

"The City With a Heart"



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

**SPECIAL MEETING
SAN BRUNO CITY COUNCIL
AGENDA**

October 23, 2012

6:00 p.m.

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

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

1. ROLL CALL:

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

3. CONDUCT OF BUSINESS:

4. CLOSED SESSION:

Conference with Labor Negotiators Pursuant to Gov't Code Section 54957.6:
Agency Designated Representatives: City Manager, Human Resources Director,
Finance Director, Geoff Rothman, Negotiator, Employee Organizations: Miscellaneous
Group, Public Safety Mid Management and San Bruno Police Bargaining Unit.

5. ADJOURNMENT:

The next Regular City Council Meeting will be held on October 23, 2012, at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road.

"The City With a Heart"



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

AGENDA SAN BRUNO CITY COUNCIL

OCTOBER 23, 2012

7:00 p.m.

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

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

City Council meetings are conducted in accordance with Roberts Rules of Order Newly Revised and City Council Rules of Procedure. You may address any agenda item by standing at the microphone until recognized by the Council. All regular Council meetings are recorded and televised on CATV Channel 1 and replayed the following Thursday, at 2:00 pm. You may listen to recordings in the City Clerk's Office, purchase CD's, access our web site at www.sanbruno.ca.gov 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:

4. PRESENTATIONS:

Receive Presentation from SamTrans on Proposed Changes to the Bus Route Service Plan.

5. REVIEW OF AGENDA:

6. APPROVAL OF MINUTES: Regular City Council Meeting of October 9, 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 September 27, October 8 and 15, 2012.
- b. **Approve:** Successor Agency Accounts Payable of October 8, 2012.
- c. **Approve:** Payroll of October 7, 2012.
- d. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated September 30, 2012.
- e. **Adopt:** Resolution Accepting the Kains to Angus Sewer Relief Phase II as Complete and Authorizing Release of the Contract Retention.
- f. **Adopt:** Resolution Authorizing the Purchase of a Ford XLF 450 Truck in the Amount of \$66,803, a 2012 Hamm Model HD 12 VV Roller/Drum Compactor in the Amount of \$42,961.18, and Three Ford Crown Victoria Police Interceptors in the Amount of \$75,760.
- g. **Adopt:** Resolution Approving the Request to Waive the Rental Fees for Lions Field for a Memorial Softball Tournament.

8. PUBLIC HEARINGS:

Adopt Resolution Approving the 2012-2017 Five Year Capital Improvement Program and Appropriating Funding for the 2012-13 Capital Improvement Project Budget.

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

10. CONDUCT OF BUSINESS:

- a. Receive Oral Report Regarding the State Pension Reform Legislation to take effect January, 2013.
- b. Receive Report and Authorize Extension of Terms for Members of Citizen Advisory Commissions, Boards, and Committees.
- c. Adopt Resolution Adding Recognition Plaque Costs to the Master Fee Schedule and Amending the Memorial and Recognition Policy.
- d. Adopt Resolution Authorizing the City Manager to Execute an Amendment to the Contract with Brown and Caldwell for Design of the Water Pump Station No. 4 (College) Upgrade Project in the Amount of \$188,404.
- e. Adopt Resolution Supporting Assemblymember Jerry Hill and San Bruno Residents' Call for Removal of Chairman Michael Peevey from the California Public Utilities Commission.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

The next regular City Council Meeting will be held on November 13, 2012 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Posted 10/19/12



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

MINUTES
SAN BRUNO CITY COUNCIL

OCTOBER 9, 2012

7:00 p.m.

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

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on October 9, 2012 at the San Bruno Senior Center, 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:05 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 and Council Members O'Connell, Medina and Salazar. Recording by Clerk Bonner. **City Manager Jackson** led the Pledge of Allegiance.

3. ANNOUNCEMENTS:

Clerk Bonner Announced Vacancies on Commissions, Boards and Committees Due to Routine Resignations and Expired Terms and Invited Residents to Apply.

4. PRESENTATIONS:

a. **Councilmember O'Connell** introduced **Melodie Tobin** who talked about what the Beautification Task Force does, introduced the members and encouraged citizens to join. She said all they have to do is come to City Hall the first Thursday of each month at 6:00 p.m. She presented the Beautification Task Force Awards as well as certificates to merchants who adopted plants close to their business on San Mateo Ave. She also talked about a new program, lawn-be-gone.

Mayor Ruane thanked the Beautification Task Force for all they do.

b. **Children Services' Manager Bruxvoort** gave a Presentation on the Library's Homework Center Program, which is a drop-in program where students can get help when they need it. It is for students K through 8th grade and is free. Hours are M-W 3-6, Th 1:30-6.

5. REVIEW OF AGENDA: No changes.

6. APPROVAL OF MINUTES: Regular City Council Meeting of September 25, 2012 and Special City Council Meeting of October 3, 2012. **City Clerk Bonner** asked the minutes be pulled for October 3, 2012. **M/S Medina/Ibarra** to approve the minutes of September 25, 2012 and passed with all ayes.

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of September 24, 2012.
- b. **Approve:** Successor Agency Accounts Payable of September 24, 2012.
- c. **Approve:** Payroll of September 23, 2012.

d. **Adopt:** Resolution Amending the City Classification Plan by Adopting Position Descriptions for Accounting Manager, Accounting Supervisor, Financial Services Manager, Financial Services Supervisor, Accounting and Customer Service Representative I/II, and Accounting and Customer Service Representative III Positions, and Adopting Salary Ranges for Accounting Manager and Financial Services Manager.

e. Adopt Resolution Accepting the Crestmoor Neighborhood Phase I Sanitary Sewer Replacement Project as Complete and Authorizing Release of the Contract Retention Amount.

f. Adopt Resolution Authorizing Out of State Travel for City Manager and City Council Member Attendance at the Pipeline Safety Trust Annual Conference.

g. Adopt Resolution Authorizing the Purchase of Cable Television HD/DVR Set-top Box Equipment in the Amount of 54,750.

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

8. **PUBLIC HEARINGS:** None.

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

Robert Riechel, 7th Ave. announced this Sunday is the last day to guess the weight of the big pumpkin and invited everyone to come to Farmer's Market. He said PG&E found an abandoned stormdrain and blocked it off.

Joanne McGlothlin, Claremont Dr. addressed the meeting notification provided by the City for the special meeting held on October 3 regarding the \$70 million settlement from PG&E. She asked how communication could be improved? She questioned if this should be a non-profit or a not-for-profit.

City Manager Jackson said the settlement agreement between the City and PG&E specifically calls for the funds to be turned over to a not-for-profit or non-profit, which the City Attorney said those terms can be used interchangeably. She said the discussion about the use of the funds will occur in the venue of the not-for-profit and it was one of the key issues during negotiations that those funds would ultimately be used for the benefit of the community and not be placed in the City's general fund.

City Manager Jackson said the establishment of how the entity is to be structured is a decision that will be made by the City Council. She said, under the Brown Act, a twenty-four hour notice is required for a Special Meeting. At the October 3 meeting, under direction of the Council, they asked information be made available to the public both about the discussion that occurred on October 3 and the upcoming discussion items and the schedule for future discussions. She added there will be no action taken by the City Council as to the use of those funds.

Kathy DeRenzi, Claremont Dr. asked for support to join her at the PUC Hearing on Thursday at 9:00 at 505 Van Ness Ave., San Francisco. **City Manager Jackson** said the City is participating actively.

John Barrielier, N. San Anselmo questioned the firefighters shopping for groceries when they are on duty.

Betty Coons, Claremont Dr. expressed her concern of how they are informed.

City Manager Jackson said they could make sure it is posted on the bulletin board on Glenview.

10. CONDUCT OF BUSINESS:

a. Adopt Resolution Authorizing the City Manager to Execute Contracts with West Yost Associates for Engineering Design Services in the Amount of \$120,300 and with Engeo Incorporated for Engineering Geotechnical Services in the Amount of \$30,000 for the Glenview Water Tank Number 3 Replacement Project.

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

Vice Mayor Ibarra asked what constitutes something three times more expensive than the first study? **Fabry** said this study would open and trace in the field any possible remnants. **Associate Engineer Anderson** said the initial study was a standard template for any construction project but due to the site proximity to the San Andreas fault it was recommended that further investigation be conducted.

Councilmember Medina asked the age of the tank and the life expectancy of the new tank? **Anderson** said he believed it was constructed in 1951 and has a 50 year's life expectancy. **Councilmember Medina** asked if it would be analyzed as to its stabilization? **Anderson** said that will be one of the results from this additional study.

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

b. Adopt Resolution Authorizing the City Manager to Execute a Contract with Acumen Industrial Hygiene, Inc. in an Amount Not to Exceed \$48,700 for Air Quality and Soils Dust Testing Services for the Crestmoor Neighborhood Reconstruction Project.

Project Manager Burrowes gave an overview of the staff report and asked for questions.

Councilmember Medina asked if the City's steps to control what goes into the drain exceed what any other City would do? **Burrowes** said he believed that would be a correct statement.

Councilmember O'Connell asked how are the residents being notified? **Burrowes** said it is on the website and based on Council's action this evening, they will be further notified providing more details.

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

c. Adopt Resolution Rejecting Bid for the Street Rehabilitation-Slurry Seal Project.

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

Vice Mayor Ibarra if this is something the subcommittee agreed on or should we be reviewing? **Fabry** said this was approved by the subcommittee but it was never implemented.

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

d. Receive Report on the Updated Pavement Management Program.

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

Councilmember Medina said it would be nice to have a reference point when the streets have been repaired. He said there used to be more of an annual analysis of the conditions in the various jurisdictions? **Fabry** said each agency has to update overall a system survey each five years and the arterials and the collectors each second year.

Vice Mayor Ibarra said since this is ongoing, has there been any consideration about hiring a City crew to just do City improvements. **Fabry** said overlay and reconstruction is a very specialized type of treatment, but, yes it is possible.

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

12. COMMENTS FROM COUNCIL MEMBERS:

Mayor Ruane congratulated St. Bruno's Church on their 100 year anniversary.

13. CLOSED SESSION: None.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 8:35 p.m. The next regular City Council Meeting will be held on October 23, 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
October 23, 2012

Carol Bonner, City Clerk

Jim Ruane, Mayor

09/27/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
631	WASTEWATER FUND	\$135,315.38
TOTAL FOR APPROVAL		\$135,315.38

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 137577 THROUGH 137578, TOTALING IN THE AMOUNT OF \$135,315.38 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

10/4/12

DATE

T.A.

Document group: dliu Bank: apbank 05507660

<u>Vendor Code & Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0000386 CITY OF SOUTH SAN FRANCISCO	137578	9/27/2012	90,318.25
0000386 CITY OF SOUTH SAN FRANCISCO	137577	9/27/2012	44,997.13
		GrandTotal:	135,315.38
		Total count:	2

10/08/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$138,818.23
132	AGENCY ON AGING	\$676.00
133	RESTRICTED DONATIONS	\$1,383.21
190	EMERGENCY DISASTER FUND	\$654,900.91
201	PARKS AND FACILITIES CAPITAL	\$17,683.63
203	STREET IMPROVE. PROJECTS	\$103,031.45
611	WATER FUND	\$379,868.95
621	STORMWATER FUND	\$20.55
631	WASTEWATER FUND	\$6,044.81
641	CABLE TV FUND	\$345,239.76
701	CENTRAL GARAGE	\$14,811.03
702	FACILITY MAINT. FUND	\$11,117.34
703	GENERAL EQUIPMENT REVOLVING	\$16,237.97
707	TECHNOLOGY DEVELOPMENT	\$13,372.74
711	SELF INSURANCE	\$12,500.00
880	PROJECT DEVELOP. TRUST	\$5,000,870.00
891	S.B. GARBAGE CO. TRUST	\$40,000.00
TOTAL FOR APPROVAL		\$6,756,576.58

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 5 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 137579 THROUGH 137758 INCLUSIVE, TOTALING IN THE AMOUNT OF \$6,756,576.58 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
0000036 THOMSON WEST	137743	10/8/2012	227.32
0105031 TMNDRT	137744	10/8/2012	1,011.60
0000831 TONER CARTRIDGE&INKJET EXPRESS	137745	10/8/2012	1,579.90
0095263 MICHELLE TONG	137746	10/8/2012	2,500.00
0104282 TOWNE FORD SALES	137747	10/8/2012	16,237.97
0018744 TUMBLEWEED PRESS INC.	137748	10/8/2012	279.30
0001362 TV GUIDE MAGAZINE, LLC	137749	10/8/2012	332.76
0000783 UNION BANK OF CALIFORNIA N.A.	137750	10/8/2012	875.00
0018618 UNITED SITE SERVICES INC.	137751	10/8/2012	184.95
0102744 UNIVERSAL BUILDING SERVICES	137752	10/8/2012	326.00
0102988 VANTAGEPOINT TRANSFER AGENTS	137753	10/8/2012	8,734.88
0095749 VERIZON WIRELESS	137754	10/8/2012	1,727.86
0018385 WFCB - OSH COMMERCIAL SERVICES	137755	10/8/2012	831.96
0018580 WILEY PRICE & RADULOVICH LLP	137756	10/8/2012	258.00
0105370 YIM KAM KONG & TANG PEIYU	137757	10/8/2012	1,610.00
0104033 ZCORUM, INC.	137758	10/8/2012	21,788.50
0017188 3T EQUIPMENT COMPANY INC.	137581	10/8/2012	3,875.97
0096852 ABAG PLAN CORPORATION	137582	10/8/2012	12,500.00
0016499 ACTION SPORTS	137583	10/8/2012	2,580.94
0018330 ADAMS CABLE EQUIPMENT, INC.	137584	10/8/2012	3,348.11
0001170 AIRGAS NCN	137585	10/8/2012	243.72
0001170 AIRGAS NCN	137586	10/8/2012	17.21
0000163 AIRPORT AUTO PARTS INC.	137587	10/8/2012	141.73
0017459 ALL CITY MANAGEMENT SVC.INC.	137588	10/8/2012	2,031.12
0096700 ANDY'S WHEELS & TIRES	137589	10/8/2012	2,013.49
0001965 ARISTA BUSINESS	137590	10/8/2012	315.44
0000118 ART'S PENINSULA LOCKSMITH	137591	10/8/2012	21.11
0014617 AT&T	137592	10/8/2012	171.71
0016123 AT&T	137593	10/8/2012	546.28
0017191 AT&T	137594	10/8/2012	1,018.92
0018367 AVAIL-TVN	137595	10/8/2012	4,643.65
0000345 BAKER & TAYLOR BOOKS	137596	10/8/2012	4,867.85
0000345 BAKER & TAYLOR BOOKS	137597	10/8/2012	44.87
0105373 BAY AREA CLEANING	137598	10/8/2012	580.00
0015628 BAY AREA TREE CO., INC.	137599	10/8/2012	6,270.00
0104338 JAMES AND LAURA BLUNT	137600	10/8/2012	50.00
0000378 BROADMOOR LANDSCAPE SUPPLY	137601	10/8/2012	51.92
0096420 BSN SPORTS	137602	10/8/2012	1,234.05
0096798 BUSINESS PRODUCTS & SUPPLIES	137603	10/8/2012	778.26

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000580 C & L SPORTING GOODS	137604	10/8/2012	1,975.56
0018942 CA DEPARTMENT OF PUBLIC HEALTH	137605	10/8/2012	9,325.38
0018355 CALIFORNIA BUILDING OFFICIALS	137606	10/8/2012	1,230.00
0090000 MARC CATALANO	137607	10/8/2012	78.31
0105363 CELL-CRITE CORPORATION	137608	10/8/2012	762.10
0018639 CI SOLUTIONS	137609	10/8/2012	1,590.00
0016324 CINTAS CORPORATION #464	137610	10/8/2012	83.05
0096053 CINTAS DOCUMENT MANAGEMENT	137611	10/8/2012	45.00
0000227 CITY OF SAN BRUNO	137612	10/8/2012	6,132.14
0105124 CLEAN SCAPES INC.	137613	10/8/2012	1,938.75
0105091 COLE SUPPLY CO., INC.	137614	10/8/2012	642.96
0018911 COMCAST CABLE COMMUNICATIONS	137615	10/8/2012	25,324.41
0104508 COMCAST SPORTSNET CALIFORNIA	137616	10/8/2012	20,223.09
0098656 COMPLETE LINEN SERVICE	137617	10/8/2012	188.44
0105187 CONCERN	137618	10/8/2012	661.50
0018182 CONSOLIDATED REPAIR GROUP	137619	10/8/2012	1,031.52
0015671 TECHNOLOGY, ENGINEERING & CONSTRUCTION, II	137620	10/8/2012	150.00
0102625 CONTEC, LLC	137621	10/8/2012	3,192.08
0092223 PENINSULA CORRIDOR JOINT POWERS BOARD	137622	10/8/2012	5,000,000.00
0000169 COSTA'S / "JUST THINGS"	137623	10/8/2012	16.24
0017807 SAN MATEO COUNTY CONTROLLER'S OFFICE	137624	10/8/2012	10,427.60
0015857 COUNTY OF SAN MATEO	137625	10/8/2012	3,401.50
0018331 CSG CONSULTANTS INC.	137626	10/8/2012	725.50
0018979 CT CORPORATION	137627	10/8/2012	284.00
0097588 JEAN DAVID	137628	10/8/2012	65.00
0101669 DAWDY PHOTOGRAPHY	137629	10/8/2012	81.19
0104141 DC&E	137630	10/8/2012	14,927.71
0018169 DELL MARKETING L.P.	137631	10/8/2012	529.84
0013926 DEPARTMENT OF CONSERVATION	137632	10/8/2012	2,149.04
0017341 AARONSON DICKERSON, COHN & LANZONE	137633	10/8/2012	1,062.50
0105356 ELIZABETH DURAN	137634	10/8/2012	2,971.00
0105371 ELECTRIC TECH CONSTRUCTION	137635	10/8/2012	116.00
0000630 ELMER JOHNSON	137636	10/8/2012	216.49
0104771 GILLERAN ENERGY MANAGEMENT SERVICES	137637	10/8/2012	11,505.00
0104724 JEANETT ERRINGTON	137638	10/8/2012	302.25
0093212 ETI SOFTWARE SOLUTIONS	137639	10/8/2012	4,482.00
0018697 EVIDENT	137640	10/8/2012	44.00
0000046 EWING IRRIGATION PRODUCTS INC	137641	10/8/2012	4,710.63
0013683 F. FERRANDO & CO.	137642	10/8/2012	4,795.00
0000944 FEDEX	137643	10/8/2012	23.35
0013714 FIRST NATIONAL BANK	137644	10/8/2012	20,061.95

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	137645	10/8/2012	1,101.63
0018117 FLYERS ENERGY, LLC	137646	10/8/2012	24,728.71
0096236 FOLGER GRAPHICS, INC.	137647	10/8/2012	473.05
0014910 G & M AUTO BODY	137648	10/8/2012	1,850.25
0000201 GAYLORD BROS., INC.	137649	10/8/2012	18.34
0018842 GBH POLYGRAPH SERVICES	137650	10/8/2012	750.00
0103258 GC MICRO CORPORATION	137651	10/8/2012	3,425.08
0016969 GOLDEN IDEAS	137652	10/8/2012	335.00
0095966 GREAT AMERICA LEASING CORP.	137653	10/8/2012	734.41
0104693 DEBBIE GRECH	137654	10/8/2012	777.69
0017914 GSWAW INC.	137655	10/8/2012	2,533.05
0102820 DEBRA HALL	137656	10/8/2012	289.00
0095521 TONISANI HELU	137657	10/8/2012	320.10
0017882 HOME BOX OFFICE	137658	10/8/2012	1,209.78
0105378 HOME MAID RAVIOLI COMPANY INC.	137659	10/8/2012	113.50
0103336 HUB INTERNATIONAL SERVICE INC.	137660	10/8/2012	504.08
0099890 IAN BROWN	137661	10/8/2012	3,118.25
0001786 IN DEMAND-NYC	137662	10/8/2012	562.07
0018838 INFOSEND, INC.	137663	10/8/2012	1,425.15
0015531 INTERSTATE BATTERY SYS. OF SF	137664	10/8/2012	160.14
0099054 INTERSTATE TRS FUND	137665	10/8/2012	346.19
0018261 INTL MEDIA DISTRIBUTION, LLC	137666	10/8/2012	2,282.63
0105376 JG CONSTRUCTION	137667	10/8/2012	875.00
0017946 JON PRIOLO	137668	10/8/2012	200.00
0000075 K-119 TOOLS OF CALIFORNIA INC.	137669	10/8/2012	22.57
0018808 KAISER FOUNDATION HEALTH PLAN	137670	10/8/2012	20.00
0105396 BERNARD KAIWI	137671	10/8/2012	50.00
0095955 KAMAL JAMALY	137672	10/8/2012	65.00
0105355 PETER KAVOUNIARIS	137673	10/8/2012	500.00
0105395 DORIS KRIEG	137674	10/8/2012	50.00
0018048 CALLANDER ASSOCIATES LANDSCAPE ARCHITECT	137675	10/8/2012	2,861.13
0017435 LECH AUTO AIR CONDITIONING	137676	10/8/2012	208.00
0105034 LFP BROADCASTING, LLC	137677	10/8/2012	57.16
0104424 LIDIA'S ITALIAN DELICACIES	137678	10/8/2012	562.50
0001472 LIFETIME ENTERTAINMENT SVC.LLC	137679	10/8/2012	11,765.20
0018177 LOWE'S	137680	10/8/2012	165.10
0102701 LISA LUCIANO	137681	10/8/2012	577.00
0104172 DONALD AND LUZMARIA MAGNI	137682	10/8/2012	25.00
0104916 MANDELL MUNICIPAL COUNSELING	137683	10/8/2012	202.50
0091855 MARK REINHARDT	137684	10/8/2012	212.00
0105353 ANNA MENYHART	137685	10/8/2012	200.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0102770 METLIFE	137686	10/8/2012	1,501.71
0092285 MICROMARKETING LLC	137687	10/8/2012	58.97
0016863 MIDWEST TAPE, LLC	137688	10/8/2012	56.51
0096800 MOBILE CALIBRATION SVCS. LLC	137689	10/8/2012	314.54
0014878 MOTOROLA	137690	10/8/2012	16,340.50
0018441 MTM TECHNOLOGIES, INC.	137691	10/8/2012	6,153.50
0000357 NATIONAL CABLE TV CO-OP, INC.	137692	10/8/2012	201,763.77
0018319 NEAL MARTIN & ASSOCIATES	137693	10/8/2012	7,410.00
0018692 NHK COSMOMEDIA AMERICA, INC.	137694	10/8/2012	625.00
0017612 NICHOLS CONSULTING ENGINEERS	137695	10/8/2012	23,800.00
0104035 NORTH COUNTY INVESTIGATION SRV	137696	10/8/2012	660.00
0092263 OFFICE DEPOT INC	137697	10/8/2012	1,558.43
0105321 O'FLYNN FAMILY TRUST	137698	10/8/2012	1,000.00
0000210 OLE'S CARBURETOR &ELECTRIC INC	137699	10/8/2012	645.12
0000012 PACIFIC GAS & ELECTRIC	137700	10/8/2012	24,920.42
0105354 DEMETRI PAPAKOSTAS	137701	10/8/2012	500.00
0104697 PBS KIDS SPROUT	137702	10/8/2012	485.84
0001154 PENINSULA LIBRARY SYSTEM	137703	10/8/2012	9,010.09
0000294 PITNEY BOWES	137704	10/8/2012	279.66
0018094 PLAYBOY ENTERPRISES, INC.	137705	10/8/2012	14.38
0016770 PRAXAIR DISTRIBUTION INC - 19	137706	10/8/2012	139.61
0104869 PURSUIT NORTH	137707	10/8/2012	5,972.98
0091044 R.A. METAL PRODUCTS, INC	137708	10/8/2012	2,137.94
0017111 RANDOM HOUSE INC	137709	10/8/2012	153.45
0000175 RECOLOGY SAN BRUNO	137710	10/8/2012	40,000.00
0103712 RUEL REGUDON	137711	10/8/2012	227.31
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	137712	10/8/2012	7,378.90
0017987 RISO, INC.	137713	10/8/2012	674.50
0096458 RMC WATER AND ENVIRONMENT	137714	10/8/2012	13,200.00
0103317 JILL ROFII	137715	10/8/2012	1,569.30
0105297 RTS SYSTEMS AND DESIGN	137716	10/8/2012	551.36
0105374 SAFETY DEPOT	137717	10/8/2012	555.00
0099047 SAN MATEO CTY SHERIFF'S OFFICE	137718	10/8/2012	529.82
0018597 SAN MATEO DAILY JOURNAL	137719	10/8/2012	280.00
0017145 SAN MATEO LAWN MOWER SHOP	137720	10/8/2012	41.99
0105375 SCAN ART	137721	10/8/2012	2,027.15
0018461 SERRAMONTE FORD, INC.	137722	10/8/2012	502.63
0102865 UNIVERSAL SERVICE ADMINISTRATIVE CO.	137723	10/8/2012	10,678.58
0000074 SFPUC - WATER DEPARTMENT	137724	10/8/2012	344,626.45
0097149 THE SAN FRANCISCO SHAKESPEARE FESTIVAL	137725	10/8/2012	629.00
0104726 SHARPS SOLUTIONS, LLC	137726	10/8/2012	96.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0098840 SHAW PIPELINE	137579	10/3/2012	609,042.15
0093872 SHOWCASES	137727	10/8/2012	111.35
0000216 SHOWTIME NETWORKS INC.	137728	10/8/2012	6,318.01
0001225 SIERRA PACIFIC TURF SUPPLY,INC	137729	10/8/2012	909.39
0017806 SIGN*A*RAMA	137730	10/8/2012	140.73
0105397 JUNGYIN SMITH	137731	10/8/2012	25.00
0105359 LOURDES SOSA	137732	10/8/2012	58.00
0016002 SOUTHWESTERN PETROLEUM CORP.	137733	10/8/2012	831.04
0015875 SPICE DIGITAL NETWORKS	137734	10/8/2012	83.61
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	137735	10/8/2012	1,040.00
0105135 SPOSETO ENGINEERING, INC.	137580	10/3/2012	74,956.38
0097079 SPRINT	137736	10/8/2012	1,004.65
0103670 CALIFORNIA BUILDING STANDARDS COMMISSION	137737	10/8/2012	830.00
0000801 STEWART AUTOMOTIVE GROUP	137738	10/8/2012	79.39
0017016 SUPERCO SPECIALTY PRODUCTS	137739	10/8/2012	1,482.82
0105398 SYCLONE CORPORATION	137740	10/8/2012	1,409.43
0097184 TELEVISION DOMINICANA LLC	137741	10/8/2012	35.94
0000241 THE ADAM-HILL COMPANY	137742	10/8/2012	147.59
		GrandTotal:	6,756,576.58
		Total count:	180

10/15/12

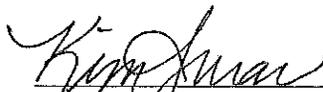
CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$51,842.40
122	SOLID WASTE/RECYCL.	\$1,276.38
132	AGENCY ON AGING	\$52.02
133	RESTRICTED DONATIONS	\$3,079.56
190	EMERGENCY DISASTER FUND	\$4,165.49
201	PARKS AND FACILITIES CAPITAL	\$15,108.75
203	STREET IMPROVE. PROJECTS	\$5,505.20
611	WATER FUND	\$49,403.06
621	STORMWATER FUND	\$139.07
631	WASTEWATER FUND	\$1,821.39
641	CABLE TV FUND	\$18,441.13
701	CENTRAL GARAGE	\$4,449.70
702	FACILITY MAINT. FUND	\$45.69
703	GENERAL EQUIPMENT REVOLVING	\$480.27
707	TECHNOLOGY DEVELOPMENT	\$410.52
711	SELF INSURANCE	\$5,161.54
TOTAL FOR APPROVAL		\$161,382.17

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 4 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 137759 THROUGH 137893 INCLUSIVE, TOTALING IN THE AMOUNT OF \$161,382.17 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

10/17/12
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000732 KRAFT INDUSTRIAL SUPPLY	137832	10/15/2012	323.56
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	137870	10/15/2012	50.94
0017987 RISO, INC.	137871	10/15/2012	427.59
0105399 JESSICA RODRIGUEZ	137872	10/15/2012	400.00
0105366 E.A. SANDBERG	137873	10/15/2012	98.00
0105400 FRANCES SCHULZE	137874	10/15/2012	100.00
0100817 JOHN DAVID SCOTT	137875	10/15/2012	25.38
0105387 TIMOTHY SENNOTT	137876	10/15/2012	19.58
0105386 HILDA SHEA	137877	10/15/2012	21.65
0105385 ELAINE SIMMONS-STEINER	137878	10/15/2012	54.55
0104787 SINGER ASSOCIATES, INC.	137879	10/15/2012	1,581.56
0097079 SPRINT	137880	10/15/2012	79.98
0018602 STARZ ENTERTAINMENT LLC.	137881	10/15/2012	879.05
0001888 CALIFORNIA CABLE & TELECOMMUNICATIONS ASS	137882	10/15/2012	1,044.01
0105414 JODI TRAN	137883	10/15/2012	6.33
0105415 THOMAS UNIACKE	137884	10/15/2012	75.33
0102744 UNIVERSAL BUILDING SERVICES	137885	10/15/2012	326.00
0098625 UPS	137886	10/15/2012	25.38
0102988 VANTAGEPOINT TRANSFER AGENTS	137887	10/15/2012	8,734.88
0105421 MARIA VILLALOBOS	137888	10/15/2012	400.00
0098917 VOLIKOS ENTERPRISES	137889	10/15/2012	198.10
0104704 WHITLOCK & WEINBERGER TRANSPORTATION INC	137890	10/15/2012	5,455.20
0018385 WFCB - OSH COMMERCIAL SERVICES	137891	10/15/2012	296.79
0013841 WITMER-TYSON IMPORTS INC	137892	10/15/2012	500.00
0014850 XEROX CORPORATION	137893	10/15/2012	296.59
0018188 DAU PRODUCTS	137792	10/15/2012	1,906.44
0105390 JOE DE'BATTISTA	137793	10/15/2012	57.48
0017712 RECALL SECURE DESTRUCTION SERVICES, INC.	137794	10/15/2012	111.00
0103443 MARIE DEVINCENZI	137795	10/15/2012	200.00
0018092 DISCOVERY COMMUNICATIONS LLC	137796	10/15/2012	1,966.50
0104327 EATON PUMP & SALES	137797	10/15/2012	8,104.00
0102326 ED NEUBAUER	137798	10/15/2012	8.23
0105388 ARA ENGLAND	137799	10/15/2012	18.18
0104364 EQUIFAX INFORMATION SVCS LLC	137800	10/15/2012	110.00
0099186 EYEHIGHART, INC.	137801	10/15/2012	500.50
0105335 F. CONNOLLY COMPANY	137802	10/15/2012	14.90
0013683 F. FERRANDO & CO.	137803	10/15/2012	2,140.00
0105410 L. FERNANDEZ	137804	10/15/2012	33.25
0096236 FOLGER GRAPHICS, INC.	137805	10/15/2012	2,583.93

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0105365 GREGORY GEE	137806	10/15/2012	100.00
0095666 GLOBAL TELECOM & TECHNOLOGY	137807	10/15/2012	4,051.82
0095510 SUSAN GOETZ	137808	10/15/2012	111.06
0096311 GOLTV, INC.	137809	10/15/2012	912.56
0105409 RICARDO GRACIA	137810	10/15/2012	21.98
0000162 GRAINGER	137811	10/15/2012	742.71
0095966 GREAT AMERICA LEASING CORP.	137812	10/15/2012	401.55
0017900 GREAT LAKES DATA SYSTEMS INC	137813	10/15/2012	365.46
0104693 DEBBIE GRECH	137814	10/15/2012	777.69
0000385 HACH COMPANY	137815	10/15/2012	2,995.34
0014106 JUWON & SAMDEUK HAHN	137816	10/15/2012	132.60
0102820 DEBRA HALL	137817	10/15/2012	289.00
0105381 RUSSELL HALL	137818	10/15/2012	450.00
0017102 HITECH SYSTEMS INC	137819	10/15/2012	1,665.26
0103854 CHRISTINE HOPKINS	137820	10/15/2012	159.25
0001786 IN DEMAND-NYC	137821	10/15/2012	398.92
0018838 INFOSEND, INC.	137822	10/15/2012	9,785.83
0000710 JOBS AVAILABLE	137823	10/15/2012	980.00
0104144 CONRAD M. JONES	137824	10/15/2012	28.89
0105389 UTTAM KHALASI	137827	10/15/2012	13.19
0018498 KONICA MINOLTA	137830	10/15/2012	480.27
0018048 CALLANDER ASSOCIATES LANDSCAPE ARCHITECT	137833	10/15/2012	1,730.12
0104680 ACCESS 24 COMMUNICATIONS INC.	137759	10/15/2012	196.10
0017053 ACCOUNTEMPS	137760	10/15/2012	6,240.00
0000858 ADECCO EMPLOYMENT SERVICES	137761	10/15/2012	6,494.81
0001170 AIRGAS NCN	137762	10/15/2012	107.05
0018611 ALL INDUSTRIAL ELECTRIC SUPPLY	137763	10/15/2012	12,315.74
0018976 ALPHA ANALYTICAL LAB. INC.	137764	10/15/2012	6,635.00
0000082 AMERICAN MESSAGING	137765	10/15/2012	35.00
0098508 AMERICAN PUBLIC WORKS ASSOC.	137766	10/15/2012	888.00
0014890 AMERICAN WATER WORKS ASSN.	137767	10/15/2012	98.00
0016123 AT&T	137768	10/15/2012	721.09
0017191 AT&T	137769	10/15/2012	298.29
0000345 BAKER & TAYLOR BOOKS	137770	10/15/2012	3,202.36
0105109 DANIEL BARROS	137771	10/15/2012	2,985.00
0105408 TOM BOCCI	137772	10/15/2012	9.79
0105357 RONI BOUKHALIL	137773	10/15/2012	32.80
0000378 BROADMOOR LANDSCAPE SUPPLY	137774	10/15/2012	85.39
0096420 BSN SPORTS	137775	10/15/2012	779.40
0093437 BWI	137776	10/15/2012	7.01
0105401 CAROLINE CACAS	137777	10/15/2012	200.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0105391 RHIANNON CANAS	137778	10/15/2012	82.07
0105412 PETER CAREY	137779	10/15/2012	17.01
0105382 MAURICIO CHAVEZ	137780	10/15/2012	76.14
0105393 CHEUNG YOU CHIN	137781	10/15/2012	5.14
0105418 FRANK CHOMINSKI	137782	10/15/2012	12.58
0104666 IOK P. CHU	137783	10/15/2012	200.00
0105413 HIAN CHUA	137784	10/15/2012	12.78
0098588 CITY OF BURLINGAME	137785	10/15/2012	3,388.50
0000227 CITY OF SAN BRUNO	137786	10/15/2012	446.65
0013595 CITY OF SAN BRUNO	137787	10/15/2012	706.73
0104049 CAROL COSTAKIS	137788	10/15/2012	246.35
0105379 MICHAEL CUNEO	137789	10/15/2012	76.18
0105416 BIANCA CURTIS	137790	10/15/2012	51.85
0018166 DANIELLE KRANITZ	137791	10/15/2012	152.20
0018376 JT2 INTEGRATED RESOURCES	137825	10/15/2012	5,161.54
0018050 KAISER FOUNDATION HEALTH PLAN	137826	10/15/2012	3,544.00
0105384 ERICA KIM	137828	10/15/2012	57.44
0105369 MICHAEL KLEINBERG	137829	10/15/2012	200.00
0096492 ELIZABETH KOO	137831	10/15/2012	100.00
0096316 GREEN CARPET LANDSCAPING & MAINTENANCE	137834	10/15/2012	1,100.00
0105245 LATIMERLO STUDIO	137835	10/15/2012	129.35
0105383 VICTORIA WAI LING LAW	137836	10/15/2012	7.21
0105364 GREG LIM	137837	10/15/2012	200.00
0018177 LOWE'S	137838	10/15/2012	261.62
0105349 WILLIAM LUNSFORD	137839	10/15/2012	102.86
0105394 TOMMY LUONG	137840	10/15/2012	38.04
0105411 MILTON MAOS	137841	10/15/2012	41.55
0105417 HANNAH MATLOCK	137842	10/15/2012	9.44
0105392 ARSENIO MATOCINOS	137843	10/15/2012	35.64
0105422 IRMA MEDRANO	137844	10/15/2012	100.00
0102770 METLIFE	137845	10/15/2012	1,501.71
0016863 MIDWEST TAPE, LLC	137846	10/15/2012	64.99
0002106 MASATOSHI MORITA	137847	10/15/2012	48.80
0000333 MOSS RUBBER & EQUIP. CORP.	137848	10/15/2012	217.69
0103680 SUSAN MRSNY	137849	10/15/2012	91.96
0105420 JUDY NAKAMURA	137850	10/15/2012	31.00
0000357 NATIONAL CABLE TV CO-OP, INC.	137851	10/15/2012	3,693.61
0105419 NENA NATIONAL EMERGENCY NUMBER ASSO	137852	10/15/2012	85.00
0103301 NHL NETWORK US, LP	137853	10/15/2012	1,947.76
0104865 OAKWOOD HOUSING	137854	10/15/2012	107.80
0092263 OFFICE DEPOT INC	137855	10/15/2012	201.05

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0105402 DAN OKANE	137856	10/15/2012	214.87
0000210 OLE'S CARBURETOR &ELECTRIC INC	137857	10/15/2012	260.15
0102769 ORION SAFETY PRODUCTS	137858	10/15/2012	728.31
0000012 PACIFIC GAS & ELECTRIC	137859	10/15/2012	22,809.71
0014961 PENINSULA UNIFORMS & EQUIPMENT	137860	10/15/2012	252.87
0018283 PERFORMANCE TOW LLC	137861	10/15/2012	960.00
0000618 PLANTRONICS INC	137862	10/15/2012	106.09
0103868 RON POPP	137863	10/15/2012	25.90
0105380 BALAMURUGAN PRABAKARAN	137864	10/15/2012	25.17
0097558 PURCHASE POWER	137865	10/15/2012	244.80
0105360 QUIPU GROUP LLC	137866	10/15/2012	3,056.21
0000071 R & B COMPANY	137867	10/15/2012	134.81
0091044 R.A. METAL PRODUCTS, INC	137868	10/15/2012	768.58
0017111 RANDOM HOUSE INC	137869	10/15/2012	141.27
	GrandTotal:		161,382.17
	Total count:		135

10/08/12

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$6,248.50
TOTAL FOR APPROVAL		\$6,248.50

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGE NUMBERED 1,
AND/OR CLAIMS NUMBERED FROM 100037 THROUGH 100038 INCLUSIVE, TOTALING
IN THE AMOUNT OF \$6,248.50 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE
PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST
THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,


FINANCE DIRECTOR

10/15/12
DATE

Document group: komalley Bank: sagny 06995403

<u>Vendor Code & Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0104879 LAW OFFICES OF CRAIG LABADIE	100037	10/8/2012	1,598.50
0098436 PROFESSIONAL LAND SERVICES	100038	10/8/2012	4,650.00
		GrandTotal:	6,248.50
		Total count:	2



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: October 23, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Kim Juran, Finance Director
SUBJECT: Payroll Approval

City Council approval of the City payroll distributed October 12, 2012 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,263,259.05 for the bi-weekly pay period ending October 7, 2012 is attached.

LABOR SUMMARY FOR PAY PERIOD ENDING : October 7, 2012

pyLaborDist	10/12/12
Fund: 001 - GENERAL FUND	955,945.28
Fund: 122 - SOLID WASTE/RECYCL.	186.64
Fund: 153 -RDA OBLIGATION RETIREMENT FUND	7,114.27
Fund: 190 - EMERGENCY DISASTER FUND	8,086.63
Fund: 201 - PARKS AND FACILITIES CAPITAL	3,089.24
Fund: 203 - STREET IMPROVE. PROJECTS	4,485.89
Fund: 611 - WATER FUND	73,063.32
Fund: 621 - STORMWATER FUND	12,349.72
Fund: 631 - WASTEWATER FUND	62,848.99
Fund: 641 - CABLE TV FUND	86,121.55
Fund: 701 - CENTRAL GARAGE	8,249.54
Fund: 702 - FACILITY MAINT.FUND	22,293.05
Fund: 707 - TECHNOLOGY DEVELOPMENT	12,919.75
Fund: 711 - SELF INSURANCE	6,505.18
Total	\$1,263,259.05



John E. Marty
City Treasurer

CITY TREASURER

RECONCILIATION OF GENERAL LEDGER TO BANK

MONTH ENDING AUGUST 2012

City of San Bruno Cash

City of San Bruno General Ledger

Investment Balance	\$ 40,845,676.63
Glenview Fire LAIF	3,022,408.25
Checking	8,471,381.73
Police Checking	2,106.50
Glenview Fire Recovery	4,742.77
Glenview Counseling Assist	19,056.00
Successor Agency of SB RDA	1,139,792.14
Successor Housing Agency	3,265,984.04
City of SB as Custodian - WFB	68,757,601.03

Bank Balances as of 125,528,749.09

General Ledger Balance \$ 123,625,958.67

Outstanding checks \$ (2,018,354.75)

FNB Deposit Transit	12,524.43
FNB Deposit Transit	17,717.81
FNB Deposit Transit	15,254.23
FNB Deposit Transit	20,687.89
Finance CC	119.92
Finance CC	418.96
CATV Merchant Bankcard CC	1,463.38
Utility Online Billpay - ACH	333.30
Utility Online Billpay - ACH	1,461.70
Utility Online Billpay - ACH	8,954.29
Utility Online Billpay - cc	986.25
Utility Online Billpay - cc	10,211.17
Utility Online Billpay - cc	11,831.33
Utility Online Billpay - VISA	14,657.30
Library CC	84.10

CATV Checkfree 1,141.73

Adjusted Balance \$ 123,627,100.40

Adjusted Balance \$ 123,627,100.40

T.d.



INVESTMENT REPORT

Month ending September 2012

INVESTMENTS

YIELD

INVESTMENT POOLS

Local Agency Investment Fund	16,208,389.11	0.348
Glenview Fire LAIF	3,022,408.25	0.348
San Mateo County Pool	14,087,957.52	0.980

INVESTMENTS HELD AT UNION BANK

PAR VALUE

COST BASIS

MKT. VALUE

YIELD

Federal Home Loan Bank 1.375% mat 10/29/2012	\$ 2,000,000.00	\$ 2,000,000.00	\$ 2,001,900.00	1.370
Federal Home Loan Bank 1.42 mat 5/30/14	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,019,240.00	1.390
Federal Home Loan Bank 0.50 mat 2/25/15	\$ 1,000,000.00	\$ 999,000.00	\$ 1,000,020.00	0.500
Federal Natl Mortg Assn 1.0% mat 10/26/16	\$ 1,000,000.00	\$1,000,000.00	\$1,000,230.00	1.000
US Govt Money Market	\$ 5,550,330.00	\$ 5,550,330.00	\$ 5,550,330.00	0.000

INVESTMENTS HELD AT WELLS FARGO BANK

City of San Bruno as Temporary Custodian	68,775,482.39	0.142
--	---------------	-------

TOTAL

\$112,644,567.27

Revenue Status Report

City of San Bruno
 9/1/2012 through 9/30/2012

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total GENERAL FUND	33,152,730.00	1,455,217.29	5,221,468.99	27,931,261.01	15.75
Total GENERAL FUND RESERVE	0.00	0.00	0.00	0.00	0.00
Total ONE-TIME REVENUE	0.00	0.00	350.50	-350.50	0.00
Total GAS TAX	1,189,432.00	0.00	214,761.56	974,670.44	18.06
Total MEASURE A TRANSPORTATION TAX	701,763.00	79,848.47	205,876.44	495,886.56	29.34
Total STREET SPECIAL REVENUE	772.00	0.00	0.00	772.00	0.00
Total TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00	0.00	0.00
Total POLICE ASSET FORFEITURE	5,160.00	1,501.01	1,501.01	3,658.99	29.09
Total SAFETY AUGMENT. -PROP. 172	86,115.00	7,953.39	26,354.04	59,760.96	30.60
Total POLICE SPECIAL REVENUE	100,029.00	0.00	0.00	100,029.00	0.00
Total TRAFFIC SAFETY GRANT	148.00	0.00	0.00	148.00	0.00
Total FEDERAL/STATE GRANTS	109.00	0.00	0.00	109.00	0.00
Total SOLID WASTE/RECYCL	66,814.00	4,617.98	15,649.80	53,164.20	22.74

Revenue Status Report

City of San Bruno
9/1/2012 through 9/30/2012

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total LIBRARY SPECIAL REVENUE	1,065.00	0.00	0.00	1,065.00	0.00
Total IN-LIEU FEES	764,751.00	0.00	117,600.00	647,151.00	15.38
Total AGENCY ON AGING	179,418.00	14,076.43	25,567.28	147,850.72	14.74
Total RESTRICTED DONATIONS	111,270.00	8,666.15	45,526.39	65,743.61	40.92
Total ED JOHNSON BEQUEST FUND	64.00	0.00	0.00	64.00	0.00
Total GLENVIEW FIRE DONATIONS	0.00	2.39	2.39	-2.39	0.00
Total PGE	0.00	0.00	0.00	0.00	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	0.00	0.00	0.00
Total CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	0.00	0.00	0.00	0.00
Total RDA OBLIGATION RETIREMENT FUND	250,000.00	0.00	0.00	250,000.00	0.00
Total EMERGENCY DISASTER FUND	5,368,159.00	0.00	243,130.78	5,125,028.22	4.53
Total PARKS AND FACILITIES CAPITAL	1,758.00	0.00	0.00	1,758.00	0.00
Total STREET IMPROVE. PROJECTS	2,682.00	3,051.41	3,051.41	-369.41	113.77
Total TECHNOLOGY CAPITAL	223.00	0.00	0.00	223.00	0.00

Revenue Status Report

City of San Bruno
 9/1/2012 through 9/30/2012

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00	0.00	0.00
Total LEASE DEBT SERVICE	38,498.00	0.00	38,497.99	0.01	100.00
Total SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	2.17	6.71	-6.71	0.00
Total WATER FUND	11,152,000.00	1,212,491.90	2,330,891.73	8,821,108.27	20.90
Total STORMWATER FUND	599,500.00	0.00	0.00	599,500.00	0.00
Total WASTEWATER FUND	12,044,000.00	1,132,710.73	2,171,393.15	9,872,606.85	18.03
Total CABLE TV FUND	10,036,180.00	799,366.04	2,398,016.75	7,638,163.25	23.89
Total CENTRAL GARAGE	625,056.00	52,089.00	156,267.00	468,789.00	25.00
Total FACILITY MAINT.FUND	881,555.00	73,471.00	220,613.00	661,042.00	25.02
Total GENERAL EQUIPMENT REVOLVING	430,587.00	35,882.00	107,646.00	322,941.00	25.00
Total TECHNOLOGY DEVELOPMENT	486,252.00	40,369.00	121,107.00	365,145.00	24.91
Total SELF INSURANCE	1,611,477.00	134,290.00	402,670.00	1,208,607.00	25.00

Revenue Status Report

City of San Bruno
 9/1/2012 through 9/30/2012

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Grand Total	79,883,667.00	5,055,606.36	14,066,149.92	65,815,517.08	17.61

10/17/2012 4:25:00PM

City of San Bruno

Through period: 3

Through September 2012

	Cash	Investments	Fund Total
001 GENERAL FUND	2,453,731.48	53,608.87	2,507,340.35
002 GENERAL FUND RESERVE	3,026,446.11	0.00	3,026,446.11
003 ONE-TIME REVENUE	4,127,862.30	0.00	4,127,862.30
101 GAS TAX	1,204,691.26	0.00	1,204,691.26
102 MEASURE A TRANSPORTATION TAX	1,315,873.46	0.00	1,315,873.46
103 STREET SPECIAL REVENUE	306,910.09	0.00	306,910.09
104 TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00
111 POLICE ASSET FORFEITURE	69,655.92	0.00	69,655.92
112 SAFETY AUGMENT. -PROP.172	37,630.82	0.00	37,630.82
113 POLICE SPECIAL REVENUE	20,858.16	0.00	20,858.16
114 TRAFFIC SAFETY GRANT	60,706.13	0.00	60,706.13
121 FEDERAL/STATE GRANTS	70,398.81 CR	0.00	70,398.81 CR
122 SOLID WASTE/RECYCL.	199,691.10	0.00	199,691.10
123 LIBRARY SPECIAL REVENUE	358,810.48	0.00	358,810.48
131 IN-LIEU FEES	3,651,907.89	0.00	3,651,907.89
132 AGENCY ON AGING	19,508.54	0.00	19,508.54
133 RESTRICTED DONATIONS	973,601.87	0.00	973,601.87
134 ED JOHNSON BEQUEST FUND	25,301.37	0.00	25,301.37
135 GLENVIEW FIRE DONATIONS	4,742.77	0.00	4,742.77
136 PGE	3,022,408.25	0.00	3,022,408.25
151 SUCCESSOR AGENCY TO THE SB RDA - OPS	514,714.79	0.00	514,714.79
152 CITY OF SB AS SUCCESSOR HOUSING AGENCY	2,482,666.04	0.00	2,482,666.04
153 RDA OBLIGATION RETIREMENT FUND	1,673,280.56	0.00	1,673,280.56
190 EMERGENCY DISASTER FUND	975,887.07 CR	0.00	975,887.07 CR
201 PARKS AND FACILITIES CAPITAL	438,204.24	0.00	438,204.24
202 CITY/BART POLICE FACIL	0.00	0.00	0.00
203 STREET IMPROVE. PROJECTS	1,309,880.53	0.00	1,309,880.53
207 TECHNOLOGY CAPITAL	79,422.55	0.00	79,422.55
251 SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	52,945.90	0.00	52,945.90
301 PARKING.DIST.BONDS	0.00	0.00	0.00
302 LEASE DEBT SERVICE	0.00	0.00	0.00
351 SUCCESSOR AGENCY TO THE SB RDA -2000 COP	41,598.75 CR	649,969.21	608,370.46
611 WATER FUND	11,819,961.67	0.00	11,819,961.67
621 STORMWATER FUND	1,292,804.37	0.00	1,292,804.37
631 WASTEWATER FUND	5,964,829.08	629,723.15	6,594,552.23
641 CABLE TV FUND	2,969,106.22 CR	200.00	2,968,906.22 CR
701 CENTRAL GARAGE	486,430.86	0.00	486,430.86
702 FACILITY MAINT.FUND	975,570.09	0.00	975,570.09
703 GENERAL EQUIPMENT REVOLVING	3,470,195.33	0.00	3,470,195.33
707 TECHNOLOGY DEVELOPMENT	478,458.15	0.00	478,458.15
711 SELF INSURANCE	1,685,606.81	91,118.50	1,776,725.31
810 DEFERRED COMPENSATION PLANS	0.00	0.00	0.00
870 CRESTMOOR GLENVIEW RESTITUTION FUND	68,757,601.03	0.00	68,757,601.03
880 PROJECT DEVELOP. TRUST	5,031,498.44	0.00	5,031,498.44
891 S.B. GARBAGE CO. TRUST	288,541.08	0.00	288,541.08
Grand Total:	123,625,958.67	1,424,619.73	125,050,578.40

Expenditure Status Report

City of San Bruno
9/1/2012 through 9/30/2012

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
Total GENERAL FUND	33,231,628.06	2,381,599.62	7,784,954.97	163,211.77	25,283,461.32	23.92
Total GENERAL FUND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
Total ONE-TIME REVENUE	190,000.00	0.00	1,401,129.66	0.00	-1,211,129.66	737.44
Total GAS TAX	875,016.00	62,500.00	187,500.00	0.00	687,516.00	21.43
Total MEASURE A TRANSPORTATION TAX	0.00	0.00	0.00	0.00	0.00	0.00
Total TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00	0.00	0.00	0.00
Total POLICE ASSET FORFEITURE	16,500.00	0.00	0.00	0.00	16,500.00	0.00
Total SAFETY AUGMENT. -PROP.172	86,000.00	0.00	0.00	0.00	86,000.00	0.00
Total POLICE SPECIAL REVENUE	100,000.00	0.00	0.00	0.00	100,000.00	0.00
Total TRAFFIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
Total FEDERAL/STATE GRANTS	720.07	0.00	0.00	720.07	0.00	100.00
Total SOLID WASTE/RECYCL.	69,833.00	556.06	1,667.13	0.00	68,165.87	2.39
Total LIBRARY SPECIAL REVENUE	39,000.00	3,250.00	9,750.00	0.00	29,250.00	25.00
Total IN-LIEU FEES	43,500.00	0.00	0.00	0.00	43,500.00	0.00
Total AGENCY ON AGING	123,258.00	1,201.00	12,358.43	0.00	110,899.57	10.03
Total RESTRICTED DONATIONS	114,229.00	11,628.01	13,388.36	629.00	100,211.64	12.27
Total ED JOHNSON BEQUEST FUND	0.00	0.00	0.00	0.00	0.00	0.00
Total GLENVIEW FIRE DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
Total PGE	0.00	0.00	0.00	0.00	0.00	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	1,077.44	0.00	-1,077.44	0.00
Total CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	0.00	0.00	0.00	0.00	0.00
Total RDA OBLIGATION RETIREMENT FUND	972,845.00	-664.13	33,479.33	0.00	939,365.67	3.44
Total EMERGENCY DISASTER FUND	5,705,172.49	1,025,700.09	1,298,124.28	1,159,495.09	3,247,553.12	43.08
Total PARKS AND FACILITIES CAPITAL	277,676.64	42,433.85	293,571.16	533,741.39	-549,635.91	287.94
Total STREET IMPROVE. PROJECTS	77,967.05	78,625.65	276,842.57	81,298.15	-280,173.67	459.35
Total TECHNOLOGY CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00
Total LEASE DEBT SERVICE	38,498.00	38,497.99	38,497.99	0.00	0.01	100.00

Expenditure Status Report

City of San Bruno
9/1/2012 through 9/30/2012

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
Total	0.00	0.00	199,178.75	0.00	-199,178.75	0.00
SUCCESSOR AGENCY TO THE SB RDA -2000 COP						
Total	7,823,999.82	674,178.64	1,685,173.72	2,329,500.62	3,809,325.48	51.31
WATER FUND						
Total	749,943.36	40,208.57	123,107.75	223,055.36	403,780.25	46.16
STORMWATER FUND						
Total	8,228,417.88	269,119.16	1,609,734.64	603,016.90	6,015,666.34	26.89
WASTEWATER FUND						
Total	9,469,046.40	536,010.52	1,915,027.51	2,476,715.61	5,077,303.28	46.38
CABLE TV FUND						
Total	612,040.00	42,378.80	119,582.12	11,575.00	480,882.88	21.43
CENTRAL GARAGE						
Total	859,194.00	72,232.63	222,183.86	0.00	637,010.14	25.86
FACILITY MAINT.FUND						
Total	308,554.70	16,237.97	17,592.19	32,054.70	258,907.81	16.09
GENERAL EQUIPMENT REVOLVING						
Total	492,519.00	45,067.75	133,505.90	0.00	359,013.10	27.11
TECHNOLOGY DEVELOPMENT						
Total	1,611,477.00	56,744.12	874,812.40	0.00	736,664.60	54.29
SELF INSURANCE						
Grand Total	72,117,035.47	5,397,506.30	18,252,240.16	7,615,013.66	46,249,781.65	35.87



City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: October 23, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Klara A. Fabry, Public Services Director
SUBJECT: Adopt Resolution Accepting the Kains to Angus Sewer Relief Phase II as Complete and Authorizing Release of the Contract Retention

BACKGROUND:

The section of sewer main from Kains Avenue via San Mateo Avenue to Angus Avenue has historically been capacity deficient, experiencing numerous sanitary sewer overflows (SSOs). The Kains to Angus Sewer Relief Project remediates these SSOs and consists of three phases.

Phase I was completed by Caltrain in 2012 as part of the Grade Separation project and included 1,000 feet of 18-inch sewer main on Huntington Avenue between San Mateo Avenue and Angus Avenue. Phase II included construction of a new 180-foot section of 15-inch diameter bypass sewer from Kains Avenue to the new sewer main on Huntington Avenue. Phase III will replace the sewer mains on Kains Avenue and San Mateo Avenue to Angus Avenue and it is currently planned to be designed and constructed in 2013.

DISCUSSION:

The Phase II construction contract was awarded to K. J. Woods Construction, Inc. on March 27, 2012 in the amount of \$88,000.

The construction of Phase II was very challenging due to the numerous underground utilities that were in the alignment of the sewer main. The underground utilities encountered during construction included a PG&E high-pressure gas main and a high-voltage electrical conduit on Huntington Avenue and a storm culvert and an AT&T duct bank on San Mateo Avenue. In addition, there were other unexpected abandoned building materials under the Posy Park area.

City staff and the contractor followed all safety procedures and coordinated closely with PG&E and AT&T to successfully complete the job. The CIP Project Completion and Release of Retention Form (Attachment 2) provides the actual project timetable and a comparison of the original project budget with the actual project expenditures.

The contractor has completed all work under this contract and there are no unresolved stop notices or outstanding construction claims. Staff recommends that the Council accept the

7.e.

construction project as complete and approve the release of the contract retention in the amount of \$5,449.65.

FISCAL IMPACT:

The final contract amount for K.J. Woods is \$108,993.04 which included the \$88,000 base contract and one change order in the amount of \$20,993.04. The change order covered additional footage of sewer main installed due to utility conflict, and additional paving, sheeting, shoring, and traffic control.

The total construction expenditure for the Kains to Angus Sewer Relief Phase II Project is \$125,688.27. The City Council previously appropriated \$130,000 for the construction of this project from Wastewater Capital Funds.

The total project expenditures (including in-house design and construction) are \$130,330.85.

ALTERNATIVES

1. Do not accept the project as complete and do not release retention.

RECOMMENDATION

Adopt resolution accepting the Kains to Angus Sewer Relief Phase II as complete and authorizing release of the contract retention.

DISTRIBUTION

None.

ATTACHMENTS

1. Resolution
2. Project Acceptance and Release of Retention Form

DATE PREPARED

October 8, 2012

REVIEWED BY

_____ CM

RESOLUTION NO. 2012 - ____

RESOLUTION ACCEPTING THE KAINS TO ANGUS SEWER RELIEF PHASE II AS COMPLETE AND AUTHORIZING RELEASE OF THE CONTRACT RETENTION

WHEREAS, the sewer mains on Kains Avenue and San Mateo Avenue to Angus Avenue have been capacity deficient pipelines experiencing numerous sanitary sewer overflows (SSOs) in the past; and

WHEREAS, in early 2012, the contractor for the Caltrain Grade Separation Project completed Phase I of the Kains to Angus Sewer Relief Project of approximately 1,000 feet of an 18-inch sewer main on Huntington Avenue between San Mateo Avenue and Angus Avenue; and

WHEREAS, the City Council awarded Phase II of the construction to K.J. Woods Construction, Inc. on March 27, 2012 in the amount of \$88,000 to install a new 180-foot section of 15-inch diameter bypass sewer from the last manhole at Kains Avenue west of San Mateo Avenue to the new sewer main on Huntington Avenue; and

WHEREAS, all work as a part of this contract has been completed to the City's satisfaction; and

WHEREAS, the construction contract requires retention in the amount of \$5,449.65 withheld from the total amount until the project is complete.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby accepts the Kains to Angus Sewer Relief Phase II Project as complete and authorizes the release of the contract retention.

Dated: October 23, 2012

ATTEST:

Carol Bonner, City Clerk

-o0o-

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 23rd day of October 2012 by the following vote:

AYES: Councilmembers: _____

NOES: Councilmembers _____

ABSENT: Councilmembers: _____



Capital Improvement Program

Project Acceptance and Release of Retention Form

As of Date: October 8, 2012

Project Information:

Project Name:	Kains to Angus Sewer Relief Phase II	Project No.:	85707-A
Project Manager:	Wing Wong		
Design Consultant:	In House	Contractor:	K.J. Woods Construction
Design Contract Award Date:	N/A		
Const. Contract Award Date:	3/27/12		
Start of Construction:	5/21/12		
Substantial Completion:	7/9/12		
Final Completion:	7/16/12		
Notice of Completion:	Tentative 10/24/12		

Project Description:

Install a new 180-foot section of 15-inch diameter bypass sewer from the last manhole at Kains Avenue west of San Mateo Avenue to the new sewer main on Huntington Avenue.

**Kains to Angus Sewer Relief Phase II
Project Acceptance and Release of Retention Form**

Project Cost (Phase II):

	Budget	Actual
Total Design (In-house/Staff)		\$ 4,642.58
Construction Management and Inspection	\$ 20,000.00	\$ 16,695.23
Construction Contract	\$ 88,000.00	\$ 88,000.00
Construction Contingency	\$ 22,000.00	
Change Order No. 1 - Additional Work and Quantity Adjustments		\$ 20,993.04
Construction Contract total	\$ 110,000.00	\$ 108,993.04
Total Construction	\$ 130,000.00	\$ 125,688.27
Amount Paid to Contractor to date		\$ 103,543.39
Retention to be Released to the Contractor		\$ 5,449.65
Total Design and Construction Cost:		\$ 130,330.85



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 23, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director
Neil Telford, Chief of Police

SUBJECT: Adopt Resolution Authorizing the Purchase of a Ford XLF 450 Truck in the Amount of \$66,803, a 2012 Hamm Model HD 12 VV Roller/Drum Compactor in the Amount of \$42,961.18, and Three Ford Crown Victoria Police Interceptors in the Amount of \$75,760

BACKGROUND:

The approved budget for Fiscal Year 2012-13 identified funding for the replacement of one utility truck for the maintenance and response to sewer laterals by crews in the Public Services Department and a Roller/Drum vehicle for the Streets Division. The budget also contains funding for three marked police vehicles which are intended to replace those vehicles in the fleet that have reached the end of their serviceable life.

DISCUSSION:

Public Services Department – Sewer Maintenance Truck:

In 2011, the Wastewater Division of the Public Services Department outfitted an existing truck in the Public Services fleet with the necessary tools and equipment to allow staff to conduct lateral sewer inspections and maintenance. By maintaining a dedicated and fully equipped truck, sewer main cleaning has increased from an average of 6 lines per day to an average of 13 lines per day. The Sewer Lateral Response and Maintenance Truck crew now completes a CCTV inspection of every blockage that occurs in a City owned lower lateral and performs a more thorough level of service than what was provided before.

The aged service truck and body that the Department outfitted as the Sewer Lateral Response and Maintenance Truck has passed its life expectancy. The current truck is 15 years old and is subject to frequent repairs such as brakes and complaints regarding suspension components. In addition to repairs, the vehicle's body components are rusting, and it is difficult to adequately store the necessary equipment on the truck due to the truck not having the necessary storage or weight capacity. Staff conducted research on vehicles to select a model that would have the proper weight and storage capacity needed for the vehicle's use. Staff selected the Ford XLF 450 due to the vehicle's service body, the needed gross vehicle weight to carry heavy essential lateral maintenance equipment, and a proper bed enclosure to protect sensitive video camera equipment. The vehicle has the needed specifications that maximize maintenance efficiency for the crew.

Staff issued a Request for Bids for the Ford XLF 450 and received two responsive bids; one from Towne Ford in the amount of \$66,802.50 and one from Serramonte Ford in the amount of \$67,128.09. Staff recommends proceeding with a purchase from Towne Ford as the lowest responsible bid. Staff will outfit the new truck with existing equipment to perform the sewer lateral functions.

Public Services Department – Roller/Drum Vehicle:

The Roller/Drum Compactor currently in use by the streets division was purchased in 1991 and the condition of the vehicle has significantly decreased. The mechanical control lever, which controls forward and reverse travel, has been repaired numerous times and recently after becoming jammed in the forward position hindering the operator's ability to safely stop the equipment. The vibration control button has had to be repaired, the engine exhaust manifold is in disrepair and missing parts, and the operator's seat is worn. Many replacement parts for the Roller have become obsolete, requiring staff to craft or modify other parts in order to complete repairs. Furthermore, the diesel engine, which powers the Roller/Drum Compactor does not meet the current California Air Resources Board Tier IV standards for diesel exhaust emissions.

Though the Streets Division is the primary user of the Roller/Drum Compactor, the Stormwater and Wastewater Divisions also utilize it for asphalt replacement and road base compaction as it is the only equipment of its kind in the City's fleet. As such, it is imperative that all aspects of the Roller/Drum Compactor function in a safe and efficient manner at all times.

In deciding whether to purchase a roller or rent one, staff compared the vehicle rental rates for typical usage. The roller vehicle is typically needed on a day-to-day basis and not for an entire week or an entire month. Based on usage of the roller vehicle last year, the cost to rent a roller vehicle would be approximately \$10,310 per year. The purchase of the roller drum vehicle would be cost neutral after four years. The useful life of the vehicle is 20 years. Staff determined purchasing a vehicle would be cost effective for the City when compared to renting the vehicle.

The replacement Hamm model HD 12 VV Roller/Drum Compactor has many beneficial options, which the current Dynapac model does not have. These include: ambidextrous forward and reverse controls, dual vibrating drums, a Roll Over Protection System, Rotating Beacon, Tier IV certified diesel engine, increased operating weight, and increased drum width allowing staff to complete larger asphalt replacement jobs.

Staff issued a Request for Bids for the purchase of a 2012 Hamm model HD 12 VV Roller/Drum Compactor and received two responsive bids; one from Nixon-Elgi Equipment in the amount of \$42,961.18 and one from Modern Machinery in the amount of \$44,003.63 (a third bid was received from Hertz Equipment, but was determined to be non-responsive as the bidder proposed a different make and model which did not meet the City's specifications). Nixon-Egli Equipment of Tracy California offers the lowest cost in the amount of \$42,961.18 including sales tax and delivery.

Police Department - Patrol Vehicles

The Police Department utilizes a fleet of marked patrol cars for daily patrol use. Marked vehicles typically accrue approximately 2,000 miles of patrol mileage per month. The approved

budget for fiscal year 2012-13 authorized the purchase of three (3) marked police vehicles intended to replace existing vehicles within the year that they will likely exceed 90,000 miles, which is beyond the range recommended for patrol use.

Patrol vehicles are subjected to harsh driving conditions including emergency response to calls and pursuit driving. They are quite often placed in service and used 24 hours per day 7 days a week. Because of the unique demands placed on marked patrol vehicles, they require a more aggressive replacement schedule and are removed from service when they attain mileage in the 80,000 to 90,000 mile range. This mileage range is consistent with other law enforcement agencies. By comparison, unmarked police vehicles are not subjected to the same demands and harsh driving conditions and may remain in service for many years with higher mileages.

The Police Department fleet consists of the Ford Crown Victoria Police Interceptors. Ford discontinued production of this model in 2011. Staff from the Central Garage and the Police Department has yet to identify a make and model suitable for replacement, due to the current offerings being fairly new to the market. Staff was able to locate new 2011 Ford Crown Victoria Police vehicles that were surplus from a Los Angeles County bid as excess inventory from Wondries Fleet Group. The purchase of the Ford Crown Victoria will allow staff at the Central Garage to continue to interchange equipment from the old vehicles that are interchangeable with the new vehicles.

FISCAL IMPACT:

The 2012-13 Wastewater Equipment Reserve fund has an available budget of \$65,000. Staff estimates the fair market value of the existing truck for surplus and auction at \$1,500. Staff recommends the City Council authorize a budget of \$66,802.50, utilizing the wastewater equipment reserve fund, auction proceeds and any remaining funds needed from the sewer enterprise fund.

The Streets Division Equipment Reserve fund has an available budget of \$55,000. The purchase of the Roller/Drum Compactor including sales tax and delivery charge is \$42,961.18, which is within the existing budget authorization.

The 2012-13 Budget identified \$90,000 for the purchase of three marked patrol vehicles. The purchase price from Wondries Fleet Group for the three Ford Crown Victoria Police Interceptors is \$75,760. This cost will be partially offset by auction proceeds from those vehicles rotated out of the fleet.

ALTERNATIVES:

1. Do not purchase the vehicles and continue to maintain the existing vehicles. The City will experience increased maintenance costs and decreased use of the vehicle while being repaired.
2. Authorize the purchase of one or more, but not all of the vehicles.

RECOMMENDATION:

Adopt resolution authorizing the purchase of a Ford XLF 450 truck in the Amount of \$66,803, a 2012 Hamm Model HD 12 VV Roller/Drum Compactor in the amount of \$42,961.18, and three Ford Crown Victoria Police Interceptors in the amount of \$75,760.

DISTRIBUTION:

None.

ATTACHMENTS:

1. Resolution

DATE PREPARED:

October 12, 2012

REVIEWED BY:

_____ CM

RESOLUTION NO. 2012- ____

AUTHORIZING THE PURCHASE OF A FORD XLF 450 TRUCK IN THE AMOUNT OF \$66,803, A 2012 HAMM MODEL HD 125 VV ROLLER/DRUM COMPACTOR IN THE AMOUNT OF \$42,961.18, AND THREE FORD CROWN VICTORIA POLICE INTERCEPTORS IN THE AMOUNT OF \$75,860

WHEREAS, the replacement of City owned vehicles is necessary due to constant usage causing the vehicles to reach the end of their useful life; and

WHEREAS, the City Council appropriated funds for the replacement of these vehicles as part of the 2012-13 General Fund Budget, and sufficient funds are available in the Equipment Reserve Fund; and

WHEREAS, Public Services staff identified a suitable replacement vehicle as one Ford XLF 450 truck for use as a Sewer Lateral Truck by the Wastewater Division; and,

WHEREAS, Towne Ford of Redwood City provided the lowest bid for the vehicle; and,

WHEREAS, Public Services staff identified the 2012 Hamm model HD 12 VV Roller/Drum Compactor as a suitable replacement vehicle as it will be able to complete larger asphalt replacement jobs and meets current Air Resources Board standards; and

WHEREAS, Nixon-Elgi Equipment provided the lowest responsible bid for the vehicle; and

WHEREAS, the Police Department has identified a need to replace three Ford Crown Victoria marked police cars in the fleet; and,

WHEREAS, Wondries Fleet Group was awarded a Los Angeles County Bid for the Ford Crown Victoria Police Interceptor; and,

WHEREAS, the City's purchasing ordinance allows the use of other government bid prices.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the purchase of a Ford XLF 450 truck in the amount of \$66,803, a 2012 Hamm model HD 12 VV Roller/Drum Compactor in the amount of \$42,961.18 and three Ford Crown Victoria Police Interceptors in the Amount of \$75,760.

Dated: October 23, 2012

ATTEST:

Carol Bonner, City Clerk

-o0o-

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 23rd day of October 2012 by the following vote:

AYES: Councilmembers: _____

NOES: Councilmembers _____

ABSENT: Councilmembers: _____



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 23, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Randy Schwartz, Community Services Director

SUBJECT: Adopt Resolution Approving the Request to Waive the Rental Fees for Lions Field for a Memorial Softball Tournament

BACKGROUND:

The City of San Bruno possesses and annually updates a Master Fee Schedule that includes rental fees of athletic fields. The cost for an individual San Bruno resident to rent Lions Field, as approved in July 2012, is \$30 per hour.

DISCUSSION

Staff received a request from Tony Rohatch, a San Bruno resident, interested in conducting a memorial softball tournament at Lions Field on December 7th, 8th and 9th in honor of Usbaldo Gomez & Arnulfo Picazo. Mr. Gomez and Mr. Picazo were recently killed in an automobile accident and the tournament will serve as a fundraiser for their families.

Mr. Rohatch is requesting the City waive the fees, \$300 for the three-day tournament, and permission to sell food and non-alcoholic beverages. The fees for field rentals are included in the Master Fee Schedule and there is no provision for the fees to be waived by staff. Based upon past City Council direction of having fees for parks facilities and recreation programs first reviewed by the Parks and Recreation Commission, the request was placed on the Commission's September 19, 2012 agenda.

The Commission reviewed the request and confirmed with staff that no other activities are scheduled to use Lions Field on the proposed dates. Staff requested that, if the Commission were to approve the waiver request, the following conditions be included:

- o No alcoholic beverages be allowed on the premises during any portion of the tournament's use of the facility.
- o San Mateo County Health Department approval is required prior to the sales of any non-pre-packaged food.
- o No food or beverages other than water be allowed on the synthetic turf surface.

The Commission unanimously recommended City Council approval of the waiver request, with the conditions as outlined by staff.

FISCAL IMPACT:

While there is no fiscal impact to the City related to this request, there is a potential loss to the City of \$300 if another party were to come forward and request use of Lions Field on the dates and times of the tournament.

ALTERNATIVES:

1. Do not adopt the resolution approving the request to waive the rental fees for Lions Field for a memorial softball tournament.
2. Authorize the \$300 fee be reduced to a lower amount.

RECOMMENDATION:

Adopt resolution approving the request to waive the rental fees for Lions Field for a memorial softball tournament.

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolution

DATE PREPARED:

September 23, 2012

REVIEWED BY:

_____ CM

Resolution No. 2012 - _____

**RESOLUTION APPROVING THE REQUEST TO WAIVE THE RENTAL FEES
FOR LIONS FIELD FOR A MEMORIAL SOFTBALL TOURNAMENT**

WHEREAS, Mr. Tony Rohatch, a San Bruno resident, is interested in conducting a softball tournament on December 7, 8 and 9, 2012 in memory of Usbaldo Gomez and Arnulfo Picazo who were recently killed in an automobile accident; and

WHEREAS, all of the proceeds from the softball tournament will be given to the families of Mr. Gomez and Mr. Picazo; and

WHEREAS, Mr. Rohatch has requested the Parks and Recreation Commission waive the rental fees for the field in order to increase the funds to be donated to the families; and

WHEREAS, Lions Field has recently been opened to year-round use and no other activities are scheduled for the facility during the requested period; and

WHEREAS, the Parks and Recreation Commission reviewed the request on September 20, 2012 and unanimously recommended the City Council approve the request.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby approves the request to waive the rental fees for Lions Field for a memorial softball tournament on December 7, 8 and 9, 2012.

-oOo-

I hereby certify that foregoing Resolution No. 2012 - _____ as introduced and adopted by the San Bruno City Council at a regular meeting on October 23, 2012 by the following vote:

AYES:

NOES:

ABSENT:

CITY CLERK

ATTACHMENT 1



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: October 23, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Connie Jackson, City Manager
SUBJECT: Adopt Resolution Approving the 2012-2017 Five Year Capital Improvement Program and Appropriating Funding for the 2012-13 Capital Improvement Project Budget

BACKGROUND

The Capital Improvement Program is a planning document covering a five-year period and includes project descriptions and funding requirements for projects planned for completion during the five-year time period. Each year, the City Council is requested to review and approve projects and related appropriations through the Capital Improvement Budget. The Capital Improvement Program includes capital projects that are designed to protect, preserve, and enhance the City's infrastructure, extend the useful life of public facilities, and improve or enhance the delivery of City services. The program addresses the various long-term capital needs such as improving water and wastewater facilities, traffic and transportation circulation, park and building improvements, and the purchase of new technologies and equipment.

The response and recovery efforts related to the Glenview fire disrupted the regular schedule for City Council approval of the City's Five-Year Capital Improvement Program and Budget. As an alternative to the five-year program, City Council appropriated funding to 30 projects to allow the 2010-11 work plan to proceed through June 30, 2011 and have since appropriated funds on a project-by-project basis. The City Manager's Proposed 2012-17 Five-Year Capital Improvement Program and 2012-13 Capital Improvement Budget represents a return to the five-year planning document.

DISCUSSION

The five-year Capital Improvement Program is a planning document that incorporates a budget appropriation, or spending plan, only for the first of the five years. The recommended Capital Improvement Program requiring appropriations in 2012-13 includes:

Water	\$4,800,000
Wastewater	\$3,158,880
Stormwater	\$ 150,000
Cable	\$ 571,628

Parks and Facilities	\$ 285,000
Crestmoor Recovery	\$9,370,917
Streets	\$3,729,209
Technology	\$ 273,500

NEW PROJECT APPROPRIATIONS

Disaster Recovery Project (Technology Capital) - \$131,000

This project will employ a disaster recovery project plan to ensure continued operations of the City's IT network, emails, data and phones in the event of a catastrophic event that renders the existing data center "offline."

Fire Suppression Project (Technology Capital) - \$100,000

This project will install a "Clean Agent" fire suppression system in the City Hall Data Center, Cable Headend at 140 Arbor Court, and the server room at the San Bruno Cable offices, which will reduce the vulnerability of the City's data and phone networking equipment and San Bruno Cable Headend Equipment.

Microsoft Office Project (Technology Capital) - \$42,500

Replace the City's Microsoft Office Suite 2000 with Microsoft Office Suite 2010, which includes Word, Excel, PowerPoint, Access, and Publisher.

Madison Slope Stabilization (Stormwater Capital) - \$150,000

Complete geotechnical testing and design and related construction to stabilize the hillside.

Skyline Boulevard (SR 35) Widening (Streets Capital) - \$30,000

Street widening of Skyline Boulevard between Sharp Park Road/Westborough Boulevard and Sneath Lane. The San Mateo County Transportation Authority will be the lead agency on this project if approved; City staff will be involved in project coordination.

ADDITIONAL APPROPRIATIONS FOR APPROVED PROJECTS

In addition to appropriations for new projects, City Council approval of additional appropriations for projects approved in or before 2011-12 is recommended. These projects were projected to span several fiscal years. The 2011-12 Capital Budget identifies the need for additional appropriations to the following projects.

- Accessible Pedestrian Ramps at Various Locations
- Cable Services Equipment Replacement
- Caltrain Grade Separation Project
- City Hall Improvement Project
- Commercial Data and Voice Services

- Crestmoor Neighborhood Reconstruction Project
- Cycle 1 Federal Street Rehabilitation Project
- Dry Weather Flow Monitor at 7th Avenue
- Fire Station Facilities Improvement Project
- Kains to Angus Sewer Bypass Project
- Library Facility Improvement Project
- Neighborhood Traffic Calming
- Regulators on SFPUC Service Connections
- Sanitary Sewer Condition Assessment Project
- Sewer Main Improvement and Replacement Project
- Sidewalk Repair Project
- Street Medians and Grand Boulevard Improvement Project
- Street Rehabilitation Project
- Streetlight Replacement Project
- Transit Corridor Pedestrian Connection Improvement Project
- Water Mains Improvement and Replacement Project
- Water Pump Station Improvement and Replacement Project
- Water Quality Control Plant Upgrade
- Well No. 15 Commodore Park Replacement
- Well Rehabilitation

PROPOSED CHANGES TO THE CIP BUDGET DOCUMENT

The Proposed 2012-17 Capital Improvement Program and Budget includes changes from prior years' documents that are intended to present a more concise budget for consideration. These changes include

- A Project Information summary at the beginning of each project summarizes important data such as the project's origination and projected completion date, life expectancy, and total project cost.
- A review of all projects in the five-year work program to identify those projects with similar work efforts and combine those into a single, master project. These master projects allow for a consolidated presentation of the City's work effort towards major initiatives including street medians, rehabilitation of water and wastewater infrastructure, and maintenance of city facilities. Projects that have been merged or renamed in the Five-Year Capital Improvement Program are as follows:
 - Cable Services Equipment Replacement Project (merges Cable Plant Enhancements, Digital Set-top boxes, Direct Sales Project, EMTA's)
 - City Facilities Replacement Project (merges Fire Station 51 Replacement, Fire Station 52 Replacement, New Library Project, New Corporation Yard Facility Project, New Swimming Pool Complex Project, Recreation Center Replacement Project, Senior Center Expansion Project)

- Fire Station Facilities Improvement Project (merges Fire Station 52 Re-Roofing Project and Fire Station 52 Seismic Evaluation Project)
- Street Medians and Grand Boulevard Improvement Project (merges the previously completed San Bruno Medians Project, El Camino Real Phase I Medians and Pedestrian Improvements Project, and Street Medians and Grand Boulevard Improvement Project)
- Sewer Main Improvement and Replacement Project (merges Trenton Drive Wastewater Main Replacement Project and Wastewater Pipeline Repair Program)
- Wastewater Pump Station Improvement and Replacement Project (incorporates Olympic Pump Station Rehabilitation and Force Main)
- Water Pump Station Improvement and Replacement Project (merges Pump Station No. 4 College Replacement and Pump Station No. 6 Roof Replacement and Holding Tank Refurbishment Project)
- Water Tank Improvement and Replacement Project (incorporates Tank No. 3 Replacement Project)
- A recommendation to remove a total of 12 projects previously shown or proposed in the Capital Improvement Program and Budget and move them to the operating budget. These projects include various studies, master plan updates, grant programs, and maintenance items that are more appropriately defined as operating activities. This presentation more accurately represents the budgeting distinction between operations and capital costs. The projects proposed to move to operating are as follows:
 - Bart Closeout
 - Belle Air District Sewer Main Easements
 - Climate Action Plan
 - Digital Plan Check & Permit System
 - Energy Efficiency Retrofit and Renewable
 - Miscellaneous Storm Drain Improvement Program
 - Renewable Energy Study for Utility
 - Stormwater Master Plan Update
 - Wastewater System Master Plan Update
 - Water System Asset Inventory
 - Water System Master Plan Update
 - Wildland Fire Hazard Mitigation Program

FISCAL IMPACT

The recommended 2012-17 Five-Year Capital Improvement Program proposes 41 projects with a total value of \$111,877,537 (carryover appropriations plus five-year request). The 2012-13 Capital Budget consists of carryover appropriations, in the amount of \$11,422,044, and additional appropriation requests in the amount of \$22,339,134.

RECOMMENDATION

Adopt Resolution Approving the 2012-2017 Five Year Capital Improvement Program and Appropriating Funding for the 2012-13 Capital Improvement Project Budget

ALTERNATIVES

1. The City Council may amend the proposed project funding by adding to or reducing funding for specific projects.

DISTRIBUTION

None.

ATTACHMENTS

1. Resolution Adopting the City Manager's Recommended 2012-2017 Five Year Capital Improvement Program and Appropriating Funding for the 2012-13 Capital Improvement Project Budget
2. Follow-up to Comments/Questions from CIP Budget Study Session on October 15, 2012

DATE PREPARED

October 16, 2012

REVIEWED BY

_____ CM

RESOLUTION NO. 2012-_____

**RESOLUTION ADOPTING THE CITY MANAGER'S RECOMMENDED 2012-13
CAPITAL IMPROVEMENT PROGRAM BUDGET**

WHEREAS, the City Manager transmitted the 2012-13 Recommended Capital Improvement Program Budget to the City Council in accordance with Municipal Code Section 2.12.060; and

WHEREAS, the City prepares and adopts the Capital Improvement Program and Budget with the intent of providing a planned program for water and wastewater facilities, traffic and transportation circulation, building improvements, and the purchase of new technology and the financial system to carry out the planned program; and

WHEREAS, the San Bruno Planning Commission reviewed the capital improvement projects contained in the above budget, with the exception of the Madison Slope Stabilization and Skyline Boulevard (SR 35) Widening, on January 17, 2012 for compliance with the General Plan of the City and adopted a resolution confirming project compliance; and

WHEREAS, the San Bruno Planning Commission is scheduled to review the Madison Slope Stabilization and Skyline Boulevard (SR 35) Widening at its meeting on November 20, 2012 and City Council approval of these projects is subject to compliance with the General Plan of the City; and

WHEREAS, the City Manager's Recommended Budget identifies a total of 30 projects in the 2012-13 work-plan, including the following new projects:

- o Disaster Recovery Project
- o Fire Suppression Project
- o Microsoft Office Project
- o Madison Slope Stabilization
- o Skyline Boulevard (SR 35) Widening

WHEREAS, the City Manager's Recommended Budget included a review of all projects in the five-year work program to identify those projects with similar work efforts and combine those into a single, master project, which are as follows:

- o Cable Services Equipment Replacement Project (merges Cable Plant Enhancements, Digital Set-top boxes, Direct Sales Project, EMTA's)
- o City Facilities Replacement Project (merges Fire Station 51 Replacement, Fire Station 52 Replacement, New Library Project, New Corporation Yard Facility Project, New Swimming Pool Complex Project, Recreation Center Replacement Project, Senior Center Expansion Project)
- o Fire Station Facilities Improvement Project (merges Fire Station 52 Re-Roofing Project and Fire Station 52 Seismic Evaluation Project)

- Street Medians and Grand Boulevard Improvement Project (merges the previously completed San Bruno Medians Project, El Camino Real Phase I Medians and Pedestrian Improvements Project, and Street Medians and Grand Boulevard Improvement Project)
- Sewer Main Improvement and Replacement Project (merges Trenton Drive Wastewater Main Replacement Project and Wastewater Pipeline Repair Program)
- Wastewater Pump Station Improvement and Replacement Project (incorporates Olympic Pump Station Rehabilitation and Force Main)
- Water Pump Station Improvement and Replacement Project (merges Pump Station No. 4 College Replacement and Pump Station No. 6 Roof Replacement and Holding Tank Refurbishment Project)
- Water Tank Improvement and Replacement Project (incorporates Tank No. 3 Replacement Project)

WHEREAS, the City Manager's Recommended Budget includes a recommendation to remove a total of 12 projects previously shown or proposed in the Capital Improvement Program and Budget and move them to the operating budget, which includes the following projects:

- Bart Closeout
- Belle Air District Sewer Main Easements
- Climate Action Plan
- Digital Plan Check & Permit System
- Energy Efficiency Retrofit and Renewable
- Miscellaneous Storm Drain Improvement Program
- Renewable Energy Study for Utility
- Stormwater Master Plan Update
- Wastewater System Master Plan Update
- Water System Asset Inventory
- Water System Master Plan Update
- Wildland Fire Hazard Mitigation Program

WHEREAS, the City Manager's Recommended Budget was presented to the City Council at special study session on October 15, 2012, and

NOW THEREFORE, the City Council of the City of San Bruno hereby resolves to adopt the City Manager's Recommended Capital Improvement Project Budget and budget appropriations for 2012-13 by fund as follows:

Water	\$4,800,000
Wastewater	\$3,158,880
Stormwater	\$ 150,000
Cable	\$ 571,628
Parks and Facilities	\$ 285,000
Crestmoor Recovery	\$9,370,917
Streets	\$3,729,209
Technology	\$ 273,500

BE IT FURTHER RESOLVED, that in addition to the new appropriations, the 2012-13 capital improvement work plan is authorized to include carry-over appropriations for projects moving toward completion or on the schedule to commence. Total carry-over appropriations from 2011-12 amount to \$11,422,044; and

BE IT FURTHER RESOLVED, that the Capital Improvement Budget resource appropriations are authorized to include transfers from the various funding sources as identified in the City Manager's Recommended Budget; and

BE IT FURTHER RESOLVED, that the City Manager's Recommended Capital Improvement Program Budget includes the capital projects in 2012-13 work plan summary; and

BE IT FURTHER RESOLVED, that specific capital improvement project revenue and expenditure line items, transfers enumerated in the City Manager's 2012-13 Recommended General Fund, Special Revenue Funds, Enterprise Funds, and Capital Improvement Program Budget document are hereby authorized and appropriated.

—oOo—

I hereby certify the foregoing Resolution No. 2012-
was introduced and adopted by the San Bruno City Council
at a regular meeting on October 23, 2012 by the following vote:

AYES:

NOES:

ABSENT:

City Clerk

Follow-up to Comments/Questions from CIP Budget Study Session on October 15, 2012

Public Comment/Councilmember Questions

Staff Response

1	The City Clerk's contact information listed on the City website calendar link was incorrect (listed as 616-5058, s/b 616-7058). It was also requested that the City add the actual agenda notice and material to the calendar link.	The City Clerk's phone number was incorrect and staff will make sure that the correct phone number appears in the future. Staff has determined that it is possible to have a file linked to the calendar, however, additional research must be performed to determine what limitations there might be with this feature.
2	The biographies of City Councilmembers do not include the actual term dates to the exact day (only month and year are included).	The actual term end dates occur on the second Tuesday of November of the councilmembers re-election year.
3	Request to see an account balance of PG&E settlement funds	The account balance of the settlement funds with PG&E are included in the City Treasurer's Investment Report which appears in the City Council Agenda Packet the second meeting of each month.
4	Suggestion to add City bell logo and website to table skirt at City Council meetings.	The existing black table skirt is used on many different size tables at different City functions. A table skirt displaying the City logo and website could be made for the City Council Dias but may be limited to use only on similar size tables.
5	Are we pursuing the use of solar and/or renewable energy for our water facilities when we construct new facilities?	Yes, it is our intent to consider renewable energy alternatives with the design of new facilities.
6	Prior to purchasing equipment/vehicles such as the tractor and video inspection truck (both programmed for 2013-14 fiscal year), are we performing a cost/benefit analysis to determine whether it is cost effective to perform certain activities in-house rather than contract out? Are we contemplating whether there is sufficient staff to operate the machinery and whether shared services are feasible?	Yes, as part of the decision process for any new equipment staff will confirm the need for the potential equipment purchase, assess rental or shared alternatives, and conduct cost-benefit-analysis, including internal resources needed.
7	Is there an alternative between the purchase of the video inspection truck and use of a contractor (i.e. less expensive equipment that can still perform the task at hand)?	Staff will research and consider any possible alternatives.
8	What is the City's responsibility as it relates to the Route 35/Skyline widening project?	The City will coordinate and be involved throughout the project. Assuming the staff support is eligible for Measure A funds, staff will execute any necessary funding agreement and then will participate in the development of the preliminary design work, representing the city's interest.
9	What is the status of the Commercial Services project in Cable Television? It doesn't appear that it has taken off as quickly as we had originally hoped.	No, it has not taken off as quickly as staff had hoped. The system needs a marketing person to help further this initiative and sell the services to businesses in the City.
10	Why hasn't the City considered the use of cloud storage technology?	Cloud technology was evaluated and is an option for data backup/storage and running some applications; however, the Disaster Recovery Project is designed to fully duplicate the functions of our data center if required; Citrix, phone system, Millbrae/San Mateo County data feeds, remote access, etc.

Follow-up to Comments/Questions from CIP Budget Study Session on October 15, 2012

Public Comment/Councilmember Questions	Staff Response
11 If backup tapes are eliminated in the disaster recovery project, how do we maintain the ability to recover lost files/information as of a point in time?	The new system has integrated backup/restore functions. The 2nd storage system will house the backup sets. The backup tape drive will stay in operation for historical data requests.
12 Is the EOC part of this project? How can ensure that the EOC can continue 24/7 operations in the event of a disaster?	No, the EOC is not specifically part of the Disaster Recovery project. The EOC shares backup power with City Hall via the City Hall generator. Our phone system is designed so that any City phone number can be re-connected at any location and retain user information. The EOC has redundant phone service, internet, cell phone antennas, and broadcast TV.
13 Is the disaster recovery project a new project?	Yes, it is a new project as it did not appear in the last adopted CIP budget in 2009-10.
14 Are we purchasing individual licensing for computers? Is there a need for more server/ memory space?	No, the City purchases Volume Licensing (Select - with Gov pricing - required) from a Microsoft Reseller. With this licensing we can install on PCs/Laptops or on the Network. Our installations will be Network installs with seats available for Dept. Head Laptops. No additional server space is required.
15 Are we going to wait for MS Office 2013?	Yes. After testing on our network, we will include Office 2013 in our next Citrix upgrade.
16 Fire Station #52 is essentially a house; why do we need to spend \$20K performing a seismic evaluation of it?	Fire Station #52 is not only required to withstand an earthquake (similar to a house), but it must be fully operational after such an event. This requires full structural support of the garage bay to ensure that fire apparatus can be dispatched after an earthquake.
17 Do the planned improvements at the Corporation Yard include renovation of the bathrooms?	Yes, these are part of the planned work program for the upcoming year.
18 Is Fire Station #51 on the list of facilities needing to be replaced?	All major City facilities are included in the City Facilities Replacement Project as placeholders for future projects.
19 The City Gateway/Information sign on El Camino Real and San Mateo Avenue is in poor condition and needs a face lift.	Staff will do an oral presentation regarding this item at the City Council meeting on October 23, 2012.
20 When will the City Council receive a report on the plans for Bayshore Circle? How can we increase parking?	Staff has been in contact with BART/SAMTRANS (the property owner) and will develop a plan for the site and will report back to Council in January.
21 Do we own Bayshore Circle? Why is BART holding it when the law allows them to relinquish rights to the City?	



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 23, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Carol Bonner, City Clerk
SUBJECT: Receive Report and Authorize Extension of Terms for Members of Citizen Advisory Commissions, Boards, and Committees

BACKGROUND:

Twenty-four (24) members of commissions, boards, and committees have their terms expiring October 31, 2012. Members were invited to submit applications seeking re-appointment. All expiring members applied with the exception of two, one on the Bicycle & Pedestrian Advisory Committee who did not meet the deadline to apply and one on the Citizens Crime Prevention Committee who took the opportunity to resign. Additionally there is another vacancy on the Citizens Crime Prevention Committee, resulting from a routine resignation. The most effective tool for recruitment has been the San Bruno FOCUS newsletter. The Fall issue is due to arrive in San Bruno homes the week of October 22-26. By extending the members terms to expire on November 30, 2012, there will be sufficient time for recruitment and interviewing.

DISCUSSION:

In an effort to encourage citizen participation and to create an "Open System" for appointments, the City Council adopted Resolution No. 2003-88 requiring members with expiring terms and persons seeking new appointment, to submit applications. To facilitate this, letters were sent to all expiring members, outlining the re-appointment process, the deadline to submit applications to the City Clerk's Office was September 28th. A Notice of Vacancies has been posted on San Bruno Cable T.V. Channel 1, will appear in the San Mateo Daily Journal and has also been posted as required by Government Code Section 54974 at City Hall and in the Library. An article was included in the Fall Issue of San Bruno FOCUS explaining the expiration of terms and inviting interested San Bruno residents to apply. In coordination with the FOCUS publishing and delivery schedule, the application deadline to fill vacancies is Monday November 5th, at 5:00 p.m. At that time, new applicants, expired term members and any current applications on file, which are kept for two years, will be invited to interview prior to the City Council Meeting on Tuesday, November 13th. Appointments to fill vacancies will take place at the City Council Meeting on November 23rd.

FISCAL IMPACT:

None

ALTERNATIVES:

1. Fill the vacancies currently existing on commissions, boards, and committees.
2. Continue the "Notice of Vacancies" and acquire additional applicants to interview.

RECOMMENDATION:

Extend the expiration of terms on Commissions Boards and Committees from October 31, 2012 to November 30, 2012.

Bicycle & Pedestrian Advisory Committee - 4 Expired Terms

Randy Brase	Originally Appointed – November 2005
Henry Mar	Originally Appointed - April 2012
Raquel Duran	Originally Appointed – April 2012
Jeffrey Tong	Did not re-apply by deadline has submitted new application

Citizens Crime Prevention Committee - 2 Expired Terms

Felix Aberouette	Resigned
Peter Carey	Originally Appointed – April 2012
Brandon Lau	Originally Appointed – November 2011
Sonia Zaghari	Resigned

Community Preparedness Committee - 3 Expired Terms

Dena Gunning	Originally Appointed – March 2004
Steven Johnson	Originally Appointed – June 2002
George Peponis	Originally Appointed – September 2003

Culture & Arts Commission - 3 Expired Terms

Pamela Gamble	Originally Appointed – November 2011
Bardi Rosman Koodrin	Originally Appointed – October 2008
Pamela Madden	Originally Appointed – May 2012

Parks & Recreation Commission – 4 Expired Terms

Laura Davis	Originally Appointed – May 2006
Stephan Marshall	Originally Appointed – October 2007
Greg Pierce	Originally Appointed – November 2006
Maria Lucy Zamattia	Originally Appointed – March 2004

Personnel Board - 2 Expired Terms

Ed Fuentes	Originally Appointed – December 2007
Joe Roberts	Originally Appointed – May 2010

Planning Commission – 3 Expired Terms

Mary Lou Johnson	Originally Appointed – January 1990
Sujendra Mishra	Originally Appointed – October 2004
Joe Sammut	Originally Appointed – January 1996

Traffic Safety & Parking Committee - 2 Expired Terms

Tom Hamilton	Originally Appointed – October 2007
Eric Wood	Originally Appointed – April 2007

DISTRIBUTION: None

ATTACHMENTS: None

DATE PREPARED: October 16, 2012

REVIEWED BY:

CM_____



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: October 23, 2012
TO: Honorable Mayor and Members of the City Council
FROM: Randy Schwartz, Community Services Director
John Alita, Assistant Library Director
SUBJECT: Adopt Resolution Adding Recognition Plaque Costs to the Master Fee Schedule and Amending the Memorial and Recognition Policy

BACKGROUND:

On January 13, 2009, the City Council adopted a resolution approving the Memorial and Recognition Policy. The policy describes three categories for honoring individuals or groups who have served the community: those who have given Special Service, those who have given Extraordinary Service and a Personal Tribute for those who wish to honor deceased loved ones and colleagues. The first two types of honors, Special and Extraordinary Service require a nomination process and approval by the City Council.

Following the adoption of the resolution, the City Council asked the Parks and Recreation Commission and the Culture and Arts Commission to recommend a design for a Memorial Recognition Sculpture and location. The City Council approved the recommended design and location on November 23, 2010. The sculpture was dedicated in San Bruno City Park on June 28, 2012. It serves as an artistic expression of the City's commitment to its citizens and as the primary means to publicly honor them.

DISCUSSION:

Now that the Recognition Sculpture is installed, staff has developed fee recommendations for the costs of the plaques that will be placed on the sculpture. In doing so, staff reviewed the existing Memorial and Recognition Policy (Attachment "3") and is also proposing several changes to further clarify the Policy's intent, the types of recognition, and the processes by which people may be nominated and selected.

Proposed fees for recognition plaques are based on fabrication, installation and administrative costs. Average fabrication costs range from \$210 to \$265. In addition to the cost of the plaques, the fees below include staff time for application review, installation of plaques and maintenance of the sculpture:

Extraordinary Service	\$600	5"x7" bronze plaque with City logo
Special Service	\$500	4"x6" bronze plaque with City logo
Personal Tribute	\$400	3"x3" bronze plaque

All costs related to the recognition of an individual, group, or organization as listed in the City's Master Fee Schedule will be borne by the nominating organization(s) unless otherwise specified by the City Council.

10.c.

Regarding the Memorial and Recognition Policy, staff recommends the following clarifications or amendments:

- The current policy contains contradictory language regarding the naming of City facilities. The policy states "City facilities and parks shall be named for their location, function, prominent feature, historical significance, or to recognize a person or an organization" (e.g. Buckeye Park, Posy Park, Grundy Park).

Exhibit B of the policy says "Every effort shall be made to provide names for parks or facilities that identify a geographical location so as to promote an understandable and recognizable reference for people in the community. Public facilities within the City of San Bruno shall be named in a manner that also takes into consideration prominent or distinguishable feature or historical significance.

Public facility components shall be named in a manner that takes into consideration the following descriptive criteria:

- Individuals who are deceased, who have provided extraordinary service to our community.
- Groups or Organizations, which have provided extraordinary service to our community.
- Groups or Organizations, or deceased individuals that have donated a significant amount of money and/or land to assist in the enhancement of facilities, services or programs in San Bruno."

Staff proposes that City facilities and parks shall be named for their location, function, prominent feature, or historical significance but that components of the facilities and parks may be named to recognize a deceased person or an organization. Current examples of this naming policy are: "Greenberg Field in Commodore Park" and "Lions Field in Belle Air Park".

- There were no clearly specified criteria regarding the Personal Tributes in the original policy. While residents will still be allowed to donate a tree, bench or other item to the City, the recognition for such a gift will be placed on the Sculpture rather than on or adjacent to the item itself. Staff is recommending that Personal Tributes be limited to a 3" x 3" plaque and the inscription be restricted to insure the language is appropriate for public viewing. The inscription would only include the first and last legal names of the person to be recognize, the date and standard text as listed in the Policy. This recognition may be given to persons both living and deceased.
- In order to clarify the approval process, staff recommends the following:
 - A committee comprised of two members of each Commission (Culture and Arts, Planning, and Parks and Recreation) will meet each February to review any applications for Special or Extraordinary Service.
 - The Committee will work with staff to gather input from other committees, boards, commissions and recognized organizations. Five affirmative votes will be required for a recommendation to the City Council.
 - A majority City Council vote will be required for approval of the recognition.

The existing process references the "appropriate committee or commission" to review each application and making a recommendation to the City Council. The existing process also requires four affirmative City Council votes for passage.

One area of community service that is not directly recognized in this policy relates to extremely large, one-time donations for capital improvement projects. In some instances, an individual or organization may wish to contribute monetarily towards a new or renovated City facility. Staff recommends that these be considered by the City Council on a case-by-case basis, as the size of the project and contribution will differ considerably from project to project.

The Parks and Recreation Commission reviewed the proposed changes to the policy at their October 17, 2012 meeting. The Commissioners were all in agreement on the following points:

- o The recommended plaque sizes are appropriate
- o The review process for service recognition is acceptable
- o The policy that only facility components be eligible for naming should be continued
- o Special or Extraordinary Service recognition may be bestowed upon a living person
- o The prices for Special and Extraordinary Service are appropriate

The Commissioners approved the recommended price for Personal Tributes, but only by a 4 to 2 vote. The dissenting Commissioners expressed the opinion that the cost should be lower.

The Commissioners were also not in agreement whether or not a living individual can be honored by having a facility component named after them. One Commissioner stated the honor should be saved for individuals who have been deceased for at least one year to remove the emotional portion of the decision regarding someone who recently passes away and to better understand their full character and community impact. The other Commissioners felt it acceptable to bestow the honor upon living persons, especially as the policy states "Under extraordinary circumstances, where the naming of a City of San Bruno facility component is considered to place the City of San Bruno in a negative or embarrassing light, the City Council may choose to revoke the honor."

FISCAL IMPACT:

It is proposed that the nominating party/parties pay all costs related to service recognition, unless otherwise specified by the City Council. The amount listed in the Master Fee Schedule will cover the purchase of the plaque, staff time, installation costs and maintenance.

RECOMMENDATION:

Adopt Resolution adding recognition plaque costs to the Master Fee Schedule and amending the Memorial and Recognition Policy

ALTERNATIVES:

1. Allow naming of a facility component to be approved while a person is still living
2. Allow for entire facilities to be named after individuals or organizations
3. Change the format or process for selection and recognition
4. Direct staff to revise the recognition criteria, pricing to be placed in the Master Fee Schedule or other details of the policy

DISTRIBUTION:

ATTACHMENTS:

1. Resolution
2. Recommended Memorial and Recognition Policy
3. Existing Memorial and Recognition Policy

DATE PREPARED:

October 6, 2012

REVIEWED BY:

_____ CM

RESOLUTION NO. 2012 - _____

RESOLUTION AUTHORIZING THE ADDITION OF RECOGNITION PLAQUE FEES TO THE MASTER FEE SCHEDULE AND AMENDING THE MEMORIAL AND RECOGNITION POLICY

WHEREAS, The City of San Bruno has established a Memorial and Recognition policy to permanently honor those individuals and organizations that have provided service to our community; and

WHEREAS, The San Bruno Recognition Sculpture has been created as an artistic expression of the City's commitment to its citizens and as the primary means to publicly honor them; and

WHEREAS, Staff has recommended fees related to the costs of the plaques that will be placed on the Recognition Sculpture and proposed amendments to the Memorial and Recognition Policy; and

WHEREAS, the Parks and Recreation Commission has reviewed the changes to the Policy and Master Fee Schedule and supports the staff recommendation;

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council hereby adopts resolution authorizing the addition of recognition plaque fees to the Master Fee Schedule and amending the Memorial and Recognition Policy

---oOo---

AYES:

NOES:

ABSENT:

Carol Bonner, City Clerk



CITY OF SAN BRUNO MEMORIAL AND RECOGNITION POLICY

POLICY GOALS

It is the intent of the City of San Bruno to establish and maintain a policy to appropriately honor those individuals, organizations or groups that have served the community. The goals of the Memorial and Recognition Policy are to provide the City of San Bruno with a method for consistently identifying and honoring those in our community who have provided a high level of service and to provide people a means for paying tribute to a deceased member of our community.

MEMORIAL RECOGNITION

Two levels of recognition have been defined as qualifying for special consideration by the City Council: Special Service and Extraordinary Service.

Recognition of Special Service:

A designation of Special Service is given to individuals and organizations that have served our community in a significant way. In order to appropriately recognize those deserving individuals and organizations, the City of San Bruno has established Criteria for Recognition of Special Service. Recipients who are designated by the City Council for Special Service are honored with a 4"x6" bronze plaque, inscribed with the City logo, placed on the San Bruno Recognition Sculpture in City Park. Recipients must meet all the following criteria:

- A minimum of fifteen (15) years dedicated service to San Bruno.
- Service rendered had positive impact on the citizens of San Bruno.
- Was viewed as an appropriate role model in the community.
- Made significant contributions to the community by developing new programs, providing leadership for the continuation and enhancement of existing programs, or by providing new or improving existing facilities.
- Must be nominated by at least one recognized San Bruno organization.

Recognition of Extraordinary Service:

A designation of Extraordinary Service is given to individuals and organizations that have served our community in an extraordinary manner. People or organizations who meet the Criteria for Recognition of Extraordinary Service are honored through either a 5" x 7' bronze plaque, inscribed with the City Logo, placed on the San Bruno Recognition Sculpture in City Park or by having a component of a City facility named in their honor as defined in appendix A (Policy for Naming City Facilities and City Facility Components). Recipients must meet all the following criteria:

- A minimum of twenty-five (25) years of dedicated service to San Bruno.
- Service rendered had positive impact on the citizens of San Bruno.
- Was viewed as an appropriate role model in the community.
- Made significant contributions to the community by developing new programs, providing leadership for the continuation and enhancement of existing programs, or by providing new or improving existing facilities.

- Was actively involved in multiple community programs and influenced the lives of many San Bruno citizens.
- Must be nominated by more than one recognized San Bruno organization.
- If considered for naming of a facility component, the individual or organization must have a clear connection to the facility component being named. Individuals considered for this recognition must have been deceased for at least one year.

Nomination and Selection Procedures: Nominations for recognition of Special or Extraordinary Service may be submitted by recognized community organizations on an ongoing basis through the City Clerk's office. Annually in February, a committee comprised of two members from each City Commission (Culture and Arts, Planning, and Parks and Recreation) will review the merits of each application that may have been submitted in the past year and will make a recommendation to the City Council, who will then vote on each recommendation. The review committee can request information from City boards, committees, commissions and other community organizations to assist them in making their recommendation. Five affirmative votes are required to recommend the nominee to the City Council and three affirmative Council votes are required for passage. No organization may submit more than two nominations per year.

All costs related to the recognition of an individual, group, or organization as listed in the City's Master Fee Schedule will be borne by the nominating organization(s) unless otherwise specified by the City Council.

PERSONAL TRIBUTE

The City recognizes that individuals, groups and organizations want the opportunity to provide a lasting memorial for loved ones and colleagues, yet they may have not met the criteria identified above. A Personal Tribute may be used in this case. Those who are honored with a Personal Tribute will have an inscribed 3"x3" bronze plaque placed on the Recognition Sculpture.

In order to ensure inscriptions are appropriate for public viewing, donors will be given template plaques to select from. Inscriptions will include only the first and last legal name of the person to be recognized, the date, and either the words "In Honor Of" or "In Memory Of". If the donation includes funds for a bench or tree, that would also be recognized on the plaque. Examples of these plaques include:

In Honor of
John Smith
September 2012

In Memory of
Jane Smith
September 2012

A Tree was Planted
In Honor of
John Smith
September 2012

A Bench was Donated
In Memory of
Jane Smith
September 2012

Nomination and Selection Procedures: Individuals and organizations can obtain a pamphlet from the office of the City Clerk that contains the current guidelines for making a personal tribute. The City of San Bruno reserves the right to approve any and all requests to participate in the Personal Tribute program.

Costs related to the recognition of an individual, group or organization as listed in the City's Master Fee Schedule will be borne by the applicant.

RECOGNITION OF SIGNIFICANT DONATIONS

On occasion, the City of San Bruno may choose to recognize and honor individuals, groups or organizations that have made a significant, one-time donation. A significant donation of money or property is one that greatly assists in the development of the City by providing land, facilities, or funds to be used by the City for a specific capital project.

The City Council has the prerogative to recognize donors in an appropriate manner that may range from naming a facility component, placing a plaque at the site of the development, on the recognition sculpture, or some other form of recognition.

APPENDIX A

POLICY FOR NAMING CITY FACILITIES AND CITY FACILITY COMPONENTS

For the purposes of this policy, a City Facility shall be defined as a City-owned building (e.g. City Hall, Recreation Center) or a City-owned park (e.g. City Park, Lomita Park, Commodore Park). Every effort shall be made to provide names for parks and facilities that identify a geographical location so as to promote an understandable and recognizable reference for people in the community. City facilities within the City of San Bruno shall be named in a manner that also takes into consideration the following descriptive criteria:

- Prominent distinguishable feature or historical significance (e.g. Fleetwood Park, Posy Park)
- Function of community facility or park (e.g. San Bruno Senior Center, San Bruno City Park)

For the purpose of this policy, a City Facility Component shall be defined as a part or portion of a City-owned building (e.g. gymnasium, meeting rooms) or a part or portion of a City-owned park (e.g. athletic field, playground, tennis court, City-owned trail or pathway)

City facility components shall be named in a manner that takes into consideration the following descriptive criteria:

- Individuals who are deceased, who have provided extraordinary service to our community. (Greenberg Field in Commodore Park)
- Groups or organizations that have provided extraordinary service to our community. (Lion's Field in Belle Air Park, Rotary Pavilion in City Park)
- Groups or organizations that have donated a significant amount of money or property to assist in the enhancement of facilities, services or programs in San Bruno.

The naming of a City of San Bruno facility component or other naming honor shall be considered permanent. No City of San Bruno facility component shall be renamed after the original honor is bestowed. Under extraordinary circumstances, where the naming of a City of San Bruno facility component is considered to place the City of San Bruno in a negative or embarrassing light, the City Council may choose to revoke the honor.



**CITY OF SAN BRUNO
MEMORIAL RECOGNITION PROGRAM
NOMINATION FORM**

The City of San Bruno has established a program to permanently honor those individuals and organizations that have provided service to our community. In order to evaluate prospective honorees, it is necessary that the City of San Bruno gain information regarding the nature and scope of the nominee's service to the community. This nomination form is to be completed by the organization(s) making the nomination on behalf of the nominee. Please refer to the recognition criteria to determine the eligibility of the prospective nominee.

Application for Recognition of :

Special Service ____

Extraordinary Service ____

Name of Nominee:

Name of Nominating Organization(s):

Name of Person Submitting Nomination:

Address:

Phone:

Email:

Date of Nominee's death (if applicable):

Please describe the nominee's service contribution to the community. Include dates of service at each organization.

Describe how the nominee made significant contributions to the development of new programs, the enhancement of established programs or by improving new or existing facilities? Describe how their leadership made a difference.

How did the service of the nominee provide a positive impact for the people of San Bruno?

Why was the nominee viewed as an "appropriate role model" within the community?

Which programs or locations were nominee most closely connected with?

**San Bruno Parks and Recreation Commission
Memorial/Recognition Ad-Hoc Committee**

**DRAFT
MEMORIAL RECOGNITION POLICY**

POLICY GOALS

It is the intent of the City of San Bruno to establish and maintain a policy that allows the community to appropriately honor those individuals, organizations or groups that have served their community in an extraordinary way. The goal of the Memorial Recognition Policy is to provide the City of San Bruno with a protocol that identifies an appropriate and consistent method of identifying and honoring those in our community who have exhibited extraordinary service and to provide residents of the City a means for paying tribute to loved ones. The Memorial Recognition policy also outlines the procedures and criteria pertaining to the bestowal of each method of recognition.

MEMORIAL RECOGNITION

Two levels of memorial recognition have been defined as qualifying for special consideration by the City Council. The first level is reserved for those persons who have demonstrated extraordinary service to the City. Persons who meet the Criteria for Recognition of Extraordinary Service are eligible to have a City facility or facility component named in their honor.

Criteria for Recognition of Extraordinary Service:

- A minimum of twenty-five (25) calendar years of dedicated service to San Bruno.
- Service rendered had positive impact for the citizens of San Bruno.
- Was viewed as an appropriate role model in the community.
- Made significant contributions to the community by developing new programs, providing leadership for the continuation and enhancement of existing programs, or by providing new or improving existing facilities.
- Was actively involved in multiple community programs and influenced the lives of many San Brunans.
- Must be nominated by more than one recognized San Bruno organization.
- The individual or organization must have a clear connection to the component or facility being named.
- The nominee must have been deceased for at least one year.

The second level recognizes individuals that serve our community in exceptional ways yet whose service does not meet the criteria established for having a component or facility named in their honor. In order to appropriately recognize those deserving individuals, the City of San Bruno has established Criteria for Recognition of Special Service and honors recipients through permanent forms of recognition including but not limited to memorial trees, memorial art installations and other special naming conventions.

Criteria for Recognition of Special Service:

- A minimum of fifteen (15) years dedicated service to San Bruno.
- Service rendered had positive impact for the citizens of San Bruno.
- Was viewed as an appropriate role model in the community.
- Made significant contributions to the community by developing new programs, providing leadership for the continuation and enhancement of existing programs, or by providing new or improving existing facilities.
- Must be nominated by at least one recognized San Bruno organization.
- The nominee must have been deceased for at least one year.

The naming of a City of San Bruno facility, component, or other naming honor shall be considered permanent. No City of San Bruno facility or component shall be renamed after the original honor is bestowed. Under extraordinary circumstances, where the naming of a City of San Bruno facility or component is considered to place the City of San Bruno in a negative or embarrassing light, the City Council may choose to revoke the honor.

Nomination and Selection Procedures: Nominations for recognition are solicited from recognized community organizations on an ongoing basis through the City Clerk's office. Once per year, the appropriate commission or committee will review the merits of each application and will then make a recommendation to the City Council, who will then vote on each recommendation. Four affirmative City Council votes are required for passage. No organization may submit more than two nominations per year.

Fiscal Impact: It is proposed that any cost related to the recognition of an individual, be borne by the donating party. Further, it is suggested that a predetermined amount in excess of actual costs be established with funds obtained going toward enhancement of a specific program or facility.

SUPPLEMENTAL RECOGNITION PROGRAMS

PERSONAL TRIBUTES

Background: It is a recognized need that members of the community want the opportunity to provide a permanent, lasting tribute for friends or loved ones. It has also been recognized that there is significant interest in providing opportunities for individuals, groups or organizations to honor and pay tribute to those who have served the community, yet have not met the criteria identified above. The goals for all methods of personal tribute in San Bruno are to provide a tasteful form of recognition that enhances the community.

Nomination and Selection Procedures: Individuals and/or organizations can obtain a pamphlet from the office of the City Clerk that contains the current guidelines for making a personal tribute in the form of having a tree planted, making a donation to the City, or some other form of recognition. Plaques indicating the location of the planted tree and/or the donation amount may become integrated in the art installation that is designated for memorials and community recognitions. The City of San Bruno reserves the right to approve any and all requests to participate in this personal tribute recognition program.

Fiscal Impact: It is proposed that any cost related to the recognition of an individual, group or organization, be borne by the donating party. Further, it is suggested that a predetermined amount in excess of actual costs be established with funds obtained going toward enhancement of a specific program or facility.

RECOGNITION OF ORGANIZATIONS AND COMMUNITY SERVICE DONATIONS

On occasion the City of San Bruno may choose to recognize and honor individuals, groups or organizations that have made significant, one-time donation. A significant donation of community service, money or property is one that greatly assists in the development of the City by providing land, facilities, services or funds.

The City Council has the prerogative to recognize donors in an appropriate manner that may range from naming a facility or component to placing a plaque at the site of the development.

Should an individual, group or organization wish to donate equipment to the City of San Bruno, staff shall have the opportunity to predetermine the need for the equipment and establish the specifications for the equipment. The acceptance of any donated equipment must enhance City facilities or programs.

APPENDIX A

DEFINITION OF CITY FACILITIES AND COMPONENTS

For the purpose of this policy, a City Facility shall be defined as:

- A City Owned Building (i.e. City Hall, Recreation Center)
- A City Owned Park (i.e. City Park, Lomita Park, Commodore Park)

For the purpose of this policy, a City Component shall be defined as:

- A Part or Portion of a City-Owned Building (i.e. Gymnasium, Meeting Room, Tiny Tots Room)
- A Part or Portion of a City-Owned Park (i.e. Baseball, Soccer or Softball Field, Playground Equipment, Small Structures, Tennis Courts)

APPENDIX B

GENERAL POLICY FOR NAMING OF CITY FACILITIES AND FACILITY COMPONENTS

Every effort shall be made to provide names for parks or facilities that identify a geographical location so as to promote an understandable and recognizable reference for people in the community. Public facilities within the City of San Bruno shall be named in a manner that also takes into consideration the following descriptive criteria:

- Prominent or distinguishable feature or historical significance (i.e. Buckeye Park, Posy Park)
- Personal recognition (i.e. Grundy Park, Lara Field)
- Organization recognition (i.e. Lions Field, Rotary Pavilion)
- Community facility or park (City Park, San Bruno Senior Center)

Public facility components shall be named in a manner that takes into consideration the following descriptive criteria:

- Individuals who are deceased, who have provided extraordinary service to our community.
- Groups or Organizations, which have provided extraordinary service to our community.
- Groups or Organizations, or deceased individuals that have donated a significant amount of money and/or land to assist in the enhancement of facilities, services or programs in San Bruno.

APPENDIX C

CURRENT INVENTORY OF CITY FACILITIES

1. Geographical Location
 - a. Commodore Park
 - b. Monte Verde Park
 - c. Forest Lane Park
 - d. Pacific Heights Park
 - e. Bayshore Circle Park
 - f. Fleetwood Park
 - g. Ponderosa Park
 - h. 7th Avenue Park
 - i. 7th Ave. & Walnut Park
 - j. Catalpa Tot Lot
 - k. Earl & Glenview Park
 - l. Herman Street Park
 - m. Lomita Park
 - n. Belle Air Community Center
 - o. Portola Performing Arts Center
 - p. Belle Air Field
 - q. City Park Diamond #2
 - r. City Park Diamond #3
 - s. Carlton Corners Building
 - t. Skyline Activities Center
 - u. "Fountain Park" (Jenevein & San Mateo Ave)
2. Prominent or Distinguishable Feature or Historical Significance
 - a. Buckeye Park
 - b. Posy Park
3. Personal Memorial or Recognition
 - a. Tom Lara Field
 - b. Bob Greenberg Field
 - c. Grundy Park
 - d. Veteran's Memorial Recreation Center
4. Organization Recognition
 - a. Lions Field
 - b. Rotary Pavilion
5. Community Facility or Park
 - a. San Bruno Senior Center
 - b. San Bruno City Park
 - c. San Bruno City Park Pool
 - d. San Bruno City Park Tennis Courts
 - e. San Bruno City Hall
 - f. San Bruno Library
 - g. San Bruno Police Plaza
 - h. San Bruno Fire Station 51
 - i. San Bruno Fire Station 52
 - j. San Bruno Corporation Yards



**CITY OF SAN BRUNO
MEMORIAL RECOGNITION PROGRAM**

The City of San Bruno has established a program to permanently honor those individuals and organizations who have provided extraordinary service to our community. In order to evaluate prospective honorees, it is necessary that the City of San Bruno gain information regarding the nature and scope of the nominee's service to the community. This nomination form is to be completed by the organization making the nomination on behalf of the nominee. Please refer to the recognition criteria to determine the eligibility of the prospective nominee.

Application for Recognition of Extraordinary Service (25 years or more) ____

Application for Recognition of Special Service (15 years or more) ____

Name of Nominee:

Name of Nominating Organization:

Name of Person Submitting Nomination:

Address:

Phone:

Email:

Date of Nominee's death:

Please describe the nominee's service contribution to the community. Include years of service and dates of service at different organizations.

How did nominee distinguish himself/herself with extraordinary service to the community of San Bruno?

How did the service of the nominee provide a positive impact for the people of San Bruno?

Why was the nominee viewed as an "appropriate role model" within the community?

Describe how the nominee made significant contributions to the development of new programs, the enhancement of established programs or by improving new or existing facilities? Describe how their leadership made a difference.

Which programs or facilities were nominee most closely connected with?

What does nominating organization consider appropriate recognition for the nominee?



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: October 23, 2012

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director

SUBJECT: Adopt Resolution Authorizing the City Manager to Execute an Amendment to the Contract with Brown and Caldwell for Design of the Water Pump Station No. 4 (College) Upgrade Project in the Amount of \$188,404

BACKGROUND:

The initial project to upgrade Pump Stations No. 4 and No. 5 included replacing and/or upgrading pumps, motors and controls that were approaching the end of their useful life, providing emergency power supply, and pumping capacity sufficient to meet flow requirements.

Pump Station No. 4 (College) is located in the northwest corner at College Drive and Skyline Boulevard (SR 35) and it is the sole pump station that provides water to Pressure Zone 11, which includes Skyline College and the surrounding neighborhoods. This pump station upgrade project is a required critical water system improvement as determined by the Water Master Plan.

On December 12, 2006, the City Council authorized a Professional Services Agreement with Brown and Caldwell for design of the Water Pump Station Nos. 4 and 5 Upgrade Project in the amount of \$525,100. The original intent of the design contract with Brown and Caldwell was to perform concurrent design of both pump stations 4 and 5 and achieve efficiencies during the duplicate design process. However, due to right-of-way and property ownership issues, the design of the Pump Station No. 4 was delayed.

The design of Maple Pump Station No. 5 proceeded separately and when the construction contract was awarded in November 2007, it was noted that due to the complexity of the design of Pump Station No. 5, additional funding would be necessary to complete the design of Pump Station No. 4. Pump Station No. 5 construction was completed in 2009.

Of the \$525,100 in the original contract, \$422,100 was used for Pump Station No. 5 and \$103,000 was used for the initial design of Pump station No. 4. On February 23, 2010, the City Council authorized an amendment to Brown and Caldwell's contract to increase the agreement amount by \$180,258. The additional amount was requested to complete the design, including modifications to conform to the new version of the California Building Code, perform geotechnical analysis and additional project management costs.

DISCUSSION:

The City's water system consultant, West Yost, prepared water system performance criteria as part of the Master Plan Update in 2012 based on the latest information. As a result, the revised

design of Pump Station No. 4 needs to include three larger horizontal pumps, each with a 50% additional capacity than the previous design, to pump water to Tanks No. 9 and 10. In addition, during an earthquake/fire emergency, the new Pump Station No. 4 is designed to deliver the needed fire flow even if Tanks No. 9 and 10 are damaged. To incorporate these design changes, additional funding is requested which was not included as part of contract Amendment No. 1. Contract Amendment No. 2 will provide sufficient funds for the consultant to complete the final plans, specifications, engineer's estimate, bid package and provide support staff during the bid process.

The new building is designed of pour-in place concrete to better resist earthquake loads, since Pump Station No. 4 is in the San Andreas earthquake fault zone. To provide a visually appealing station design and better serve the neighborhood, the Architectural Review Committee reviewed and provided their input on the aesthetics of the building and landscaping improvements. These improvements will be incorporated into the design of the new Pump Station No. 4 (College) as shown on Attachment 4.

Release of the final construction bid package is expected by early 2013. During the preparation of the final design documents, staff will prepare the appropriate environmental review documents under the CEQA guidelines.

FISCAL IMPACT:

The Pump Station 4 Improvements Project is an established Capital Improvement Project with an initial appropriation of \$2,031,000, which currently has a carryover balance of \$1,581,000. The cost for the remaining consultant design services as part of Amendment No. 2 is \$188,404. The total cost for the design contract for the College Pump Station will be \$ 471,166.

Based on preliminary project scoping, the current project cost estimate is as follows:

DESIGN

Original Design Contract (Completed -- <u>PS 4 portion only</u>):	\$103,000
(Portion of Original Contract of \$525,100, which was for both Pump Stations 4 and 5)	
Amendment 1 for Design (Completed):	\$180,258
Amendment 2 for Design (Proposed):	\$188,404
Project Management for Design (Staff):	<u>\$91,338</u>
Subtotal Design:	\$563,000

CONSTRUCTION (Preliminary Estimate)

Construction (New Pump Station):	\$2,500,000
Construction Contingency:	\$375,000
Project Management and Inspection:	<u>\$182,000</u>
Subtotal Construction:	\$3,057,000

Total Estimated Project Cost: \$3,620,000

ALTERNATIVES:

1. Do not proceed with the project.

RECOMMENDATION:

Adopt resolution authorizing the City Manager to execute an amendment to the contract with Brown and Caldwell for design of the Water Pump Station No. 4 (College) Upgrade Project in the amount of \$188,404.

DISTRIBUTION:

None.

ATTACHMENTS:

1. Resolution
2. CIP Budget Sheet
3. Location Map
4. Proposed Building Schematic

DATE PREPARED:

October 17, 2012

REVIEWED BY:

_____ CM

RESOLUTION NO. 2012 - ____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE CONTRACT WITH BROWN AND CALDWELL FOR DESIGN OF THE WATER PUMP STATION NO. 4 (COLLEGE) UPGRADE PROJECT IN THE AMOUNT BY \$188,404

WHEREAS, on December 12, 2006, the City Council approved a contract with Brown and Caldwell for the Design of Pump Station No. 4 (College) and Pump Station No. 5 (Maple) Replacement Projects in the amount of \$525,100; and

WHEREAS, the original intent of the contract with Brown and Caldwell was to perform concurrent design of two similar pump stations and achieve efficiencies during the duplicate design process; and

WHEREAS, the design and construction of Pump Station No. 5 Maple proceeded separately and was completed; and

WHEREAS, on February 23, 2010, the City Council authorized an amendment to Brown and Caldwell's contract to increase the amount by \$180,258 from \$525,100 to \$705,358; and

WHEREAS, the new 2012 Water Master Plan requires further upgrade of the pumps for fire flow requirements and design of a larger building to accommodate the equipment and withstand earthquake forces; and

WHEREAS, the City has negotiated with Brown and Caldwell for additional Scope of Services in the amount of \$188,404 for completing the design, preparation of final bid documents, and engineering support services during construction bidding and award for Water Pump Station No. 4 Project; and

WHEREAS, there are sufficient funds available in the capital improvement project budget for this agreement.

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council hereby authorizes the City Manager to execute an amendment to the contract with Brown and Caldwell for the Water Pump Station No. 4 (College) Upgrade Project in the amount of \$188,404.

Dated: October 23, 2012

ATTEST:

Carol Bonner, City Clerk

-o0o-

I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 23th day of October 2012 by the following vote:

AYES: Councilmembers: _____

NOES: Councilmembers _____

ABSENT: Councilmembers: _____

Water Pump Station Improvement and Replacement Project

<u>PROJECT INFORMATION</u>			
Origination Year:	2009-10	Project Number:	84708 / 84140 / 84710
Projected Completion Date:	Ongoing Program	Life Expectancy:	20-50 years
Total Project Cost:	\$ 7,876,500		

Project Description:

The City operates seven pump stations to deliver potable water through thirteen pressure zones. This project funds the ongoing scheduled and emergency replacement of large equipment items such as pumps and motors, security improvements, as well as the demolition and reconstruction of entire stations. Reconstruction of Pump Station No. 5 Maple was completed in 2009, and the roof and coating of the holding tanks at Pump Station No. 6 Corporation Yard was completed in 2012.

The current work effort is focused on two pump stations most in need of rehabilitation or replacement. Pump Station No. 4 College is the sole pump station providing water to Skyline College and the surrounding neighborhoods. The station's pumps and motors require replacement as they are undersized especially to provide adequate fire flow and have reached the end of their useful life. This project will replace and increase the size of the existing pumps, motors, and control equipment, and also include the relocation/replacement of the pump station building to accommodate the larger equipment and comply with seismic and fire flow requirements. The project has experienced several design challenges, extending the project delivery date into 2013-14.

Pump Station No. 1 Sneath is undergoing an incremental replacement of old and outdated equipment. In the last several years, the City has replaced the station's water manifold, a 16-inch water casing, and a pump. Similar equipment replaced will continue for the next two years.

The above projects are critical to maintain reliable water delivery to San Bruno residents and businesses. Consistent with the 2011-12 Rate Study, future costs reflect the level of investment to replace or rehabilitate Pump Station No. 3 Whitman, No. 2 Lake, and No. 1 Sneath. All new equipment purchased for the rehabilitation of the existing pump stations are evaluated for use in future replacements.

2011-12 Status:

Installed an energy-efficient polyurethane spray-foam roof and recoated the two 50,000-gallon water holding tanks for Pump Station No. 6 Corporation Yard. Continued the design of the new Station No. 4 (College) to account for seismic fault proximity and required fire flows based on the Water Master Plan.

2012-13 Work Plan:

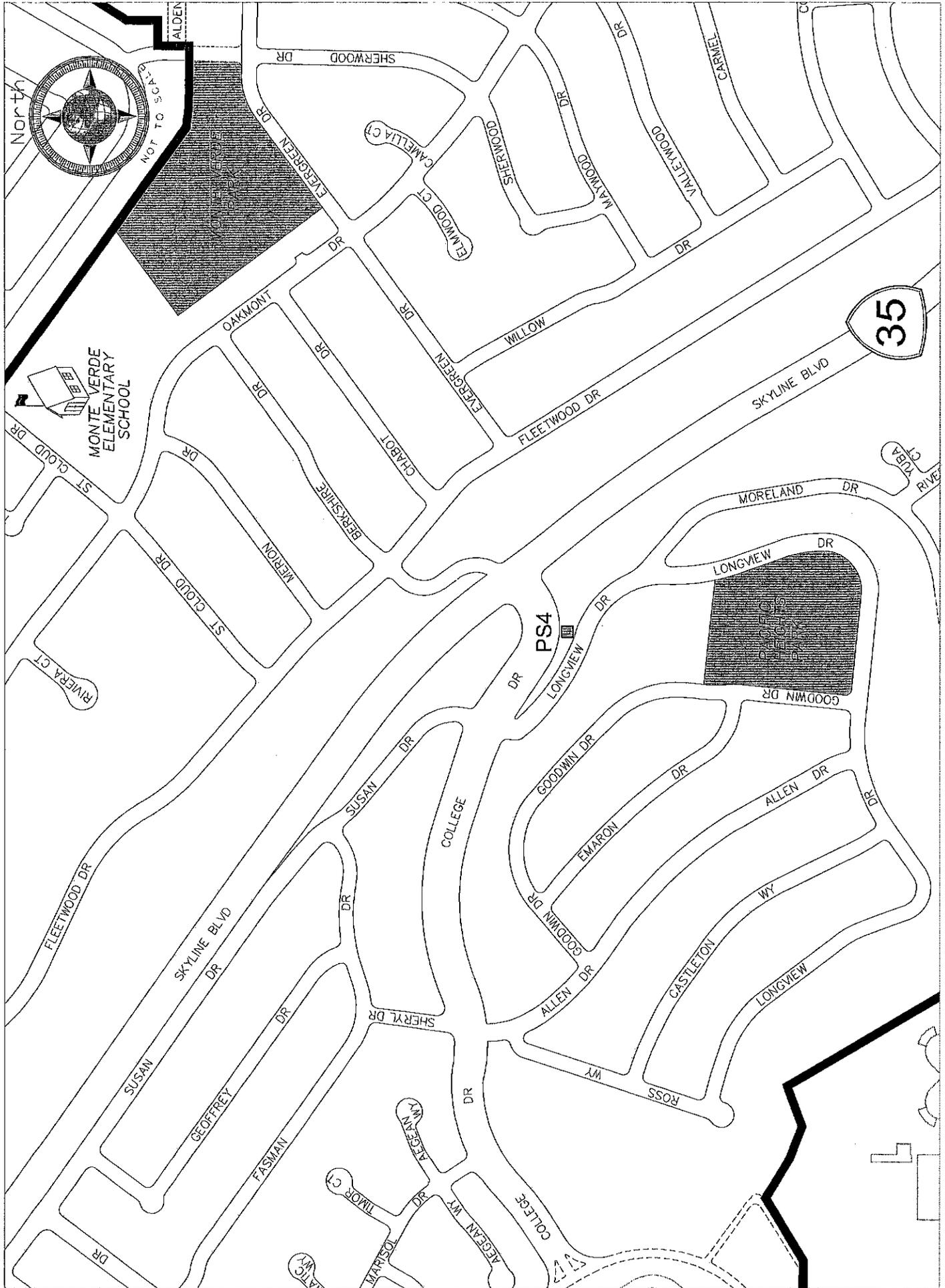
Complete design and award construction contract to relocate and reconstruct Pump Station No. 4 (College). Evaluate rehabilitation or reconstruction of Pump Station No. 1 to meet the needs of Glenview/Sneath neighborhoods.

**Project Appropriations:
Current Year Appropriations:**

By Project	Funding Source	Prior Appropriation	Prior Expense	Carryover Appropriation	2012-13 Funding Request	2012-13 Total Funds Available
Pump Station No. 1	Water Capital	72,500	(72,321)	179	80,000	80,179
Pump Station No. 4	Water Capital	2,031,000	(450,000)	1,581,000	1,700,000	3,281,000
Pump Station No. 6	Water Capital	143,000	(143,000)	0	0	0
Total		2,246,500	(665,321)	1,581,179	1,780,000	3,361,179

Five-Year Work Program Appropriations:

Funding	Funding	2012-13	2013-14	2014-15	2015-16	2016-17	Total Future Request
Pump Station No. 1	Water Capital	80,000	100,000	0	0	0	180,000
Pump Station No. 4	Water Capital	1,700,000	0	0	0	0	1,700,000
Future Pump Station Rehab	Water Capital	0	250,000	1,000,000	1,250,000	1,250,000	3,750,000
Total		1,780,000	350,000	1,000,000	1,250,000	1,250,000	5,630,000



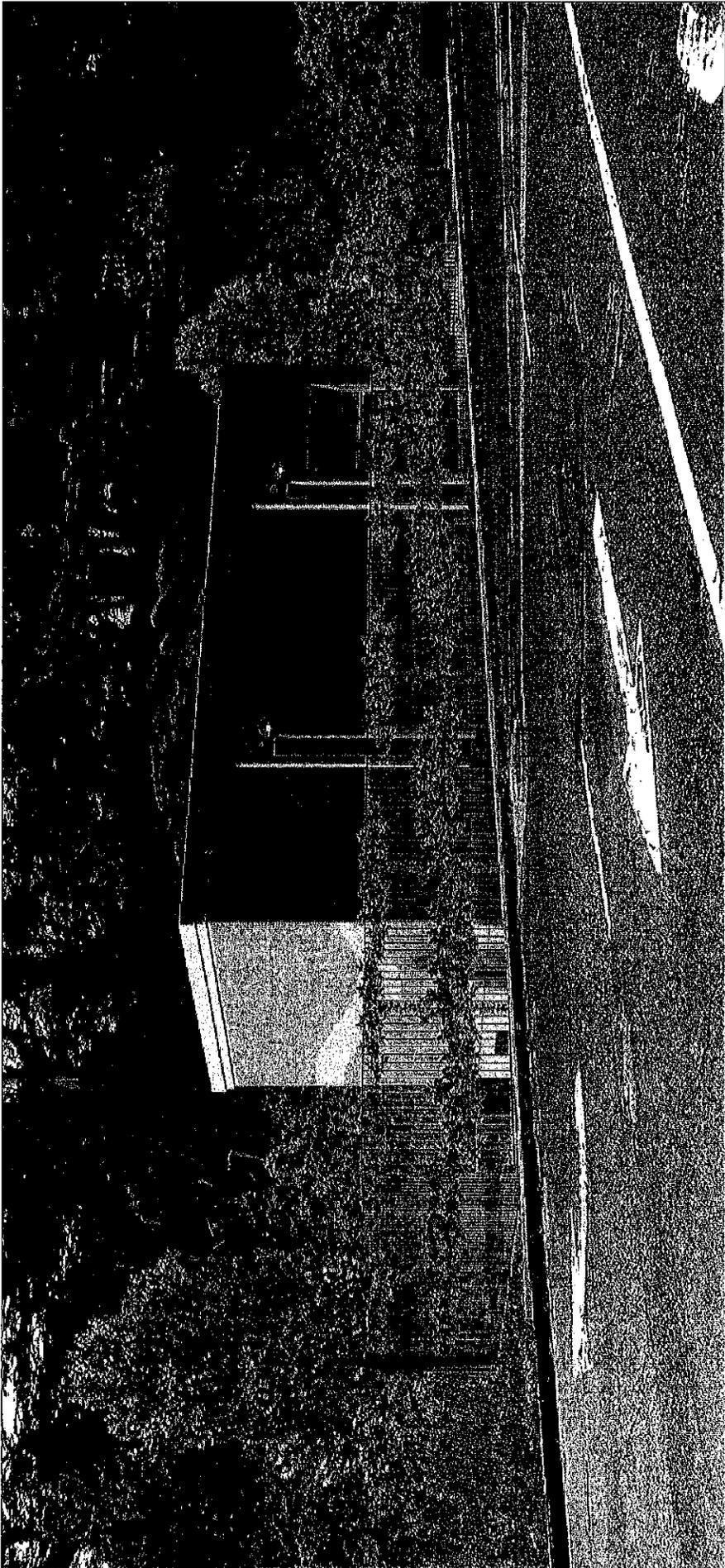
PUMP STATION 4 - SITE LOCATION MAP

PROPOSED WATER PUMP STATION No. 4



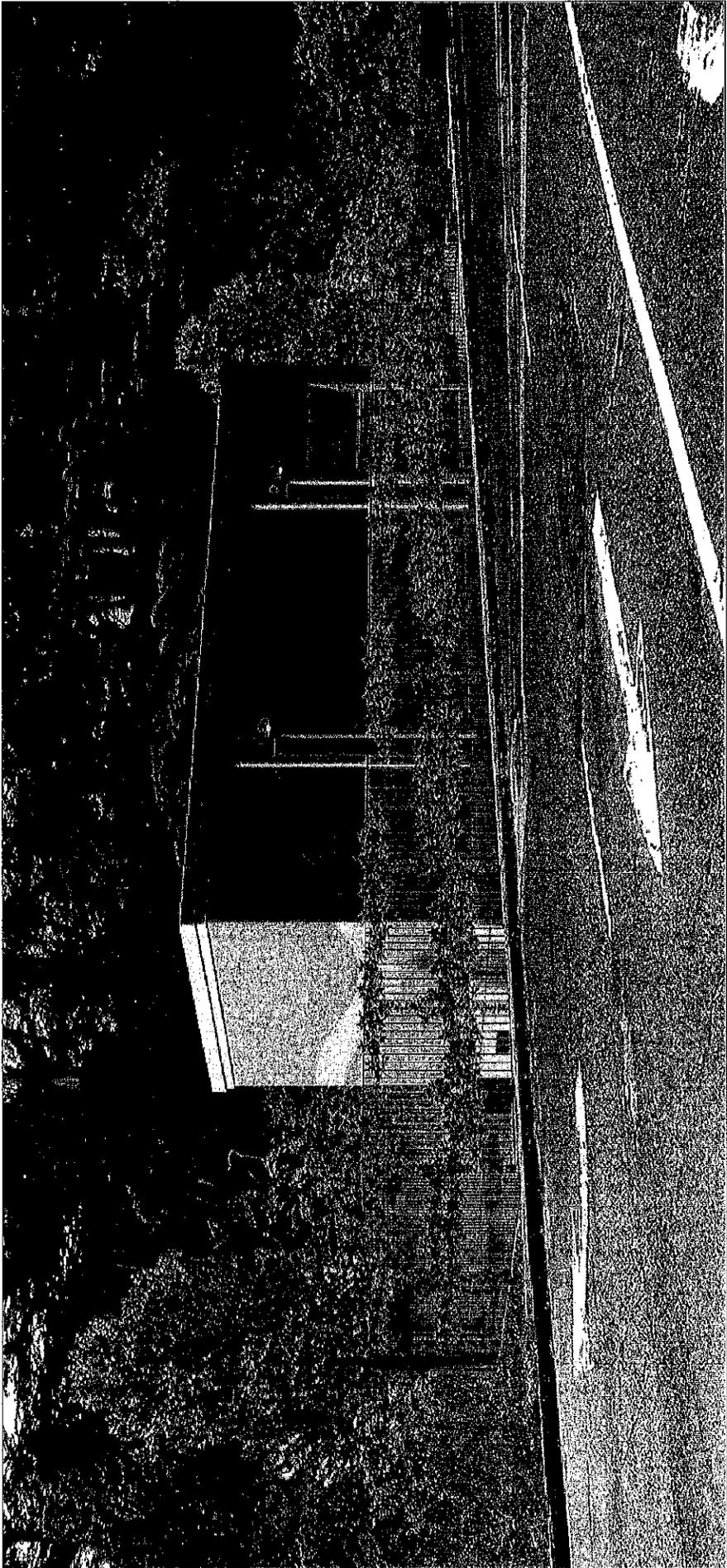
ARCHITECTURAL RENDERING

PROPOSED WATER PUMP STATION No. 4



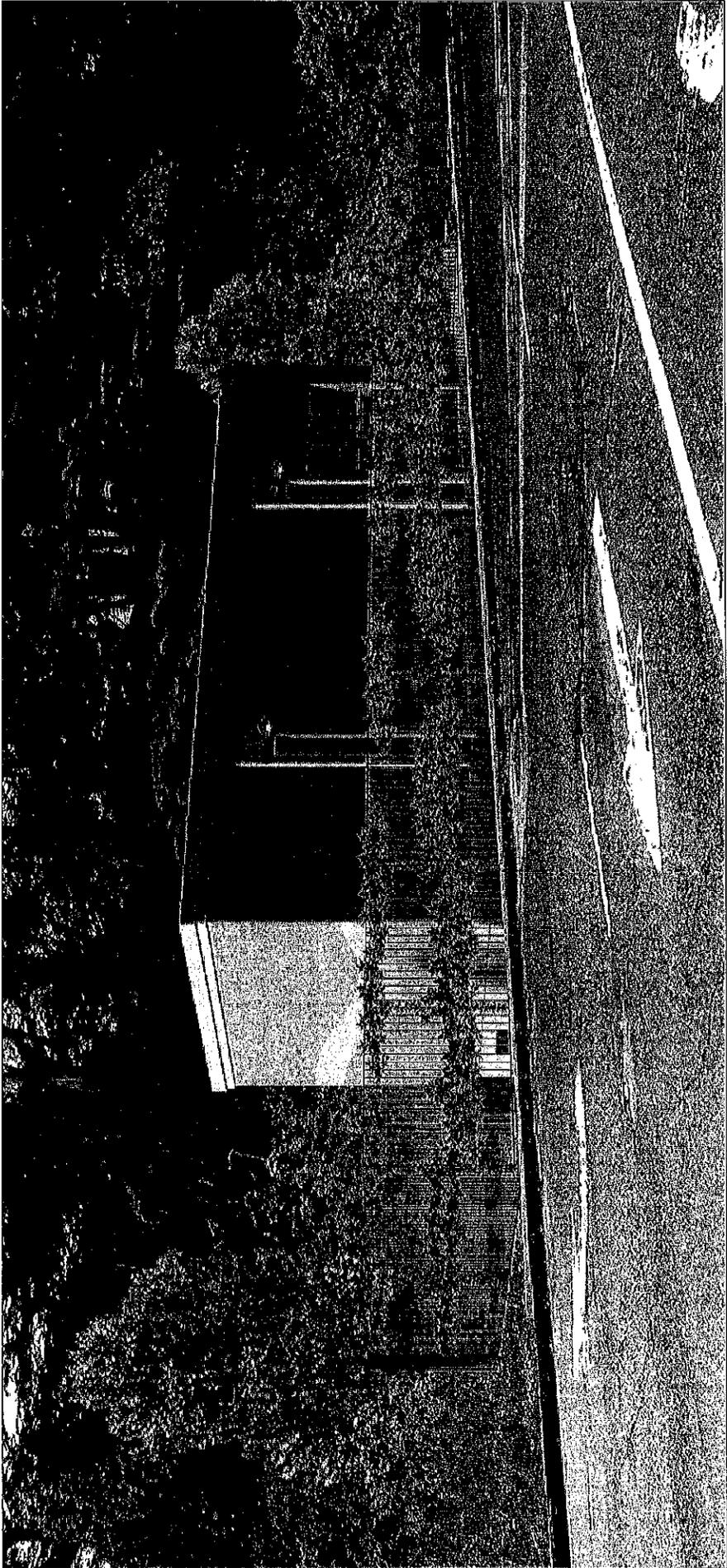
ARCHITECTURAL RENDERING

PROPOSED WATER PUMP STATION No. 4



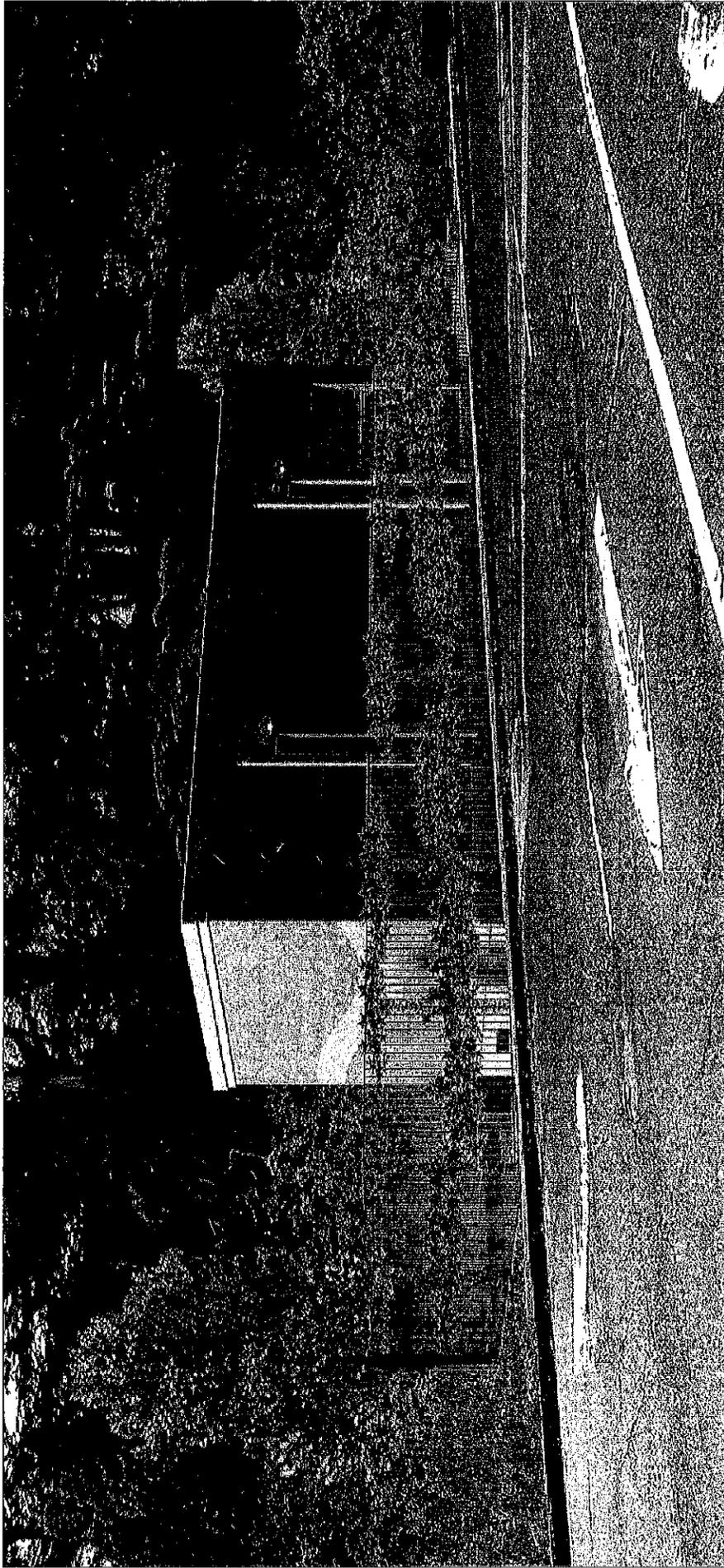
ARCHITECTURAL RENDERING

PROPOSED WATER PUMP STATION No. 4



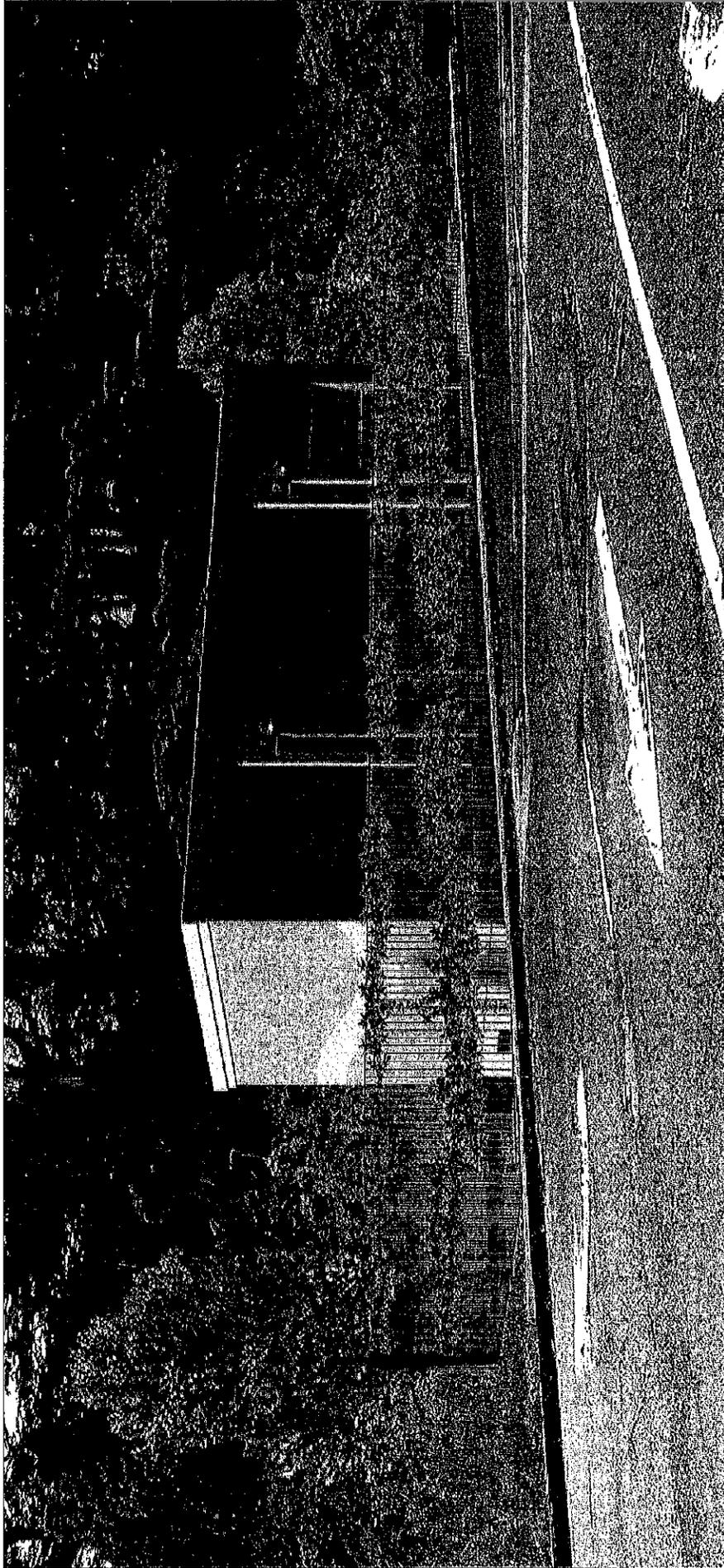
ARCHITECTURAL RENDERING

PROPOSED WATER PUMP STATION No. 4



ARCHITECTURAL RENDERING

PROPOSED WATER PUMP STATION No. 4



ARCHITECTURAL RENDERING

PROPOSED WATER PUMP STATION No. 4



ARCHITECTURAL RENDERING

RESOLUTION NO. 2012 - 86

RESOLUTION SUPPORTING ASSEMBLYMEMBER HILL AND SAN BRUNO RESIDENTS' CALL FOR REMOVAL OF PRESIDENT MICHAEL PEEVEY FROM THE CALIFORNIA PUBLIC UTILITIES COMMISSION

WHEREAS, on the evening of September 9, 2010 a faulty weld on a natural gas pipeline operated by Pacific Gas & Electric Company catastrophically failed causing the pipeline to explode and ignite a fire that ripped through the Crestmoor 2 neighborhood in San Bruno, killing 8 residents, injuring dozens more, destroying 38 homes and leaving an entire neighborhood devastated; and

WHEREAS, beginning that evening, the City of San Bruno committed to its residents that it would do everything possible not only to restore the neighborhood, but to bring about the necessary changes to assure that a similar incident would not happen again, anywhere, ever; and

WHEREAS, last year the City of San Bruno participated as a party to the National Transportation Safety Board's (NTSB) thorough year long investigation of the incident which produced several key findings, among them that: "the ineffective enforcement posture of the California Public Utilities Commission permitted PG&E's organizational failures to continue over many years"; and

WHEREAS, the City of San Bruno is a party to the negotiations toward a fair and reasonable settlement of the proceedings before the California Public Utilities Commission (CPUC) and has consistently participated in good faith providing advocacy and representation for the interests of the citizens of San Bruno; and

WHEREAS, the recent action of the CPUC, under the leadership of Commission President Michael Peevey, to suspend the administrative hearings that provide the public an opportunity to hear and understand the issues under investigation related to the tragic September 9, 2010 incident, call into serious question the Commission's and its President's commitment to an open, honest and transparent process in this matter of acute public concern; and

WHEREAS, the further action of President Peevey to attempt to unilaterally force mediation in the on-going negotiations and to engage in a backroom deal to select a mediator without consultation with the parties is a violation not only of the public trust but of any reasonable procedural or ethical standard; and

WHEREAS, while the tragic events of September 9, 2010 directly and irreparably damaged the San Bruno community, investigations both by the NTSB and the CPUC itself have demonstrated that numerous factors which led to the pipeline explosion, may in fact not be unique to the utility system in San Bruno, and therefore, that the important issues under consideration through the CPUC proceedings are critical to the safety of citizens throughout the State of California; and

WHEREAS, the citizens of San Bruno and of the State of California have the right to expect and to demand that the public agency responsible for oversight and regulation of the utilities in our state is doing everything necessary to assure that the utility systems operating in our neighborhoods are built, operated and maintained with public safety as a first priority; and

WHEREAS, in his actions and his leadership of the CPUC, President Peevey has not demonstrated that he has an adequate respect or accountability for the interests of citizens of our state who look to the CPUC to assure their safety and to provide independent regulation of utility companies in California; and

WHEREAS, residents of the City of San Bruno, victims of the explosion and fire, along with Assemblymember Jerry Hill have voiced their strong concern about President Peevey and have called upon Governor Brown to remove him.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of San Bruno that the City Council joins its residents and Assemblymember Hill in calling for the immediate removal of California Public Utilities Commission President Michael Peevey who has failed in his fundamental duty to protect the interests of the citizens of the City of San Bruno and of the State of California.

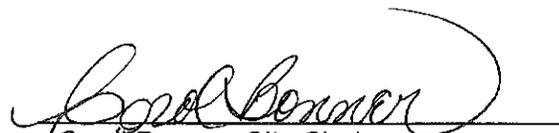
---oOo---

I hereby certify that foregoing **Resolution No. 2012 - 86**
was introduced and adopted by the San Bruno City Council at a regular meeting on
October 23, 2012, by the following vote following vote:

AYES: Councilmembers: Ibarra, Medina, O'Connell, Salazar, Mayor Ruane

NOES: Councilmembers: None

ABSENT: Councilmembers: None


(Carol Bonner, City Clerk