiscally qualified cities to sub-contract for CAL FIRE services through the County such that the County as well as the cities can benefit.

Response: We partially disagree with the finding.

We agree that the County should allow interested cities, such as those mentioned in the Grand Jury Report, the opportunity to consider a sub-contract for Fire & Emergency Services with Cal Fire via a County Amendment as one option to consider.

However, we question the language about limiting this option to "fiscally qualified cities". During the San Carlos RFP process, Cal Fire inquired about the budget deficit in San Carlos and suggested that this might disqualify San Carlos from receiving a direct proposal from Cal Fire for Fire & Emergency Services. It was only after the City Staff was able to show Cal Fire that the San Carlos budget shortfall had been partially offset, that the Cal Fire Acting Director sent the letter in the Grand Jury report noting that an offer would not be made to San Carlos due to union and state legislator pressure.

A better approach would be for the County to offer a contract amendment to all interested cities and fire districts. Commitments regarding the method of payment can be made during the contract negotiation phase – rather than an initial refusal to work together as is suggested here.

3. Until the provision in Recommendation 2 is approved, the County Board of Supervisors should allow fiscally qualified cities and fire districts in the County to sub-contract services with CAL FIRE under the County's contract.

Response: We partially disagree with the finding.

The City would offer the same comments as our response to Recommendation # 2.

4. The County Board of Supervisors should view CAL FIRE as a potential component of the regionalization effort.

Response: We agree with the finding.

5. When assessing alternative approaches to local fire protection, CAL FIRE should be considered as one alternative by cities and special fire districts in San Mateo County.

Response: We agree with the finding.

6. Include local fire union representatives in community discussions concerning department consolidation, regionalization or replacement. Make financial considerations and differing expense models known to all concerned parties and citizens.

Response: We agree with the finding.

As noted earlier, the City discussed the Fire & Emergency Services study, RFP and process with employees of the Belmont-San Carlos Fire Department and representatives of their Union (IAFF Local 2400). This included interviews with employees and union officials by the City's Fire & Emergency Services consultants (TriData) and meetings with the City Council and Senior City Management.

In terms of making financial information and differing expense models available to all parties, all of this information was made available to the public in several forms including the City Web Site's www.epackets.net portal for all City Council and Commission Meetings. The information includes meeting videos, agendas, minutes, staff reports and spreadsheets.

Sincerely Yours,



Andy Klein
Mayor

cc: City Council
City Manager
Assistant City Manager
City Attorney



April 24, 2012

Honorable Gerald J. Buchwald
Judge of the Superior Court
Hall of Justice
400 County Center, 8th Floor
Redwood City, CA 94063-1655

Honorable Judge Buchwald,

Please accept this letter as the City of San Bruno's formal response to the February 15, 2012 letter from the San Mateo County Superior Court of California regarding the 2011-2012 Grand Jury report, "The County, San Carlos and Cal Fire, a Missed Opportunity?"

The city has reviewed the Grand Jury's report in full. The City Council, at its April 24, 2012 meeting approved the responses listed below to the findings and recommendations as they pertain to the City of San Bruno.

Findings

1. Cal Fire is a full-service rural, suburban, and urban fire protection agency.

Agree – Cal Fire provides fire protections services throughout the State of California.

2. Cal Fire is a fully integrated part of the County's fire protection system with 72 firefighters working effectively with municipal fire departments and fire districts and utilizing the County's central dispatch system. The Cal Fire coverage includes most of the unincorporated portions of the County and Coastside Fire Protection District.

Partially Agree – The City of San Bruno does not contain "unincorporated areas" within the city limits, but Cal Fire is a participant in the San Mateo County Pre-Hospital Advanced Life Support JPA and the associated Automatic Aid Agreement.

3. From interviews, the Grand Jury learned that there is broad agreement among officials and staff from the County and cities that Cal Fire has provided effective fire protection services in the areas of San Mateo County it serves.

The City of San Bruno is not aware of what was communicated in interview with officials and staff from the County or cities.

4. Differences between work shifts of Cal Fire and Municipal fire departments, and differences in the wage rates and benefits, allow Cal Fire to offer comparatively less expensive fire services in the Bay Area.

Agree – The City of San Bruno understands that Cal Fire utilizes a 72-hour workweek schedule versus the 56-hour schedule worked by most municipal fire departments and fire districts in San Mateo. The City of San Bruno also recognizes that the wages and benefits provided to Cal Fire are negotiated by the state rather than direct negotiations between the municipality/fire district and respective labor associations.

5. Cal Fire prices its services by applying a standard 11% overhead cost on top of direct costs.

The City of San Bruno cannot verify this practice.

6. San Mateo County has contracted with Cal Fire for services to its unincorporated areas since 1962. The current contract expires on June 30, 2012.

The City of San Bruno has not verified the history or expiration of the contract.

7. As of October 2011 the San Mateo County budget deficit stood at \$50 million.

The City of San Bruno has not verified the County's budget deficit.

8. San Carlos requested that the County Board of Supervisors allow San Carlos to obtain fire protection services from Cal Fire through the County's contract with Cal Fire. The issue came before the two-member Finance and Operations Committee (the F&O Committee) on January 18, and February 15, 2011.

The City of San Bruno has not verified City of San Carlos discussions or actions.

9. From the County staff report of January 18, 2011, adjusted for a budgetary mistake, Cal Fire could have saved San Carlos between approximately \$600,000 and \$2.5 million per year.

The City of San Bruno has not verified potential savings for the City of San Carlos.

10. From the County staff report of January 18, 2011, in addition to substantial savings for San Carlos, bringing San Carlos under the County contract with Cal Fire could have saved the County an additional \$650,000 per year. Neither the savings to San Carlos or the County were discussed by the F&O Committee.

The City of San Bruno has not verified potential savings for the City of San Carlos.

11. From the County staff report of February 15, 2011, "County fire has a budget reduction target of \$218,877 for FY 2011-12 with the goal of eventually eliminating all \$1 million in general fund contributions."

The City of San Bruno has not verified County budget considerations.

12. In response to a request from the F&O Committee, Cal Fire prepared a cost estimate for delivery of fire protection to five County cities (Redwood City, San Carlos, Belmont, Foster City, and San Mateo). According to the County staff report of February 15, 2011, the estimated aggregate cost savings to those fire cities could be between \$1.7 million and \$16.8 million per year.

The City of San Bruno has not verified potential savings for these cities.

13. The Cal Fire service cost estimates a potential savings for the County and the five County cities were not discussed by the Committee members at the February 15, 2011, F&O Committee.

The City of San Bruno has not verified discussions at this meeting.

14. From the audio transcripts of both the January 18 and February 15, 2011 F&O Committee meetings, Supervisor Adrienne Tissier said that the Governor had called for Cal Fire getting out of the urban fire-fighting business.

The City of San Bruno has not verified the Supervisor's comments.

15. The Governor's January 10, 2011 recommendations on Cal Fire realignment only applied to State Responsibility Areas and did not apply to contracts with local jurisdictions, such as contract with San Mateo County or the Coastside Fire District. There was suggestion from the Governor that Cal Fire should curtail delivery of urban fire protection services funded by counties or cities.

The City of San Bruno has not verified the Governor's recommendations.

16. Also during the February 15, 2011 F&O Committee meeting, the Supervisors said that the County does not want to be in the fire-fighting business. The Supervisors further said they strongly supported regional fire-protection solutions in the County as a means to reduce redundant administrative and infrastructure costs to the cities.

The City of San Bruno has not verified the County's position or interests regarding Fire service.

17. The Supervisors recommended that Belmont and San Carlos enter into mediation to continue their joint fire department while regionalization alternatives could be explored. From interviews and meeting transcripts, most San Carlos and Belmont officials stated there was little chance for mediation to be successful.

The City of San Bruno has not verified discussion or issues related to the Cities of San Carlos and Belmont.

18. From the letter of the Cal Fire Acting Director, quoted above, and from interviews with officials from various cities and fire-protection agencies, there is reluctance to consider expanding Cal Fire's role in San Mateo County because of opposition by the International Association of Firefighter's, Local 2400.

The City of San Bruno has not verified the position of Local 2400.

Recommendations to the County Board of Supervisors

1. Renew its contract with Cal Fire by June 30, 2012, unless there is new compelling fiscal reason to change.

Not applicable to the City of San Bruno.

2. During contract negotiations with Cal Fire, include a provision within the contract that would allow fiscally qualified cities to sub-contract for Cal Fire services through the County such that the County as well as the cities can benefit.

Agree – Any municipality or fire district should be able to negotiate for fire services as long as there is mutual benefit to all parties.

3. Until the provision in Recommendation 2 is approved, allow fiscally qualified cities and fire districts in the County to sub-contract services with Cal Fire under the County's contract.

Same response as #2.

4. View Cal Fire as a potential component of the regionalization effort.

Agree

Recommendations to cities and special fire districts in San Mateo County

1. When assessing alternative approaches to local fire protection, Cal Fire should be considered as one alternative.

Agree – All fire service protection alternatives should be evaluated.

2. Include local fire union representatives in community discussions concerning department consolidation, regionalization or replacement; make financial consideration and differing expense models known to all concerned parties and citizens.

Agree – The City of San Bruno is currently in the process of consolidating Administrative Services as part of a consolidation effort with the City of Millbrae and Central County Fire Department. A collaborative effort between all parties has kept communication channels open.

The City of San Bruno currently shares the positions of Fire Chief and Battalion Chief with the City of Millbrae.

Sincerely,

Jim Ruane
Mayor, City of San Bruno

Cc: San Mateo Grand Jury
City Clerk

RESOLUTION NO. 2012-

**RESOLUTION APPROVING CITY'S RESPONSE TO THE
2011-12 SAN MATEO COUNTY CIVIL GRAND JURY REPORT,
"THE COUNTY, SAN CARLOS AND CAL FIRE, "A MISSED OPPORTUNITY?"**

WHEREAS, on February 15, 2012, Judge Gerald J. Buchwald of the Superior Court sent a letter to the City of San Bruno and agencies throughout the County requesting a formal response to the Civil Grand Jury's Report entitled "The County, San Carlos and Cal Fire, A Missed opportunity?"; and

WHEREAS, The response letter, which is to include comments on the findings and recommendations contained in the report, must be approved by the City Council at a public meeting and must then be submitted to Judge Buchwald by May 15, 2012; and

WHEREAS, the Civil Grand Jury report make several recommendations, the foremost that Cal Fire be considered as an alternative to providing fire protection services in the County; and

WHEREAS, staff recommends adopting the resolution approving the City's response to the 2011-12 San Mateo county civil Grand Jury Report, "The County, San Carlos and Cal Fire, A Missed Opportunity?"

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of San Bruno approving the City's response to the Grand Jury Report.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council at a regular meeting on April 24, 2012 by the following vote:

AYES:

NOES:

ABSENT:

Carol Bonner, City Clerk