

"The City With a Heart"



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

AGENDA

SAN BRUNO CITY COUNCIL – CLOSED SESSION

August 27, 2013

6:00 p.m.

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

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

1. CALL TO ORDER:

2. ROLL CALL:

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

4. CLOSED SESSION:

- a. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code 54956.9 (d)(1).
Case Name: City of San Bruno Manss
- b. Conference with Real Property Negotiators pursuant to Government Code Section 54956.8
Property: 1690 Claremont Drive, San Bruno
Agency Negotiator: City Manager
Negotiating Parties: City of San Bruno, Estate of Bullis
Under Negotiation: Price and terms of payment
- c. Conference with Real Property Negotiators pursuant to Government Code Section 54956.8
Property: 324 Florida Ave., San Bruno
Agency Negotiator: City Manager
Negotiating Parties: City of San Bruno, Clayton Family
Under Negotiation: Price and terms of payment

5. ADJOURNMENT:

The next regular City Council Meeting will be held on August 27, 2013 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

"The City With a Heart"



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AGENDA SAN BRUNO CITY COUNCIL

August 27, 2013

7:00 p.m.

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

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

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

1. CALL TO ORDER:

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

3. ANNOUNCEMENTS:

The Beautification Task Force is accepting nominations for the Annual Beautification Awards Program. Applications can be found on the website as well in the City Clerk's office and the deadline is Friday, August 30, 2013 at 5:00 p.m.

4. PRESENTATIONS:

Receive Oral Report from the 2013 San Bruno Sister City Student Exchange Delegation to Narita Japan.

5. REVIEW OF AGENDA:

6. APPROVAL OF MINUTES: Special Study Sessions of July 9 and 19, 2013, City Council Meeting of July 23, 2013.

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 July 15, 22, 29 and August 5, 12 and 19 2013.
- b. **Approve:** Payroll of July 19, August 2 and 16, 2013.
- c. **Accept:** Reconciliation of General Ledger to Bank Reports and the Investment Reports Dated June 30 and July 31, 2013.
- d. **Adopt:** Resolution Authorizing the City Manager to Execute a Contract in the Amount of \$112,040 with the San Mateo County Area Agency on Aging for the City of San Bruno's Congregate Nutrition and Transportation Programs for Seniors for Fiscal Year 2013-14.
- e. **Adopt:** Resolution Rescinding Resolution 1986-34 and Appointing Directors to ABAG Plan Corporation.
- f. **Receive:** The Bi-Annual Report on City's Investment Portfolio.
- g. **Approve:** Out-of-State Travel for Two Central Garage Mechanics for Training on Servicing Vector Vehicles in Streator, Illinois in September 2013 and Spring 2014.

8. PUBLIC HEARINGS:

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

10. CONDUCT OF BUSINESS:

- a. Adopt Resolution Approving Bylaws for the San Bruno Community Foundation and Provide Direction Regarding Selection Process for Directors to the Board.
- b. Adopt Resolution Authorizing Extension of the 2013 San Bruno Park Swimming Pool Season through September 29, 2013.
- c. Receive Report on the Results of Soil and Materials Testing of PG&E Line 132 and Provide Direction to Staff Regarding the Filling of Line 132 in the Crestmoor Neighborhood.
- d. Adopt Resolution Approving a Sanitary Sewer Lateral Replacement Program in the Crestmoor Neighborhood.
- e. Adopt a Resolution Authorizing the City Manager to:
 - Execute a Contract with JMB Construction for Construction of the College Water Pump Station (No. 4) Project in the Amount of \$2,449,000 with a Construction Contingency of \$367,350;
 - Execute an Amendment to the Contract with Brown and Caldwell for Design Support Services During Construction in the Amount Not to Exceed \$65,549;
 - Execute a Contract for Construction Inspection Services with West Yost Associates in an Amount not to Exceed \$169,695; and
 - Appropriate an Additional \$201,864 Water Capital Funds to the Project.
- f. Adopt Resolution:
 - Amending Resolution No. 2006-75 Establishing Salary and Benefits for the Elected City Clerk and City Treasurer Position;
 - Adopt Resolution Amending the Cable Television Promotional Account Policy to Include City Clerk and City Treasurer Positions.
- g. Adopt Resolution Amending the Fiscal Year 2013-14 Fire Department Budget to Include an Additional \$25,000 for Hose.

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Receive Annual Report from the Senior Advisory Committee.

12. COMMENTS FROM COUNCIL MEMBERS:

13. CLOSED SESSION:

14. ADJOURNMENT:

The next regular City Council Meeting will be held on September 10, 2013 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



"The City With a Heart"

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

**CITY COUNCIL
SPECIAL MEETING – STUDY SESSION
MINUTES
July 9, 2013
6:00 p.m.**

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 9, 2013 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 6:00 p.m.

2. ROLL CALL:

Presiding was Mayor Ruane, Vice Mayor O'Connell, Council Members Medina, and Salazar, Council Member Ibarra was excused with notice. Recording by City Clerk Bonner.

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

4. CONDUCT OF BUSINESS:

a. **Mayor Ruane** and Council Conducted Interviews to fill vacancies resulting from resignations on the City of San Bruno's Citizens Crime Prevention Committee and Bicycle and Pedestrian Advisory Committee, two candidates were present.

b. **Mayor Ruane** said they would Receive a Report and Provide Direction Regarding Bylaws for the San Bruno Community Foundation. **Attorney Zafferano** provided a power point presentation and due to time constraints it was decided there would be a follow-up meeting. No reportable action.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 7:00 p.m. The next regular City Council Meeting will be held on July 9, 2013 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
at the City Council Meeting of
August 27, 2013

Carol Bonner, City Clerk

Jim Ruane, Mayor



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CITY COUNCIL SPECIAL MEETING – STUDY SESSION

MINUTES

July 19, 2013

6:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 19, 2013 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 6:00 p.m.

2. ROLL CALL:

Presiding was Mayor Ruane, Vice Mayor O'Connell, Council Members Medina, and Salazar, Council Member Ibarra was excused with notice. Recording by City Clerk Bonner.

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

4. CONDUCT OF BUSINESS:

Discuss Proposed Bylaws for the San Bruno Community Foundation and Provide Direction for Preparation of the Bylaws.

City Attorney Zafferano said this is a third meeting to further discuss the Bylaws for the San Bruno Community Foundation. He presented a set of draft bylaws which were revised from the last meeting. He said this evening would be discussing what the Board make up is going to look like and secondly, the powers that are going to be or could be reserved to the City Council after the Board is formed and appointments have been made.

City Manager Jackson added comments and San Bruno's City Council as well as members of the public discussed their ideas for the San Bruno Community Foundation and in the end, two decisions were made to that will be brought back to the City Council:

- 1) No members of the City Council will be on the non-profit Board of Directors;
- 2) Section 3b of the Bylaws will be changed to read the majority of the members of the Board of Directors be San Bruno residents and the remainder can be authorized representatives of businesses located in or have a substantial interest in the City of San Bruno or others who have a particular expertise to offer the Board.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 7:46 p.m. The next regular City Council Meeting will be held on July 23, 2013 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
at the City Council Meeting of
August 27, 2013

Carol Bonner, City Clerk

Jim Ruane, Mayor



Coun "The City With a Heart"

Jim Ruane, Mayor
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Michael Salazar, Councilmember

MINUTES

SAN BRUNO CITY COUNCIL

July 23, 2013

7:00 p.m.

1. CALL TO ORDER: THIS IS TO CERTIFY THAT the San Bruno City Council met on July 23, 2013 at the San Bruno Senior Center, at 1555 Crystal Springs Rd., San Bruno, CA. The meeting was called to order at 7:00 p.m. **Mayor Ruane** thanked the Garden Club for the beautiful flower arrangement.

2. ROLL CALL/PLEDGE OF ALLEGIANCE:

Presiding was Mayor Ruane, Vice Mayor O'Connell, Council Members Medina, and Salazar, Council Member Ibarra was excused with notice. **Interim Parks and Recreation Director Burns** led the Pledge of Allegiance. Recording by City Clerk Bonner.

3. ANNOUNCEMENTS:

Mayor Ruane announced:

- a. The Regular City Council Meeting of August 13 is cancelled.
- b. The Beautification Task Force is accepting nominations for the Annual Beautification Awards Program. Applications can be found on the website as well in the City Clerk's office and the deadline is Friday, August 30, 2013 at 5:00 p.m.
- c. Mayor Ruane said he flew in this morning from Denver, Colorado where he spoke at the National Association of Regulatory Utility Commissioners and shared his experience here in San Bruno with the gas line blast which was received with a great deal of interest.

4. PRESENTATIONS:

Mayor Ruane presented a Proclamation Declaring August 6, 2013 as National Night Out in San Bruno to Brendan Lau who thanked San Bruno and invited everyone to come out on that night. .

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

6. APPROVAL OF MINUTES: City Council Meeting of July 9, 2013, approved as submitted.

7. CONSENT CALENDAR:

- a. **Approve:** Accounts Payable of July 1 and 8, 2013.
- b. **Approve:** Payroll of July 5, 2013.
- c. **Waive:** Second Reading and Adopt Ordinances.
 - A) Ordinance Imposing a 2.61% Rate Increase to Recology Garbage and Recycling Services for 2013-14 to be Effective September 1, 2013.
 - B) Ordinance Imposing a 4.48% Rate Increase for Recology to Initiate an Organics Program to be Effective January 1, 2014.
- d. **Appoint :** Voting Delegate to the Annual League of California Cities Conference September 18-20, Sacramento, CA.
- f. **Adopt:** Resolution Authorizing the Closure of 200 Linear Feet of the 200 Block of Santa Inez Avenue on Friday, August 9, 2013 between the hours of 11:00 AM and 7:00 PM for Happy Hall School's 62nd Anniversary Party.

g. **Adopt:** Resolution Authorizing the City Manager to Execute a Three-Year Extension to the Technical Services Agreement with BEAR Data Solutions in the Amount of \$107,348 for the City's Fiber Network and Commercial Network Services Support.

Alan Lubke, Fleetwood Dr. asked Item 7.c. be pulled.

Councilmember Medina asked Item 7.f. be pulled.

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

Alan Lubke, Fleetwood Dr. spoke about the July 9th meeting and expressed his displeasure at the way the item was handled from the mailing to the presentation at the meeting.

Councilmember Ibarra was absent from the July 9th meeting but gave his approval to the item.

M/S Ibarra/O'Connell to accept Item 7.c. and passed with all ayes.

Councilmember Medina asked Mary Lou Johnson from Happy Hall to come up and share the event with Council and the City. She said Happy Hall will be celebrating 62 years of providing programs for children and they will be celebrating on August 9 from 3:00 to 6:00 p.m. They have invited the neighbors from the neighborhood to enjoy the fun-filled afternoon.

MS Medina/Ibarra to approve Item 7.f. and passed with all ayes.

8. PUBLIC HEARINGS: None.

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

Sujendra Mishra, Chair, Planning Commissioner introduced the members of the Planning Commission. He reviewed the significant activities of the Commission over the last year and the plans they have for the upcoming year.

Councilmember Ibarra asked how the Commission feels about the changes since the inception of the design guidelines. **Mishra** said it has been helpful and staff has been able to communicate better with the applicants. He said it is a document that facilitates better design and over time, things will become better.

Vice Mayor O'Connell asked if there is another tool the Commission is looking for. **Mishra** said the General Plan amendments will be helpful because they are more specific.

Mayor Ruane thanked the Chair for his presentation and all the work the Commission does.

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

10. CONDUCT OF BUSINESS:

a. Appoint Citizens to Fill Vacancies on Commissions, Boards and Committees.

Mayor Ruane said there are three vacancies to fill on the Citizens Crime Prevention Committee and one vacancy on the Bicycle and Pedestrian Committee.

Council postponed choosing an applicant for the Bicycle and Pedestrian Committee until there are more applicants who have an interest.

Councilmember Salazar nominated Roberto Donlucas and seconded by Vice Mayor O'Connell.

Councilmember Salazar nominated Nawied Amin and seconded by Vice Mayor O'Connell.

Councilmember Salazar nominated Sehar Muzaffar and seconded by Vice Mayor O’Connell. **M/S Medina/O’Connell** to approve the nominations and passed with all ayes.

b. Receive Oral Report Regarding City Council Subcommittee Review of the Salary and Benefits for the Elected City Clerk and City Treasurer Positions.

City Manager Jackson gave an overview of the salary and benefit program for the elected City Clerk and City Treasurer positions. She briefly outlined the consensus of the subcommittee, made up of Councilmembers Ibarra and Salazar.

She said in 2006 a four-step salary range was set-up and that four-step salary step shall remain in place for any newly elected City Clerk or City Treasurer. She said in 2009 Council undertook the scheduled review and declined to take any action to amend the salary and benefit program put into effect in 2006.

The subcommittee is recommending Council consider a cost of living adjustment based on a cost of living index to be determined up to an amount not to exceed 2%, provided on an annual basis beginning at the conclusion of the fifth year of any incumbent’s service to the elected Clerk or Treasurer’s office and would be provided only to the top step for that re-elected incumbent. She said the subcommittee determined the four-step salary range remain in effect for any newly elected Clerk or Treasurer until the fourth year is achieved. If that individual is re-elected, in the fifth year and annually thereafter a cost of living adjustment would be provided to the stop step as long as their elected service continues.

The subcommittee also considered the provision of a benefit not currently extended to those two elected positions but that is extended to the elected officials on the City Council. That benefit is an opportunity to take advantage of the City’s internet service and a reduced rate for provision of cable television services.

Councilmember Ibarra reiterated what the City Manager said. He said the consensus of the subcommittee was not to change the salary for the first four years. The added benefit would be the free internet and the reduced cost for full cable services. He talked about the 2% cap increase and how it would compare with no increases with the rest of the employees. He said that needs to be discussed and maybe there is a condition in comparison with other bargaining units. He said these elected officials should be separated from mid-management and management.

Councilmember Salazar echoed Councilmember Ibarra’s comments about the separation of the career employees represented by the bargaining units vs. an elected position which he felt was a different enough position which is really contingent on the public’s opinion of that person’s performance. After the initial term, an individual’s salary would become stagnant and it is clearly a benefit to have one person stay. Go to person. If a new City Clerk were elected that new person would be starting at the bottom of the step. He said statistically, San Bruno’s City Clerk is a little below the other clerks in the County, but a cost of living increase would keep the position from falling too out of sync. He said this change only affects City Clerks or Treasurers elected to a second or third term.

Mayor Ruane asked if the comparison of City Clerk positions were appointed or elected. **Councilmember Salazar** said they were both.

Discussion with Council took place regarding when the increase would occur if a City Clerk were re-elected. **Councilmember Salazar** said no talk took place regarding retro-active increases. It was concluded that a salary increase would occur at the end of the fourth year, beginning the fifth year.

Clerk Bonner stressed that her office and the Treasurer's office did not feel they should be awarded a cost of living raise when the rest of the City did without one.

Alan Lubke, Fleetwood Dr. said someone listening to this report won't understand what is going on. **Councilmember Ibarra** explained there are four steps and every newly elected Clerk and Treasurer start at step one. The discussion tonight is about what would happen after year four.

Councilmember Salazar said he questioned why we needed four steps for an elected position where the duties are clearly defined by law. He said he agreed with the rationale that a person starting would be inexperienced and not providing as much value as they would be after completing a four year term. He said there is a merit based increase over those four years and after that, on year five it would not be expected they go back to their year one experience. Based on that, the experienced person would have an adjustment from the fourth year level going forward.

Councilmember Ibarra said the percentage increase between each step is 6%, an 18% increase from step one.

Vice Mayor O'Connell said the internet added on is an excellent idea. She said she had a philosophical problem with any elected official getting raises and steps. She understood the City Clerk has office hours, but said she was starting her nineteenth year and had never had a raise. She said was definitely opposed.

Councilmember Medina said he didn't have a firm position since nothing is in writing. He did not agree with an automatic raise and he would like to see a formula. He felt the internet made a lot of sense.

Mayor Ruane said this is a special circumstance because we do have a very competent City Clerk and a very competent City Treasurer and the City is lucky. He said both these positions should be appointed but that will take a vote of the people. He said the automatic bothers him but given the circumstance of where we are right now with this being a one-off he said he would go along with the recommendation of the sub-committee in this particular case.

Councilmember Ibarra said he was fully supportive of recommending an increase, the question is what it will be and at what time will it be implemented.

City Manager Jackson said she understood there would be no change except for the provision of the same benefit the City Council receives relative to the Cable Television services. Otherwise for a potentially newly elected Clerk or Treasurer who might take office this year, following the November, 2013 election, there would be no change to the existing salary and benefits program. The only change she was hearing as a result of the subcommittee's recommendation is to consider what might happen for an elected official whose tenure begins beyond the first term.

Councilmember Medina said these positions are elected by the people and the way these positions are set up with a four-step increase, he felt reduced the tension of having the dialogue between the two parties. He said once there is a formula, he was willing to review it.

Councilmember Ibarra said maybe a formula could be put in place and the elected official can make the proposal. He said during hard times there probably should not be an automatic.

City Manager Jackson said they will return on August 27 for an action.

c. Adopt Resolution Authorizing the City Manager to Execute a Contract with Hydrosience Engineers for Design of the Spyglass Drive and Merion Drive Water Main Replacement in an Amount Not to Exceed \$47,457.

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

Councilmember Ibarra asked about corrosion of the pipes? **Cervantes** said they are double iron pipes with a lot of protection.

Vice Mayor O’Connell introduced the resolution for adoption and passed with a unanimous vote.

d. Adopt Resolution Authorizing the City Manager to Execute a Construction Contract for the State Local Partnership Program Street Rehabilitation and Reconstruction Project with O’Grady Paving, Inc. in the Amount of \$1,604,435, Approving a Construction Contingency of \$241,000, and Appropriating \$400,000 Measure A Funds and \$400,000 Gas Tax Funds to the Project.

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

Vice Mayor O’Connell asked when Huntington and San Antonio and San Bruno Ave. from El Camino to 101 are going to be done. **Public Services Director Fabry** said they were deferred until the grade separation project is done.

Councilmember Medina asked if there was a way to narrow down to a closer range than three years. He asked about the contingency of \$241,000. What qualifies this street vs. another street? **Kim** said the streets chosen have a low pavement condition index between 0 and 65. Throughout the year they hear citizen complaints and some come back from the maintenance crew and this is developed in conjunction with the software program through the MTC which is a requirement for any public agency to use to get grant funds in order to justify grant funds are being used in an optimal manner. The contingency of 15% is a standard used on our construction projects.

Councilmember Ibarra asked if we would know early on in the project whether that contingency is necessary. **Kim** said they would know more as they go along. **Fabry** concurred with the contingency request.

Councilmember Medina asked as this goes forward if Council can receive a rating of the streets so it is in the staff report for the public’s information and if the contingency can be highlighted at the end of the project.

Robert Riechel, 7th Ave. asked about the additional \$10,000 for City inspection. **Kim** said this is for staff’s time to administer the project and make sure bid items are quantified.

Councilmember Medina questioned City staff going out to inspect the property if they are already on the payroll. **Fabry** said it is typical to charge 10% and this can be done by City employees or in certain instances, outside resources can be hired when needed.

Vice Mayor O’Connell introduced the resolution for adoption and passed with a unanimous vote.

e. Receive Report on the Fire Department’s Fire Hose Replacement Program and Replacement of Fire Hose for Fire Engines.

Deputy Chief Downing gave an overview of the staff report and asked for questions.

Councilmember Medina said we never know what is needed and when it is needed. He said he believed taking us from a standard and adequate to being pro-active, we need to be prepared by spending resources where they benefit and value the community he has to answer to. He said he believed spending an additional \$25,000 should bring us up to par where we should be.

Councilmember Ibarra concurred.

Councilmember Medina asked a resolution be brought to the next meeting increasing \$25,000 to the budget for purchase of additional hose for this year's budget.

Councilmember Salazar asked if a hose purchase could go to equipment reserve. **Downing** said this is something being looked at regarding all equipment.

f. Adopt Resolution Authorizing the City Manager to Execute an Agreement between the San Bruno Park School District and the City of San Bruno to Provide a Reimbursable After School Education and Safety Program (ASES) at Allen Elementary School for School Years 2013-14 through 2015-16.

Community Services Superintendent Brewer gave an overview of the staff report and asked for questions.

Councilmember Ibarra said the School District is awarded a grant to provide after school services at their facility, they can track with the City to provide the services and they initially want to charge rent. **City Manager Jackson** said they are still cautious because there has been no action on the fee schedule itself.

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

11. REPORT OF COMMISSIONS, BOARDS, & COMMITTEES:

Receive Annual Report from the Planning Commission. (Moved to follow Item 8.)

12. COMMENTS FROM COUNCIL MEMBERS:

Mayor Ruane said June 5, 1950 was the beginning of the Korean War and it ended on July 27, 1953. He said it is often referred to as the forgotten war and we should remember this, especially since one of our former Councilmembers Chris Pallas' brother was a POW in that war.

13. CLOSED SESSION:

Mayor Ruane said they would be going into closed session with no reportable action. Conference with Legal Counsel--Existing Litigation pursuant to Government Code section 54956.9(d)(1): Vistica v. City of San Bruno, San Mateo County Superior Court Case #CIV517956.

14. ADJOURNMENT:

Mayor Ruane closed the meeting at 8:40 p.m. The next regular City Council Meeting will be held on August 27, 2013 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.

Respectfully submitted for approval
at the City Council Meeting of
August 27, 2013

Carol Bonner, City Clerk

Jim Ruane, Mayor

07/15/13

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$536,444.03
003	ONE-TIME REVENUE	\$3,565.12
132	AGENCY ON AGING	\$6,375.57
133	RESTRICTED DONATIONS	\$1,314.43
190	EMERGENCY DISASTER FUND	\$15,721.63
203	STREET IMPROVE. PROJECTS	\$250,222.16
207	TECHNOLOGY CAPITAL	\$643.68
611	WATER FUND	\$346,726.36
631	WASTEWATER FUND	\$2,767.91
641	CABLE TV FUND	\$268,553.91
701	CENTRAL GARAGE	\$59.24
702	FACILITY MAINT. FUND	\$5,747.99
707	TECHNOLOGY DEVELOPMENT	\$5,057.84
711	SELF INSURANCE	\$15,783.77

TOTAL FOR APPROVAL \$1,458,983.64

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 142663 THROUGH 142824 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,458,983.64 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

7/17/13
DATE

T.a.

7/15/2013 4:06:14PM

City of San Bruno

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0016499 ACTION SPORTS	142666	7/15/2013	2,602.44
0001170 AIRGAS NCN	142667	7/15/2013	330.60
0000163 AIRPORT AUTO PARTS INC.	142668	7/15/2013	43.08
0099097 ALDRIN SOLIDUM	142789	7/15/2013	100.00
0017459 ALL CITY MANAGEMENT SVC.INC.	142669	7/15/2013	2,157.60
0018902 ALLGOOD DRIVING SCHOOL, INC.	142670	7/15/2013	132.00
0000372 ALLIED SECURITY ALARMS	142671	7/15/2013	1,155.00
0017298 ALLSTAR FIRE EQUIPMENT INC	142672	7/15/2013	756.12
0104542 ALTA LANGUAGE SERVICES, INC.	142673	7/15/2013	120.00
0095090 AMERICAN ASPHALT	142674	7/15/2013	235,036.80
0017359 AMERICAN EXPRESS	142675	7/15/2013	4,194.13
0100129 ANA LATU	142735	7/15/2013	400.00
0099826 ANNE KWONG	142734	7/15/2013	200.00
0001202 ARAMARK UNIFORM SERVICES	142676	7/15/2013	225.14
0001965 ARISTA BUSINESS	142677	7/15/2013	1,026.81
0014617 AT&T	142678	7/15/2013	38.66
0016123 AT&T	142679	7/15/2013	1,756.04
0017191 AT&T	142680	7/15/2013	991.45
0017211 AUTOMATIC DOOR SYSTEMS INC	142681	7/15/2013	303.92
0102743 AWESOME ENGINEERING	142682	7/15/2013	296.40
0000345 BAKER & TAYLOR BOOKS	142684	7/15/2013	1,764.32
0103924 BEAR DATA SOLUTIONS, INC.	142686	7/15/2013	2,463.69
0018688 BEST BEST & KRIEGER LLP	142687	7/15/2013	883.84
0000378 BROADMOOR LANDSCAPE SUPPLY	142688	7/15/2013	104.86
0017434 BROWN & CALDWELL	142689	7/15/2013	40,790.50
0102737 BURKE, WILLIAMS & SORENSEN,LLP	142690	7/15/2013	3,565.12
0092200 CA. POLICE CHIEFS ASSOCIATION	142691	7/15/2013	600.00
0105324 CAINE COMPUTER CONSULTING, LLC	142692	7/15/2013	3,120.00
0001888 CALIFORNIA CABLE & TELECOMMUNICATIONS ASSI	142798	7/15/2013	1,054.46
0097286 CALIFORNIA CITY MANAGEMENT FOUNDATION(CCN	142745	7/15/2013	400.00
0100047 CARMEN VASQUEZ	142812	7/15/2013	205.00
0017843 CENTRAL COUNTY FIRE DEPT.	142694	7/15/2013	50,561.64
0018303 CHANNING BETE COMPANY, INC.	142698	7/15/2013	2,352.44
0100501 CHARLENE ZETINA	142823	7/15/2013	100.00
0016324 CINTAS CORPORATION #464	142701	7/15/2013	469.33
0096053 CINTAS DOCUMENT MANAGEMENT	142702	7/15/2013	45.00
0000386 CITY OF SOUTH SAN FRANCISCO	142703	7/15/2013	5,367.79
0105091 COLE SUPPLY CO., INC.	142704	7/15/2013	2,687.69
0105187 CONCERN	142705	7/15/2013	670.32
0015857 COUNTY OF SAN MATEO	142706	7/15/2013	3,401.50
0093286 COUNTY OF SAN MATEO-SHERIFF	142707	7/15/2013	900.00
0091995 CSUS FOUNDATION INC	142708	7/15/2013	340.23
0018449 DARLENE WONG	142817	7/15/2013	500.00
0018169 DELL MARKETING L.P.	142710	7/15/2013	145.53
0098493 DESIRAE BARTON	142685	7/15/2013	120.00
0100987 DIANE MORNEAULT	142751	7/15/2013	100.00
0100445 ELAINE CHEN	142699	7/15/2013	276.00
0000630 ELMER JOHNSON	142712	7/15/2013	500.00
0017257 ENTENMANN-ROVIN CO.	142714	7/15/2013	481.43
0093685 ERIC JACKSON	142726	7/15/2013	64.42
0100476 ETHAN JONES	142729	7/15/2013	100.00
0097173 EVELYN LEONG	142738	7/15/2013	200.00
0105784 FIRST EQUITY	142715	7/15/2013	200.00

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0013714 FIRST NATIONAL BANK	142664	7/11/2013	945.27
0013714 FIRST NATIONAL BANK	142663	7/11/2013	724.76
0013714 FIRST NATIONAL BANK	142665	7/11/2013	8.10
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	142716	7/15/2013	1,489.00
0018272 GALE GROUP INC.	142717	7/15/2013	30.56
0016861 GAMETIME	142718	7/15/2013	424.99
0103258 GC MICRO CORPORATION	142719	7/15/2013	643.68
0095666 GLOBAL TELECOM & TECHNOLOGY	142720	7/15/2013	4,186.20
0000162 GRAINGER	142721	7/15/2013	543.67
0017900 GREAT LAKES DATA SYSTEMS INC	142722	7/15/2013	1,850.00
0017102 HITECH SYSTEMS INC	142723	7/15/2013	1,665.26
0105378 HOME MAID RAVIOLI COMPANY INC.	142724	7/15/2013	216.90
0103336 HUB INTERNATIONAL SERVICE INC.	142725	7/15/2013	340.78
0097900 INJA CHANG	142697	7/15/2013	100.00
0098964 JARVIS,FAY,DOPORTO&GIBSON, LLP	142728	7/15/2013	8,544.58
0095465 JENNIFER DIANOS	142711	7/15/2013	500.00
0098197 JESSICA REESE	142767	7/15/2013	120.00
0099183 JO TOMALIN	142802	7/15/2013	100.00
0100920 JOHNNY ZHONG	142824	7/15/2013	200.00
0105783 JOSEPH CERVANTES	142695	7/15/2013	500.00
0000771 JT2 INTEGRATED RESOURCES	142731	7/15/2013	15,783.77
0098754 JULIE ROBERTSON	142772	7/15/2013	200.00
0018050 KAISER FOUNDATION HEALTH PLAN	142732	7/15/2013	3,666.00
0000112 KAMAN INDUSTRIAL TECHNOLOGIES	142733	7/15/2013	53.30
0096379 KAREN OJAKIAN	142757	7/15/2013	113.10
0098870 KEVIN CHEW	142700	7/15/2013	200.00
0103049 LAURETTA PRINTING© CENTER	142736	7/15/2013	587.25
0014262 LC ACTION POLICE SUPPLY	142737	7/15/2013	67.23
0018777 LEXISNEXIS RISK DATA MANAGEMENT	142771	7/15/2013	96.75
0105034 LFP BROADCASTING, LLC	142739	7/15/2013	67.55
0104424 LIDIA'S ITALIAN DELICACIES	142741	7/15/2013	562.50
0091101 LIEBERT CASSIDY WHITMORE	142742	7/15/2013	5,000.00
0018177 LOWE'S	142743	7/15/2013	916.04
0098074 LUCA MIRANDA	142750	7/15/2013	500.00
0091855 MARK REINHARDT	142746	7/15/2013	142.00
0102616 MATTHEW NEUEBAUMER	142754	7/15/2013	500.00
0100870 MEICHUN TAN	142795	7/15/2013	100.00
0100937 MELINDA JONES	142730	7/15/2013	200.00
0016863 MIDWEST TAPE, LLC	142748	7/15/2013	16.66
0001709 MILLBRAE LOCK	142749	7/15/2013	403.65
0018196 NADER DAHU	142709	7/15/2013	500.00
0000357 NATIONAL CABLE TV CO-OP, INC.	142752	7/15/2013	211,676.52
0105209 NET TRANSCRIPTS, INC.	142753	7/15/2013	478.80
0105708 NITRO PDF PTY LTD	142755	7/15/2013	1,975.15
0092263 OFFICE DEPOT INC	142756	7/15/2013	929.02
0018701 ORKIN INC.	142758	7/15/2013	504.66
0000012 PACIFIC GAS & ELECTRIC	142759	7/15/2013	122,030.72
0101008 PAMELA CARYL	142693	7/15/2013	276.00
0098685 PATRICIA TOOMEY	142803	7/15/2013	200.00
0100498 PAUL RODRIGUEZ	142773	7/15/2013	100.00
0001154 PENINSULA LIBRARY SYSTEM	142760	7/15/2013	414.18
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	142790	7/15/2013	161.00
0098061 PETER BAILEY	142683	7/15/2013	100.00
0000294 PITNEY BOWES	142761	7/15/2013	279.66

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0097580	PRIORITY ONE APPAREL	142762	7/15/2013	136.40
0098436	PROFESSIONAL LAND SERVICES	142763	7/15/2013	2,815.00
0097558	PURCHASE POWER	142764	7/15/2013	200.00
0017111	RANDOM HOUSE INC	142765	7/15/2013	163.50
0099294	RAYMOND CHAN	142696	7/15/2013	100.00
0090749	RED WING SHOE STORE	142766	7/15/2013	397.82
0096177	RENE WALSH	142768	7/15/2013	500.00
0104548	RENNE SLOAN HOLTZMAN SAKAI LLP	142769	7/15/2013	5,451.26
0103531	RICOH USA, INC.	142770	7/15/2013	45.00
0100828	ROBERT MESICK	142747	7/15/2013	200.00
0100782	ROXANA RUGLIANCICH	142775	7/15/2013	89.35
0016213	ROZZI REPRODUCTION&SUPPLY INC.	142774	7/15/2013	6,391.88
0018846	SAFETY CENTER INC.	142776	7/15/2013	900.00
0093465	SAN MATEO COUNTY SHERIFF	142777	7/15/2013	825.00
0018597	SAN MATEO DAILY JOURNAL	142778	7/15/2013	540.00
0017145	SAN MATEO LAWN MOWER SHOP	142779	7/15/2013	1,343.73
0098021	SAN MATEO MEDICAL CENTER	142780	7/15/2013	4,200.00
0015324	SAPLING ENVELOPE & PRINTING	142781	7/15/2013	276.32
0093335	SBRPSTC	142782	7/15/2013	210.00
0017754	SCAN NATOA INC.	142783	7/15/2013	80.00
0105782	SFO REPRESENTATIVES INC.	142784	7/15/2013	41.42
0000074	SFPUC - WATER DEPARTMENT	142785	7/15/2013	228,818.20
0099133	SHERWOOD ZAMMIT	142820	7/15/2013	100.00
0001225	SIERRA PACIFIC TURF SUPPLY,INC	142787	7/15/2013	1,139.99
0104787	SINGER ASSOCIATES, INC.	142788	7/15/2013	15,122.63
0105788	SPEEDY JANITORIAL EQUIPMENT REPAIR	142727	7/15/2013	147.26
0097079	SPRINT	142791	7/15/2013	828.14
0018072	STANDARD INSURANCE COMPANY	142792	7/15/2013	25,808.59
0093284	STEVE FIRPO	142793	7/15/2013	500.00
0000289	SUN VALLEY DAIRY PRODUCTS	142794	7/15/2013	1,402.04
0000431	TEAMSTERS LOCAL #856	142796	7/15/2013	338,094.00
0018073	TEAMSTERS LOCAL 350	142797	7/15/2013	2,380.00
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	142713	7/15/2013	1,984.00
0097060	TERRY XIE	142819	7/15/2013	100.00
0102351	THE KELLER CENTER	142799	7/15/2013	1,200.00
0097149	THE SAN FRANCISCO SHAKESPEARE FESTIVAL	142786	7/15/2013	629.00
0018088	THE UPS STORE #810	142800	7/15/2013	57.51
0097449	THYSSENKRUPP ELEVATOR CORP.	142801	7/15/2013	378.83
0092084	TIMOTHY MAHON	142744	7/15/2013	586.41
0096965	TINA TSENG	142806	7/15/2013	75.00
0018961	TRAINING FOR SAFETY, INC.	142804	7/15/2013	109.00
0016966	TROY FRY	142805	7/15/2013	569.52
0102361	TURNER NETWORK SALES, INC.	142807	7/15/2013	15,625.01
0000019	U.S. POSTMASTER	142808	7/15/2013	3,800.00
0102744	UNIVERSAL BUILDING SERVICES	142809	7/15/2013	815.00
0095246	URS CORP.	142810	7/15/2013	828.00
0105133	UTILITY TELEPHONE, INC.	142811	7/15/2013	177.22
0096757	VERDICTSEARCH	142813	7/15/2013	549.00
0018385	WFCB - OSH COMMERCIAL SERVICES	142814	7/15/2013	102.33
0105295	WINGFOOT COMMERCIAL TIRE	142815	7/15/2013	47.48
0013841	WITMER-TYSON IMPORTS INC	142816	7/15/2013	1,023.96
0014850	XEROX CORPORATION	142818	7/15/2013	174.28
0095020	YVONNE LIANG	142740	7/15/2013	276.00
0105773	ZAREENA PURDUE	142821	7/15/2013	276.00

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<u>Vendor Code & Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0104033 ZCORUM, INC.	142822	7/15/2013	22,016.00
		GrandTotal:	1,458,983.64
		Total count:	162

07/22/13

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$150,895.15
003	ONE-TIME REVENUE	\$3,041.58
122	SOLID WASTE/RECYCL.	\$16,744.09
132	AGENCY ON AGING	\$2,493.90
133	RESTRICTED DONATIONS	\$1,279.95
135	GLENVIEW FIRE DONATIONS	\$4,749.41
190	EMERGENCY DISASTER FUND	\$619.96
611	WATER FUND	\$1,293.86
621	STORMWATER FUND	\$4,387.23
631	WASTEWATER FUND	\$17,084.20
641	CABLE TV FUND	\$71,305.08
701	CENTRAL GARAGE	\$50.00
702	FACILITY MAINT. FUND	\$2,955.12
707	TECHNOLOGY DEVELOPMENT	\$3,255.19
711	SELF INSURANCE	\$5,631.30
TOTAL FOR APPROVAL		\$285,786.02

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 142825 THROUGH 142988 INCLUSIVE, TOTALING IN THE AMOUNT OF \$285,786.02 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

7/25/13
DATE

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Vendor Code & Name	Check #	Check Date	Amount
0017341 AARONSON DICKERSON, COHN & LANZONE	142870	7/22/2013	350.00
0000368 ABCO PRINTERS	142825	7/22/2013	315.73
0017053 ACCOUNTEMPS	142826	7/22/2013	5,824.00
0104600 ADOLFO OCHOA	142933	7/22/2013	500.00
0096130 ADVENTURE OUT	142828	7/22/2013	191.20
0001170 AIRGAS NCN	142830	7/22/2013	380.76
0001170 AIRGAS NCN	142831	7/22/2013	24.15
0105718 ALAMEDA ELECTRICAL DISTRIBUTORS	142873	7/22/2013	10,193.39
0105786 ALBERT J MAHER	142917	7/22/2013	540.00
0102355 AMAZON	142833	7/22/2013	613.03
0001965 ARISTA BUSINESS	142834	7/22/2013	1,281.32
0013738 ASSOCIATION OF BAY AREA GOVERNMENTS	142844	7/22/2013	8,344.00
0103094 ASTRO JUMP	142836	7/22/2013	475.00
0016123 AT&T	142837	7/22/2013	96.02
0017191 AT&T	142838	7/22/2013	108.80
0018465 AT&T MOBILITY	142839	7/22/2013	42.42
0000345 BAKER & TAYLOR BOOKS	142841	7/22/2013	1,315.83
0102626 BARBARA BRUXVOORT	142848	7/22/2013	500.00
0103924 BEAR DATA SOLUTIONS, INC.	142845	7/22/2013	2,402.67
0000378 BROADMOOR LANDSCAPE SUPPLY	142847	7/22/2013	38.94
0104578 BRYAN AND MELANIE PARKIN	142941	7/22/2013	500.00
0018977 CBS TELEVISION STATIONS	142850	7/22/2013	12,810.68
0016324 CINTAS CORPORATION #464	142852	7/22/2013	356.72
0096053 CINTAS DOCUMENT MANAGEMENT	142853	7/22/2013	45.00
0017802 CLEANSOURCE, INC.	142854	7/22/2013	399.91
0098656 COMPLETE LINEN SERVICE	142855	7/22/2013	335.79
0102625 CONTEC, LLC	142856	7/22/2013	1,670.06
0018389 CONTRA COSTA COUNTY SHERIFF'S OFFICE	142857	7/22/2013	834.00
0105741 COX MEDIA GROUP	142859	7/22/2013	7,393.35
0014338 CREST/GOOD MANUFACTURING CO.	142860	7/22/2013	86.57
0018331 CSG CONSULTANTS INC.	142861	7/22/2013	434.00
0018924 CYO TRANSPORTATION	142863	7/22/2013	1,411.00
0105071 D&M POLYGRAPH	142864	7/22/2013	240.00
0095512 DANIELLE BREWER	142865	7/22/2013	412.64
0018188 DAU PRODUCTS	142866	7/22/2013	1,890.09
0105791 DAVE NGUYEN	142929	7/22/2013	500.00
0098067 DAVID ADAMS	142827	7/22/2013	10.60
0104141 DC&E	142867	7/22/2013	455.18
0102820 DEBRA HALL	142892	7/22/2013	289.00
0104584 DENYSE BARR	142842	7/22/2013	500.00
0093479 DEPARTMENT OF JUSTICE	142868	7/22/2013	529.00
0018092 DISCOVERY COMMUNICATIONS LLC	142871	7/22/2013	1,413.76
0101118 DISPENSING TECHNOLOGY CORP.	142872	7/22/2013	721.32
0105661 EDDIE GOMEZ	142888	7/22/2013	540.00
0018649 ELIFEGUARD, INC.	142874	7/22/2013	78.44
0093685 ERIC JACKSON	142902	7/22/2013	117.49
0102362 ESPN	142877	7/22/2013	5,436.69
0100901 EVE MANGUBAT	142920	7/22/2013	14.79
0000046 EWING IRRIGATION PRODUCTS INC	142878	7/22/2013	248.15
0000944 FEDEX	142880	7/22/2013	17.96
0018117 FLYERS ENERGY, LLC	142881	7/22/2013	10,276.43
0102869 FRANCHISE TAX BOARD	142882	7/22/2013	550.00
0099525 FRED GARCIA	142883	7/22/2013	278.79

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0099507	GALE STEVENSON	142964	7/22/2013	12.46
0096932	GENESIS EMPLOYEE BENEFITS, INC	142884	7/22/2013	252.00
0097844	GEORGE AMATO	142832	7/22/2013	4.20
0018864	GMA NETWORK INC.	142886	7/22/2013	1,646.50
0016969	GOLDEN IDEAS	142887	7/22/2013	402.80
0000541	GRANITE ROCK COMPANY	142889	7/22/2013	540.08
0095966	GREATAMERICA FINANCIAL SVCS.	142890	7/22/2013	981.84
0095215	GREGORY AND SOONA CHEW	142851	7/22/2013	500.00
0096837	GYM DOCTORS	142891	7/22/2013	100.00
0016491	HF&H CONSULTANTS, LLC	142893	7/22/2013	16,324.09
0105488	HINES EDM, INC.	142894	7/22/2013	914.80
0098222	HOLMES INTERNATIONAL	142895	7/22/2013	1,303.60
0017882	HOME BOX OFFICE	142896	7/22/2013	1,268.36
0105378	HOME MAID RAVIOLI COMPANY INC.	142897	7/22/2013	52.95
0103976	HUB TELEVISION NETWORKS, LLC	142898	7/22/2013	365.88
0001786	IN DEMAND-NYC	142899	7/22/2013	578.43
0018838	INFOSEND, INC.	142900	7/22/2013	4,268.39
0096636	INTERNATIONAL ROADWAY RESEARCH	142901	7/22/2013	4,890.00
0098964	JARVIS,FAY,DOPORTO&GIBSON, LLP	142903	7/22/2013	6,757.26
0104724	JEANETT ERRINGTON	142876	7/22/2013	222.30
0096924	JOHN ALITA	142904	7/22/2013	230.00
0018376	JT2 INTEGRATED RESOURCES	142905	7/22/2013	5,161.54
0000075	K-119 TOOLS OF CALIFORNIA INC.	142906	7/22/2013	144.48
0096379	KAREN OJAKIAN	142936	7/22/2013	144.30
0099288	KATHLEEN THIBADEAU	142969	7/22/2013	97.53
0097271	KEVIN AND MICHELLE ASHLEY	142835	7/22/2013	500.00
0103359	KLARA A FABRY	142879	7/22/2013	1,000.00
0105787	LAKE TAHOE RESORT HOTEL AT HEAVENLY	142966	7/22/2013	885.42
0097700	LAURA AFOA	142829	7/22/2013	123.00
0102274	LAURENTINO PADILLA	142907	7/22/2013	119.89
0097978	LAURIE MARKLAND	142922	7/22/2013	13.29
0017621	LAW OFFICES OF JONES & MAYER	142909	7/22/2013	88.00
0105752	LEVEL 3 COMMUNICATIONS, LLC	142911	7/22/2013	4,085.36
0104335	LEXIPOL LLC	142912	7/22/2013	2,850.00
0104424	LIDIA'S ITALIAN DELICACIES	142913	7/22/2013	2,300.00
0016034	LINDA RUSSELL	142957	7/22/2013	608.40
0018177	LOWE'S	142915	7/22/2013	635.94
0017945	MAD SCIENCE OF THE BAY AREA	142916	7/22/2013	628.55
0103231	MAINTSTAR INC.	142918	7/22/2013	14,956.00
0104916	MANDELL MUNICIPAL COUNSELING	142919	7/22/2013	292.50
0099645	MARIA MONROY	142927	7/22/2013	500.00
0105789	MARK JOSEPH RAFFAELLI	142950	7/22/2013	2,535.00
0091855	MARK REINHARDT	142921	7/22/2013	500.00
0102770	METLIFE	142924	7/22/2013	1,205.08
0018670	METROPCS WIRELESS, INC.	142925	7/22/2013	100.00
0102947	MICHAEL WATKINS	142982	7/22/2013	12.22
0100528	MIKE/THERESA QUIROZ	142949	7/22/2013	125.00
0001709	MILLBRAE LOCK	142926	7/22/2013	18.64
0099316	MIRIAM GERSHENSON	142885	7/22/2013	118.66
0099587	MUNGO MCGEE	142923	7/22/2013	47.50
0105793	NADEZHDA BASALSKI	142843	7/22/2013	249.41
0100904	NEIL NELSON	142928	7/22/2013	7.61
0103301	NHL NETWORK US, LP	142930	7/22/2013	1,730.57
0015839	NOR-CAL SIGNS	142931	7/22/2013	81.80

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0105238 NORTHERN SERVICES INC.	142932	7/22/2013	1,676.29
0018157 OCLC INC	142934	7/22/2013	320.63
0092263 OFFICE DEPOT INC	142935	7/22/2013	1,135.52
0016818 OUTDOOR CREATIONS INC	142937	7/22/2013	833.85
0000012 PACIFIC GAS & ELECTRIC	142938	7/22/2013	10,569.34
0103900 PACIFIC LIBRARY PARTNERSHIP	142939	7/22/2013	9,527.00
0000101 PACIFIC NURSERIES	142940	7/22/2013	365.15
0103813 PAK LIN	142914	7/22/2013	500.00
0001154 PENINSULA LIBRARY SYSTEM	142943	7/22/2013	12,527.00
0103515 PENINSULA POWER WASH	142944	7/22/2013	4,350.00
0102710 PHILIP PISERCHIO	142945	7/22/2013	500.00
0096538 PLAY-WELL TEKNOLOGIES	142946	7/22/2013	1,053.00
0102915 PRECISE PRINTING & MAILING	142947	7/22/2013	1,102.66
0000285 PREFERRED ALLIANCE, INC.	142948	7/22/2013	275.20
0017111 RANDOM HOUSE INC	142951	7/22/2013	62.68
0017712 RECALL SECURE DESTRUCTION SERVICES, INC.	142869	7/22/2013	120.60
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	142952	7/22/2013	15,361.36
0016729 RICOH AMERICAS CORPORATION	142953	7/22/2013	417.01
0100497 ROBERT CAO	142849	7/22/2013	13.02
0096772 ROBERT MIGUEL	142955	7/22/2013	87.18
0018070 RON LAVEZZO	142908	7/22/2013	24.00
0013581 ROVI GUIDES, INC.	142956	7/22/2013	10,350.69
0017807 SAN MATEO COUNTY CONTROLLER'S OFFICE	142858	7/22/2013	9,517.30
0099047 SAN MATEO CTY SHERIFF'S OFFICE	142959	7/22/2013	3,252.82
0018597 SAN MATEO DAILY JOURNAL	142960	7/22/2013	660.00
0105782 SFO REPRESENTATIVES INC.	142961	7/22/2013	381.50
0000216 SHOWTIME NETWORKS INC.	142962	7/22/2013	6,627.97
0105792 SIOBAHN PARR KERN	142942	7/22/2013	500.00
0103492 SMITHSONIAN NETWORKS	142963	7/22/2013	285.89
0105796 SUNRISE FOOD DISTRIBUTOR INC.	142965	7/22/2013	140.95
0097859 TAMARA AZZARO	142840	7/22/2013	89.25
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	142875	7/22/2013	239.00
0098473 THE ACTIVE NETWORK INC.	142967	7/22/2013	632.56
0017659 THE CALIFORNIA CHANNEL	142968	7/22/2013	128.58
0018083 THE CROSSING SAN BRUNO PROPERTY OWNERS /	142958	7/22/2013	3,041.58
0000036 THOMSON WEST	142970	7/22/2013	1,076.24
0100078 TIMOTHY CUMMINGS	142862	7/22/2013	8.96
0017748 TIMOTHY J WALLACE	142971	7/22/2013	274.80
0018818 TOSHIBA BUSINESS SOLUTIONS CA	142972	7/22/2013	21.06
0101032 TUPETAIKI M LEGER	142910	7/22/2013	100.00
0017133 TURBO DATA SYSTEMS INC	142973	7/22/2013	2,149.75
0103095 TUTV	142974	7/22/2013	77.60
0095538 TV GUIDE NETWORK, INC.	142975	7/22/2013	750.90
0000019 U.S. POSTMASTER	142976	7/22/2013	2,300.00
0018198 UMESH MAHARAJ	142977	7/22/2013	119.89
0102744 UNIVERSAL BUILDING SERVICES	142978	7/22/2013	326.00
0099592 UNIVISION COMMUNICATIONS, INC.	142979	7/22/2013	3,666.11
0098625 UPS	142980	7/22/2013	40.29
0102988 VANTAGEPOINT TRANSFER AGENTS	142981	7/22/2013	7,229.08
0018385 WFCB - OSH COMMERCIAL SERVICES	142983	7/22/2013	1,261.74
0093908 WRISTBANDS MEDTECH USA INC.	142985	7/22/2013	52.65
0097605 WYATT BRADSHAW	142846	7/22/2013	36.54
0099238 XAVIER RIVERA	142954	7/22/2013	14.73
0014850 XEROX CORPORATION	142986	7/22/2013	274.89

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<u>Vendor Code & Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0105686 YIVA WINTZELL	142984	7/22/2013	122.20
0000421 ZEP MANUFACTURING CO.	142987	7/22/2013	909.60
0103399 ZUMAR INDUSTRIES, INC.	142988	7/22/2013	487.11
		GrandTotal:	285,786.02
		Total count:	164

07/29/13

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$173,663.42
003	ONE-TIME REVENUE	\$2,981.68
122	SOLID WASTE/RECYCL.	\$540.00
133	RESTRICTED DONATIONS	\$2,734.76
190	EMERGENCY DISASTER FUND	\$34,106.31
203	STREET IMPROVE. PROJECTS	\$8,999.12
207	TECHNOLOGY CAPITAL	\$55,636.00
611	WATER FUND	\$53,858.44
621	STORMWATER FUND	\$18.08
631	WASTEWATER FUND	\$11,524.68
641	CABLE TV FUND	\$91,284.24
701	CENTRAL GARAGE	\$24.60
702	FACILITY MAINT. FUND	\$8,335.63
707	TECHNOLOGY DEVELOPMENT	\$3,753.10
711	SELF INSURANCE	\$840,780.14
891	S.B. GARBAGE CO. TRUST	\$522,872.65
TOTAL FOR APPROVAL		\$1,811,112.85

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 142989 THROUGH 143119 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,811,112.85 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

7/31/13

DATE

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Vendor Code & Name	Check #	Check Date	Amount
0096852 ABAG PLAN CORPORATION	142989	7/29/2013	789,020.00
0096852 ABAG PLAN CORPORATION	142990	7/29/2013	33,327.63
0104680 ACCESS 24 COMMUNICATIONS INC.	142992	7/29/2013	190.25
0017053 ACCOUNTEMPS	142993	7/29/2013	2,080.00
0018484 ACME SURPLUS STORE	142994	7/29/2013	358.94
0016499 ACTION SPORTS	142995	7/29/2013	1,216.25
0098066 ADAM BARRICK	143009	7/29/2013	49.84
0017586 AIR EXCHANGE, INC	142996	7/29/2013	934.30
0001170 AIRGAS NCN	142997	7/29/2013	118.35
0018953 ALLIANT INSURANCE SVC. INC.	142998	7/29/2013	18,432.51
0016688 ALPHA TECHNOLOGIES, INC.	142999	7/29/2013	310.65
0098110 ANDY LEE	143059	7/29/2013	10.00
0001202 ARAMARK UNIFORM SERVICES	143000	7/29/2013	146.34
0001965 ARISTA BUSINESS	143001	7/29/2013	1,228.06
0095122 ASCAP	143002	7/29/2013	337.50
0104233 ASTOUND BROADBAND	143003	7/29/2013	3,380.00
0016123 AT&T	143004	7/29/2013	540.13
0017191 AT&T	143005	7/29/2013	1,082.60
0018363 AT&T LONG DISTANCE	143006	7/29/2013	17.12
0000345 BAKER & TAYLOR BOOKS	143008	7/29/2013	1,909.41
0018052 BATTERYZONE INC.	143010	7/29/2013	1,523.60
0105737 BAY CITIES PYROTECTOR, INC.	143011	7/29/2013	52,854.20
0018093 BBC WORLDWIDE AMERICA INC.	143012	7/29/2013	771.88
0103924 BEAR DATA SOLUTIONS, INC.	143013	7/29/2013	6,134.22
0100552 BERNICE PARKER	143080	7/29/2013	11.67
0017624 BKF ENGINEERS	143014	7/29/2013	8,035.02
0018770 BMI GENERAL LICENSING	143016	7/29/2013	723.87
0000378 BROADMOOR LANDSCAPE SUPPLY	143017	7/29/2013	1,209.90
0096420 BSN SPORTS	143018	7/29/2013	265.44
0102737 BURKE, WILLIAMS & SORENSEN,LLP	143019	7/29/2013	2,981.68
0096798 BUSINESS PRODUCTS & SUPPLIES	143020	7/29/2013	688.06
0105324 CAINE COMPUTER CONSULTING, LLC	143021	7/29/2013	3,120.00
0100470 CARROT-TOP INDUSTRIES, INC.	143022	7/29/2013	136.81
0105683 CENTURY MANUFACTURING CORP.	143023	7/29/2013	998.00
0100535 CHRISTOPHER BLANCARTE	143015	7/29/2013	59.35
0016324 CINTAS CORPORATION #464	143025	7/29/2013	620.95
0017802 CLEANSOURCE, INC.	143026	7/29/2013	1,898.29
0018911 COMCAST CABLE COMMUNICATIONS	143027	7/29/2013	25,447.80
0104508 COMCAST SPORTSNET CALIFORNIA	143028	7/29/2013	20,625.50
0098656 COMPLETE LINEN SERVICE	143029	7/29/2013	111.93
0105187 CONCERN	143030	7/29/2013	670.32
0015857 COUNTY OF SAN MATEO	143031	7/29/2013	76.00
0018924 CYO TRANSPORTATION	143033	7/29/2013	2,186.00
0105802 DANIEL C. MEBLIN	143063	7/29/2013	1,200.00
0018188 DAU PRODUCTS	143034	7/29/2013	3,606.69
0018169 DELL MARKETING L.P.	143035	7/29/2013	53.01
0018673 DENNIS BOSCH	143036	7/29/2013	309.99
0000198 EBSCO SUBSCRIPTION SVCS.	143039	7/29/2013	232.89
0098391 EILEEN CHOY	143024	7/29/2013	57.51
0014812 ELECTRONIC INNOVATIONS INC.	143040	7/29/2013	160.50
0105800 ERNESTO DIAZ	143038	7/29/2013	89.16
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	143041	7/29/2013	3,422.08
0018117 FLYERS ENERGY, LLC	143042	7/29/2013	9,997.31

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Vendor Code & Name	Check #	Check Date	Amount
0098485 FRED J. CURLEY	143032	7/29/2013	316.16
0018784 FRIEDLAND PAINTING	143044	7/29/2013	4,700.00
0018272 GALE GROUP INC.	143045	7/29/2013	90.76
0105797 GEEK	143046	7/29/2013	24.97
0104135 GLOBAL TRACKING COMMUNICATIONS, INC.	143108	7/29/2013	3,549.74
0000162 GRAINGER	143047	7/29/2013	298.09
0095966 GREATAMERICA FINANCIAL SVCS.	143048	7/29/2013	161.99
0096316 GREEN CARPET LANDSCAPING & MAINTENANCE	143058	7/29/2013	1,100.00
0000385 HACH COMPANY	143049	7/29/2013	2,626.50
0018544 HEART OF SAN MATEO COUNTY	143050	7/29/2013	13,525.00
0105488 HINES EDM, INC.	143051	7/29/2013	2,734.76
0018090 HOPKINS TECHNICAL PRODUCTS,INC	143052	7/29/2013	11,266.41
0015644 INDUSTRIAL WIPER & SUPPLY,INC.	143053	7/29/2013	351.24
0098126 JENNIE TUCKER	143109	7/29/2013	86.50
0001846 JOHN WHITLINGER	143116	7/29/2013	1,610.00
0105795 KB INTERIORS	143055	7/29/2013	9,711.50
0094275 KEN KAWABATA	143054	7/29/2013	73.39
0091101 LIEBERT CASSIDY WHITMORE	143060	7/29/2013	4,672.00
0098211 LOQATE INC.	143061	7/29/2013	58.78
0017924 LORAL LANDSCAPING INC.	143062	7/29/2013	7,016.00
0098029 MARELLA SRIVATCHAVA	143099	7/29/2013	49.07
0099033 MASAO AND FUMIE TANAKA	143103	7/29/2013	1,000.00
0000389 MATRISHA PERSON	143084	7/29/2013	940.68
0098466 MAURICIO LAMA	143057	7/29/2013	150.00
0092285 MICROMARKETING LLC	143064	7/29/2013	45.94
0016863 MIDWEST TAPE, LLC	143065	7/29/2013	73.98
0097442 MISAC	143066	7/29/2013	160.00
0096800 MOBILE CALIBRATION SVCS. LLC	143067	7/29/2013	305.81
0105676 MOBILE MODULAR	143068	7/29/2013	397.85
0103600 MOMENTUM TELECOM, INC.	143069	7/29/2013	21,232.80
0102832 MOORE IACOFANO GOLTSMAN, INC.	143070	7/29/2013	24,818.00
0104730 MUNICIPAL EMERGENCY SERVICES	143071	7/29/2013	3,771.95
0105725 NATIONAL ACADEMY OF ATHLETICS	143073	7/29/2013	761.80
0000357 NATIONAL CABLE TV CO-OP, INC.	143074	7/29/2013	514.65
0105238 NORTHERN SERVICES INC.	143075	7/29/2013	1,320.00
0092263 OFFICE DEPOT INC	143076	7/29/2013	1,057.00
0102769 ORION SAFETY PRODUCTS	143077	7/29/2013	365.00
0099333 PABLO EDUARDO PALAFOX	143079	7/29/2013	38.00
0000012 PACIFIC GAS & ELECTRIC	143078	7/29/2013	45,279.34
0096024 PAUL KENT	143056	7/29/2013	1,100.00
0096456 PB AMERICAS, INC.	143081	7/29/2013	8,999.12
0001154 PENINSULA LIBRARY SYSTEM	143082	7/29/2013	44,880.09
0105803 PETE DEQUINCY	143037	7/29/2013	300.00
0105801 POP FICTION LLC	143085	7/29/2013	1,500.00
0018530 PROGRESSIVE SOLUTIONS INC.	143086	7/29/2013	21,611.00
0000071 R & B COMPANY	143087	7/29/2013	2,811.50
0000175 RECOLOGY SAN BRUNO	143088	7/29/2013	482,872.65
0000175 RECOLOGY SAN BRUNO	143089	7/29/2013	40,000.00
0090749 RED WING SHOE STORE	143090	7/29/2013	299.19
0102961 REY PERKINS	143083	7/29/2013	93.20
0097617 RHIA ABARQUEZ	142991	7/29/2013	38.00
0105798 ROBERT WOOD	143118	7/29/2013	500.00
0090412 SAN BRUNO MUNICIPAL CABLE TV	143091	7/29/2013	72.04
0105799 SAN MATEO COUNTY PRE-HOSPITAL	143092	7/29/2013	3,993.00

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Vendor Code & Name	Check #	Check Date	Amount
0093465 SAN MATEO COUNTY SHERIFF	143093	7/29/2013	500.00
0018597 SAN MATEO DAILY JOURNAL	143094	7/29/2013	1,020.00
0017145 SAN MATEO LAWN MOWER SHOP	143095	7/29/2013	128.19
0103732 SFO MEDICAL CLINIC	143096	7/29/2013	1,465.00
0098030 SHRED-IT USA - SAN FRANCISCO	143097	7/29/2013	39.60
0017508 SOUTH CITY LUMBER AND SUPPLY	143098	7/29/2013	254.01
0098846 SSFFD	143100	7/29/2013	85.00
0092291 ST. ROBERT'S CHURCH	143101	7/29/2013	200.00
0014075 STATE BOARD OF EQUALIZATION	143102	7/29/2013	592.00
0103599 STEVEN FREITAS	143043	7/29/2013	500.00
0015691 TEAMSTERS LOCAL 856	143104	7/29/2013	12,454.00
0018736 THE COPY SHOP	143105	7/29/2013	428.26
0000831 TONER CARTRIDGE&INKJET EXPRESS	143106	7/29/2013	361.83
0018818 TOSHIBA BUSINESS SOLUTIONS CA	143107	7/29/2013	563.08
0100481 TRACEY MURRAY	143072	7/29/2013	37.18
0000019 U.S. POSTMASTER	143110	7/29/2013	3,800.00
0018618 UNITED SITE SERVICES INC.	143111	7/29/2013	968.50
0102744 UNIVERSAL BUILDING SERVICES	143112	7/29/2013	163.00
0098056 VALERIE BACA	143007	7/29/2013	69.00
0104256 VIBO MUSIC CENTER	143113	7/29/2013	740.80
0098917 VOLIKOS ENTERPRISES	143114	7/29/2013	2,974.50
0018385 WFCB - OSH COMMERCIAL SERVICES	143115	7/29/2013	199.30
0018580 WILEY PRICE & RADULOVICH LLP	143117	7/29/2013	399.00
0102630 XO COMMUNICATIONS, LLC	143119	7/29/2013	2,875.64
		GrandTotal:	1,811,112.85
		Total count:	131

08/05/13

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$55,071.88
122	SOLID WASTE/RECYCL.	\$3,500.00
132	AGENCY ON AGING	\$1,220.84
190	EMERGENCY DISASTER FUND	\$13,529.86
201	PARKS AND FACILITIES CAPITAL	\$20,299.39
203	STREET IMPROVE. PROJECTS	\$3,881.66
611	WATER FUND	\$25,673.93
621	STORMWATER FUND	\$58.06
631	WASTEWATER FUND	\$33,241.47
641	CABLE TV FUND	\$12,650.22
701	CENTRAL GARAGE	\$12,226.66
702	FACILITY MAINT. FUND	\$655.69
707	TECHNOLOGY DEVELOPMENT	\$9,900.00
880	PROJECT DEVELOP. TRUST	\$1,840.50

TOTAL FOR APPROVAL \$193,750.16

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 143120 THROUGH 143236 INCLUSIVE, TOTALING IN THE AMOUNT OF \$193,750.16 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

8/21/13

DATE

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Vendor Code & Name	Check #	Check Date	Amount
0096130 ADVENTURE OUT	143121	8/5/2013	130.00
0001170 AIRGAS NCN	143122	8/5/2013	254.02
0000163 AIRPORT AUTO PARTS INC.	143123	8/5/2013	303.19
0105807 ALBERTO A. TOVAR	143224	8/5/2013	500.00
0000372 ALLIED SECURITY ALARMS	143124	8/5/2013	453.00
0017298 ALLSTAR FIRE EQUIPMENT INC	143125	8/5/2013	728.93
0096469 ALMADEN PRESS	143126	8/5/2013	4,513.13
0018976 ALPHA ANALYTICAL LAB. INC.	143127	8/5/2013	1,196.00
0000082 AMERICAN MESSAGING	143128	8/5/2013	47.77
0096700 ANDY'S WHEELS & TIRES	143129	8/5/2013	1,078.65
0096171 ANTHONY DEMARTINI	143150	8/5/2013	265.00
0099058 APPRAISAL RESEARCH CORPORTATIO	143130	8/5/2013	4,250.00
0001202 ARAMARK UNIFORM SERVICES	143131	8/5/2013	530.35
0014617 AT&T	143132	8/5/2013	151.01
0016123 AT&T	143133	8/5/2013	1,245.33
0000345 BAKER & TAYLOR BOOKS	143135	8/5/2013	1,324.54
0105373 BAY AREA CLEANING	143136	8/5/2013	255.00
0096594 BAY AREA PAVING CO.	143137	8/5/2013	276.00
0015628 BAY AREA TREE CO., INC.	143138	8/5/2013	13,975.00
0001849 BAY AREA WATER SUPPLY & CONSERVATION AGEN	143220	8/5/2013	472.00
0103924 BEAR DATA SOLUTIONS, INC.	143139	8/5/2013	8,348.27
0017624 BKF ENGINEERS	143140	8/5/2013	5,228.81
0000378 BROADMOOR LANDSCAPE SUPPLY	143142	8/5/2013	146.06
0017284 CHEMSEARCHFE	143143	8/5/2013	386.50
0103854 CHRISTINE HOPKINS	143164	8/5/2013	460.75
0093634 CHUCK RAPP	143199	8/5/2013	3,004.91
0097711 CINDY PATEL	143192	8/5/2013	243.75
0016324 CINTAS CORPORATION #464	143145	8/5/2013	836.02
0013595 CITY OF SAN BRUNO	143146	8/5/2013	635.77
0105233 COLLABORATIVE DESIGN ARCHITECTS INC.	143151	8/5/2013	3,865.31
0098656 COMPLETE LINEN SERVICE	143147	8/5/2013	111.93
0000169 COSTA'S / "JUST THINGS"	143149	8/5/2013	108.85
0102820 DEBRA HALL	143161	8/5/2013	289.00
0105707 DJ DESIGNS	143152	8/5/2013	283.22
0105806 EDDIE ATTAWAY	143134	8/5/2013	70.00
0104797 ELECTRIC EEL MANUFACTURING CO.	143153	8/5/2013	91.28
0017991 EVERGREEN OIL, INC.	143155	8/5/2013	50.00
0000944 FEDEX	143156	8/5/2013	184.02
0102869 FRANCHISE TAX BOARD	143157	8/5/2013	550.00
0014910 G & M AUTO BODY	143158	8/5/2013	1,931.62
0103258 GC MICRO CORPORATION	143159	8/5/2013	618.40
0101173 GEORGE ADKINS	143120	8/5/2013	1,000.00
0000162 GRAINGER	143160	8/5/2013	991.94
0105241 GREGORY NEWBECK	143184	8/5/2013	400.00
0105805 HELEN SALINAS	143208	8/5/2013	338.58
0105378 HOME MAID RAVIOLI COMPANY INC.	143163	8/5/2013	205.48
0103336 HUB INTERNATIONAL SERVICE INC.	143165	8/5/2013	233.38
0105735 HYDROSCIENCE ENGINEERS, INC.	143166	8/5/2013	9,470.00
0015531 INTERSTATE BATTERY SYS. OF SF	143167	8/5/2013	547.46
0099054 INTERSTATE TRS FUND	143168	8/5/2013	1,266.30
0000075 K-119 TOOLS OF CALIFORNIA INC.	143169	8/5/2013	17.99
0000132 KELLY-MOORE PAINT CO INC.	143170	8/5/2013	24.79
0000317 L.N. CURTIS & SONS	143171	8/5/2013	282.86

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Vendor Code & Name	Check #	Check Date	Amount
0097206 LEARN IT!	143172	8/5/2013	3,300.00
0104424 LIDIA'S ITALIAN DELICACIES	143173	8/5/2013	487.50
0105804 LILIBETH BONIFACIO	143141	8/5/2013	332.00
0017924 LORAL LANDSCAPING INC.	143174	8/5/2013	2,482.00
0096170 LORENZO HOCKADAY	143162	8/5/2013	420.00
0018177 LOWE'S	143175	8/5/2013	315.81
0093412 LYNN NIEMIRA	143185	8/5/2013	666.90
0096174 MAJOR CORPUZ	143148	8/5/2013	465.00
0105789 MARK JOSEPH RAFFAELLI	143198	8/5/2013	3,770.00
0000389 MATRISHA PERSON	143194	8/5/2013	1,504.10
0102770 METLIFE	143176	8/5/2013	1,205.08
0105676 MOBILE MODULAR	143177	8/5/2013	397.85
0102832 MOORE IACOFANO GOLTSMAN, INC.	143178	8/5/2013	2,692.50
0000333 MOSS RUBBER & EQUIP. CORP.	143179	8/5/2013	556.36
0018621 MULTI BAG IMPORTS INC.	143180	8/5/2013	3,500.00
0017289 MUNISERVICES, LLC	143181	8/5/2013	6,537.50
0105242 NATHAN CHIN	143144	8/5/2013	160.00
0096724 NATIONAL CONSTRUCTION RENTALS	143183	8/5/2013	318.24
0092263 OFFICE DEPOT INC	143187	8/5/2013	789.54
0018284 OFFICEMAX INC.	143188	8/5/2013	374.18
0000210 OLE'S CARBURETOR &ELECTRIC INC	143189	8/5/2013	774.17
0097567 ONE HOUR DRY CLEANING	143190	8/5/2013	48.80
0000012 PACIFIC GAS & ELECTRIC	143191	8/5/2013	3,121.18
0018283 PERFORMANCE TOW LLC	143193	8/5/2013	85.00
0099902 PILAR MYERS	143182	8/5/2013	119.00
0016770 PRAXAIR DISTRIBUTION INC -192	143195	8/5/2013	286.10
0104869 PURSUIT NORTH	143196	8/5/2013	476.92
0013981 QUILL CORPORATION	143197	8/5/2013	130.42
0094546 RECORDED BOOKS, LLC	143200	8/5/2013	39.19
0090749 RED WING SHOE STORE	143201	8/5/2013	500.28
0104548 RENNE SLOAN HOLTZMAN SAKAI LLP	143203	8/5/2013	983.50
0103531 RICOH USA, INC.	143204	8/5/2013	140.36
0102101 ROBERT GALLOT	143205	8/5/2013	130.00
0104306 ROOTX	143206	8/5/2013	1,067.25
0094066 ROSIE STILTNER	143218	8/5/2013	56.00
0016213 ROZZI REPRODUCTION&SUPPLY INC.	143207	8/5/2013	1,549.98
0013985 SCTE, INC.	143210	8/5/2013	68.00
0018461 SERRAMONTE FORD, INC.	143211	8/5/2013	1,173.79
0093872 SHOWCASES	143213	8/5/2013	10.52
0018690 SMCBA - DUES	143214	8/5/2013	235.00
0105794 SOUTH SAN FRANCISCO TIRE SVC., INC.	143209	8/5/2013	1,724.51
0097079 SPRINT	143215	8/5/2013	64.89
0098846 SSFFD	143216	8/5/2013	160.00
0000801 STEWART AUTOMOTIVE GROUP	143217	8/5/2013	194.65
0105796 SUNRISE FOOD DISTRIBUTOR INC.	143219	8/5/2013	527.86
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	143154	8/5/2013	85.00
0098993 TEREX UTILITIES INC.	143221	8/5/2013	2,719.79
0103559 THE MLB NETWORK, LLC	143222	8/5/2013	1,359.37
0018275 THE REGENTS OF THE UNIVERSITY OF CA	143186	8/5/2013	349.60
0017527 TIFCO INDUSTRIES INC.	143223	8/5/2013	51.02
0017134 TRINET CONSTRUCTION INC.	143225	8/5/2013	11,056.94
0001362 TV GUIDE MAGAZINE, LLC	143226	8/5/2013	161.14
0018618 UNITED SITE SERVICES INC.	143227	8/5/2013	43.40
0102865 UNIVERSAL SERVICE ADMINISTRATIVE CO.	143212	8/5/2013	7,144.36

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<u>Vendor Code & Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0013734 UPSTART	143228	8/5/2013	37.80
0000584 USA MOBILITY WIRELESS INC.	143229	8/5/2013	33.12
0018248 VALUE LINE PUBLISHING INC.	143230	8/5/2013	898.00
0102988 VANTAGEPOINT TRANSFER AGENTS	143231	8/5/2013	7,229.08
0096497 VERDE DESIGN, INC.	143232	8/5/2013	16,434.08
0017696 VIC CARIOLA	143233	8/5/2013	375.00
0104660 WEST YOST ASSOCIATES, INC.	143235	8/5/2013	23,123.37
0096421 WEST-LITE SUPPLY CO., INC.	143236	8/5/2013	488.33
0104704 WHITLOCK & WEINBERGER TRANSPORTATION INC.	143234	8/5/2013	3,881.66
0018069 WULFSBERG REESE COLVIG & FIRSTMAN	143202	8/5/2013	165.00
		GrandTotal:	193,750.16
		Total count:	117

08/12/13

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$172,557.48
122	SOLID WASTE/RECYCL.	\$600.00
132	AGENCY ON AGING	\$5,884.76
133	RESTRICTED DONATIONS	\$1,613.16
190	EMERGENCY DISASTER FUND	\$2,132.17
201	PARKS AND FACILITIES CAPITAL	\$1,764.00
203	STREET IMPROVE. PROJECTS	\$4,116.00
611	WATER FUND	\$74,933.62
621	STORMWATER FUND	\$82.29
631	WASTEWATER FUND	\$7,159.31
641	CABLE TV FUND	\$220,828.41
701	CENTRAL GARAGE	\$6,923.29
702	FACILITY MAINT. FUND	\$3,618.88
707	TECHNOLOGY DEVELOPMENT	\$5,446.14
711	SELF INSURANCE	\$92,390.89
TOTAL FOR APPROVAL		\$600,050.40

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGES NUMBERED FROM 1 THROUGH 3 INCLUSIVE, AND/OR CLAIMS NUMBERED FROM 143237 THROUGH 143369 INCLUSIVE, TOTALING IN THE AMOUNT OF \$600,050.40 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

8/21/13
DATE

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Vendor Code & Name	Check #	Check Date	Amount
0017341 AARONSON DICKERSON, COHN & LANZONE	143283	8/12/2013	400.00
0017053 ACCOUNTEMPS	143237	8/12/2013	2,080.00
0016499 ACTION SPORTS	143238	8/12/2013	169.13
0000858 ADECCO EMPLOYMENT SERVICES	143239	8/12/2013	2,297.68
0093358 ADVANCED BUSINESS FORMS	143240	8/12/2013	1,272.39
0001170 AIRGAS NCN	143241	8/12/2013	308.62
0000163 AIRPORT AUTO PARTS INC.	143242	8/12/2013	302.43
0018902 ALLGOOD DRIVING SCHOOL, INC.	143243	8/12/2013	60.00
0000372 ALLIED SECURITY ALARMS	143244	8/12/2013	297.00
0017359 AMERICAN EXPRESS	143245	8/12/2013	5,021.13
0000082 AMERICAN MESSAGING	143246	8/12/2013	49.62
0014890 AMERICAN WATER WORKS ASSN.	143247	8/12/2013	120.00
0096700 ANDY'S WHEELS & TIRES	143248	8/12/2013	264.82
0001202 ARAMARK UNIFORM SERVICES	143249	8/12/2013	58.61
0014617 AT&T	143251	8/12/2013	39.93
0016123 AT&T	143252	8/12/2013	720.63
0017191 AT&T	143253	8/12/2013	319.58
0000345 BAKER & TAYLOR BOOKS	143254	8/12/2013	1,314.38
0098560 BARBARA BISCOCHO	143259	8/12/2013	142.00
0097791 BARBARA MITCHELL	143319	8/12/2013	100.00
0015628 BAY AREA TREE CO., INC.	143256	8/12/2013	12,125.00
0103924 BEAR DATA SOLUTIONS, INC.	143257	8/12/2013	2,509.46
0000378 BROADMOOR LANDSCAPE SUPPLY	143260	8/12/2013	78.48
0018323 BSK ASSOCIATES	143261	8/12/2013	1,040.00
0096420 BSN SPORTS	143262	8/12/2013	192.16
0096798 BUSINESS PRODUCTS & SUPPLIES	143263	8/12/2013	83.39
0097451 CALIFORNIA PARK & RECREATION	143265	8/12/2013	480.00
0016324 CINTAS CORPORATION #464	143267	8/12/2013	292.69
0096053 CINTAS DOCUMENT MANAGEMENT	143268	8/12/2013	45.00
0102572 CINTAS FIRE PROTECTION	143269	8/12/2013	255.52
0098588 CITY OF BURLINGAME	143270	8/12/2013	6,777.00
0000060 CITY OF MILLBRAE	143271	8/12/2013	372.58
0000227 CITY OF SAN BRUNO	143272	8/12/2013	3,517.83
0013595 CITY OF SAN BRUNO	143273	8/12/2013	599.99
0097036 CLARISSA MALIGA	143317	8/12/2013	95.00
0017802 CLEANSOURCE, INC.	143274	8/12/2013	1,241.13
0104218 COIT	143275	8/12/2013	240.00
0098656 COMPLETE LINEN SERVICE	143276	8/12/2013	111.93
0018389 CONTRA COSTA COUNTY SHERIFF'S OFFICE	143277	8/12/2013	639.00
0015857 COUNTY OF SAN MATEO	143278	8/12/2013	76.00
0093286 COUNTY OF SAN MATEO-SHERIFF	143279	8/12/2013	900.00
0014338 CREST/GOOD MANUFACTURING CO.	143280	8/12/2013	162.32
0000650 CRW SYSTEMS, INC.	143281	8/12/2013	1,650.00
0105811 CSAC EXCESS INSURANCE AUTHORITY	143289	8/12/2013	80,839.00
0018188 DAU PRODUCTS	143282	8/12/2013	722.46
0017899 EMD MILLIPORE CORPORATION	143285	8/12/2013	818.00
0017257 ENTENMANN-ROVIN CO.	143286	8/12/2013	274.85
0013714 FIRST NATIONAL BANK	143290	8/12/2013	22,754.50
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	143291	8/12/2013	2,229.98
0018117 FLYERS ENERGY, LLC	143292	8/12/2013	9,311.76
0103258 GC MICRO CORPORATION	143294	8/12/2013	802.27
0016363 GCS ENVIRONMENTAL & EQUIPMENT SVC.	143287	8/12/2013	734.48
0105554 GLOBAL SUN LANDSCAPE	143295	8/12/2013	132.50

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Vendor Code & Name	Check #	Check Date	Amount
0095666 GLOBAL TELECOM & TECHNOLOGY	143296	8/12/2013	2,124.50
0104135 GLOBAL TRACKING COMMUNICATIONS, INC.	143357	8/12/2013	479.84
0105777 GODBE RESEARCH	143297	8/12/2013	22,320.00
0001137 GOLDEN NURSERY	143298	8/12/2013	57.42
0000162 GRAINGER	143299	8/12/2013	3,812.38
0000541 GRANITE ROCK COMPANY	143300	8/12/2013	4,398.50
0017900 GREAT LAKES DATA SYSTEMS INC	143301	8/12/2013	1,850.00
0095966 GREATAMERICA FINANCIAL SVCS.	143302	8/12/2013	404.33
0096316 GREEN CARPET LANDSCAPING & MAINTENANCE	143313	8/12/2013	1,100.00
0105210 GYM PRECISION, INC.	143303	8/12/2013	631.09
0105378 HOME MAID RAVIOLI COMPANY INC.	143304	8/12/2013	107.30
0018090 HOPKINS TECHNICAL PRODUCTS,INC	143305	8/12/2013	1,149.24
0018838 INFOSEND, INC.	143306	8/12/2013	1,036.82
0018557 INTERSTATE SALES	143307	8/12/2013	281.00
0095052 JAMES ESTELITA	143288	8/12/2013	26.23
0001846 JOHN WHITLINGER	143367	8/12/2013	874.00
0000771 JT2 INTEGRATED RESOURCES	143308	8/12/2013	11,551.89
0000075 K-119 TOOLS OF CALIFORNIA INC.	143309	8/12/2013	278.65
0018050 KAISER FOUNDATION HEALTH PLAN	143310	8/12/2013	3,666.00
0099288 KATHLEEN THIBADEAU	143354	8/12/2013	64.00
0097275 KERI/JOE CAPOTE	143266	8/12/2013	60.05
0018640 L3 COM MOBILE-VISION INC.	143311	8/12/2013	1,865.00
0018561 LANCE BAYER	143312	8/12/2013	687.50
0017435 LECH AUTO AIR CONDITIONING	143314	8/12/2013	244.00
0104424 LIDIA'S ITALIAN DELICACIES	143315	8/12/2013	525.00
0099922 LINDA ZAPANTIS	143369	8/12/2013	13.51
0093412 LYNN NIEMIRA	143323	8/12/2013	266.50
0098169 MAKE IT SIMPLE, MAKE IT FUN	143316	8/12/2013	1,247.35
0000376 MARILYN BENNETT	143258	8/12/2013	249.60
0105776 MCGOVERN ASSOCIATES CONSULTING, INC.	143250	8/12/2013	25,000.00
0016863 MIDWEST TAPE, LLC	143318	8/12/2013	80.17
0094667 MIGUEL VARGAS	143364	8/12/2013	55.63
0000333 MOSS RUBBER & EQUIP. CORP.	143321	8/12/2013	501.31
0000357 NATIONAL CABLE TV CO-OP, INC.	143322	8/12/2013	211,155.42
0000210 OLE'S CARBURETOR &ELECTRIC INC	143324	8/12/2013	786.31
0097567 ONE HOUR DRY CLEANING	143325	8/12/2013	276.90
0000012 PACIFIC GAS & ELECTRIC	143326	8/12/2013	71,298.77
0100343 PATTY FRANKS	143293	8/12/2013	21.08
0098155 PAWAN DUBE	143284	8/12/2013	13.84
0001154 PENINSULA LIBRARY SYSTEM	143327	8/12/2013	10,097.02
0095148 PENINSULA MUNI.ENGINEERING	143328	8/12/2013	7,224.00
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	143345	8/12/2013	1,144.00
0096538 PLAY-WELL TEKNOLOGIES	143329	8/12/2013	1,435.20
0016828 PRECISION AUTO SERVICE	143330	8/12/2013	79.95
0097558 PURCHASE POWER	143332	8/12/2013	200.00
0000071 R & B COMPANY	143333	8/12/2013	3,103.29
0091044 R.A. METAL PRODUCTS, INC	143334	8/12/2013	1,103.90
0090749 RED WING SHOE STORE	143335	8/12/2013	289.39
0017059 RESCUE ROOTER	143336	8/12/2013	622.47
0017987 RISO, INC.	143337	8/12/2013	214.84
0017432 SAN MATEO COUNTY PUBLIC SAFETY COMMUNICA	143331	8/12/2013	757.05
0018597 SAN MATEO DAILY JOURNAL	143339	8/12/2013	600.00
0018461 SERRAMONTE FORD, INC.	143340	8/12/2013	611.67
0102917 SFPUC FINANCIAL SERVICES	143341	8/12/2013	3,415.00

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Vendor Code & Name	Check #	Check Date	Amount
0016458 SIADAT ENTERPRISES INC.	143342	8/12/2013	1,223.70
0001225 SIERRA PACIFIC TURF SUPPLY,INC	143343	8/12/2013	970.80
0017508 SOUTH CITY LUMBER AND SUPPLY	143344	8/12/2013	32.58
0105794 SOUTH SAN FRANCISCO TIRE SVC., INC.	143338	8/12/2013	1,430.08
0097079 SPRINT	143346	8/12/2013	283.80
0098750 STACY MORELL	143320	8/12/2013	2,989.35
0000801 STEWART AUTOMOTIVE GROUP	143347	8/12/2013	91.42
0105796 SUNRISE FOOD DISTRIBUTOR INC.	143348	8/12/2013	121.83
0105796 SUNRISE FOOD DISTRIBUTOR INC.	143349	8/12/2013	109.50
0018073 TEAMSTERS LOCAL 350	143350	8/12/2013	2,380.00
0015691 TEAMSTERS LOCAL 856	143351	8/12/2013	12,126.00
0000241 THE ADAM-HILL COMPANY	143352	8/12/2013	10.86
0017112 THE PENWORTHY COMPANY	143353	8/12/2013	507.19
0097449 THYSSENKRUPP ELEVATOR CORP.	143355	8/12/2013	378.83
0100185 TINA BARTUNEK	143255	8/12/2013	59.01
0014763 TOMARK SPORTS, INC.	143356	8/12/2013	873.18
0017932 TRILLIUM USA INC.	143358	8/12/2013	67.58
0000665 TSQ SOLUTIONS INC.	143359	8/12/2013	325.00
0015994 UNDERGROUND SERVICE ALERT	143360	8/12/2013	732.72
0098899 UNLIMITED TOOL REPAIR & FABRIC	143361	8/12/2013	232.05
0096844 USA BLUE BOOK	143362	8/12/2013	1,362.90
0105133 UTILITY TELEPHONE, INC.	143363	8/12/2013	177.22
0098917 VOLIKOS ENTERPRISES	143365	8/12/2013	3,030.78
0018385 WFCB - OSH COMMERCIAL SERVICES	143366	8/12/2013	1,069.68
0001809 WILLY CAHILL	143264	8/12/2013	63.20
0013841 WITMER-TYSON IMPORTS INC	143368	8/12/2013	500.00
	GrandTotal:		600,050.40
	Total count:		133

08/19/13

CITY OF SAN BRUNO
WARRANT REGISTER
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$438,851.34
003	ONE-TIME REVENUE	\$6,111.63
132	AGENCY ON AGING	\$11.99
133	RESTRICTED DONATIONS	\$698.30
190	EMERGENCY DISASTER FUND	\$53,302.87
201	PARKS AND FACILITIES CAPITAL	\$10,431.60
203	STREET IMPROVE. PROJECTS	\$68,809.92
611	WATER FUND	\$354,114.08
621	STORMWATER FUND	\$724.03
631	WASTEWATER FUND	\$104,462.00
641	CABLE TV FUND	\$99,526.39
701	CENTRAL GARAGE	\$6,365.01
702	FACILITY MAINT. FUND	\$3,264.77
703	GENERAL EQUIPMENT REVOLVING	\$566.59
707	TECHNOLOGY DEVELOPMENT	\$15,720.45
711	SELF INSURANCE	\$5,368.00
880	PROJECT DEVELOP. TRUST	\$428.00
TOTAL FOR APPROVAL		\$1,168,756.97

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 143370 THROUGH 143554 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,168,756.97 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,



FINANCEDIRECTOR

8/21/13

DATE

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Vendor Code & Name	Check #	Check Date	Amount
0017188 3T EQUIPMENT COMPANY INC.	143370	8/19/2013	2,808.20
0104680 ACCESS 24 COMMUNICATIONS INC.	143371	8/19/2013	211.65
0105519 ACUMEN INDUSTRIAL HYGIENE, INC	143372	8/19/2013	11,778.87
0101004 ADOBE ANIMAL HOSPITAL	143373	8/19/2013	146.23
0000163 AIRPORT AUTO PARTS INC.	143374	8/19/2013	64.29
0105718 ALAMEDA ELECTRICAL DISTRIBUTORS	143428	8/19/2013	5,964.77
0018611 ALL INDUSTRIAL ELECTRIC SUPPLY	143375	8/19/2013	124.73
0000372 ALLIED SECURITY ALARMS	143376	8/19/2013	144.00
0104542 ALTA LANGUAGE SERVICES, INC.	143377	8/19/2013	60.00
0095090 AMERICAN ASPHALT	143378	8/19/2013	49,766.97
0000706 AMERICAN PLANNING ASSOCIATION	143379	8/19/2013	580.00
0105815 APPSENSE INCORPORATED	143380	8/19/2013	2,070.00
0001202 ARAMARK UNIFORM SERVICES	143381	8/19/2013	607.44
0001965 ARISTA BUSINESS	143382	8/19/2013	588.27
0000118 ART'S PENINSULA LOCKSMITH	143383	8/19/2013	24.96
0104233 ASTOUND BROADBAND	143384	8/19/2013	3,380.00
0016123 AT&T	143385	8/19/2013	796.34
0018465 AT&T MOBILITY	143386	8/19/2013	45.45
0018367 AVAIL-TVN	143387	8/19/2013	4,959.51
0000345 BAKER & TAYLOR BOOKS	143388	8/19/2013	1,338.18
0092038 BART & JUDY LEWIS	143389	8/19/2013	71.20
0015628 BAY AREA TREE CO., INC.	143390	8/19/2013	2,550.00
0102992 BAY BADMINTON CENTER, INC.	143391	8/19/2013	393.60
0105808 BAY EQUIPMENT AND REPAIR	143392	8/19/2013	4,804.37
0018093 BBC WORLDWIDE AMERICA INC.	143393	8/19/2013	754.53
0103924 BEAR DATA SOLUTIONS, INC.	143394	8/19/2013	5,250.00
0105817 BELSON OUTDOORS, INC.	143395	8/19/2013	2,128.73
0018688 BEST BEST & KRIEGER LLP	143396	8/19/2013	228.00
0000378 BROADMOOR LANDSCAPE SUPPLY	143400	8/19/2013	349.48
0017434 BROWN & CALDWELL	143401	8/19/2013	29,970.50
0096798 BUSINESS PRODUCTS & SUPPLIES	143402	8/19/2013	353.98
0094705 CACEO	143404	8/19/2013	698.00
0105324 CAINE COMPUTER CONSULTING, LLC	143406	8/19/2013	5,970.00
0102989 CALIFORNIA DIESEL & POWER	143407	8/19/2013	2,321.29
0104049 CAROL COSTAKIS	143416	8/19/2013	45.50
0097479 CAROLE GUERNSEY	143447	8/19/2013	300.00
0018977 CBS TELEVISION STATIONS	143409	8/19/2013	6,335.76
0017284 CHEMSEARCHFE	143410	8/19/2013	568.97
0104689 CHEMTREC	143411	8/19/2013	675.00
0100535 CHRISTOPHER BLANCARTE	143397	8/19/2013	100.00
0097711 CINDY PATEL	143504	8/19/2013	81.25
0016324 CINTAS CORPORATION #464	143412	8/19/2013	279.84
0097464 CINTAS FIRST AID & SAFETY	143413	8/19/2013	263.22
0000386 CITY OF SOUTH SAN FRANCISCO	143414	8/19/2013	87,995.02
0098072 CLAUDIA SELK	143525	8/19/2013	100.00
0015857 COUNTY OF SAN MATEO	143418	8/19/2013	76.00
0105741 COX MEDIA GROUP	143419	8/19/2013	7,330.10
0002012 CPS	143420	8/19/2013	1,500.00
0014338 CREST/GOOD MANUFACTURING CO.	143421	8/19/2013	148.96
0018331 CSG CONSULTANTS INC.	143422	8/19/2013	9,805.00
0017360 DALY CITY POLICE DEPARTMENT	143423	8/19/2013	2,867.05
0018188 DAU PRODUCTS	143424	8/19/2013	1,356.04
0098833 DAVID LOCK	143475	8/19/2013	18.80

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Vendor Code & Name	Check #	Check Date	Amount
0098439 DAVID MOORE	143489	8/19/2013	100.00
0102820 DEBRA HALL	143448	8/19/2013	289.00
0000197 DEMCO SUPPLY INC.	143425	8/19/2013	514.21
0098280 DENISE KWAN	143470	8/19/2013	200.00
0098925 DOUGLAS HLADKY	143451	8/19/2013	12.56
0105820 EAST BAY TIRE CO	143427	8/19/2013	153.90
0017300 ENVIRONMENTAL HEALTH FEE	143430	8/19/2013	828.00
0017152 ERLER & KALINOWSKI, INC.	143431	8/19/2013	25,357.31
0013683 F. FERRANDO & CO.	143432	8/19/2013	1,761.00
0000944 FEDEX	143434	8/19/2013	234.42
0102869 FRANCHISE TAX BOARD	143437	8/19/2013	550.00
0018272 GALE GROUP INC.	143438	8/19/2013	33.34
0018842 GBH POLYGRAPH SERVICES	143439	8/19/2013	750.00
0103258 GC MICRO CORPORATION	143440	8/19/2013	8,652.36
0096932 GENESIS EMPLOYEE BENEFITS, INC	143441	8/19/2013	254.00
0097075 GERARDO GOMEZ	143444	8/19/2013	138.02
0001137 GOLDEN NURSERY	143443	8/19/2013	21.53
0000162 GRAINGER	143445	8/19/2013	6,023.14
0000541 GRANITE ROCK COMPANY	143446	8/19/2013	679.45
0104705 HB CONSULTING GROUP	143450	8/19/2013	41,270.00
0100054 HEATHER SATORNINO	143524	8/19/2013	100.00
0105378 HOME MAID RAVIOLI COMPANY INC.	143452	8/19/2013	11.99
0018192 ICC	143455	8/19/2013	125.00
0001786 IN DEMAND-NYC	143456	8/19/2013	1,246.38
0105162 INCREDIFLIX, INC.	143457	8/19/2013	1,542.45
0104018 INTERSTATE TRAFFIC CONTROL	143458	8/19/2013	115.13
0018261 INTL MEDIA DISTRIBUTION, LLC	143459	8/19/2013	2,786.12
0100020 IVY YEUNG	143552	8/19/2013	100.00
0096675 JACQUELINE FLEMING	143435	8/19/2013	282.92
0099168 JAMES & SARA KING	143466	8/19/2013	20.60
0098935 JAMES KING	143465	8/19/2013	17.30
0097905 JIA YI FANG	143433	8/19/2013	452.52
0098784 JIMMY HUYNH	143453	8/19/2013	276.00
0098510 JONATHAN KUYPERS	143469	8/19/2013	100.00
0018376 JT2 INTEGRATED RESOURCES	143460	8/19/2013	5,368.00
0098686 JUNE GILMORE	143442	8/19/2013	38.10
0000075 K-119 TOOLS OF CALIFORNIA INC.	143461	8/19/2013	70.84
0000132 KELLY-MOORE PAINT CO INC.	143463	8/19/2013	28.19
0097240 KENNETH FONG	143436	8/19/2013	200.00
0098462 KEVIN WONG	143549	8/19/2013	200.00
0018498 KONICA MINOLTA BUSINESS SOL.	143467	8/19/2013	566.59
0018728 KONICA MINOLTA BUSINESS SOLUTIONS	143487	8/19/2013	1,580.50
0000732 KRAFT INDUSTRIAL SUPPLY	143468	8/19/2013	136.25
0017774 LAKE TRAFFIC SOLUTIONS, LLC	143471	8/19/2013	813.11
0099744 LANCE BOEHM	143398	8/19/2013	22.47
0105752 LEVEL 3 COMMUNICATIONS, LLC	143473	8/19/2013	3,806.85
0018777 LEXISNEXIS RISK DATA MANAGEMENT	143520	8/19/2013	139.95
0105034 LFP BROADCASTING, LLC	143474	8/19/2013	59.75
0018177 LOWE'S	143476	8/19/2013	1,391.50
0104916 MANDELL MUNICIPAL COUNSELING	143478	8/19/2013	292.50
0015875 MANWIN MEDIA SARL	143479	8/19/2013	40.01
0098012 MARILYN WONG	143550	8/19/2013	100.00
0105810 MARK RAFFAELLI	143516	8/19/2013	2,371.00
0018412 MARTIN/REGIS SAN BRUNO ASSOCIATES, L.P.	143522	8/19/2013	6,111.63

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0095556 MCELROY CONSTRUCTION	143480	8/19/2013	276.00
0102770 METLIFE	143481	8/19/2013	1,205.08
0105816 MICHAEL H. SMITH, PH.D.	143482	8/19/2013	1,375.00
0097273 MICHAEL MA	143477	8/19/2013	100.00
0092285 MICROMARKETING LLC	143483	8/19/2013	60.92
0000686 MICROWAVE FILTER CO INC	143484	8/19/2013	875.29
0016863 MIDWEST TAPE, LLC	143485	8/19/2013	72.12
0017058 MILLIGAN NEWS CO INC	143486	8/19/2013	949.24
0103600 MOMENTUM TELECOM, INC.	143488	8/19/2013	21,219.65
0000333 MOSS RUBBER & EQUIP. CORP.	143490	8/19/2013	78.87
0098793 MURALI KAMALAKARAN	143462	8/19/2013	8.12
0098492 NATHAN BRENNECKE	143399	8/19/2013	99.00
0094672 NATIONAL EDUCATIONAL SYSTEMS	143491	8/19/2013	64.00
0102408 NATIONAL GEOGRAPHIC CHANNEL HD	143492	8/19/2013	60.95
0018692 NHK COSMOMEDIA AMERICA, INC.	143493	8/19/2013	350.00
0101036 NICKY PHO	143509	8/19/2013	200.00
0104783 NORTHGATE ENVIRONMENTAL	143494	8/19/2013	414.00
0098286 NU TO HUYNH	143454	8/19/2013	100.00
0092263 OFFICE DEPOT INC	143495	8/19/2013	427.38
0018284 OFFICEMAX INC.	143496	8/19/2013	229.21
0000210 OLE'S CARBURETOR &ELECTRIC INC	143497	8/19/2013	16.28
0097567 ONE HOUR DRY CLEANING	143498	8/19/2013	99.00
0018701 ORKIN INC.	143499	8/19/2013	558.67
0095794 PACIFIC COLOR GRAPHICS INC.	143500	8/19/2013	520.52
0000012 PACIFIC GAS & ELECTRIC	143501	8/19/2013	18,962.95
0000101 PACIFIC NURSERIES	143502	8/19/2013	159.14
0096456 PB AMERICAS, INC.	143505	8/19/2013	5,364.86
0095148 PENINSULA MUNI.ENGINEERING	143506	8/19/2013	9,240.00
0001327 PENINSULA PUMP & EQUIPMENT INC	143507	8/19/2013	1,670.87
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	143530	8/19/2013	1,144.00
0014961 PENINSULA UNIFORMS & EQUIPMENT	143508	8/19/2013	1,495.38
0105821 PIRTEK SFO	143510	8/19/2013	349.85
0018094 PLAYBOY ENTERPRISES, INC.	143511	8/19/2013	17.98
0098436 PROFESSIONAL LAND SERVICES	143512	8/19/2013	1,210.00
0104116 QING YE CAI	143405	8/19/2013	100.00
0013981 QUILL CORPORATION	143513	8/19/2013	150.15
0000071 R & B COMPANY	143514	8/19/2013	2,130.23
0091044 R.A. METAL PRODUCTS, INC	143515	8/19/2013	34.88
0100932 RANDALL LEUNG	143472	8/19/2013	98.00
0017111 RANDOM HOUSE INC	143517	8/19/2013	65.40
0094546 RECORDED BOOKS, LLC	143518	8/19/2013	39.23
0105325 RENE BUSINESS MACHINES	143519	8/19/2013	128.06
0098521 RICHARD PALMER	143503	8/19/2013	100.00
0099334 ROBERT CASCO	143408	8/19/2013	105.00
0016213 ROZZI REPRODUCTION&SUPPLY INC.	143521	8/19/2013	112.82
0017807 SAN MATEO COUNTY CONTROLLER'S OFFICE	143417	8/19/2013	10,657.50
0018597 SAN MATEO DAILY JOURNAL	143523	8/19/2013	480.00
0097888 SANDRA BUSSANI	143403	8/19/2013	258.59
0103732 SFO MEDICAL CLINIC	143526	8/19/2013	468.00
0000074 SFPUC - WATER DEPARTMENT	143527	8/19/2013	275,356.57
0018962 SHOE DEPOT INC.	143528	8/19/2013	205.97
0093872 SHOWCASES	143529	8/19/2013	23.40
0098489 SIARHEI KHULUP	143464	8/19/2013	200.00
0097079 SPRINT	143531	8/19/2013	515.74

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Vendor Code & Name	Check #	Check Date	Amount
0018602 STARZ ENTERTAINMENT LLC.	143532	8/19/2013	839.07
0014075 STATE BOARD OF EQUALIZATION	143533	8/19/2013	524.00
0098879 STUART HAYNES	143449	8/19/2013	10.68
0105813 SUNDANCE LLC	143536	8/19/2013	7,126.74
0018670 T-MOBILE USA, INC.	143540	8/19/2013	100.00
0000431 TEAMSTERS LOCAL #856	143537	8/19/2013	347,067.00
0015671 TECHNOLOGY, ENGINEERING & CONSTRUCTION, II	143415	8/19/2013	325.00
0002025 TELECOMMUNICATIONS ENGINEERING ASSOCIATE	143429	8/19/2013	324.00
0102745 THE MERCURY NEWS	143538	8/19/2013	1,159.32
0105031 TMNDRT	143539	8/19/2013	1,092.93
0000831 TONER CARTRIDGE&INKJET EXPRESS	143541	8/19/2013	1,784.11
0098876 TORI STOUDT	143534	8/19/2013	16.42
0018818 TOSHIBA BUSINESS SOLUTIONS CA	143542	8/19/2013	563.08
0018818 TOSHIBA BUSINESS SOLUTIONS CA	143543	8/19/2013	35.21
0096003 TRACI DOS SANTOS	143426	8/19/2013	729.30
0102988 VANTAGEPOINT TRANSFER AGENTS	143544	8/19/2013	7,229.08
0096497 VERDE DESIGN, INC.	143545	8/19/2013	7,815.00
0099603 VIRGINIA SUE	143535	8/19/2013	100.00
0098917 VOLIKOS ENTERPRISES	143546	8/19/2013	441.00
0103982 WESCO GRAPHICS, INC.	143547	8/19/2013	3,308.11
0104660 WEST YOST ASSOCIATES, INC.	143548	8/19/2013	20,551.52
0102630 XO COMMUNICATIONS, LLC	143551	8/19/2013	2,997.09
0104033 ZCORUM, INC.	143553	8/19/2013	22,068.50
0018910 ZOLL DATA SYSTEMS INC.	143554	8/19/2013	2,860.00
		GrandTotal:	1,168,756.97
		Total count:	185



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013
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 July 19, August 2, and August 16, 2013 is recommended. The Labor Summary reports reflecting the total payroll amount of \$1,286,044.85, \$1,253,711.81, and \$1,256,171.92 for the bi-weekly pay periods ending July 14, July 28, and August 11, 2013 respectively, are attached.

LABOR SUMMARY FOR PAY PERIOD ENDING : July 14, 2013

pyLaborDist

07/19/13

Fund: 001 - GENERAL FUND	974,073.02
Fund: 122 - SOLID WASTE/RECYCL.	1,444.66
Fund: 153 -RDA OBLIGATION RETIREMENT FUND	6,040.21
Fund: 190 - EMERGENCY DISASTER FUND	18,948.35
Fund: 201 - PARKS AND FACILITIES CAPITAL	1,254.55
Fund: 207 - TECHNOLOGY CAPITAL	5,334.89
Fund: 203 - STREET IMPROVE. PROJECTS	1,773.47
Fund: 611 - WATER FUND	73,676.74
Fund: 621 - STORMWATER FUND	14,072.37
Fund: 631 - WASTEWATER FUND	53,131.34
Fund: 641 - CABLE TV FUND	85,648.26
Fund: 701 - CENTRAL GARAGE	9,641.51
Fund: 702 - FACILITY MAINT.FUND	21,369.42
Fund: 707 - TECHNOLOGY DEVELOPMENT	13,169.73
Fund: 711 - SELF INSURANCE	6,466.33

Total

\$1,286,044.85

LABOR SUMMARY FOR PAY PERIOD ENDING : July 28, 2013

pyLaborDist

08/02/13

Fund: 001 - GENERAL FUND	932,739.93
Fund: 122 - SOLID WASTE/RECYCL.	1,448.66
Fund: 153 -RDA OBLIGATION RETIREMENT FUND	6,059.07
Fund: 190 - EMERGENCY DISASTER FUND	20,909.96
Fund: 201 - PARKS AND FACILITIES CAPITAL	2,298.12
Fund: 207 - TECHNOLOGY CAPITAL	5,589.47
Fund: 203 - STREET IMPROVE. PROJECTS	192.70
Fund: 611 - WATER FUND	78,984.68
Fund: 621 - STORMWATER FUND	14,538.61
Fund: 631 - WASTEWATER FUND	55,379.88
Fund: 641 - CABLE TV FUND	84,722.04
Fund: 701 - CENTRAL GARAGE	9,775.02
Fund: 702 - FACILITY MAINT.FUND	20,974.85
Fund: 707 - TECHNOLOGY DEVELOPMENT	13,612.52
Fund: 711 - SELF INSURANCE	6,486.30

Total

\$1,253,711.81

LABOR SUMMARY FOR PAY PERIOD ENDING : August 11, 2013

pyLaborDist

08/16/13

Fund: 001 - GENERAL FUND	938,472.05
Fund: 122 - SOLID WASTE/RECYCL.	1,444.66
Fund: 153 -RDA OBLIGATION RETIREMENT FUND	6,040.21
Fund: 190 - EMERGENCY DISASTER FUND	20,038.02
Fund: 201 - PARKS AND FACILITIES CAPITAL	1,508.10
Fund: 207 - TECHNOLOGY CAPITAL	5,384.94
Fund: 203 - STREET IMPROVE. PROJECTS	76,400.36
Fund: 611 - WATER FUND	15,154.80
Fund: 621 - STORMWATER FUND	56,347.62
Fund: 631 - WASTEWATER FUND	83,682.92
Fund: 641 - CABLE TV FUND	9,641.51
Fund: 701 - CENTRAL GARAGE	22,420.65
Fund: 702 - FACILITY MAINT.FUND	13,169.73
Fund: 707 - TECHNOLOGY DEVELOPMENT	6,466.35
Fund: 711 - SELF INSURANCE	

\$1,256,171.92

Total

**RECONCILIATION OF GENERAL LEDGER TO BANK****MONTH ENDING JULY 2013**

City of San Bruno Cash

City of San Bruno General Ledger

Investment Balance	48,626,204.29
Glenview Fire LAIF	3,031,508.66
Checking	4,372,361.63
Police Checking	37,578.00
Glenview Fire Recovery	4,749.41
Glenview Counseling Assist	15,236.00
Successor Agency of SB RDA	375,174.47
Successor Housing Agency	1.00
City of SB as Custodian - WFB	68,815,370.58

Bank Balances as of 7/31/13 125,278,184.04**General Ledger Balance** \$123,433,857.35

Outstanding checks \$ (1,938,273.15)

FNB Deposit Transit	8,557.99
FNB Deposit Transit	14,036.97
FNB Deposit Transit	10,218.74
FNB Deposit Transit	19,726.90
Finance CC	4,267.23
Finance CC	2,139.00
Library CC	110.75
CATV Merchant Bankcard CC	12,395.16
EPX (Utility Online Billpay) - ACH	521.21
Online Billpay - ACH	1,320.43
Online Billpay - ACH	2,663.25
Utility Online Billpay - cc	721.14
Utility Online Billpay - cc	746.80
Utility Online Billpay - cc	1,209.18
Utility Online Billpay - cc	15,311.71

Adjusted Balance \$123,433,857.35**Adjusted Balance** \$123,433,857.35



John E. Marty
City Treasurer

CITY OF SAN BRUNO
CITY TREASURER

INVESTMENT REPORT

Month ending July 2013

INVESTMENTS			YIELD	
INVESTMENT POOLS				
Local Agency Investment Fund	12,249,291.80		0.244	
Glenview Fire LAIF	3,031,508.66		0.244	
San Mateo County Pool	20,272,072.44		0.700	
INVESTMENTS HELD AT UNION BANK				
	PAR VALUE	COST BASIS	MKT. VALUE	YIELD
Federal home Loan Mtg 0.375 mat 10/30/13	\$ 2,000,000.00	2,003,356.08	2,001,360.00	0.370
Federal Farm Credit Bank 0.20% mat 12/3/13	\$ 1,000,000.00	1,000,000.00	1,000,370.00	0.200
Federal Farm Credit Bank 0.20% mat 2/26/14	\$ 1,000,000.00	1,000,000.00	1,000,450.00	0.200
Federal Farm Credit Bank 0.25% mat 4/4/14	\$ 1,000,000.00	1,000,399.00	1,000,800.00	0.250
Federal Home Loan Bank 1.42 mat 5/30/14	\$ 1,000,000.00	1,000,000.00	1,010,460.00	1.400
Federal Farm Credit Bank 0.50% mat 11/5/15	\$ 1,000,000.00	1,000,000.00	1,000,350.00	0.500
Federal Home Loan Mtg Corp 0.57% 6/20/2016	\$ 1,000,000.00	1,000,000.00	997,140.00	0.570
Federal Home Loan Mtg 1.00% 7/29/16	\$ 1,000,000.00	1,000,000.00	1,001,670.00	1.000
Federal Natl Mtg Assoc 1.00% 7/29/16	\$ 1,000,000.00	1,000,000.00	1,001,570.00	1.000

Federal National Mortgage Assoc 0.50% 8/15/16	\$ 1,000,000.00	1,000,000.00	991,890.00	0.51
Federal National Mtg Assn 0.75% 12/19/16	\$ 1,000,000.00	1,000,000.00	993,640.00	0.760
Federal Natl Mtg Assoc 1.15% 1/25/17	\$ 1,000,000.00	1,000,000.0	1,003,320.00	1.150
Federal Natl Mtg Assoc 0.70% 12/26/17	\$ 2,000,000.00	2,000,000.00	1,964,560.00	0.720
Federal Home Loan Bank 1.00% mat 12/27/17	\$ 1,000,000.00	1,000,000.00	981,050.00	1.020
US Govt Money Market	\$ 101,084.97	101,084.97	101,084.97	0.000
INVESTMENTS HELD AT WELLS FARGO BANK				
City of San Bruno as Temporary Custodian	68,812,263.49			0.142
TOTAL	\$120,466,221.36			

These investments for the City of San Bruno are in compliance with the written Investment Policy for the City of San Bruno. The City can meet all expected disbursements for the next six months. Monthly Investment Reports and Investment Policies for the Local Agency Investment Fund and the San Mateo County Pool are kept on file at the Treasurer's office.

Revenue Status Report

City of San Bruno
 7/1/2013 through 7/31/2013

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total GENERAL FUND	34,949,173.00	1,874,201.98	1,874,201.98	33,074,971.02	5.36
Total GENERAL FUND RESERVE	0.00	0.00	0.00	0.00	0.00
Total ONE-TIME REVENUE	1,067,500.00	0.00	0.00	1,067,500.00	0.00
Total GAS TAX	1,295,948.00	69,135.99	69,135.99	1,226,812.01	5.33
Total MEASURE A TRANSPORTATION TAX	838,861.00	63,209.59	63,209.59	775,651.41	7.54
Total STREET SPECIAL REVENUE	805.00	0.00	0.00	805.00	0.00
Total POLICE ASSET FORFEITURE	5,254.00	0.00	0.00	5,254.00	0.00
Total SAFETY AUGMENT. -PROP.172	92,300.00	9,926.95	9,926.95	82,373.05	10.76
Total POLICE SPECIAL REVENUE	100,056.00	0.00	0.00	100,056.00	0.00
Total TRAFFIC SAFETY GRANT	284.00	0.00	0.00	284.00	0.00
Total FEDERAL/STATE GRANTS	0.00	0.00	0.00	0.00	0.00
Total SOLID WASTE/RECYCL.	82,110.00	4,988.01	4,988.01	77,121.99	6.07
Total LIBRARY SPECIAL REVENUE	3,474.00	0.00	0.00	3,474.00	0.00

Revenue Status Report

City of San Bruno
 7/1/2013 through 7/31/2013

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total IN-LIEU FEES	539,631.00	0.00	0.00	539,631.00	0.00
Total AGENCY ON AGING	203,761.00	5,237.03	5,237.03	198,523.97	2.57
Total RESTRICTED DONATIONS	137,208.00	7,477.77	7,477.77	129,730.23	5.45
Total ED JOHNSON BEQUEST FUND	210.00	0.00	0.00	210.00	0.00
Total GLENVIEW FIRE DONATIONS	0.00	0.00	0.00	0.00	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	125,000.00	4.59	4.59	124,995.41	0.00
Total EMERGENCY DISASTER FUND	0.00	0.00	0.00	0.00	0.00
Total PARKS AND FACILITIES CAPITAL	5,229.00	0.00	0.00	5,229.00	0.00
Total STREET IMPROVE. PROJECTS	2,948.00	0.00	0.00	2,948.00	0.00

Revenue Status Report

City of San Bruno
 7/1/2013 through 7/31/2013

Account Number	Adjusted Estimate	Revenues	Year-to-date Revenues	Balance	Prct Rcvd
Total TECHNOLOGY CAPITAL	2,511.00	0.00	0.00	2,511.00	0.00
Total SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00	0.00	0.00
Total LEASE DEBT SERVICE	1,604,381.00	19,249.00	19,249.00	1,585,132.00	1.20
Total SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00	0.00	0.00
Total WATER FUND	12,236,641.00	1,191,741.96	1,191,741.96	11,044,899.04	9.74
Total STORMWATER FUND	632,089.00	0.00	0.00	632,089.00	0.00
Total WASTEWATER FUND	13,258,688.00	1,149,424.15	1,149,424.15	12,109,263.85	8.67
Total CABLE TV FUND	10,598,474.00	772,536.25	772,536.25	9,825,937.75	7.29
Total CENTRAL GARAGE	614,773.00	51,231.00	51,231.00	563,542.00	8.33
Total FACILITY MAINT.FUND	866,971.00	72,248.00	72,248.00	794,723.00	8.33
Total GENERAL EQUIPMENT REVOLVING	430,587.00	35,882.00	35,882.00	394,705.00	8.33
Total TECHNOLOGY DEVELOPMENT	520,773.00	43,398.00	43,398.00	477,375.00	8.33
Total SELF INSURANCE	1,805,615.00	150,468.00	150,468.00	1,655,147.00	8.33

Revenue Status Report

City of San Bruno
7/1/2013 through 7/31/2013

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
Grand Total	82,021,255.00	5,520,360.27	5,520,360.27	76,500,894.73	6.73

Expenditure Status Report
City of San Bruno
7/1/2013 through 7/31/2013

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prc't Used
Total GENERAL FUND	34,938,672.00	2,433,637.69	2,433,637.69	5,161.05	32,499,873.26	6.98
Total GENERAL FUND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
Total ONE-TIME REVENUE	0.00	3,041.58	3,041.58	0.00	-3,041.58	0.00
Total GAS TAX	750,000.00	62,500.00	62,500.00	0.00	687,500.00	8.33
Total MEASURE A TRANSPORTATION TAX	0.00	0.00	0.00	0.00	0.00	0.00
Total POLICE ASSET FORFEITURE	10,000.00	0.00	0.00	0.00	10,000.00	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	0.00	0.00	0.00	0.00	0.00	0.00
Total SOLID WASTE/RECYCL.	65,593.00	4,240.32	4,240.32	0.00	61,352.68	6.46
Total LIBRARY SPECIAL REVENUE	39,000.00	3,250.00	3,250.00	0.00	35,750.00	8.33
Total IN-LIEU FEES	58,500.00	0.00	0.00	0.00	58,500.00	0.00
Total AGENCY ON AGING	203,761.00	3,714.74	3,714.74	0.00	200,046.26	1.82
Total RESTRICTED DONATIONS	102,473.00	994.15	994.15	0.00	101,478.85	0.97
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	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	0.00
Total RDA OBLIGATION RETIREMENT FUND	511,357.00	12,200.52	12,200.52	0.00	499,156.48	2.39
Total EMERGENCY DISASTER FUND	3,633,907.00	46,429.91	46,429.91	0.00	3,587,477.09	1.28
Total PARKS AND FACILITIES CAPITAL	0.00	3,552.67	3,552.67	0.00	-3,552.67	0.00
Total STREET IMPROVE. PROJECTS	0.00	10,924.36	10,924.36	0.00	-10,924.36	0.00
Total TECHNOLOGY CAPITAL	0.00	1,966.17	1,966.17	0.00	-1,966.17	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	1,604,381.00	193,178.75	193,178.75	0.00	1,411,202.25	12.04
Total SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00	0.00	0.00	0.00

Expenditure Status Report
 City of San Bruno
 7/1/2013 through 7/31/2013

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
Total WATER FUND	7,749,726.00	410,665.69	410,665.69	0.00	7,339,060.31	5.30
Total STORMWATER FUND	613,304.00	40,479.12	40,479.12	0.00	572,824.88	6.60
Total WASTEWATER FUND	8,184,913.00	253,142.25	253,142.25	77,990.70	7,853,780.05	4.05
Total CABLE TV FUND	9,904,533.00	602,285.14	602,285.14	12,755.00	9,289,492.86	6.21
Total CENTRAL GARAGE	614,865.00	26,956.67	26,956.67	0.00	587,908.33	4.38
Total FACILITY MAINT.FUND	867,962.00	57,007.87	57,007.87	0.00	810,954.13	6.57
Total GENERAL EQUIPMENT REVOLVING	5,600.00	566.59	566.59	0.00	5,033.41	10.12
Total TECHNOLOGY DEVELOPMENT	532,022.00	42,133.12	42,133.12	0.00	489,888.88	7.92
Total SELF INSURANCE	1,805,615.00	830,934.68	830,934.68	0.00	974,680.32	46.02
Grand Total	72,382,184.00	5,043,801.99	5,043,801.99	95,906.75	67,242,475.26	7.10

8/21/2013 6:13:14PM

City of San Bruno
Through July 2013

Through period: 1

		Cash	Investments	Fund Total
001	GENERAL FUND	7,655,131.22	53,665.45	7,708,796.67
002	GENERAL FUND RESERVE	2,902,946.11	0.00	2,902,946.11
003	ONE-TIME REVENUE	4,894,090.53	0.00	4,894,090.53
101	GAS TAX	835,229.25	0.00	835,229.25
102	MEASURE A TRANSPORTATION TAX	1,233,213.15	0.00	1,233,213.15
103	STREET SPECIAL REVENUE	307,657.09	0.00	307,657.09
104	TRAFFIC CONGESTION RELIEF	0.00	0.00	0.00
111	POLICE ASSET FORFEITURE	51,318.92	0.00	51,318.92
112	SAFETY AUGMENT. -PROP.172	66,997.70	0.00	66,997.70
113	POLICE SPECIAL REVENUE	68,947.41	0.00	68,947.41
114	TRAFFIC SAFETY GRANT	62,687.89	0.00	62,687.89
121	FEDERAL/STATE GRANTS	52,311.91 CR	0.00	52,311.91 CR
122	SOLID WASTE/RECYCL.	203,885.22	0.00	203,885.22
123	LIBRARY SPECIAL REVENUE	268,849.21	0.00	268,849.21
131	IN-LIEU FEES	3,636,397.57	0.00	3,636,397.57
132	AGENCY ON AGING	88,002.82	0.00	88,002.82
133	RESTRICTED DONATIONS	1,021,578.95	0.00	1,021,578.95
134	ED JOHNSON BEQUEST FUND	25,461.18	0.00	25,461.18
135	GLENVIEW FIRE DONATIONS	0.00	0.00	0.00
136	PGE	3,031,508.66	0.00	3,031,508.66
151	SUCCESSOR AGENCY TO THE SB RDA - OPS	0.00	0.00	0.00
152	CITY OF SB AS SUCCESSOR HOUSING AGENCY	0.00	0.00	0.00
153	RDA OBLIGATION RETIREMENT FUND	952,926.51	649,976.63	1,602,903.14
190	EMERGENCY DISASTER FUND	1,738,562.56 CR	0.00	1,738,562.56 CR
201	PARKS AND FACILITIES CAPITAL	613,078.94	0.00	613,078.94
203	STREET IMPROVE. PROJECTS	2,409,836.04	0.00	2,409,836.04
207	TECHNOLOGY CAPITAL	9,935.43	0.00	9,935.43
251	SUCCESSOR AGENCY TO THE SB RDA - CAPITAL	0.00	0.00	0.00
302	LEASE DEBT SERVICE	666,060.83 CR	193,169.21	472,891.62 CR
351	SUCCESSOR AGENCY TO THE SB RDA -2000 COP	0.00	0.00	0.00
611	WATER FUND	14,066,446.91	0.00	14,066,446.91
621	STORMWATER FUND	1,101,721.56	0.00	1,101,721.56
631	WASTEWATER FUND	7,828,820.24	629,723.87	8,458,544.11
641	CABLE TV FUND	3,655,394.95 CR	200.00	3,655,194.95 CR
701	CENTRAL GARAGE	523,821.86	0.00	523,821.86
702	FACILITY MAINT.FUND	968,762.15	0.00	968,762.15
703	GENERAL EQUIPMENT REVOLVING	3,657,074.01	0.00	3,657,074.01
707	TECHNOLOGY DEVELOPMENT	352,787.95	0.00	352,787.95
711	SELF INSURANCE	1,560,599.01	91,118.50	1,651,717.51
870	SAN BRUNO COMMUNITY RESTITUTION FUND	68,815,370.58	0.00	68,815,370.58
880	PROJECT DEVELOP. TRUST	71,876.63	0.00	71,876.63
891	S.B. GARBAGE CO. TRUST	259,226.90	0.00	259,226.90
	Grand Total:	123,433,857.35	1,617,853.66	125,051,711.01

Totals are through period: 1



City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Adopt Resolution Authorizing the City Manager to Execute a Contract in the Amount of \$112,040 with the San Mateo County Area Agency on Aging for the City of San Bruno's Congregate Nutrition and Transportation Programs for Seniors for Fiscal Year 2013-14

BACKGROUND:

Since 1979, the City has contracted with the San Mateo Area Agency on Aging for funding to support the Congregate Nutrition and Transportation programs at the San Bruno Senior Center. The purpose of the attached agreement between the City of San Bruno and San Mateo County Aging and Adult Services continues the funding for these programs through June 30, 2014. The contracted reimbursement for these services amounts to \$92,635 for Congregate Nutrition and \$19,405 for Transportation. The total proposed contracted reimbursement is \$112,040.

DISCUSSION:

The Congregate Nutrition Program is in operation Monday through Friday, with meals prepared in-house and served at the suggested donation rate of \$3.00. The program provides a healthy, affordable meal to adults 60 and older in the community. Last year, the Senior Center provided more than 21,000 meals. For Fiscal Year 2013-14, the City will be reimbursed for up to 20,315 lunches.

The Transportation Program brings San Bruno residents to the Senior Center from their homes and local transit stops Monday through Friday. Participants enjoy Senior Center activities that include exercise, lunch, bingo, health screenings, recreation, lectures and socializing. Participants are transported back to their homes in the afternoon. Riders are asked to pay a suggested donation of \$1.00 per one-way ride. Last year, the Transportation Program provided over 6,600 trips for San Bruno residents. In Fiscal year 2013-14, the City will be reimbursed for up to 6,000 one-way trips for Seniors participating in the Congregate Nutrition Program.

These Federally funded, Older Americans Act programs insure that older adults in the community can remain active, engaged, and independent.

7.d.

FISCAL IMPACT:

The total program cost to deliver the lunch and transportation programs is \$622,687 for the 2013-14 fiscal year. The proposed contract provides \$112,040 of funding for meals and transportation for the 2013-14 fiscal year. In addition to this grant revenue, the Nutrition Site Council provides \$100,000 in financial assistant for the meals and transportation programs. The City's General Fund contribution for the program is \$410,647 for the 2013-14 fiscal year.

ALTERNATIVE:

1. Do not accept County funds and reduce or eliminate the lunch and transportation programs.
2. Use additional City funds to subsidize the nutrition and transportation programs or reduce the service and participation levels.

RECOMMENDATION:

Adopt the resolution authorizing the City Manager to execute a contract in the amount of \$112,040 with the San Mateo County Area Agency on Aging for the City of San Bruno's Congregate Nutrition and Transportation Programs for Seniors for Fiscal Year 2013-14.

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolution

DATE PREPARED:

August 09, 2013

REVIEWED BY:

_____ CM

RESOLUTION NO. 2013- ____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT IN THE AMOUNT OF \$112,040 WITH THE SAN MATEO COUNTY AREA AGENCY ONAGING FOR THE CITY OF SAN BRUNO'S CONGREGATE NUTRITION AND TRANSPORTATION PROGRAMS FOR SENIORS FOR FISCAL YEAR 2013-14

WHEREAS, the City has contracted with the San Mateo County Aging and Adult Services Department's Area Agency on Aging since 1979 to support congregate nutrition and transportation programs for adults 60 and over; and

WHEREAS, The Area Agency on Aging will reimburse the City of San Bruno for 20,315 lunches; and

WHEREAS, the Area Agency on Aging will reimburse the City of San Bruno for 6,000 one-way trips for Seniors participating in the Congregate Nutrition program;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to execute a contract in the amount of \$112,040 with the San Mateo County Area Agency on Aging for the City of San Bruno's Congregate Nutrition and Transportation Programs for seniors for Fiscal Year 2013-14.

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I hereby certify that foregoing Resolution No. 2013-____
was introduced and adopted by the San Bruno City Council
at a regular meeting on August 27, 2013 by the following vote:

AYES:

NOES:

ABSENT:

Carol Bonner, City Clerk



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Marc L. Zafferano, City Attorney

SUBJECT: Adopt Resolution Rescinding Resolution 1986-34 and Appointing Directors to ABAG Plan Corporation

BACKGROUND:

Since 1986, the City of San Bruno has participated in a self-insurance risk pool through the Association of Bay Area Governments (ABAG). The name of the pool is ABAG Plan Corporation; each member entity holds a voting seat on the Plan's Board of Directors. When the City joined the Plan, the City Council adopted Resolution 1986-34 (Attachment 1), which designated the Finance Director and the Assistant Finance Director as the City's designated appointee and alternate, respectively, to the Board.

ABAG Plan Corporation has periodically requested that all members review their existing Resolutions and update their appointments to the Board if necessary.

Over the past five years, the City Manager had begun attending the ABAG Plan Board meetings, in place of the Finance Director or Assistant Finance Director. This shift was occasioned by a period of transition at the Plan that raised policy-level issues that were more appropriate and continue to be for participation by the City Manager.

In August 2010, staff had drafted an updated resolution appointing the City Manager and City Attorney as the City's designated appointee and alternate to the Board. However, after the Glenview explosion occurred, the revised resolution was never brought forward to the City Council.

Since the explosion, the City Manager has continued to be engaged with critical business associated with that incident. Accordingly, the City Attorney has been attending meetings of the ABAG Plan Corporation Board of Directors as the City's representative.

DISCUSSION:

Staff believes it is appropriate to appoint the City Manager, City Attorney, and Finance Director as the City's designated appointee, alternate, and second alternate, respectively, to the ABAG Plan Board of Directors.

Two years ago, the Plan appointed the City Attorney as the Chair of the Claims Committee, which reviews significant liability issues affecting the Plan and makes recommendations to Plan staff and the Board regarding litigation strategy and settlement of large claims. More recently, the Plan appointed the Finance Director to the Actuarial Committee, which reviews premium calculations in

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relationship to actual losses and estimated future risks. The Finance Director and City Attorney have worked closely together to monitor Plan activities and ensure that claims are handled fairly and expeditiously, and to ensure that the City's risk experience is correctly evaluated in its premium.

FISCAL IMPACT:

None.

RECOMMENDATION:

Adopt Resolution Rescinding Resolution 1986-34 and Appointing Directors to ABAG Plan Corporation.

ALTERNATIVES:

1. Appoint other individuals to the Board of ABAG Plan Corporation.
2. Continue the item to a subsequent meeting for further discussion and direction.

ATTACHMENTS:

1. Resolution 1986-34
2. Resolution Rescinding Resolution 1986-34 and Appointing Directors to ABAG Plan Corporation

DISTRIBUTION:

None

DATE PREPARED:

August 2, 2013

REVIEWED BY:

_____ CM

RESOLUTION NO. 1986-34

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN BRUNO
AUTHORIZING THE EXECUTION AND DELIVERY OF ABAG PLAN I DOCUMENTS

Whereas, the City of SAN BRUNO (the "City") is a municipal corporation duly organized and existing under the Constitution and laws of the State of California (the "State");

Whereas, the City is authorized by Part 6 of Division 3.6 of Title 1, Section 990, et seq., of the California Government Code (the "Act") to insure itself against tort or inverse condemnation liability, to insure its employees against injury resulting from an act or omission in the scope of his/her employment and to insure against the costs of defending such claims;

Whereas, pursuant to Section 990.4 of the Act the City is authorized to provide insurance by self-insurance which may be funded by appropriations and to establish or maintain reserves for such purposes;

Whereas, pursuant to Section 990.6 of the Act, the costs to the City of such self-insurance is a proper charge against the City and therefore the governing board of the City is authorized to make premium payments for such coverage;

Whereas, pursuant to Section 990.8 of the Act, the City is empowered to provide insurance coverage by a joint powers agreement with other local public entities, and such pooling of self-insured claims and the risk sharing of losses is not considered insurance and is not subject to regulation under the California Insurance Code;

Whereas, the Association of Bay Area Governments ("ABAG") is a joint exercise of powers agency of which the City is a member;

Whereas, ABAG is authorized to exercise necessary powers to implement the purposes of ABAG as established by ABAG's Executive Board;

Whereas, ABAG has determined to assist the City, and other members of ABAG empowered to self-insure under the Act, (collectively the "Cities") to obtain self-insurance for liability risks;

Whereas, ABAG and the Cities have heretofore conclusively determined following exhaustive investigation that excess general liability insurance coverage is not available to the Cities from commercial insurers or from any other source at a price which is reasonably related to the expected incurred losses of such Cities;

Whereas, ABAG and the Cities have further determined, based upon the advice of independent professional insurance consultants familiar with the cyclical nature of the reasonable availability of coverage in the commercial insurance market, that such coverage is not anticipated to become available until late in 1986 at the earliest, thereby in the interim exposing the Cities to self-insuring from available revenues on a year-by-year basis with the attendant risk of fiscal instability and ruinous burdens on its citizens in the event of large liability claims recoveries;

Whereas, ABAG and the Cities have further determined that the periodic unwillingness of the commercial insurance market to provide excess general liability insurance coverage to local governments at reasonable rates or, in certain cases as at present, at any rate mandates that the Cities seek not only an immediate solution but also a long-term permanent solution to this problem which will in future years free them from exposure to the vagaries of commercial insurance cycles;

Whereas, ABAG and the Cities, in consultation with independent professional insurance consultants, have formulated a joint risk sharing insurance program to be administered by ABAG through the ABAG PLAN I Corporation and called the ABAG Pooled Liability Assurance Network ("ABAG PLAN I") to meet the general liability insurance coverage needs of the Cities;

Whereas, the City staff has submitted an application for premium quotation from ABAG for ABAG PLAN I, and the City warrants that the information contained and representations made therein are true, complete and accurate to the best of its knowledge;

Whereas, the City has further determined that the Total Premium to be paid in each year by the City as provided for and upon the conditions set forth in the Liability Coverage Agreement (the "Agreement") which will be payable only upon the condition of the receipt of the consideration represented by the insurance protection and services to be provided in such year under the Agreement, but in the event that such protection and services are so provided in any year such Total Premium will be a binding obligation of the City payable from the income and revenue provided for such year;

Whereas, the City has further determined that the obtaining of the insurance protection and services provided for under the Agreement is essential in the preservation and fostering of the health, safety and property rights of the citizens of the City and the lack of availability of reasonable commercial general liability insurance to local governments generally in the State of California and to the Cities in particular constitutes a public emergency;

Whereas, it is a matter for the governing board of the City to determine the amount of premiums which such City shall pay for proper insurance coverage;

Whereas, the City has heretofore determined and does hereby confirm that the premiums to be required under the Agreement are reasonable and advantageous and to the public benefit of the citizens of such City;

Now, Therefore, Be It Resolved, the Council of the City of SAN BRUNO hereby:

1. authorizes and directs CITY MANAGER to execute and deliver, on behalf of the City, the Liability Risk Coverage Agreement for the ABAG PLAN I which shall be in substantially the form attached hereto, minor technical revisions and corrections excepted, and any other necessary supporting documentation to effect the City's participation in ABAG PLAN I; and

2. appoints FINANCE DIRECTOR to serve as the City's appointee and ASSISTANT FINANCE DIRECTOR as his alternate to the Board of Directors of the ABAG PLAN I Corporation, and to exercise the City's vote in setting premiums, premium allocations, cancelling coverage, and admitting or expelling members to or from ABAG PLAN I;

3. elects commencement of coverage under ABAG PLAN I on a date between June 2, 1986 and July 1, 1986, inclusive, to wit July 1, 1986.

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I hereby certify that the foregoing Resolution No. 1986-34 was duly introduced and adopted by the San Bruno City Council at a special meeting held June 27, 1986 by the following vote:

AYES: COUNCILMEMBERS Barnard, Pallas, Ricci; Mayor Marshall
NOES: COUNCILMEMBERS None
ABSENT: COUNCILMEMBERS Simon


CITY CLERK

RESOLUTION NO. 2013 - ____

RESOLUTION OF THE SAN BRUNO CITY COUNCIL
RESCINDING RESOLUTION 1986-34 AND
APPOINTING DIRECTORS TO ABAG PLAN CORPORATION
ON BEHALF OF THE CITY OF SAN BRUNO

WHEREAS, the City of San Bruno has been a charter member of ABAG Plan Corporation since 1986; and

WHEREAS, ABAG Plan Corporation is now providing the City with liability insurance, property insurance, and employee bonds; and

WHEREAS, ABAG Plan Corporation is a self-funded insurance pool serving public agencies; and

WHEREAS, the operations of these programs are governed by a Board of Directors consisting of one representative from each member agency; and

WHEREAS, since July 1, 1986, the City of San Bruno designated the City Finance Director to serve at the City's appointee to the ABAG PLAN Board of Directors, with the Assistant Finance Director as alternate; and

WHEREAS, participation on the Board of Directors has been carried out by City staff as part of its regular duties and does not result in any remuneration to the employee; and

WHEREAS, it is recommended the City Council revise the designees to ABAG Plan Corporation Bylaws and the Memorandum of Coverage.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of San Bruno rescinds Resolution 1986-34 and does hereby designate the following individuals as appointees to the ABAG Plan Board of Directors:

<u>Name</u>	<u>Title</u>	<u>Designation</u>
Connie Jackson	City Manager	Director
Marc Zafferano	City Attorney	Voting Alternate Director
Kim Juran	Finance Director	Second Voting Alternate Director

BE IT FURTHER RESOLVED that these appointments shall be in accordance with ABAG Plan Corporation Bylaws and the Memorandum of Coverage.

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I hereby certify that the foregoing Resolution No. 2013-____ was duly introduced and adopted by the San Bruno City Council at a regular meeting held _____, 2013, by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Carol Bonner, City Clerk



STAFF REPORT

CITY OF SAN BRUNO

DATE: August 27, 2013
TO: Honorable Mayor and Members of the City Council
FROM: John Marty, City Treasurer
SUBJECT: Receive the Bi-Annual Report on City's Investment Portfolio

DISCUSSION:

Every six months, the City's Investment Portfolio is presented to the Council for review.

As of June 30, 2013, the City had on deposit the following:

- San Mateo County Investment Pool: \$25,138,769
- Local Agency Investment Fund: \$12,241,859
- Union Bank of California: \$13,008,923

Steps have been taken to adjust the portfolio in accordance with City's investment policy adopted in 2008. Specifically, steps have been taken to re-balance the portfolio to reflect one-third of the assets in each of the above-referenced accounts.

The portfolio has experienced a significant amount of turnover as creditors have taken advantage of low interest rates by refinancing their existing debt. As a result, the City has had multiple bond positions called early. When this occurs, the City then must find a new bond offering in which to invest, resulting in more turnover of the portfolio. For all three accounts the yield has been approximately 1%. It is important to note that all the City's holdings are income oriented, and these yields are in line with market rates.

In its most recent statement, the Federal Reserve expressed the desire to keep interest rates at their current levels for the foreseeable future. Since the financial crisis began in 2008, the Federal Reserve has taken a very accommodating stance with respect to interest rates, keeping interest at record lows. Additionally, the Federal Reserve initiated an unprecedented bond buying program known as Quantitative Easing. It has done so in an attempt to stimulate economic activity. The current rates are also being kept at current levels by central banks worldwide. In the past year there have been 259 rate easing moves by various central banks. This is being done to support a generally weak economic recovery worldwide that would be compromised by higher interest rates. It is realistic to expect the current level of interest rates to be in place for the next two years.

7.6.

SAN MATEO COUNTY INVESTMENT POOL

On September 15, 2008, Lehman Brothers declared bankruptcy, the largest such filing in history. At that time the San Mateo County Investment Pool owned \$155 million worth of bonds issued by the company. The County Treasurer decided to immediately allocate the loss on a pro-rata basis and file a claim in US Bankruptcy Court on behalf of the City and all other fund depositors. The pro-rata write-down to the City amounted to \$1.5 million. Subsequent negotiations with Lehman Brothers resulted in three payments which totaled \$218,187, all of which have been credited to the City's account.

Then, on Friday, August 9th, the San Mateo County Treasurer liquidated the remaining bond positions. The decision to do so was based on improving market conditions for these securities resulting in higher prices and waiting any longer was simply not worth the risk.

For the City, this particular sale netted \$366,011 which was credited to the City's account on Wednesday, August 14th. The total amount recovered, including the prior three payments, equals \$584,198, which equates to a 39.83% recovery.

PG&E SETTLEMENT FUNDS

In April of 2012, the City reached an agreement with PG&E for \$68.75 million plus five vacant lots in the wake of the Glenview fire and gas pipeline explosion. These funds were deposited into an account at Wells Fargo Bank. The City is acting as a Temporary Custodian for these funds until a not-for-profit entity is organized. Once in place, this not-for-profit will assume control of these monies.

Currently, the portfolio consists of 3, 6 and 9 month Treasury Bills, in accordance with the Investment Policy adopted by the City Council. As these securities mature, a similar duration security is purchased. This laddered portfolio structure is intended for maximum liquidity and to assure the safety of the principal amount.

As discussed above, interest rates are at all-time lows. Shorter duration securities are especially affected in these conditions. For example, a recent purchase of a 3-month Treasury Bill netted a 0.40% annual yield. To provide perspective, the inflation rate since the settlement as published by the Bureau of Labor and Statistics has been 1.70% annualized. Although very conservative and liquid, these securities are not keeping pace with inflation. Should the Council wish to explore other investment options, the Treasurer's office stands ready to do so.

DISTRIBUTION:

None

ATTACHMENTS:

None

DATE PREPARED:

August 27, 2013

REVIEWED BY:

_____ CM



STAFF REPORT

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director

SUBJECT: Approve Out-of-State Travel for Two Central Garage Mechanics for Training on Servicing Vactor Vehicles in Streator, Illinois in September 2013 and Spring 2014

BACKGROUND:

The City Council approved the purchase of two combined Vactor/Jetter trucks on April 26, 2011 and November 22, 2011, and the City received the equipment in February and November 2012. In order to keep this equipment well-maintained and working effectively, proper training is critical. The company, Vactor Manufacturing, only provides training at its Streator, Illinois facility. The Department is proposing to send two Central Garage mechanics to Vactor Manufacturing's Streator, Illinois facility to learn about the new mechanical, electrical, and computer systems of the vactor equipment, as well as to learn the diagnostic and troubleshooting procedures, maintenance schedules, and perform repairs. Training and materials are provided at no cost by the manufacturer. The cost to the City will consist of providing travel, lodging, and meals for staff to attend. This will be a one-time training with no future training or out-of-state travel anticipated related to vactor maintenance.

These trucks have significant new technological features not found on prior City equipment, including sophisticated computer and electrical systems and mounted cameras. Currently, vactor repairs are performed at the manufacturer's regional repair facilities in either Oakland or Sacramento (depending on the type of maintenance). The previous vactor was sent to the Oakland/Sacramento facility 4 times, and it is anticipated the new vactor will be sent approximately 3 times annually. Maintenance and repairs can take up to a month to complete, based on the type of repair and how busy the facility is at the time. Vehicle delivery requires two City employees 1-2 days to drive with a companion vehicle. Serious maintenance requires a tow truck for delivery. The proposed training will give the City's mechanics the ability to perform critical diagnostics and determine what repairs can be performed in-house at the Central Garage and what repairs must be sent to either Oakland or Sacramento. In-house repair can potentially save many weeks to months each year of equipment being out-of-service as well as saving loss of staff time required to deliver vehicles back and forth.

The knowledge and skills gained at this in-person training course will provide Central Garage mechanics with the ability to diagnose and perform many of the vactor maintenance and repairs on-site at the City of San Bruno Central Garage, rather than sending the trucks to the manufacturer's repair facility in Sacramento for all maintenance and repairs, thereby minimizing the service level impact while a truck is out for repairs. In-person training, direct from the manufacturer, provides a hands-on experience that cannot be acquired in any other way, builds staff skill levels and also improves worker safety with new and complicated equipment.

7.9.

The approved 2013-14 Central Garage Operating budget allocated \$4,000 for travel, lodging, and meals for two mechanics to attend this training and certification.

DISCUSSION:

Training at the manufacturer's facility in Illinois is offered several times a year. To minimize disruption to City operations, one mechanic will attend this fall and another will attend in the spring. The Fall 2013 training dates are September 16-19. The Spring 2014 dates have not been finalized.

The training topics include:

- Basic operation for repair confirmation
- Understand hose reel, rodder pump, boom and Intelliview function
- Intelliview for diagnostic assistance
- How to use the diagnostic manual
- How to manually override hydraulic and pneumatic functions
- Electrical/electronic troubleshooting, diagnostics and repairs
- Diagnose rodder pump problems and failures
- Rodder pump rebuilding
- Diagnose vacuum related problems
- Blower inspection and fan rebuilding
- Hydraulic component identification

FISCAL IMPACT:

Funding in the amount of \$4,000 is included in the Central Garage FY 2013-14 Operating Budget for two mechanics to attend certification training on servicing vector vehicles at the Streator, Illinois training facility. There are sufficient funds in the budget to cover lodging, meals, and travel associated with this attendance.

ALTERNATIVES:

1. Do not allow out-of-state travel.

RECOMMENDATION:

Approve out-of-state travel for two Central Garage mechanics for training on servicing vector vehicles in Streator, Illinois in September 2013 and Spring 2014.

ATTACHMENTS:

1. Resolution
2. 2013 Vector Mechanic Training Material

REVIEWED BY:

_____CM

_____FD

RESOLUTION NO. 2013-____

RESOLUTION APPROVING OUT-OF-STATE TRAVEL FOR TWO CENTRAL GARAGE MECHANICS FOR TRAINING ON SERVICING VACTOR VEHICLES IN STREATOR, ILLINOIS IN SEPTEMBER 2013 AND SPRING 2014.

WHEREAS, the approved 2013-14 Central Garage Operations Budget account includes funds for staff training; and

WHEREAS, the total cost of the training is included within the Central Garage Operations budget; and

WHEREAS, the training topics covered are directly related to issues currently affecting the City of San Bruno vehicle maintenance and operations program, particularly for maintenance and repair of City of San Bruno vactor/jetter vehicles; and

WHEREAS, the only training location offered by the vactor manufacturer is in Streator, Illinois; and

WHEREAS, the Vactor 2100 Plus has significant new technological features not found on earlier City vactors, including sophisticated computer and electrical systems and mounted cameras unfamiliar to Central Garage mechanical staff; and

WHEREAS, the knowledge and skills gained at this in-person training course will provide Central Garage mechanics with the ability to diagnose and perform many of the vactor maintenance and repairs on-site at the City of San Bruno Central Garage, rather than sending the trucks to the manufacturer's repair facility in Sacramento for all maintenance and repairs, thereby minimizing the time out of service and cost to the City for maintenance and repair of the vehicles.

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council authorizes approval of out-of-state travel for two Central Garage mechanics for training on servicing vactor vehicles in Streator, Illinois in September 2013 and Spring 2014.

--oOo--

I hereby certify that foregoing Resolution No. 2013-____
was introduced and adopted by the San Bruno City Council
at a regular meeting on August 27, 2013 by the following vote:

AYES:

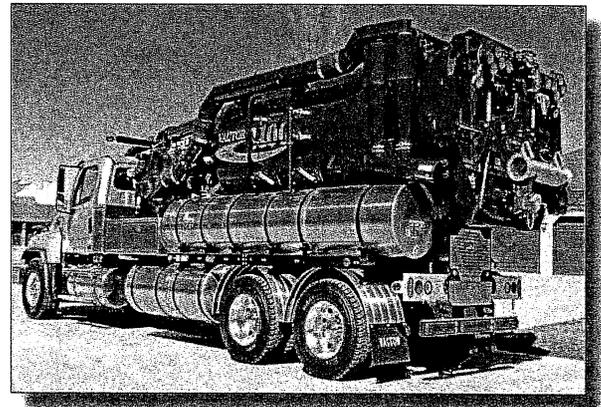
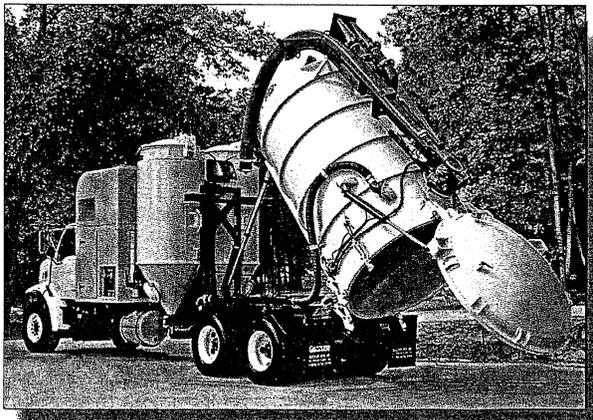
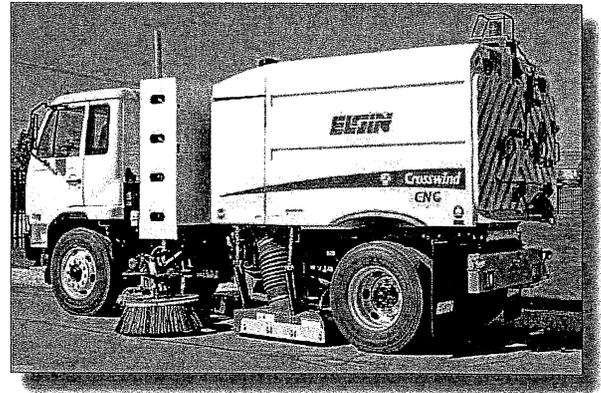
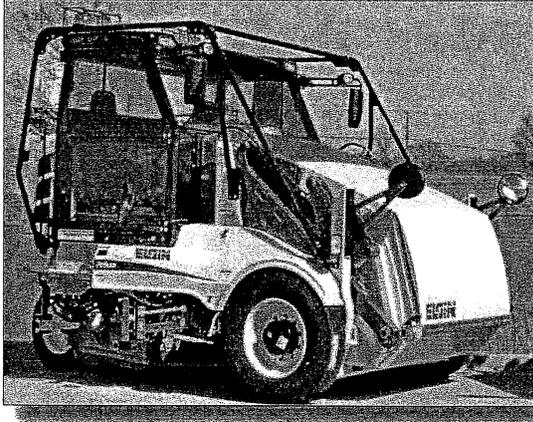
NOES:

ABSENT:

Carol Bonner, City Clerk

2013 Training Catalog

ELGIN VACTOR GUZZLER
© 2013 Elgin Truck Corporation



WE HAVE HEARD YOU!

Elgin Sweeper classes are changing for this year. We are offering a number of new classes to help you improve your ability to diagnose and repair machines, and have revised the operation and maintenance classes to reduce the amount of classes your technicians will have to attend to be able to understand, maintain, and repair Elgin Sweepers. Watch for even more new classes next year.

Vactor classes are changing for this year. We are offering new classes to help you improve your ability to diagnose and repair machines. We are upgrading the training to accommodate the new line of Vactor and Guzzler products.

Class offering: **ELGIN**

- Pelican Sweepers for Mechanics (3 days)
- Truck-Mounted Mechanical Sweepers for Mechanics (3 days)
- Crosswind Sweepers (2 days)
- Whirlwind/Megawind Sweepers (2 days)
- Broom Badger for Dealer Mechanics (2 days)

Class offering: **VACTOR**

- Vactor 2100 Plus for Mechanics (4 days)
- Vactor 2100 Plus for Operators (3 days)
- HXX II for Operators (½ day) and Mechanics (2 ½ days)
- Guzzler Evolution for Operators (½ day) and Mechanics (2 ½ days)
- Guzzler NX for Operators (½ day) and Mechanics (2 ½ days)

Registration is available on line at www.esgtechtraining.eventbrite.com

Complimentary service training is available to our dealer's customers on products that have been delivered in the last 12 months. This entitles the customer to send one service technician to training at no additional cost, additional attendees will be charged at our normal dealer rate.

Note: ESG Training reserves the right to cancel classes 4 weeks prior to the start of class if there is insufficient enrollment. Additional classes will be offered when possible if classes fill early.

TRAINING INFORMATION: ELGIN PRODUCTS

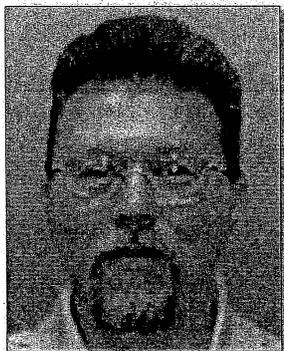
All classes at Elgin Sweeper start on Tuesday, and attendance is 8:30 – 4:00 all days. Training will consist of classroom and hands-on instruction. Training manuals will be provided. Class size will be limited to 15 in order to assure individualized instruction.

Registration is available on line at www.esgtechtraining.eventbrite.com

Dress: Casual work clothes, safety toe shoes (if available – shoe covers will be supplied if needed)

Cost: \$700 for three days, \$550 for two days. This includes lunch each day, refreshments in the classroom, and training material.

**Location: Elgin Sweeper Co.
1300 Bartlett Road
Elgin, IL 60120**



Steve Dunning is our new Technical Training Instructor for Elgin products. As a technician in the early 1980's, he worked on his first Elgin sweeper, a Pelican. After ten years as a technician, Steve moved to fleet maintenance management. That's where he started training, helping technicians with ASE Certification.

In 1999, Steve moved to Kubota Engine America as Service Engineer and Service Trainer. In thirteen years at Kubota, he taught classes for equipment manufacturers and engine distributors in the US, Mexico, and Europe.

STEVE DUNNING His classes were also used by Kubota in Japan. Moving up to Assistant Manager of Technical Service Training in 2011, Steve was responsible for all the training on the new electronically controlled diesel and gaseous-fueled engines. His training continues to be used to train Kubota Service Engineers and customers worldwide.

Now at Elgin Sweeper, Steve is looking forward to training on the whole machine, rather than just the engine.

Steve is married with two daughters. Both daughters followed his interest in teaching. His older daughter is currently teaching at an elementary school. The other is a sophomore on the Drumline for the University of Iowa Hawkeye Marching Band studying with hopes to teach at the college level.



TRAINING INFORMATION: VACTOR PRODUCTS

Vactor Manufacturing classes for the 2100 Plus Mechanics start on Mondays at 8:30 AM and go until 4 PM on Thursday. Training will consist of classroom and hands-on instruction. Training manuals will be provided. Class size will be limited to 15 in order to assure individualized instruction.

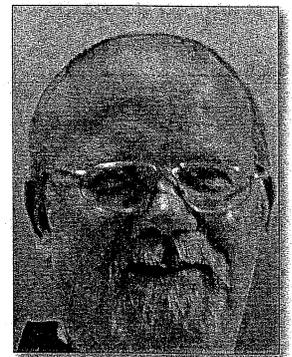
Vactor 2100 Plus Operators classes will start on Tuesday mornings at 8:30 AM and go until 4 PM on Thursday. Training will consist of classroom and hands-on instruction. Training manuals will be provided. Class size will be limited to 15 in order to assure individualized instruction.

Guzzler Evolution Operators and Mechanics classes will start on Tuesday mornings at 8:30 AM and go until 4 PM on Thursday. Training will consist of classroom and hands-on instruction. Training manuals will be provided. Class size will be limited to 15 in order to assure individualized instruction.

Dress: Casual work clothes, safety toe shoes (if available – shoe covers will be supplied if needed)
Cost: \$850 for four days, \$700 for three days. This includes lunch each day, refreshments in the classroom, and training material.

**Location: Vactor Manufacturing
1621 S. Illinois St.
Streator, IL. 61364**

Jimmy Broyles is the Training Instructor for Vactor Manufacturing and CBT and has been employed by Federal Signal since November 2004. He has been working on Elgin products since 1975 when he was with the United States Air Force and on the Vactor products since 1994 at the City and County of Denver. He was a full-time technical trainer at Denver Automotive and Diesel College from 1986 to 1988 before being hired by Denver City and County. He continued to teach at the Auto and Diesel College for an additional 3 years in a part-time role. He was master ASE-certified in automotive and heavy trucks and assisted many of his Denver co-workers in attaining their ASE certifications.



JIMMY BROYLES

Jimmy is responsible for training customers in-house and for the development of the on-line competency-based training on the Federal Signals ESG University website. He is assigned to the Vactor manufacturing facility where he has access to engineering, technical publications and service to assist the development of all Vactor training.

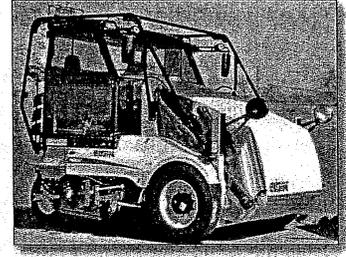
Jimmy is a Colorado native and relocated to Ottawa, Illinois in 2006 to work in the Vactor training department. His love of training extends beyond his duties with Federal Signal: he also teaches Tae Kwon Do and Kendo to children and adults at DIMA in Ottawa and assists with the Motorcycle Safety Program through Illinois State University and Illinois DOT.

VACTOR

PELICAN SWEEPERS FOR MECHANICS

Objectives:

This class is designed to help mechanics set, maintain, and repair the mechanical sweeper for the best operation. Setting of brooms and conveyors will be discussed with emphasis on safety, proper operation, maintenance, and repair. Class will include troubleshooting of electrical, electronic, and hydraulic systems related to sweeping functions. Hydrostatic drives and hubs will also be reviewed for troubleshooting and repair.



- Safety
- Sweeper Operation, Identifying main components
- Operating Parameters – RPM and Load
- Main (Center) Broom Settings and Operation
- Side Broom Settings and Operation
- Conveyor systems – settings, operation, repair
- Troubleshooting sweeping issues
- Emptying the hopper
- Water pumps and spray nozzles
- Troubleshooting Water System issues
- Waterless sweeper components and operation
- Maintenance of the sweeper – maintenance schedule
- Electrical systems
- Electronic Controls and the Electronic Service Tools
- Hydraulics and Hydrostatic Drive
- Hubs – troubleshooting and repair

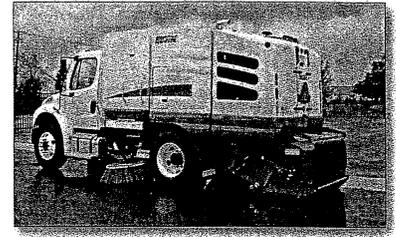
Who should attend: Experienced operator/mechanics, maintenance personnel, and mechanics who want a better understanding of the Elgin Pelican sweeper.

Dates Offered: **April 9 – 11**
 August 6 – 8

TRUCK-MOUNTED MECHANICAL SWEEPERS FOR MECHANICS

Objectives:

This class is designed to help mechanics set, maintain, and repair the truck-mounted mechanical sweeper for the best operation. Setting of brooms, elevators, and conveyors will be discussed with emphasis on safety, proper operation, maintenance, and repair. Class will include troubleshooting of electrical and hydraulic systems related to sweeping functions.



- Safety
- Sweeper Operation, Identifying main components
- Operating Parameters – RPM and Load
- Main (Center) Broom Settings and Operation
- Side Broom Settings and Operation
- Conveyor systems – settings, operation, repair
- Elevator systems – settings, operation, repair
- Troubleshooting sweeping issues
- Emptying the hopper
- Water pumps and spray nozzles
- Troubleshooting Water System issues
- Waterless sweeper components and operation
- Maintenance of the sweeper – maintenance schedule
- Hydraulics and/or Pneumatics
- Electrical Systems
- Electronics and the Electronic Service Tool

Who should attend: Experienced operator/mechanics, maintenance personnel, and mechanics who want a better understanding of the Elgin mechanical sweeper line.

Dates Offered: October 22 – 24

BROOM BADGER SWEEPERS FOR DEALER MECHANICS

Objectives:

This class is designed to familiarize the dealer mechanic with the new Broom Badger sweeper. We will include setting and maintaining the sweeper for the best operation. Setting of brooms, and elevators will be discussed with emphasis on safety, proper operation, maintenance, and repair. Class will include troubleshooting of electrical and hydraulic systems to sweeping functions.



- Safety
- Sweeper Operation, Identifying main components
- Operating Parameters – RPM and Load
- Main (Center) Broom Settings and Operation
- Side Broom Settings and Operation
- Elevator systems – settings, operation, repair
- Troubleshooting sweeping issues
- Emptying the hopper
- Water pumps and spray nozzles
- Troubleshooting Water System issues
- Maintenance of the sweeper – maintenance schedule
- Hydraulics and/or Pneumatics
- Electrical and Electronics

Who should attend: Dealer mechanics and maintenance personnel who want to be prepared to maintain and repair this new Sweeper in the Elgin mechanical sweeper line.

Dates Offered: June 11 – 12

CROSSWIND SWEEPERS

Objectives:

This class is designed to help mechanics set and maintain the Regenerative Air sweeper for the best operation. Setting of brooms, nozzles and pickup heads will be discussed with emphasis on safety, proper operation, maintenance, and repair. Class will include basic troubleshooting of electrical and hydraulic systems related to sweeping functions. We will discuss use of and troubleshooting of the wandering hose and high pressure wash system. Discussion will include how to set the air sweeper for various applications.



- Safety
- Regenerative Air Sweepers – Identifying main components
- Sweeper Operation
- Setting and Operating the Side Brooms
- Setting and Operating the Pickup Head
- Setting and Operating the Center Broom
- Impellers - Air System Operation
- Troubleshooting Regenerative Air sweeping issues
- Maintenance and Maintenance Schedule
- Hydraulics and Pneumatics
- Electrical Systems
- Electronics and the Electronic Service Tool
- Water pumps and spray nozzles
- High pressure water and nozzles
- Troubleshooting Water System issues
- Operating the Wandering Hose and High Pressure Wash System
- Troubleshooting the Wandering Hose and High Pressure Wash System
- Emptying the hopper

Who should attend: New and experienced operators, maintenance personnel, and mechanics who want a better understanding of the Elgin Crosswind sweeper line.

Dates Offered: May 14 – 15

WHIRLWIND/MEGAWIND SWEEPERS

Objectives:

This class is designed to help mechanics set and maintain the Vacuum sweeper for the best operation. Setting of brooms and nozzles will be discussed with emphasis on safety, proper operation, maintenance, and repair. Class will include basic troubleshooting of electrical and hydraulic systems related to sweeping functions. We will discuss use of and troubleshooting of the wandering hose and high pressure wash system. Discussion will include how to set the air sweeper for various applications.



- Safety
- Vacuum Sweepers – identifying main components
- Setting and Operating the Side Brooms
- Setting and Operating the Nozzle(s)
- Setting and Operating the Center Broom
- Impellers, Air System Operation
- Maintenance and Maintenance Schedule
- Troubleshooting Vacuum sweeping issues
- Hydraulics and Pneumatics
- Electrical Systems
- Electronics and the Electronic Service Tool
- Water pumps and spray nozzles
- High pressure water and nozzles
- Troubleshooting Water System issues
- Operating the Wandering Hose and High Pressure Wash System
- Troubleshooting the Wandering Hose and High Pressure Wash System
- Emptying the hopper

Who should attend: New and experienced operators, maintenance personnel, and mechanics who want a better understanding of the Elgin vacuum sweeper line.

Dates Offered: September 10 – 11



VACTOR 2100 PLUS OPERATORS

Objectives:

This 3 day class is designed to help operators and new mechanics set and maintain the Vactor 2100 Plus for the best operation. Engaging the hydraulics, rodder pump and vacuum systems (fan and PD units) will be discussed with emphasis on safety, proper operation, maintenance, and repair. Class will include basic troubleshooting of electrical and hydraulic systems related to sewer cleaning. We will discuss use of and troubleshooting of the boom and high pressure water system. Discussion will include how to set the Vactor unit up for various applications.



- Pretrip unit inspections
- Arriving at the job site and man hole setup
- Job site safety
- Nozzle selection and step cleaning
- Setting and Operating the Nozzle(s)
- Troubleshooting the rodder pump
- Clean fill techniques
- Options used for specific application
- Hose reel basics
- Boom systems and options
- Filtration and vacuum systems
- Emptying the hopper
- Wash down at the dump site and seal inspection
- Maintenance and Maintenance Schedule
- Winterization

Who should attend: New and experienced operators, new mechanics who want a better understanding of the Vactor 2100 Plus

Dates Offered: **April, 9th,10th and 11th**
 June, 18th, 19th and 20th
 Aug, 6th,7th and 8th
 Oct, 15th, 16th and 17th

VACTOR

VACTOR 2100 PLUS MECHANICS.

Objectives:

This 4 day class will give experienced mechanics operational information to confirm diagnosis, repair, maintenance and system troubleshooting. We will spend approximately half the time in the hands-on lab and the other half in a lecture setting. Mechanics will learn how to troubleshoot the rodder pump, hose reel, boom systems, vacuum systems, hydraulic, pneumatic and electrical/electronic systems. Mechanics will disassemble the rodder pump, fan and transfer cases used in their Vactor units. The technicians will make a repair to the thermoplastic hose and test it. We will demonstrate the proper use of the flow meter and pressure gauge for water system diagnosis.



- Basic operation for repair confirmation
- Understand hose reel, rodder pump, boom and Intelliview function
- Intelliview for diagnostic assistance
- How to use the diagnostic manual
- How to manually override hydraulic and pneumatic functions
- Electrical/electronic troubleshooting, diagnostics and repairs
- Diagnose rodder pump problems and failures
- Rodder pump rebuild
- Diagnose vacuum related problems
- Blower inspection and fan rebuild
- Hydraulic component identification

Who should attend: New and experienced mechanics that need to have a better understanding of Vactor 2100 Plus repair procedures and recommendations.

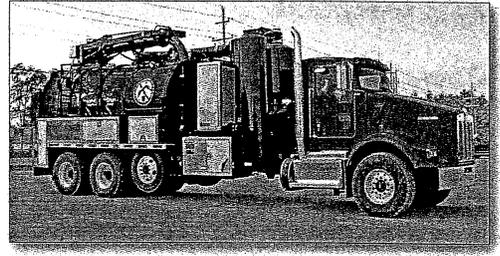
Dates Offered: **April, 15th, 16th, 17th and 18th**
 May, 20th, 21st, 22nd, and 23rd
 Aug, 12th,13th,14th and 15th
 Sept, 16th, 17th, 18th and 19th

VACTOR

VACTOR HXX II

Objectives:

This 3 day class will give new and experienced mechanics operational information to confirm diagnosis, repair, maintenance and system troubleshooting. We will spend approximately half the time in the hands-on lab and the other half in a lecture setting. Mechanics will learn how to troubleshoot the high pressure CAT pump, boom systems, vacuum systems, hydraulic, pneumatic and electrical/electronic systems. Mechanics will disassemble the head on the CAT pump, fan and transfer cases used in their HXX units. Perform a blower inspection.



- Basic operation for repair confirmation
- Intelliview function
- Intelliview for diagnostic assistance
- How to use the diagnostic manual
- How to manually override hydraulic and pneumatic functions
- Electrical/electronic troubleshooting, diagnostics and repairs
- Diagnose CAT pump problems and failures
- CAT pump head rebuild
- Diagnose vacuum related problems
- Blower inspection and fan rebuild
- Hydraulic component identification
- Winterization

Who should attend: New and experienced mechanics that need to have a better understanding of HXX II repair procedures and recommendations.

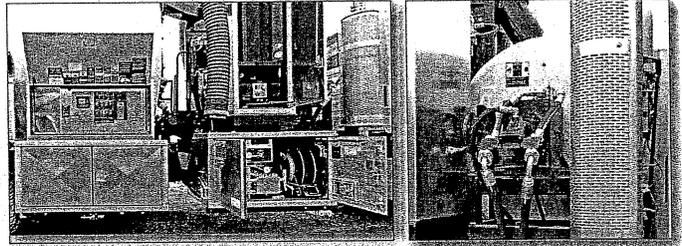
Dates Offered: Feb, 19th, 20th and 21st

VACTOR

2013 GUZZLER

Objectives:

This 3 day class will give new and experienced mechanics operational information to confirm diagnosis, repair, maintenance and system troubleshooting. We will spend approximately half the time in the hands-on lab and the other half in a lecture setting. Mechanics will learn how to troubleshoot the boom systems, vacuum systems, hydraulic, pneumatic and electrical/electronic systems. Mechanics will disassemble the fan and transfer cases used in their Guzzler units. Perform a blower inspection.



- Basic operation for repair confirmation
- Intelliview function
- Intelliview for diagnostic assistance
- How to use the diagnostic manual
- How to manually override hydraulic and pneumatic functions
- Electrical/electronic troubleshooting, diagnostics and repairs
- Diagnose vacuum related problems
- Blower inspection and fan rebuild
- Hydraulic component identification

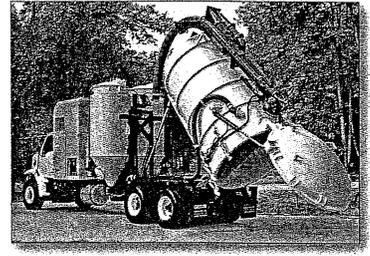
Who should attend: New and experienced mechanics that need to have a better understanding of Guzzler repair procedures and recommendations.

Dates Offered: Oct, 22nd, 23rd and 24th

GUZZLER NX

Objectives:

This 3 day class will give new and experienced mechanics operational information to confirm diagnosis, repair, maintenance and system troubleshooting. We will spend approximately half the time in the hands-on lab and the other half in a lecture setting. Mechanics will learn how to troubleshoot the boom systems, vacuum systems, hydraulic, pneumatic and electrical/electronic systems. Mechanics will disassemble the fan and transfer cases used in their Guzzler units. Perform a blower inspection.



- Basic operation for repair confirmation
- Intelliview function
- Intelliview for diagnostic assistance
- How to use the diagnostic manual
- How to manually override hydraulic and pneumatic functions
- Electrical/electronic troubleshooting, diagnostics and repairs
- Diagnose vacuum related problems
- Blower inspection and fan rebuild
- Hydraulic component identification

Who should attend: New and experienced mechanics that need to have a better understanding of Guzzler repair procedures and recommendations.

Dates Offered: Sept, 10th, 11th and 12th

REQUEST FOR FIELD TRAINING FOR ELGIN, VACTOR, OR GUZZLER PRODUCTS

Field training is available for dealers or customers (end users) on all products. Mechanics training or a combination of operator/maintenance training is available.

The cost for field training is the same regardless of product. First day in a location is \$2500 per trainer, each additional day in the same location is \$1500 per trainer. Please discuss location with your Regional Service & Parts Manager (RSPM) for approval.

The dealer must fill out the Request for Field Training form. All requests must be received a minimum of ninety (90) days before any requested date.

Register your request at the following <http://requestfieldtraining.eventbrite.com>

Host's Responsibility:

- Dealer is responsible to register all attendees with our on-line registration program.
- Obtain approved school start and completion dates from RSPM.
- Coordinate all matters concerning attendance.
- Provide adequate meeting space for presentations using screen and assure writing space for all attendees, as agreed upon with RSPM.
- Have a unit or units on hand at training site for walk around training sessions.
- Provide presentation equipment (projector, screen, flip chart). Ensure meeting room is setup and maintained for duration of the meeting.
- Provide all refreshments and/or meals for attendees.
- Provide sign-in sheet of all attendees to trainer.
- Purchase completed training manuals from ESG or print and assemble training manuals for all attendees using copy masters provided.

Trainer's Responsibility:

- Provide presentation materials for video, projector, slide, or overhead presentation.
- Make available training manuals for purchase from ESG or provide copy master for creation of training manuals for each attendee. (Copy materials are to be sent to dealer contact at least two weeks before school).





City Council Agenda Item
Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Marc L. Zafferano, City Attorney

SUBJECT: Adopt Resolution Approving Bylaws for the San Bruno Community Foundation and Provide Direction Regarding Selection Process for Appointing Directors to the Board

BACKGROUND:

The September 9, 2010, PG&E gas transmission line explosion in the Crestmoor/Glenview neighborhood affected not only that neighborhood and its residents, but the entire City. In recognition of this impact, the City negotiated that PG&E pay the City \$68,750,000 in cash and transferred title to five vacant lots it owned in the Crestmoor neighborhood to the City. The settlement agreement requires that the City establish a not-for-profit (NFP) entity to receive, manage, administer, and expend the funds for the benefit of the San Bruno community. The City is currently holding the funds in a secure U.S. Treasuries investment until the NFP is fully formed and operational.

In October 2012, and again in February 2013, the City Council held public study sessions to discuss formation of the NFP, including its name, purpose, mission statement, composition of governing board, and other basic features.

On March 12, 2013, the City Council authorized the Mayor to execute and file the Articles of Incorporation for the San Bruno Community Foundation. The Articles have since been filed with the Secretary of State. Staff was directed to begin preparation of the bylaws for the organization. Bylaws constitute the legal template for the organization's structure, and address issues such as the general composition and terms of the Board of Directors, selecting officers, establishing committees, and scheduling meetings. The City Council then held two public study sessions on July 9, 2013, and July 19, 2013, at which it reviewed draft bylaws, received input from a representative of the Silicon Valley Community Foundation and outside legal counsel, and considered public comment.

It is necessary to approve the bylaws so staff can expeditiously continue the process of forming the San Bruno Community Foundation. The bylaws must be included with various legal documents to be filed with the Secretary of State, and are necessary for the Foundation to obtain 501(c)(3) status. Once the bylaws are adopted, the City Council can select the members of the initial Board of Directors so that the San Bruno Community Foundation can begin operations.

M.L.Z.

DISCUSSION:

As discussed in the two study sessions held by the City Council, the bylaws (Attachment A) have been drafted to comply with the provisions of the California Corporations Code as well as the various laws that govern the conduct of business by public entities. The key provisions of the bylaws are as follows:

- The City Council would appoint a Board of Directors, a majority of whom would be residents of San Bruno.
 - The number of authorized Directors would be between five and eleven.
 - Directors could be representatives of businesses located in, or with a substantial interest in the City.
 - Directors should have skills and experience in finance, investment, law, philanthropy, or community-based programs.
 - Councilmembers could not serve concurrent terms on the Board and on the City Council.

- Board members would serve without compensation, would be subject to state and local conflict-of-interest laws, and would be eligible to serve two consecutive four-year terms (initially staggered with two- and four-year terms).

- The Board would appoint an Executive Director to manage the day-to-day affairs of the Foundation.

- All meetings of the Board would be noticed and held in compliance with the Brown Act.

- The Board would be authorized to establish committees consisting of both Board members and members of the public to assist with the business of the Foundation.

- The City Council would retain certain powers to approve significant Board actions and policies to ensure consistency with the needs and desires of the community.

Once the bylaws have been adopted, the City Council may proceed to appoint the initial Directors to the Board. Staff recommends that the City Council consider taking the following steps:

- Renew its public outreach to encourage qualified individuals to apply.
- Appoint a subcommittee to develop an application process, and to then screen and evaluate candidates with the assistance of staff and experts from the Silicon Valley Community Foundation.
- Conduct interviews of the qualified candidates in public.
- Select the initial Board of Directors.

FISCAL IMPACT:

The cost of preparing the bylaws and all other fees and costs associated with the formation of the San Bruno Community Foundation will be repaid to the City from the Trust funded by PG&E to reimburse the City for all costs and expenses associated with the explosion.

RECOMMENDATION:

Adopt Resolution Approving Bylaws for the San Bruno Community Foundation and Provide Direction Regarding Selection Process for Appointing Directors to the Board

ALTERNATIVES:

1. Make additional changes to the bylaws before adoption.
2. Continue the item to a subsequent meeting for further discussion and direction.

ATTACHMENTS:

1. Proposed bylaws for adoption
2. Resolution

DISTRIBUTION:

None

DATE PREPARED:

August 13, 2013

REVIEWED BY:

_____ CM

Draft: 8/27/13

**BYLAWS OF
THE SAN BRUNO COMMUNITY FOUNDATION**
A California Nonprofit Public Benefit Corporation

ARTICLE I.

NAME

Section 1. Corporate Name

The name of this corporation is: The San Bruno Community Foundation (the "Corporation").

ARTICLE II.

OFFICES OF THE CORPORATION

Section 1. Principal Office.

The principal office for the transaction of the activities and affairs of the Corporation (principal office) is located at:

567 El Camino Real
San Bruno, CA 94066

Section 2. Other Offices.

The Board may at any time establish branch or subordinate offices at any place or places where the Corporation is qualified to conduct its activities. Any change shall be noted in these Bylaws, or this section may be amended to state the new location.

ARTICLE III.

PURPOSE

The primary purpose of the Corporation is to benefit the San Bruno community through enduring and significant contributions to, and investments in, charitable and community programs, and publicly-owned community facilities, over the long term.

ARTICLE IV.

MEMBERS

Section 1. Member.

The Corporation shall have no voting members within the meaning of the Nonprofit Corporation

Draft: 8/27/13

Law.

ARTICLE V.

BOARD OF DIRECTORS

Section 1. General Corporate Powers.

Subject to the provisions and limitations of the California Nonprofit Public Benefit Corporation Law and any other applicable laws, all powers and activities of the Corporation shall be exercised directly by or under the ultimate direction of the Board.

Section 2. Specific Powers.

Without prejudice to the general powers set forth in Section 1 of this Article, but subject to the same limitations, the Board of Directors shall have the power to:

- (a) Appoint and remove, at the pleasure of the Board, all the Corporation's officers and agents, prescribe powers and duties for them that are consistent with law, with the Articles of Incorporation, and with these Bylaws, and require from them security for faithful performance of their duties.
- (b) Adopt and use a corporate seal and alter the forms of the seal and certificates.
- (c) Borrow money and incur indebtedness on behalf of the Corporation and cause to be executed and delivered for the Corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities, subject to the reserved powers set forth in Section 3., below.

Section 3. Authorized Number and Qualifications.

- (a) The authorized number of Directors shall be an odd number not fewer than five (5) and no more than eleven (11), as determined by action of the City Council of the City of San Bruno (the "City" or "City Council").
- (b) No Director shall serve concurrently as a member of the San Bruno City Council.
- (c) A majority of the authorized number of Directors shall be residents of the City of San Bruno. Any Director may be a representative of a business located in, or with a substantial interest in the City. Directors should include individuals with particular expertise in areas applicable to the operation of a non-profit entity, such as financial, investment, legal, philanthropic, or community-based programs.
- (d) Directors shall serve without compensation.

Commented [MZ1]: This language was added and is based on direction at the 7-19-13 Study Session.

Commented [MZ2]: This language was modified based on direction at the 7-19-13 Study Session.

Section 4. Restriction of Interested Persons as Directors.

Draft: 8/27/13

No person serving on the Board may be an interested person. An interested person is:

- (a) Any person compensated by the Corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation or expense reimbursement paid to a director as director; and,
- (b) Any brother, sister, ancestor, descendant, spouse, domestic partner, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person.

However, any violation of the provisions of this section shall not affect the validity or enforceability of any transaction entered into by the Corporation.

Section 5. Designation and Qualification of Directors.

- (a) The Directors shall be designated by the City Council (the "City Council") of the City in accordance with Article V, Section 3.

Commented [M23]: This language was modified based on direction at the 7-19-13 Study Session.

(b) At the time any Director ceases to meet the qualifications set forth herein, that director's membership shall cease. The Director's successor shall meet the qualifications set forth herein.

Section 6. Term.

Terms shall be for four years, staggered so that a roughly equal number of terms ends every two years, with designated Directors having initial two-year terms where necessary. No Director shall hold office for longer than two consecutive terms. A Director may be re-appointed two years after serving two consecutive four year terms.

Commented [M24]: Staff recommends that the staggered terms be reflected in the Bylaws.

Section 7. Events Causing Vacancy.

A vacancy or vacancies on the Board shall exist on the occurrence of the following:

- (a) The death or resignation of any Director;
- (b) The declaration by resolution of the Board of a vacancy in the office of a Director who has been declared of unsound mind by an order of court, convicted of a felony, or found by final order or judgment of any court to have breached a duty under Article 3 of Chapter 2 of the California Nonprofit Public Benefit Corporation Law;
- (c) The action of the City Council to remove any Director upon a finding of cause by a 2/3 vote of the total number of authorized directors of the Board;
- (d) The increase of the authorized number of Directors;

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- (e) The membership of Board of Directors may remove, by a two-thirds vote of the membership present, any elected officer for non-performance of duties, or for any violation of these by-laws;
- (f) Expiration of a Director's term of office; or
- (g) When a Director ceases to possess any qualification for election to the Board as set forth herein.

Vacancies shall be filled as provided by in Section 5.

Section 8. Resignations.

Except as provided below, any Director may resign by giving written notice to the President or secretary of the Board. The resignation shall be effective when the notice is given unless it specifies a later time for the resignation to become effective. If a Director's resignation is effective at a later time, the City Council shall appoint a successor to take office as of the date when the resignation becomes effective. Except on notice to the Attorney General of California, no Director may resign if the Corporation would be left without a duly elector director or directors. A Director's resignation may not be rescinded, revoked, or withdrawn.

Section 9. Compensation and Reimbursement.

The Directors shall serve without compensation though they may be reimbursed for their reasonable expenditures on behalf of the Corporation if approved by the Board.

Section 10. Agents and Employees.

The Board shall appoint an Executive Director, who shall serve at the pleasure of the Board and whose terms and conditions of employment shall be specified by the Board. The Executive Director shall be responsible for the day-to-day administration of the Corporation, will be supervised by a member of the Board as appointed by the Board, and shall have other such powers and duties as are prescribed by the Board. The Executive Director shall hire, direct, and discharge all other agents and employees, who shall have such authority and perform such duties as may be required to carry out the operations of the Corporation in accordance with the policies established by the Board. Any employee or agent may be removed at any time with or without cause.

The Executive Director shall attend all meetings of the Board and committees, serving as an ex-officio member, without a vote.

ARTICLE VI.

DIRECTORS' MEETINGS

Section 1. Place of Meetings.

Regular meetings of the Board shall be held at any place in the City of San Bruno. At least four

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(4) meetings of the Board shall be held each year, including the annual meeting required by Section 3, below.

Section 2. Method of Meetings.

All meetings of the Board of Directors, or any committee thereof, shall be called, noticed, held and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code). The Board of Directors shall take no action other than at a meeting called, noticed and held pursuant to these Bylaws.

Section 3. Annual Meeting.

The Board shall hold a regular meeting for purposes of organization, election of officers, and transaction of other business. Notwithstanding any other provision of these Bylaws, the annual meeting shall be held at the principal place of business of the Corporation.

Section 4. Other Regular Meetings.

Other regular meetings of the Board may be held at such time and place as the board may fix from time to time.

Section 5. Authority to Call Special Meetings.

Special meetings of the Board for any purpose may be called at any time pursuant to the Brown Act.

Section 6. Quorum.

A majority of the authorized number of Directors shall constitute a quorum for the transaction of business, except to adjourn. Every action taken or decision made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be the act of the Board, including, without limitation, those provisions relating to:

- (a) Approval of certain transactions between corporations having common directorships.
- (b) Creation of and appointments to committees of the Board; and,
- (c) Indemnification of Directors.

A meeting at which a quorum is initially present may continue to transact business, despite the withdrawal of Directors, if any action taken or decision made is approved by at least a majority of the required quorum for that meeting.

Section 7. Adjournment.

A majority of the Directors present, whether or not a quorum is present, may adjourn any meeting to another time and place pursuant to the Brown Act.

Commented [M25]: Once the City Council determines how many Directors the corporation should have per Article VI Section 3, this provision specifies that a quorum is a majority of that number.

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ARTICLE VII.

COMMITTEES

Section 1. Committees of the Board.

The Board, by resolution adopted by a majority of the Directors then in office provided a quorum is present, may create one or more committees, each consisting of two or more Directors, and no one who is not a Director, to serve at the pleasure of the board. Members of Committees shall serve without compensation. Committees are authorized to create subcommittees in their discretion to assist in the work of the committee. Appointments to committees of the Board shall be by majority vote of the directors then in office. No committee, regardless of Board resolution, may:

Commented [M26]: This sentence was added for clarity.

- (a) Fill vacancies on the Board or on any committee that has the authority of the board;
- (b) Fix compensation of the Directors for serving on the Board or on any committee;
- (c) Amend or repeal Bylaws or adopt new Bylaws;
- (d) Amend or repeal any resolution of the Board that by its express terms is not so amendable or repealable;
- (e) Create any other committees of the board or appoint the members of committees of the Board;
- (f) Expend corporate funds to support a nominee for director after more people have been nominated for Director than can be appointed; or
- (g) Approve any contract or transaction to which the Corporation is a party and in which one or more of its directors has a material financial interest, except as special approval is provided for in section 5233(d)(3) of the California Corporations Code.

Section 2. Meetings and Action of Committees of the Board.

Meetings and actions of committees of the Board shall be governed by, held, and taken in accordance with the provisions of these Bylaws and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code) concerning meetings and other Board actions, except that the time for regular meetings of such committees and the calling of special meetings of such committees may be determined either by Board resolution or, if there is none, by resolution of the committee of the Board. Minutes of each meeting of any committee of the Board shall be kept and shall be filed with the corporate records. The Board may adopt rules for the government of any committee, provided they are consistent with these Bylaws or, in the absence of rules adopted by the Board, the committee may adopt such rules. The below enumerated Committees may be created by the

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board, but are not limited to:

Section 3. Advisory Committees.

The Board may also create one or more advisory committees which may contain any number of nondirector committee members. None of the powers of the Board can be delegated to any advisory committee, except that management of the Corporation's activities may be delegated to such a committee to the same extent that those powers may be delegated to anyone pursuant to California Corporations Code §5210 and other provisions of these Bylaws.

Section 4. Executive Committee.

The Board shall have an Executive Committee, consisting of the president, the vice president, the secretary and the treasurer. The Executive Committee shall be responsible for taking action to carry out policies as delegated by the Board of Directors.

Section 5. Audit Committee.

The corporation shall have an audit committee consisting of at least (2) Directors. Directors who are employees or officers of the corporation or who receive directly or indirectly, any consulting, advisory, or other compensatory fees from the corporation (other than for service as director) may not serve on the audit committee. The audit committee shall perform the duties, but are not limited to:

Commented [MZ7]: This provision is within the City Council's discretion, and will depend on the number of Directors authorized to serve on the Board. Staff recommends two since the Audit Committee has significant responsibilities.

- (a) Assisting the Board in choosing an independent auditor and recommending termination of the auditor, if necessary;
- (b) Negotiating the auditor's compensation;
- (c) Conferring with the auditor regarding the corporation's financial affairs; and
- (d) Reviewing and accepting or rejecting the audit.

Members of the audit committee shall not receive compensation for their service on the audit committee. If the corporation has a finance committee, a majority of the members of the audit committee may not concurrently serve as members of the finance committee, and the chair of the audit committee may not serve on the finance committee. Members of the audit committee shall not include the president and the treasurer.

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ARTICLE VIII.

OFFICERS

Section 1. Officers of the Corporation.

The officers of the Corporation shall be a president, a vice president, a secretary and a Treasurer. The Corporation may also have, at the Board's discretion, one or more assistant secretaries, one or more assistant treasurers, and such other officers as may be appointed in accordance with Section 3 of this Article. Any number of offices may be held by the same person, except that neither the secretary nor the Treasurer may serve concurrently as the president

Section 2. Election of Officers.

The officers of the Corporation, except those appointed under Section 3 of this Article, shall be chosen annually by the Board and shall serve at the pleasure of the Board, subject to the rights, if any, of any officer under any contract of employment.

Section 3. Other Officers.

The Board may appoint and may authorize the president or other officer to appoint any other officers that the Corporation may require. Each officer so appointed shall have the title, hold office, have the authority, and perform the duties specified in the Bylaws or determined by the Board.

Section 4. Removal of Officers.

Without prejudice to any rights of an officer, any officer may be removed with or without cause by the Board and also by any officer on whom the Board may confer that power of removal.

Section 5. Resignation of Officers.

Any officer may resign at any time by giving written notice to the Corporation. The resignation shall take effect as of the date the notice is received or at any later time specified in the notice and, unless otherwise specified in the notice, the resignation need not be accepted to be effective. Any resignation shall be without prejudice to the rights, if any, of the Corporation. An officer may not rescind, revoke, or withdraw a resignation.

Section 6. Vacancies in Office.

A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular appointments to that office.

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ARTICLE IX.

RESPONSIBILITIES OF OFFICERS

Section 1. President.

The president shall preside at all Board meetings, and shall have such other powers and duties as the Board or the Bylaws may prescribe.

Section 2. Vice President.

If the president is absent or disabled, the vice president shall perform all duties of the president. When so acting, the vice president shall have all powers of and be subject to all restrictions on the president. The vice president shall have such other powers and perform such other duties as the Board or the Bylaws may prescribe.

Section 3. Secretary.

The secretary shall keep or cause to be kept, at the Corporation's principal office or such other place as the Board may direct, a book of minutes of all meetings, proceedings, and actions of the board, and of committees of the Board. The minutes of meetings shall include the time and place that the meeting was held, whether the meeting was annual, regular, or special, and, if special, how authorized, the notice given, and the names of those present at board and committee meetings. The secretary shall keep or cause to be kept, at the principal office in California, a copy of the Articles of Incorporation and Bylaws, as amended to date.

The secretary shall give, or cause to be given, notice of all meetings of the Board and of committees of the board required by these Bylaws to be given. The secretary shall keep the corporate seal in safe custody and shall have such other powers and perform such other duties as the board or the Bylaws may prescribe.

Section 4. Treasurer.

The Treasurer shall be the chief financial officer of the Corporation and shall keep and maintain, or cause to be kept and maintained, adequate and correct books and accounts of the Corporation's properties and transactions. The Treasurer shall send or cause to be given to the directors such financial statements and reports as are required to be given by law, by these Bylaws, or by the board.

The books of account shall be open to inspection by any director at all reasonable times. The Treasurer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Corporation with such depositories as the board may designate, shall disburse the Corporation's funds as the Board may order, shall render to the president and the Board, when requested, an account of all transactions as Treasurer and of the financial condition of the Corporation, and shall have such other powers and perform such other duties as the Board or the Bylaws may prescribe.

If required by the Board, the Treasurer shall give the Corporation a bond in the amount and with

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the surety or sureties specified by the board for faithful performance of the duties of the office and for restoration to the Corporation of all of its books, papers, vouchers, money, and other property of every kind in the possession or under the control of the Treasurer on his or her death, resignation, retirement, or removal from office.

ARTICLE X.

STANDARD OF CARE

Section 1. General.

A director shall perform the duties of a director, including duties as a member of any committee of the Board on which the director may serve, in good faith, in a manner such director believes to be in the best interest of this Corporation and with such care, including reasonable inquiry, as an ordinarily prudent person in a like situation would use under similar circumstances.

In performing the duties of a director, a director shall be entitled to rely on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by:

- (a) One (1) or more officers or employees of the Corporation whom the director believes to be reliable and competent in the matters presented;
- (b) Counsel, independent accountants, or other persons as to matters which the director believes to be within such person's professional or expert competence; or
- (c) A committee of the Board upon which the Director does not serve, as to matters within its designated authority, which committee the director believes to merit confidence, so long as in any such case, the director acts in good faith, after reasonable inquiry when the need thereof is indicated by the circumstances and without knowledge that could cause such reliance to be unwarranted.

A person who performs the duties of a director in accordance with the above shall have no liability based upon any failure or alleged failure to discharge that person's obligations as director, including, without limiting the generality of the foregoing, any actions or omissions which exceed or defect a public or charitable purpose to which the Corporation, or assets held by it, are dedicated.

Section 2. Standard of Care - Investments.

Except with respect to assets held for use or used directly in carrying out this Corporation's charitable activities, in investing, reinvesting, purchasing, acquiring, exchanging, selling, and managing this Corporation's investments, the Board shall avoid speculation, looking instead to the permanent disposition of the funds, considering the probable incomes, as well as the probable safety of this Corporation's capital.

Section 3. Standard of Care – Self-Dealing Transactions.

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The Board shall not approve a self-dealing transaction. A self-dealing transaction is one in which the Corporation is a party and in which one (1) or more of the directors has a material financial interest or a transaction between this Corporation and any entity in which one (1) or more of its directors has a material financial interest.

Section 4. Inspection.

Every director shall have the right at any reasonable time during the business hours of the Corporation to inspect and copy all books, records, and documents pursuant to the California Public Records Act, and to inspect the physical properties of this Corporation.

ARTICLE XI.

INDEMNIFICATION; LIABILITY OF THE CORPORATION

Section 1. Right of Indemnity.

To the fullest extent permitted by law, this Corporation shall indemnify its directors, officers, employees, and other persons described in section 5238(a) of the California Corporations Code, including persons formerly occupying such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in section 5238(a) of the California Corporations Code.

Section 2. Approval of Indemnity.

On written request to the board by any person seeking indemnification under section 5238(b) or section 5238(c) of the California Corporations Code, the board shall promptly determine under section 5238(e) of the California Corporations Code whether the applicable standard of conduct set forth in section 5238(b) or section 5238(c) has been met and, if so, the board shall authorize indemnification.

Section 3. Advancement of Expenses.

To the fullest extent permitted by law and except as otherwise determined by the board in a specific instance, expenses incurred by a person seeking indemnification under Sections 1 and 2 of this Article in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

Section 4. Insurance.

The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such

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capacity or arising out of the officer's, director's employee's, or agent's status as such.

Section 5. Liability of the Corporation.

The Corporation itself shall be solely responsible for the management and fiscal affairs of the Corporation and for the payment of any debts and liabilities incurred by the Corporation.

ARTICLE XII.

RECORDS AND REPORTS

Section 1. Maintenance of Corporate Records.

The Corporation shall keep:

- (a) Adequate and correct books and records of account; and,
- (b) Written minutes of the proceedings of its board, and committees of the board.

The Corporation shall abide by the provisions of the California Public Records Act.

Section 2. Maintenance and Inspection of Articles and Bylaws.

The Corporation shall keep at its principal office, or if its principal office is not in California, at its principal business office in this state, the original or a copy of the Articles of Incorporation and its Bylaws, as amended to date, which shall be open to inspection by the directors at all reasonable times during office hours.

Section 3. Annual Report.

The board shall cause an annual report to be sent to the directors within one hundred twenty (120) days after the end of the Corporation's fiscal year. That report shall contain the following information, in appropriate detail, for the fiscal year:

- (a) The assets and liabilities, including the trust funds, of the Corporation as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds;
- (c) The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes;
- (d) The expenses or disbursements of the Corporation for both general and restricted purposes; and,
- (e) Any information required by Section 4 of this Article.

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The annual audited financial report prepared by independent accountants or, if there is no such report, by the certificate of an authorized officer of the Corporation that such statements were prepared without audit from the Corporation's books and records.

This requirement of an annual report shall not apply if the Corporation receives less than \$25,000 in gross receipts during the fiscal year, provided, however, that the information specified above for inclusion in an annual report must be furnished annually to all directors.

Section 4. Annual Statement of Certain Transactions and Indemnifications.

The Corporation shall annually prepare and furnish to each director a statement of any transaction or indemnification of the following kind within one hundredtwenty (120) days after the end of the Corporation's fiscal year:

- (a) Any transaction in which the Corporation, its parent, or its subsidiary was a party;
- (b) Any transaction in which an "interested person" had a direct or indirect material financial interest; and,
- (c) Any transaction which involved more than \$50,000, or was one of a number of transactions with the same interested person involving, in the aggregate, more than \$50,000. For the purposes of this subparagraph, and subparagraph (b) above, an "interested person" is either of the following:
 - i) Any director or officer of the Corporation, its parent, or subsidiary (but mere common directorship shall not be considered such an interest); or
 - ii) Any holder of more than 10 percent of the voting power of the Corporation, its parent, or its subsidiary. The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the Corporation, the nature of their interest in the transaction and, if practicable, the amount of that interest, provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.
- (d) Any indemnifications or advances aggregating more than \$10,000 paid during the fiscal year to any officer or director of the Corporation under Article X, Sections 1, 2 and 3 of these Bylaws.

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ARTICLE XIII.

MISCELLANEOUS

Section 1. Fiscal Year.

The fiscal year of this Corporation shall end each year on June 30.

Section 2. Contracts.

All contracts entered into on behalf of this Corporation must be authorized by the Board, or, where the contract is for less than Twenty Five Thousand Dollars (\$25,000), by the President, Treasurer, or Executive Director.

Section 3. Execution of Checks.

Except as otherwise provided by law, every check, draft, promissory note, money order, or other evidence of indebtedness of the Corporation shall be signed by such individuals as are authorized by the Board.

Section 4. Independent Audit.

The Corporation shall retain an independent auditor and conduct annual independent audits (commencing with Section 12586(d) of the California Government Code).

Section 5. Amendment of Bylaws.

The Bylaws may be amended or repealed and new Bylaws adopted by the vote of a majority of all the members of the Board, provided that any amendment must receive the prior written consent of the City Council. Such amended or newly adopted Bylaws shall take effect immediately.

Section 6. Applicable Law.

This Corporation shall be subject to any and all applicable state, federal and local laws, including, but not limited to, such laws as may be applicable as a result of the Corporation's affiliation with the City.

Section 7. Ralph M. Brown Act.

All meetings of the Board of Directors, or any committee thereof, shall be called, noticed, held and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the California Government Code).

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Section 8. Conflict of Interest.

The Board shall develop, establish, and implement a conflict of interest policy. In the policy, the Board, its agents and employees, city officers, or city employees shall not be financially interested in a contract made by them in their official capacity, or by anybody or board of which they are members pursuant to Government Code section 1090. Nor shall the Board, its agents and employees, city officers, or city employees be purchasers at any sale or vendors at any purchase made by them in their official capacity pursuant to Government Code section 1090.

ARTICLE XIV.

DISSOLUTION OF THE CORPORATION

Subject to the provisions governing distribution upon dissolution set forth in the Articles of Incorporation of the Corporation, in the event of a dissolution of the Corporation the residual assets shall be distributed as provided in the Articles of Incorporation.

ARTICLE XV.

CONSTRUCTION AND DEFINITIONS

Unless the context requires otherwise, the general provisions, rules of construction, and definitions in the California Nonprofit Corporation Law shall govern the construction of the Bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

ARTICLE XVI.

RESERVED POWERS

The following actions are reserved by the City Council:

- (a) Approval of any change in the Articles of Incorporation or Bylaws of the Corporation;
- (b) Approval of adoption, amendment or repeal of the Corporation's investment policy and its spending policy;
- (c) Approval of the Corporation's annual budget;
- (d) Approval or amendment of the Corporation's grant policies;
- (e) Approval of election of officers of the Corporation;
- (f) Approval of any agreement for the management of the affairs of the Corporation;

Commented [MZ8]: These provisions are within the City Council's discretion, and were presented at the 7-19-13 Study Session. After further review, staff does not recommend any changes to the list or scope of reserved powers

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- (g) Approval of the acquisition of real estate or of any project that would require the use of City property or resources;
- (h) Approval of incurrence of indebtedness by the Corporation in excess of \$_____;
- (i) Affiliation of the Corporation with any other entity ("Affiliation" meaning any arrangement whereby the Corporation controls, is controlled by or is under common control with any other entity or any other similar arrangement); and/or
- (j) Appointment and removal of members of the Board of Directors.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify:

That I am the duly elected and acting Secretary of The San Bruno Community Foundation, a California nonprofit public benefit Corporation; and,

That the foregoing Bylaws comprising thirteen (xx) pages, constitute the Bylaws of said Corporation, as duly adopted at a meeting of the Board of Directors held on _____, 2013, and that they have not been amended or modified since that date.

Executed on _____, 2013, at _____, California.

Secretary

RESOLUTION NO. 2013-_____

**RESOLUTION APPROVING BYLAWS FOR THE
SAN BRUNO COMMUNITY FOUNDATION**

WHEREAS, the City of San Bruno received \$68,750,000 in cash and five vacant lots from PG&E in recognition of the impact of the September 9, 2010, explosion on the entire City; and

WHEREAS, the settlement agreement with PG&E requires that the City establish a not-for-profit entity to receive, manage, administer and expend the funds for the benefit of the San Bruno community; and

WHEREAS, the City Council authorized the Mayor to execute Articles of Incorporation for a not-for-profit entity named "The San Bruno Community Foundation" for public and/or charitable purposes as necessary to qualify for tax-exempt status as a 501(c)(3) corporation under federal law; and

WHEREAS, the purpose of the corporation is to benefit the San Bruno community through enduring and significant and contributions to, and investments in, charitable and community programs, and publicly-owned community facilities, over the long term; and

WHEREAS, the City Council must now approve bylaws for the San Bruno Community Foundation so that the process of forming the Foundation can expeditiously continue.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Bruno that the bylaws for The San Bruno Community Foundation attached hereto are approved.

ATTEST:

Carol Bonner, City Clerk

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I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 27th day of August 2013, by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Adopt Resolution Authorizing Extension of the 2013 San Bruno Park Swimming Pool Season through September 29, 2013

BACKGROUND:

The San Bruno Park Swimming Pool operates seasonally from mid-June through the Labor Day. On weekdays, the Pool is open from 6:30 a.m. until 9:00 p.m. During the weekend, the Pool is open from 9:30 a.m. until 4:00 p.m. Programs offered at the Pool include swimming lessons, water aerobics, lap swim, recreational swim and pool party rentals. Community demand is high for these programs and over the years, staff has received requests to extend the Pool season. Due to the level of General Fund subsidy necessary to support the aquatics program, an expanded aquatics program was not brought forward to the City Council for its consideration during the economic downturn.

Recently, the City Manager received a petition addressed to Mayor Ruane and Councilmember Medina (Attachment No. 1) signed by 100 water aerobics, lap swim and recreational swim program participants requesting the City keep the Pool open for those programs for "most of the year." The purpose of this report is to provide response to this request for the 2013 Summer Swimming Pool season extension and to address considerations for future planning for the Swimming Pool season.

DISCUSSION:

In response to the community's request for an extension of this year's season, staff has evaluated the availability of both the Pool and the aquatics program staff to support an extended season. Staff availability is limited once the school year begins. However, there would be sufficient staffing to support the extension of the season only during the late afternoon and evening hours. It would not currently be possible to continue to deliver morning classes. As a result, the following program schedule could be supported by existing staff resources:

Monday through Thursday:	6:00-7:00 p.m. 7:00-8:30 p.m.	Water Aerobics Lap Swim
Saturday and Sunday:	10:00-11:00 a.m. 11:00 a.m. - 12:45 p.m. 12:45-1:00 p.m. 1:00-4:00 p.m.	Water Aerobics Lap Swim Set-up for Recreation Swim Recreation Swim

10.6.

Although the aquatics staff would be available to support the extension of the season in the late afternoon and evening, the Pool would not be available during the month of October due to the time required to set-up the Pool locker rooms for the Haunted Pool held in late October. Additionally, further Pool plumbing work is necessary to address leaks between the Pool, heating and filtration system. If approved in the Fiscal Year 2013-14 Capital Improvement Program Budget, this work would be scheduled as soon as possible to insure the structural integrity and water efficiency of the Pool. As a result, should the City Council wish to extend the 2013 Pool season, staff recommends extending the 2013 Pool season through Sunday, September 29, 2013.

Previous patron requests to extend the Pool season demonstrates a continuing community interest for an extended season. As a result, over the coming months, staff will develop various alternatives for expanding the aquatics program and extending the Pool season. These alternatives will be presented to the City Council for its consideration as part of the Fiscal Year 2014-15 Operating Budget review and adoption process.

FISCAL IMPACT:

While the overall fiscal impact of a year-long aquatics program has not yet been calculated, the cost to keep the pool open for the additional month of September would be as follows:

Chemicals	\$ 1,200
Staffing	\$ 5,200
Custodial	\$ 240
Maintenance	\$ 800
Total	\$ 7,440

The anticipated revenue over this one month period would be as follows:

Water Aerobics	\$ 1,620
Lap Swim	\$ 576
Rec Swim	\$ 1,680
Total	\$ 3,876

The comparison of the one month's program revenues to expenditures results in a General Fund subsidy of \$3,564 or rate of recovery of approximately 52 percent. The rate of recovery for the aquatics program throughout the summer season is higher due to the revenue generated from swimming lessons and pool party rentals. Overall, the aquatics program's rate of recovery is approximately 80 percent.

ALTERNATIVES:

1. Do not authorize the extension of the 2013 Pool season through September 29, 2013 and do not authorize staff to return to the City Council with a proposed expanded aquatics program in early 2014.
2. Authorize only the extension of the 2013 Pool season through September 29, 2013 but not for staff to return to the City Council with a proposed expanded aquatics program in early 2014.

RECOMMENDATION:

Adopt a Resolution authorizing extension of the 2013 San Bruno Park Swimming Pool season through September 29, 2013.

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolution
2. Petition from Patrons of the Aquatics Program

DATE PREPARED:

August 20, 2013

REVIEWED BY:

_____ CM

RESOLUTION NO. 2013 –

**Adopt Resolution Authorizing Extension of the
2013 San Bruno Park Swimming Pool Season through September 29, 2013**

WHEREAS, the City of San Bruno has a swimming pool located in its City Park; and

WHEREAS, the current participants signed a petition to keep the swimming pool open into the fall months; and

WHEREAS, staff is available to work evening and weekend hours to keep the pool open for Water Aerobics, Lap Swim and Recreational Swim during the month of September ; and

WHEREAS, the cost to keep the pool open for four weeks is estimated at \$7,440; and

WHEREAS, the revenue generated from the additional pool hours is estimated at \$3,876;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of San Bruno authorizes the City Manager to extend the swimming pool hours to continue delivery of water aerobics, lap swim and weekend recreational swim

-o0o-

I hereby certify that foregoing Resolution No. 2013-_____ was introduced and adopted by the San Bruno City Council at a regular meeting on August 27, 2013 by the following vote:

AYES:

NOES:

ABSENT:

Carol Bonner, City Clerk

8-19-90
To: Mayor Russo and also San Bruno City Counsel

Attention: Rico Madina

We are the paying patrons of Water Aerobics, and we would like to suggest that the San Bruno park pool remain open for most of the year, possibly with a pool cover and also hire more lifeguards.

We understand PG&E has offered a settlement and we sincerely hope the settlement will be partially utilized for our pool. We all would be most grateful for your consideration.

Thank you.

100 signatures included

	<u>NAME</u>	<u>PHONE NUMBER</u>
1	Barbara Blacksted	650 583 4146
2	Jim McMahon	650-515-6746
3	Brenda Cruise	650 922-0670
4	Susan Jones	650 - 873- 6613
5	Jamie Fiedler	650 - 922-8336
6	Stacy Walz	650-580-1564
7	Bill Lutz	650 - 588-5828
8	Karen Smet	"
9	Mary Ingewall	(650) 588-7807
10	Karen Atkinson	650 952 2483
11	Alta Evangelist	650-813-7339
12	Linda Gross	650-922-3782
13	Neil Allen	650 922 3 782
14	Pat Buehler	650-580-3569
15	Robert Lewis	415-469-788

15	Ruth Spivey	310-809-9406
16	Pat Borkm	650-873-2850
17	Quina Eilling H	" 589-3154
18	Frances gilfillan	650-455-3734
19	Sandy Andreatti	" 588-5441
20	Gerry Cecil	583-4172
21	Marion Cecil	583-4172
22	Suey Borg	650-875-6205
23	Janet Tull	650 992-4324
24	Noella Jefferson	650 952-9584
25	Henry Jefferson	650 952-9584
26	Lactitia Borders	650 873-4851
27	Polly Ward	650 871-4766
28	Terry Rogers	415-578-9898
29	Meredith Spaw Collins	415 578 9898
30	Sam Whoglen	650-873-4175
31	Cindy Zerk	
32	Caroee Gianni	(650) 589-7783
33	Andrey Carnava	(650) 892-9622
34	Marcela Saucedo	(650) 270-9023
35	Ann Beelow	(650) 589-9731
36	Pam Vera	(209) 752-8652
37	Jennifer (Hem)	650 557 0556
38	Francisco (Hem)	650 557 0556
39	Butch McMahon	650-922-2588

NAME

Phone #

40	John Mallia	650 922-6746
41	Maureen Mitchell	650 871 0771
42	STEVE MARKHAM	650- 580-7399
43	Jodie Shoglow	650-238-4256
44	Jennifer Lowery	650 -5895375
45	Ken Lowery	" "
46	Denise Valencia	650 583-7191
47	Diane Nations	650-296-5635
48	Epiphony Memahan	650-583-8573
49	Mary Williams	650-583-0782
50	Pula Jangervasi	650. 873-7777
51	Jackie Linker	650. 301.5094
52	Pat Kull	" 588-0146
53	Carol Ziegler	871-5524
54	Donette Petersen	" 576-6747
55	Raymar Parker	650, 583-4146
56	Jonathan Blakeslee	650-583-4146
57	Clara Blakeslee	650-583-4146
58	Joe Lelli	650-248 3181
59	DIANE OLIVIER	415 341 3959
60	Bob Horn	650 952-0858
61	Clara John	415-860-5202

x

41	Rosalie Capella	650 583-8389
42	Leda Aris	650 583-4146
43	Linda Majia	650 589-2790
44	Tony Terrilli	650 450 -588-2493
45	Jessica Blakeslee	650-583-4146
46	Ruba Jemali	650-309-3050
47	Jeanne Lynn	650 616-7033
48	Cathy Green	650 583-4157
49	Ann Buelow	650 589-9731
70	Marcela Saucedo	650 270-9023
71	Linda D. Jounkumae	650-871-7619
72	Susan Zummit	650 583 8139
73	Susan Hogan	650 872-1601
74	Jennie Lee	650 588-4006
75	Lynn Anne	650-291-7153
76	Lisa Caszini	650-867-4624
77	Peggy Youngblood	650 355 0328
78	Annanda Youngblood	650 355 0328
79	Megan Smith	650 490 0882
80	Roxane Nales Roxane Nales	650 303-2070
81	Ruthie Lewis	415 469 7884
82	Steve Blakeslee	415-317-0933
83	Jane Schneider	650-588-4036
84	Kathy Gunn	650-588-1656

85	Megan Mallia	650 922-6746
86	Lisa	415 416-8768
87	Christina De Leon	415 572 9943
88	Danny Tomaseillo	650 922-6600
89	Steve Davis	650 455-4775
90	Judy Tapia	650-589-9618
91	Gene DARDONE	415 260 4327
92	Natasha Jones	650-636-5324
93	Kathleen Pappert Kathleen Pappert	650 583-1101
94	Jane Judnick	650 583-9214
95	Ramona Malpeari	650-922-0381
96	Laura Ravella	650-619-4115
97	Lail Wilson	650-952-6835
98	Marilyn Mehrer	650-588-8416
99	Margaret Silvestre	415-606-2165
100	Rosalie Capella	650-583-8389



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Harry Burrowes, P.E. – Project Manager, Crestmoor Reconstruction

SUBJECT: Receive Report on the Results of Soil and Materials Testing of PG&E Line 132 and Provide Direction to Staff Regarding the Filling of Line 132 in the Crestmoor Neighborhood

BACKGROUND:

On May 22, 2012, staff presented the results of a survey that was conducted in the Crestmoor Neighborhood regarding the method for abandonment of PG&E's decommissioned gas transmission pipeline, Line 132. The results of this survey indicated that over 80% of the residents who replied were in favor of having PG&E fill the pipeline with cement slurry. The City Council, echoing some of the concerns raised by the residents, directed staff to have PG&E perform additional testing of the soils below and surrounding the pipeline as well as to confirm the tests of the pipeline material itself. This extra step was to ensure that no toxic or other hazardous materials were present or had leaked from the pipeline, and that the pipe material did not contain lead or other material that could be a source of contamination in the future. PG&E, at the direction of the City, has performed independent, third party testing of the soils and pipeline and staff recommends that the final abandonment by filling Line 132 with cement slurry proceed.

DISCUSSION:

Subsequent to the direction received from the City Council on May 22, 2012, PG&E performed numerous separate tests of Line 132 and the soils adjacent and below the pipeline. Testing was initiated and also included a section of Line 132 that had been constructed in 1948 and abandoned in 1956 when the Crestmoor subdivision was developed (see Exhibit 1). This portion of deep pipe was left in the ground at that time and was found to contain liquid. The City directed PG&E to test the liquid to determine its content as well as remove it from the pipeline prior to slurry filling.

A summary of the tests performed to date includes:

Pipeline Metal Testing - Four sections of line 132 (both the 1948 and 1956 vintages) were removed and tested to determine their chemical composition and verification that the steel and welds did not contain any lead. The pipe sections were removed by PG&E and sent to an independent laboratory for analysis. The pipeline was determined to be typical carbon steel pipe and no detectable lead was found to be present in the base pipe metal or the weld beads.

Pipeline Contents Testing – In July 2012, PG&E performed sampling and testing of the contents of portions of both the 1948 and 1956 segments of Line 132. The tests included sampling and

10c.

analysis of:

- Liquids from within the 1948 pipe
- Chemical analysis of scrape samples from both the 1948 and 1956 pipes
- Air samples from both the 1948 and 1956 pipes

Excavations were performed, samples of pipe removed, and air quality tests performed in June-July 2012. The City had a third party independent pipeline expert (Dick Brown Technical Services - DBTS) provide oversight and observation during PG&E's activities. The tests on the liquid and scrape samples indicated that the concentrations of metals, mercury, and hydrocarbons were below State and Federal standards for hazardous materials. Air testing indicated that hydrocarbons were present in amounts exceeding the permissible exposure limits for worker protection. As a result of the air testing, additional procedures were added to the pipe filling procedures to pump all air from the pipe through a liquid and charcoal filtration system. Air safety monitors and breathing apparatus were also required for all workers.

Soils Testing around Pipeline - In November 2012, soils testing contractors took bore samples in the neighborhood. Soil samples adjacent to and below Line 132 were collected for sampling. This work was directed by the City of San Bruno and paid for by PG&E. The testing found that there were no potential contaminants present that will pollute the groundwater or the creek.

Additional Soil testing in Neighborhood – The City independently contracted the firm of Acumen Industrial Hygiene to perform chemical testing and analysis of the soils present on the vacant lots within the neighborhood. Although this testing is distinct and not directly connected to the Line 132 abandonment, the preliminary results indicate that no hazardous or toxic materials are present. This confirms the testing that San Mateo County performed after the cleanup of the lots upon the removal of all post fire debris.

Based upon the results of the testing that had been performed to date, the City directed PG&E to proceed with the slurry filling of two sections of Line 132 (the 1948 section and a short segment of 1956 pipe in Glenview Drive from Claremont Dr. to Earl Ave). This work was performed on August 30, 2012 and was observed by City staff and a DBTS representative, the third party independent pipeline expert.

To ensure that the abandonment and filling of the remaining portions of pipe met all current and emerging industry standards, the City directed PG&E to perform additional independent analysis of the test data prior to filling the remaining portions of Line 132. During the past 12 months, PG&E met and consulted with the State of California – Department of Toxic Substances Control (DTSC) regarding testing protocols and mitigation of any potential contaminants that may be present in the pipe to be abandoned. DTSC concurred that the tests did not indicate the presence of any toxic or hazardous materials. Additionally, PG&E asked the San Mateo County Department of Environmental Health to review the tests results and identify if any current or potential future public or environmental health risk existed. On August 14, 2013, PG&E received a letter from San Mateo County (Exhibit 2) that concluded that no health risks exists.

Based upon the testing performed to date, the independent analysis, and the conclusion that no current or future health risk is present, staff recommends that PG&E be directed to proceed with the filling of the remaining portions of Line 132 within the Crestmoor neighborhood.

At the City's direction, PG&E will provide advance notification to the entire neighborhood outlining the schedule of the work and the expected impacts (traffic, detours, type of equipment,

etc.). Special outreach will be given to the residents immediately impacted by the filling operations. This information will also be shared on both the City and the Rebuild Crestmoor websites.

PG&E has indicated that should the City Council direct the pipeline filling to proceed, they can commence this work as early as September 23, 2013. As with the previous slurry filling operation, PG&E's contractors will provide the necessary odor control devices including tenting of any excavations and filtering of any air from the pipeline. PG&E has indicated that the filling can be completed in 3 – 4 weeks once it commences. This proposed timing should work well with the City's current Phase III Reconstruction project and avoid additional and unnecessary future disruption to the neighborhood.

FISCAL IMPACT:

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

ALTERNATIVES:

1. Take no action and allow PG&E to proceed with decommissioning of Line 132 via their preferred method of leaving the pipe empty, as-is in the ground.
2. Direct that PG&E proceed with the full removal of Line 132 from the ground.
3. Direct that additional analysis and/or testing be performed prior to filling Line 132.

RECOMMENDATION:

Receive Report on the Results of Soil and Materials Testing of PG&E Line 132 and Provide Direction to Staff Regarding the Filling of Line 132 in the Crestmoor Neighborhood

ATTACHMENTS:

1. Exhibit 1 – Map of Line 132
2. Exhibit 2 – Letter from San Mateo County

DISTRIBUTION:

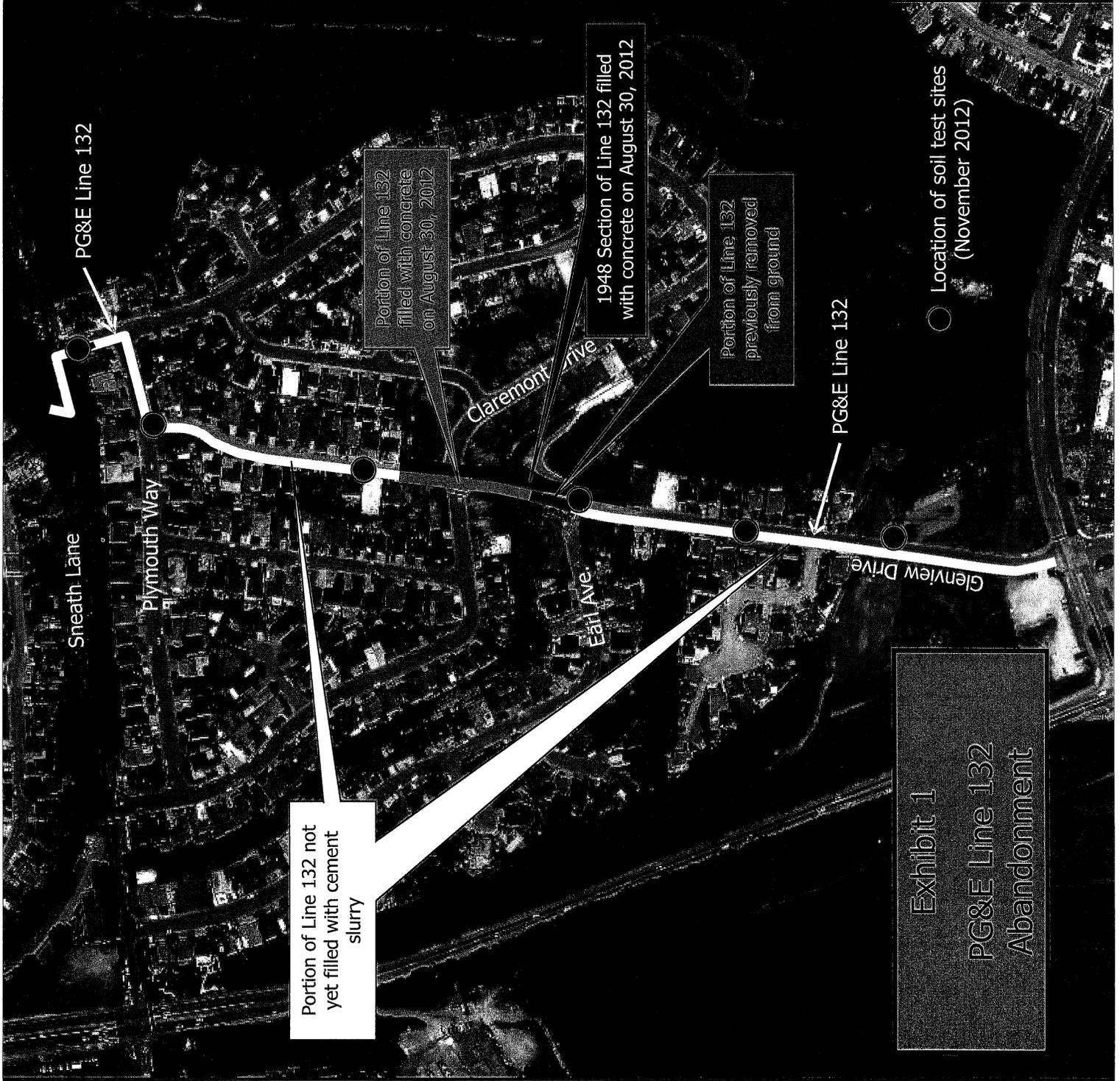
None

DATE PREPARED:

August 19, 2013

REVIEWED BY:

_____ CM



PG&E Line 132

Sneath Lane

Plymouth Way

Claremont Drive

East Ave

Glenview Drive

PG&E Line 132

Portion of Line 132 filled with concrete on August 30, 2012

1948 Section of Line 132 filled with concrete on August 30, 2012

Portion of Line 132 previously removed from ground

Portion of Line 132 not yet filled with cement slurry

○ Location of soil test sites (November 2012)

Exhibit 1
PG&E Line 132
Abandonment



San Mateo County Health System

August 14, 2013

Fred Flint
Pacific Gas and Electric Company
3401 Crow Canyon Road
San Ramon, California 94583

Subject: Soil Quality Investigation Report – Line 132 Retirement Project

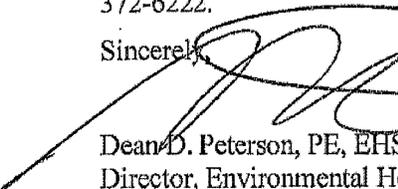
Mr. Flint:

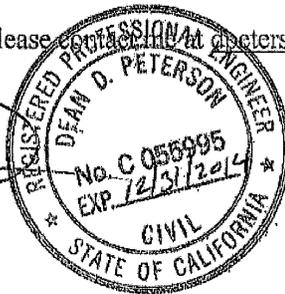
Per our meeting on June 5, 2013, PG&E requested my division to review the subject ETIC Engineers report dated February 2013. Despite not having any direct regulatory purview over the retirement of a natural gas pipeline, I agreed that my office could provide a review to identify if a current or potential future risk to public or environmental health existed.

ETIC Engineers, under contract and direction of PG&E, collected and analyzed samples in June, August, and November of 2012 to determine whether materials present in a retired pipeline and the soils adjacent to the pipeline pose a risk to human health and the environment. Based on information in the above-referenced report, and with the provision that the information provided to this agency was accurate and representative of site conditions, this agency finds the detected concentrations do not appear to indicate that the surrounding soils were impacted by the pipeline. Furthermore, we find that neither the soils nor the pipeline itself contains materials that pose an unacceptable public or environmental health risk based on the selected sample locations, analyses, and thresholds recorded in the report.

Should you have further questions, please contact me at dpeterson@smcgov.org or (650) 372-6222.

Sincerely,


Dean D. Peterson, PE, EHS
Director, Environmental Health



cc: Tom Wilson, Director, Environmental Remediation, Pacific Gas and Electric
Frank Salguero, Executive Manager, Pacific Gas and Electric
Juan Jayo, Director and Counsel, Pacific Gas and Electric

Environmental Health

2000 Alameda de las Pulgas, Suite 100, San Mateo, CA 94403

Phone (650) 372-6200 • Fax (650) 627-8244 • CA Relay 711 • Website www.smchealth.org

Health System Chief • Jean S. Fraser

Board of Supervisors • Don Horsley • Dave Pine • Carole Groom • Warren Slocum • Adrienne Tissier



**City Council Agenda Item
Staff Report**

CITY OF SAN BRUNO

DATE: August 27, 2013
TO: Honorable Mayor and Members of the City Council
FROM: Harry Burrowes, P.E. – Project Manager, Crestmoor Reconstruction
SUBJECT: Adopt Resolution Approving a Sanitary Sewer Lateral Replacement Program in the Crestmoor Neighborhood

BACKGROUND:

The reconstruction of the infrastructure within the Crestmoor Neighborhood in the aftermath of the September 9, 2010 PG&E gas pipeline explosion and fire includes the replacement of the water mains and services, sanitary sewer main and sewer laterals within the public streets, new storm drain pipes, roadway and sidewalk reconstruction, and a new streetlight system. The replacement of the sanitary sewer system provides an opportunity for the residents to also replace the portion of the sewer lateral that is within their private property. However, there are many considerations that must be evaluated as part of the sewer lateral replacement. The purpose of this item is to outline these issues and seek direction from City Council on potential assistance to homeowners in the event they choose replacement of the private portion of the sewer lateral.

DISCUSSION:

The sanitary sewer system, as well as most of the infrastructure, within the neighborhood was installed in the late 1950's and is at or approaching its expected functional life of 50-60 years. Immediately after the PG&E pipeline and explosion, the heavily damaged and destroyed portions of the sewer system in the immediate vicinity of the incident were replaced. Subsequently, on December 13, 2011 the City Council confirmed the scope of the overall Crestmoor Reconstruction Project including the replacement of the entire sewer system within the neighborhood.

Phase II of the infrastructure replacement within the 'fire-damaged' portion of the neighborhood was recently completed by Shaw Construction. The remaining portion of the neighborhood's infrastructure, serving about 300 residences, is being replaced as part of the approved Phase III Project currently in construction. For the Crestmoor Neighborhood, there are numerous factors to consider as part of the sewer infrastructure replacement. These include the work that is typical for a City sewer replacement project, the work previously performed on earlier phases of the project, and other policy decisions including the potential of financial assistance to residents who elect to replace their laterals. These issues are further outlined below.

H.d.

Typical City Sewer Main Replacement Project

When the City performs a typical sewer replacement project, only the sewer main and the portion of the sewer lateral within the public right-of-way is replaced. The sewer lateral is the section of underground pipe that extends from the home and connects to the City sewer main. The upper lateral runs from the home to the property line. The lower lateral runs from the property line to the City sewer main (see Exhibit 1).

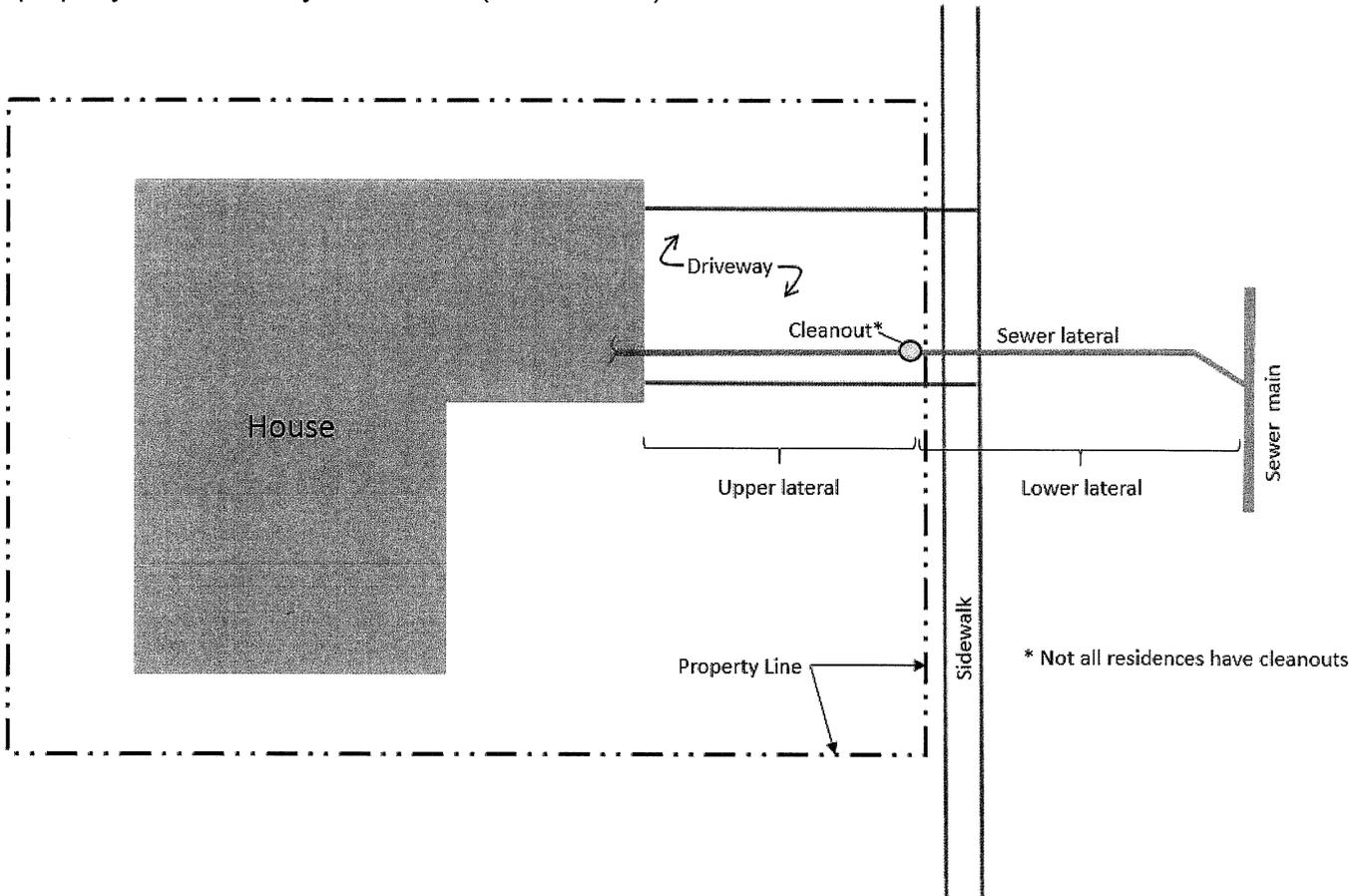


Exhibit 1

The City does not perform an inspection or make any representations regarding the condition of the upper lateral. If the upper lateral is in good condition at the point of connection, the City will connect the new lower lateral to the existing upper lateral. However, when the sewer laterals are old (50-years old or more), the City recommends that the property owner take the opportunity have their lateral inspected, replaced if necessary, and a cleanout installed. These are all at the cost of the property owner as they all are located on private property. By installing a cleanout (a new access allowing for cleaning and maintenance of the lateral) at or near the property line, the property owner receives the benefit that the City will assume responsibility for maintaining the lower lateral. If no cleanout exists, the property owner is responsible for maintaining both the upper and lower laterals from the house to the sewer main in the street (City Ordinance 8.24.200). The City will not connect a new lower lateral to a damaged or nonfunctioning upper lateral. In this instance, the City provides a temporary connection and gives the owner a reasonable time to replace the upper lateral.

Crestmoor Project Sewer Main Replacement

Based upon field conditions encountered to date and the experience from the Crestmoor Neighborhood Phase II Reconstruction project, the likely existing conditions throughout the remaining neighborhood are shown in Exhibit 2. While the existing sewer main and lower lateral are clay pipe, the upper lateral to most of the homes is most likely a material known as Orangeburg pipe. This material was used from the early 1940's to about 1960 as sewer pipe. It was made from wood fibers and tar pitch. Its useful life is about 50 years and it is subject to deterioration as it ages. Some residents of the Crestmoor neighborhood have replaced their lateral pipe (Orangeburg) within the recent past.

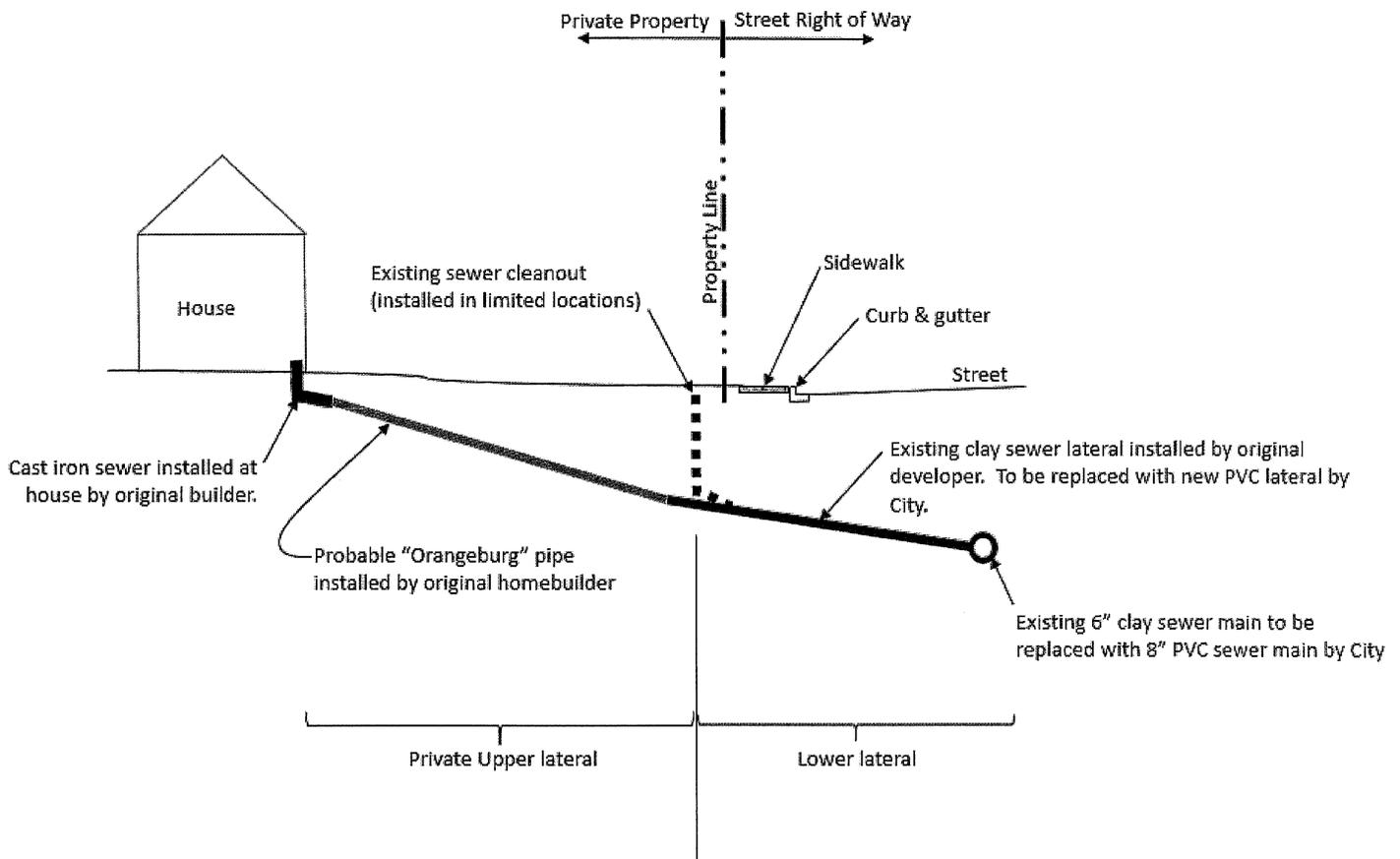


Exhibit 2

The location of the sewer lateral on each property may vary. For some residences the upper sewer lateral falls within a side yard or front yard where there is lawn or landscaping. In other instances, the upper lateral is below the driveway or other "hardscape" such as walkways, retaining walls of other surface structures. Depending upon the location of the lateral and the surface material above it, property owners may have the option of having a plumber replace their lateral by excavating a trench to remove and replace the lateral or use a trenchless method such as pipe bursting.

Consistent with the approach on the recently completed Phase II project, the Phase III project exceeds the provisions of a typical City sewer replacement project, as described in the section above. This includes performing the following work as part of the reconstruction effort:

- Having the City's contractor perform a televised inspection of the upper sewer lateral at the time the lower lateral is replaced. The condition of the pipe will be shared with the owner.
- Providing the option to the property owner for the City to install a sewer cleanout just inside the property line. If a cleanout is desired, the surface immediately around the cleanout will be restored, as best as possible, to the pre-construction condition. In some instances, it is not possible to exactly match the existing surface (e.g., stamped concrete, pavers, exposed aggregate, etc.). In these instances, the owner may elect to decline the installation of the cleanout.

The replacement of the upper lateral is a responsibility of the property owner and is not included in the reconstruction project. However, City Council may want to consider some assistance to the property owners as described in more detail below. Staff does not recommend that the City contractor for the Phase III project perform upper lateral replacements, even if it is via a separate agreement to which the City is not a party. The cost to a property owner to replace the upper lateral is estimated to average approximately \$5,000, but can be as much as \$10,000 or more depending upon the method of installation and the amount and extent of surface restoration.

Potential City Assistance for Upper Lateral Replacement

As part of the settlement of a lawsuit by the San Francisco Baykeeper organization filed against the City of San Bruno in February 2010, the City agreed to reduce sewer spills over a ten-year period and improve operations and maintenance practices to meet or exceed industry standards. Additionally, the City established a nearly \$200,000 grant program that assists eligible homeowners, within the Rollingwood sewer basin, in replacing broken private sewage lines. This program allows property owners to be reimbursed for one-half of the cost of the replacement of the upper lateral, up to a maximum amount of \$1,700 per residence. The City Council may want to consider similar financial assistance for residents of the Crestmoor neighborhood.

It should also be noted that as part of the Baykeeper settlement, there is a requirement for the City Manager to bring an ordinance for consideration by the City Council on or before February 2014 to implement an "on sale" requirement for all homes sold within the City to inspect their sewer lateral and replace any Orangeburg pipe that is present. Thus the replacement of Orangeburg pipe in the City may eventually occur, but only over many years as homes are sold. Implementing a private lateral replacement program in the Crestmoor Neighborhood could become an early part of addressing this portion of the settlement with Baykeeper. The cost could be covered by the funds provided from the PG&E trust agreement to reconstruct the infrastructure in the neighborhood. For reference, if 300, of a total of 336 eligible, residents of the Crestmoor neighborhood took advantage of a program such as this, the total cost would be \$510,000. The newly reconstructed homes and any homes to be built on the vacant lots have or will have new laterals that meet City Public Services standards (PVC or HDPE pipe).

If financial assistance is offered, some considerations that City Council will need to provide direction to staff include:

- Will assistance only be offered to residents who elect to replace the sewer laterals concurrent with the Phase III project?
- Will a similar offer be made to a resident in the Phase II area who did not elect to replace their laterals?
- Will reimbursement be offered to a resident who has already replaced their Orangeburg laterals? If so, during what timeframe?
- Will assistance be offered for residents who want to replace their laterals in the future? If so, during what time frame will the assistance be offered?

A potential total of 336 homes fall into the categories per the questions above.

Staff recommends that a reasonable and fair approach to provide assistance is as follows:

- Any resident wishing to replace their private upper lateral concurrent with the City's ongoing Phase III project in construction now, will be eligible for reimbursement of up to one-half of the lateral replacement cost, including surface restoration, not to exceed a total of \$1,700.
- Any resident who will replace their private upper lateral prior to the completion of the last phase overall Crestmoor Reconstruction project in the neighborhood (prior to January 1, 2015) will be eligible for reimbursement of up to one-half of the lateral replacement cost, including surface restoration, not to exceed a total of \$1,700.
- With the exception of any home that has been reconstructed, any resident who has replaced their private upper lateral since the PG&E gas pipeline explosion and fire (September 9, 2010) will be eligible for reimbursement of up to one-half of the lateral replacement cost, including surface restoration, not to exceed a total of \$1,700.

All sewer lateral replacement shall be performed by private contractors (not the City's reconstruction contractor) and shall be paid directly by the resident. Residents seeking reimbursement of the lateral costs shall submit receipts for the work performed to the City.

FISCAL IMPACT:

The cost of television inspection of the sewer laterals and providing cleanouts to each home within the Crestmoor Reconstruction project are included in the project costs and were a part of the recently awarded Phase III construction contract to JMB Construction. If the City Council directs staff to extend financial assistance of up to \$1,700 per lateral to all potential residents (336 homes) for upper lateral replacement costs, the maximum total cost would be \$571,200. Costs for the lateral reimbursement would be covered through the City's Trust Agreement funded by PG&E.

ALTERNATIVES:

1. Direct staff to proceed with sewer lateral replacement for the Phase III project consistent with the previous work within the Crestmoor neighborhood with no financial assistance to residents who replace their private laterals..
2. Direct staff to implement a financial assistance program to provide reimbursement to residents for one-half of the costs of their lateral replacement, up to a different maximum amount as directed by City Council.

RECOMMENDATION:

Adopt Resolution Approving a Sanitary Sewer Lateral Replacement Program in the Crestmoor Neighborhood

ATTACHMENTS:

Resolution

DISTRIBUTION:

None

DATE PREPARED:

August 19, 2013

REVIEWED BY:

_____ CM

RESOLUTION NO. 2013-____

APPROVING A SANITARY SEWER LATERAL REPLACEMENT PROGRAM IN THE CRESTMOOR NEIGHBORHOOD

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

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

WHEREAS, certain water system, sewer system, and storm drainage upgrades and improvements are necessary to ensure the long term function of the utility systems; and

WHEREAS, the sewer system replacement involves the construction of new sewer laterals within the public streets and video inspection of the private sewer laterals that connect to the public system, and

WHEREAS, the video inspection of these sewer laterals may discover private pipes that are damaged or in need of repair, which may impact the integrity of the public sewer system, and

WHEREAS, the City has a current financial assistance program to other residents to replace private sewer laterals in need of repair or replacement, and

WHEREAS, the replacement of private sewer laterals may avoid future sanitary sewer overflows or leaks within the public sewer system, and

WHEREAS, the existing lateral replacement program allows for reimbursement of one-half of the cost of the private sewer lateral replacement including surface restoration up to a maximum of \$1,700 per residence, and the City wishes to provide similar assistance to the residents of the Crestmoor Neighborhood, and

WHEREAS, the Crestmoor Neighborhood private sanitary sewer lateral replacement assistance program shall allow the following:

- Any resident wishing to replace their private upper lateral concurrent with the City's ongoing Phase III project in construction now, will be eligible for reimbursement of up to one-half of the lateral replacement cost, including surface restoration, not to exceed a total of \$1,700.
- Any resident who will replace their private upper lateral prior to the completion of the last phase overall Crestmoor Reconstruction project in the neighborhood (prior to January 1, 2015) will be eligible for reimbursement of up to one-half of the lateral replacement cost, including surface restoration, not to exceed a total of \$1,700.
- With the exception of any home that has been reconstructed, any resident who has replaced their private upper lateral since the PG&E gas pipeline explosion and fire (September 9, 2010) will be eligible for reimbursement of

up to one-half of the lateral replacement cost, including surface restoration, not to exceed a total of \$1,700.

WHEREAS, if all 336 eligible residents of the Crestmoor Neighborhood participate in the private sanitary sewer replacement assistance program, the maximum amount of City financial assistance will be \$571,200, and

WHEREAS, all costs associated with this contract for repair and replacement of City property and infrastructure will be covered through the City's Trust Agreement with PG&E.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to Implement a Sanitary Sewer Lateral Replacement Program in the Crestmoor Neighborhood in a Total Amount Not to Exceed \$571,200

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 27th day of August 2013, by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director

SUBJECT: Adopt Resolution Authorizing the City Manager to:

- Execute a Contract with JMB Construction for Construction of the College Water Pump Station (No. 4) Project in the Amount of \$2,449,000 with a Construction Contingency of \$367,350;
- Execute an Amendment to the Contract with Brown and Caldwell for Design Support Services During Construction in the Amount Not To Exceed \$65,549;
- Execute a Contract for Construction Inspection Services with West Yost Associates in the Amount Not to Exceed \$169,965; and
- Appropriate an Additional \$201,864 in Water Capital Funds to the Project

BACKGROUND:

The College Water Pump Station is located at the intersection of College Drive and Skyline Boulevard (SR 35). This is the only pump station that provides water to the northwest corner of the City, generally encompassing Skyline College and the surrounding neighborhoods. This pump station is over 55 years old and has reached the end of its useful life. To ensure reliable and adequate water service to this area, this pump station requires replacement and a capacity upgrade, which has been identified as a critical water system improvement in the Water Master Plan.

This project will replace the existing pump station with a completely new pump station building and upgraded pumps, motors, controls, an emergency power supply and landscaping. The new facility design as shown on the attached architectural rendering incorporates input from the Architectural Review Committee and comments from residents for architectural treatment, lighting and landscape features. The intent is to provide a visually appealing station design and better serve the neighborhood by having the building appearance be compatible with its surroundings and a landscape design with native drought-resistant plantings of various heights from groundcover to shrubs to trees. The decorative fencing around the building perimeter will serve to support vine growth, as shown in the attached rendering. A new sidewalk on the south side of College Drive between Skyline Boulevard and Longview Drive will also be installed. The new building is designed of pour-in place concrete to resist earthquake loads, since College Pump Station is in the San Andreas earthquake fault zone.

DISCUSSION:

The construction phase for this project consists of the construction contract, design support during construction, project management and project inspection during construction. Initially, design for the replacement of the College Pump Station was combined with the replacement of the Maple Pump Station (No. 5) with the intent to prepare one design that could be used for both projects. On

10.e.

December 12, 2006, the City Council authorized a contract with Brown and Caldwell for design of the College and Maple Water Pump Stations in the amount of \$525,100.

Due to right-of-way, property ownership issues, and unanticipated site conditions, design of the College Pump Station was delayed. The design and construction of the Maple Pump Station proceeded separately. Of the \$525,100 in the original contract, \$422,100 was used for Maple Pump Station and \$103,000 was used for the initial design of College Pump Station. On February 23, 2010, the City Council authorized an amendment to Brown and Caldwell's contract to increase the amount by \$180,258. The additional amount was necessary 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 for College Pump Station.

When the PG&E explosion occurred in September 2010, priorities shifted and replacement of the College Pump Station was further delayed. Work resumed on the College Pump Station design in 2012. The City's Water Master Plan update was completed in 2012 and utilized a carefully calibrated hydraulic model of the City's water system and identified recommended changes to be incorporated into the design of the College Pump Station to provide a higher level of operational service during emergencies. The recommendations included increasing capacity with three larger horizontal pumps, each with a 50% additional capacity than the previous design to pump water to two storage tanks. During an earthquake/fire emergency, the new College Pump Station is designed to deliver the needed fire flow even if these two tanks are damaged. To incorporate these design changes, additional funding in the amount of \$188,404 was approved in October 2012, as part of an additional contract amendment for completion of the final plans, specifications, engineer's estimate, bid package and technical support during the bid process.

The project was advertised in the San Mateo County Times newspaper on June 15, 2013 and June 29, 2013. On July 23, 2013, six bids were received as follows:

Contractor		College Water Pump Station	
1	JMB Construction	\$	2,449,000
2	Valentine Corporation	\$	2,539,369
3	West Bay Builders	\$	2,669,000
4	Trinet Construction, Inc.	\$	2,770,000
5	Spiess Construction Co., Inc.	\$	2,854,600
6	Proven Management, Inc.	\$	2,989,770
	Engineer's Estimate	\$	2,660,600

The low bid was submitted by JMB Construction for \$2,449,000, which is 8% below the engineer's estimate. JMB Construction meets City's contractor qualifications and has significant relevant experience in similar projects including water infrastructure projects for South San Francisco, Antioch, and South Bayside System Authority. JMB Construction is currently working in the City installing utility infrastructure for the Crestmoor Neighborhood Project and Caltrain Grade Separation Project.

During construction, changes, clarification and review of submittals arise that may need to be addressed by the design consultant. The current contract with Brown & Caldwell was developed to provide services through the design phase. The proposed amendment with Brown & Caldwell for \$65,549 will provide for design support during the construction phase, which is recommended due to the project complexity. Design support during construction includes review of the contractor's material

and equipment submittals for conformance with the project specifications, review of proposed changes and design inspections as needed.

This is a specialized project which requires a high level of technical expertise in mechanical, electrical, structural and potable water systems construction inspection. Staff inspectors do not have the specialized experience inspecting construction of water pump stations that is recommended for this project. The proposal from West Yost Associates in the amount of \$169,965 provides for the necessary technical expertise to inspect the project. West Yost Associates is one of three qualified engineering firms specializing in construction inspection that were placed on a City pre-qualified short list. A short list was developed after review of qualifications and a subsequent interview process in March 2013 of fourteen engineering firms that provide construction inspection services. Proposals for the construction inspection services were received from Brown & Caldwell, Vali Cooper & Associates Inc., and West Yost. Proposals ranged from \$169,965 to \$274,292. Based on review of the proposals for completeness, relevant experience and team qualifications, staff recommends West Yost Associates to provide construction inspection services for the project in an amount not to exceed \$169,965 (approximately 1,191 hours). West Yost's proposal showed a thorough understanding of the project with a comprehensive execution plan, the required technical expertise and a reasonable cost.

It is anticipated that construction will take approximately a year for substantial completion with close out by December 2014.

FISCAL IMPACT:

The College Water Pump Station (No. 4) Project is an established Capital Improvement Project with an available budget of \$2,990,000.

Construction Contract	\$	2,449,000
Construction Contingency (15%)	\$	367,350
Total Estimated Construction Contract:	\$	2,816,350
Design Support during Construction (Brown & Caldwell)	\$	65,549
Construction Inspection (West Yost Associates)	\$	169,965
Project Management (City)	\$	140,000
Construction Phase Total	\$	3,191,864
Available Budget	\$	2,990,000
Additional Funding Request	\$	201,864

The City's initial project estimate included less project management and construction support than is recommended for the level of complexity of this project, which is a critical component of the City's water system. The proposed additional funding request of \$201,864 will provide the required funding for the construction phase of this project, which includes \$65,549 for Brown & Caldwell for design support during construction and \$169,965 for West Yost for construction inspection.

ALTERNATIVES:

1. Do not proceed with award of the construction contract and related construction services, redesign for cost savings where possible and rebid. The current design does not have optional items and the bid is under the engineer's estimate. The potential for cost savings would be minimal.
2. Perform construction inspection services with in house staff. Cost savings would be limited due to the need for special inspections and staff augmentation to cover other City projects that would normally be inspected by the City's two inspectors.
3. Provide alternate direction to staff.

RECOMMENDATION:

Adopt resolution authorizing the City Manager to:

- execute a construction contract with JMB Construction for construction of the College Water Pump Station (No. 4) Project in the amount of \$2,449,000 with a construction contingency of \$367,350;
- execute an amendment to the contract with Brown and Caldwell for design support services during construction in the amount not to exceed \$65,549;
- execute a contract for construction inspection services with West Yost Associates in the amount not to exceed \$169,965; and
- appropriate an additional \$201,864 of Water Capital funds to the project.

DISTRIBUTION:

None.

ATTACHMENTS:

1. Resolution
2. CIP Budget Sheet
3. Location Map
4. Architectural Rendering

DATE PREPARED:

August 6, 2013

REVIEWED BY:

_____ CM

RESOLUTION NO. 2013 - ____

RESOLUTION AUTHORIZING THE CITY MANAGER TO:

- EXECUTE A CONTRACT WITH JMB CONSTRUCTION FOR CONSTRUCTION OF THE COLLEGE WATER PUMP STATION (NO. 4) PROJECT IN THE AMOUNT OF \$2,449,000 WITH A CONSTRUCTION CONTINGENCY OF \$367,350;
- EXECUTE AN AMENDMENT TO THE CONTRACT WITH BROWN AND CALDWELL FOR DESIGN SUPPORT SERVICES DURING CONSTRUCTION IN THE AMOUNT NOT TO EXCEED \$65,549;
- EXECUTE A CONTRACT FOR CONSTRUCTION INSPECTION SERVICES WITH WEST YOST ASSOCIATES IN THE AMOUNT NOT TO EXCEED \$169,965; AND
- APPROPRIATING AN ADDITIONAL \$201,864 OF WATER CAPITAL FUNDS TO THE PROJECT

WHEREAS, the City's Water Master Plan has identified replacement and upgrade of College Water Pump Station as required to ensure reliable and adequate water service to Skyline College and surrounding neighborhoods; and

WHEREAS, City's Capital Improvement Program (CIP) includes replacement and upgrade of the College Water Pump Station; and

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

WHEREAS, JMB Construction submitted a bid in the amount of \$2,449,000 that was determined to be the lowest cost, responsive and responsible bidder; and

WHEREAS, JMB Construction has satisfactorily completed numerous pump station projects for public agencies in the Bay Area, meets the contractor qualifications, and has a valid contractor's license required to perform the scope of work of this project; and

WHEREAS, a construction contingency of \$367,350 is necessary to address potential unforeseen field conditions that may impact the construction; and

WHEREAS, Brown and Caldwell prepared the design for this project and will be required to provide design support during construction; and

WHEREAS, the City has negotiated with Brown and Caldwell for additional Scope of Services in the amount of \$65,549 to provide design support services during construction; and

WHEREAS, the level of complexity for this project requires technical expertise for construction inspection which cannot be provided by staff; and

WHEREAS, staff received three proposals from pre-qualified firms for inspection services and has determined that the proposal from West Yost Associates is the best to provide construction inspection in an amount not to exceed \$169,965; and

WHEREAS, an additional appropriation of \$201,864 is necessary to cover the cost of the construction phase of this project; and

WHEREAS, Water Capital funds in the amount of \$201,864 are available for appropriation to cover the construction phase of this project.

NOW, THEREFORE, BE IT RESOLVED that the San Bruno City Council hereby authorizes the City Manager to:

- execute a contract with JMB Construction for construction of the College Water Pump Station (No. 4) in the amount of \$2,449,000 with a construction contingency of \$367,350;
- execute an amendment to the contract with Brown and Caldwell for design support services during construction in the amount not to exceed \$65,549;
- execute a contract for construction support services with West Yost Associates in the amount not to exceed \$169,965; and
- appropriate an additional \$201,864 of Water Capital funds to the Project.

Dated: August 27, 2013

ATTEST:

Carol Bonner, City Clerk

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I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 27th day of August 2013 by the following vote:

AYES: Councilmembers: _____

NOES: Councilmembers _____

ABSENT: Councilmembers: _____

Water Pump Station Improvement and Replacement Project

PROJECT INFORMATION

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:

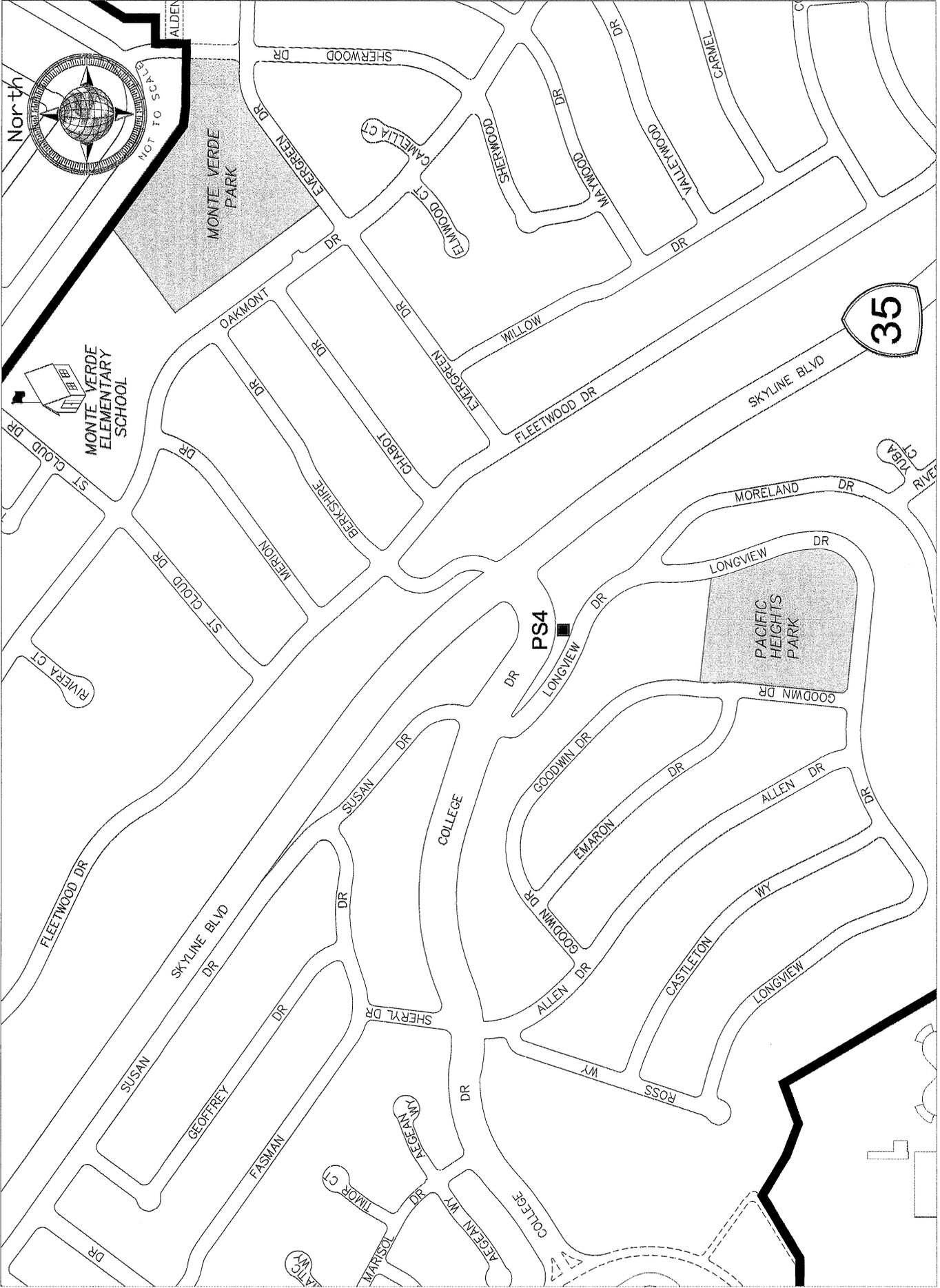
Complete design and award construction contract to relocate and reconstruct Pump Station No. 4 (College). Evaluate rehabilitation or reconstruction of Pump Station No. 1 to meet the needs of Glenview/Sneath neighborhoods.

**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



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

FROM: John Marty, City Treasurer
Carol Bonner, City Clerk

SUBJECT: Adopt Resolution:

- Adopt Resolution Amending Resolution No. 2006-75 Establishing Salary and Benefits for the Elected City Clerk and City Treasurer Positions
- Adopt Resolution Amending the Cable Television Promotional Account Policy to Include City Clerk and City Treasurer Positions

BACKGROUND:

The current City Clerk was elected in November 2005, served a four-year term, and was then re-elected in 2009 for another four-year term. The current City Treasurer was appointed by the City Council on May 10, 2006 to fulfill the remainder of the term that had become vacant, and then was subsequently elected in 2009 for a four-year term.

Shortly after the appointment of the City Treasurer, the City Council approved a four-step salary range and salary adjustment schedule for the City Clerk and City Treasurer positions on August 8, 2006 (Attachment A – Resolution No. 2006-74). In addition, to address inconsistencies regarding the salary and benefits provided to the elected City Clerk and City Treasurer, a subcommittee of two City Council members met to discuss and provide recommendations for a comprehensive salary and benefits program for the elected City Clerk and City Treasurer positions. These recommendations were received and approved by the full City Council at the September 12, 2006 City Council meeting (Attachment B – Resolution No. 2006-75). The resolution also outlines that the City Clerk and City Treasurer salary schedule will be reviewed every fourth year prior to the start of the candidate filing period for the municipal election at which the City Clerk and City Treasurer will be elected.

As outlined in Resolution No. 2006-75, prior to the November 2009 election, the City Council determined in July 2009 that the City Clerk and City Treasurer current salary range and benefits would remain at the same level (Attachment C – Resolution No. 2009-79). Additionally, the City Clerk and City Treasurer agreed to participate in the City-wide furlough program from July 1, 2009 – June 30, 2012 which reduced their salaries by 2.3%.

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The salary and benefits for the City Clerk and City Treasurer positions were reviewed and discussed by a City Council subcommittee on July 18, 2013 prior to the upcoming November 2013 election. The subcommittee's recommendations were discussed by the full City Council at the July 23, 2013 meeting, and the City Council directed that the matter be returned to the City Council for action to approve the salary and benefits program at the August 27, 2013 City Council meeting.

DISCUSSION:

As outlined in Resolution No. 2006-75, prior to each municipal election, the salary and benefits for the elected City Clerk and City Treasurer positions are reviewed. On July 23, 2013, a subcommittee comprised of two Council members, presented salary and benefit recommendations to the full City Council.

The incumbent City Clerk and City Treasurer had declared their intent to run for re-election in November 2013 and at the close of the election candidate filing period on August 9, 2013, both have been confirmed to be unopposed for re-election.

The 2013 City Council subcommittee review confirmed the existing four-step salary range for each of the City Clerk and City Treasurer positions and considered how to address salary increases for an incumbent City Clerk or City Treasurer who is re-elected to a second, third or subsequent term. The Subcommittee recommended the following salary and benefits plan:

- 1) Salary: The Subcommittee recommended that after an incumbent City Clerk or City Treasurer reaches 4th step of the salary schedule and continues in elective office, the incumbent would receive a cost-of-living salary adjustment effective at the start of each year after the incumbent reaches the 4th step of the salary schedule. A City Clerk or City Treasurer elected to a four-year term would progress annually through the four step salary schedule and then would be eligible for a cost-of-living adjustment at the start of any successive term in office and annually thereafter. The adjustment would be capped at not more than 2%.

The cost-of-living salary adjustment will be calculated based on the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose area. This index is used to measure changes in the price level of goods and services purchased by all urban households. The CPI-U index is published every other month, on even numbered months. The index results for June are published in July which is the beginning of the City's fiscal year. The current CPI-U for 12 months ending in June 2013 is equal to 2.6%. Using the June CPI-U calculation, the salary adjustment for the incumbent City Clerk and City Treasurer who will begin new terms in December 2013 would be 2% (the cap amount).

This salary adjustment would begin after being re-elected into the second term in office, begin in the fifth year (no later than December 1 of that election year), be based on a CPI, and would not exceed 2% annually. For example, for month ending in June 2014, if the CPI-U index is 1.5%, the re-elected City Clerk and City Treasurer would receive a 1.5% salary increase. If the CPI-U is 2.8%, the re-elected City Clerk and City Treasurer would receive a maximum 2% salary increase.

- 2) Benefits: The Subcommittee recommended that benefits for the City Clerk and City Treasurer positions remain consistent with those outlined in Resolution No. 2006-75 with the addition of one internet service connection and cable services comparable to those secured by the Mayor and City Council members according to the Cable Television Promotional Account Policy (Attachment D). Those services are: Premium channels and digital basic cable, two digital boxes and one high definition box, one "level one" internet connections, and phone service at \$14.95.

During the July 23, 2013 City Council meeting, Council Members discussed that there should be a clear distinction between the salary and benefits of elected positions and the salary and benefits of City employees. Therefore, it was confirmed that the City Council intends for the salary and benefits for the elected positions to be fully articulated by resolution and not subject to interpretation or coordinated with any employee bargaining unit.

Due to the economic constraints that the City has experienced in recent previous years, the City Council discussed and agreed that the new salary increase program for the incumbent City Clerk and City Treasurer would not be provided retroactively. Additionally, the City Council reserves the discretion to determine in any future year of economic constraint where salary increases for employees are not being provided to similarly not grant the annual cost of living adjustment to the City Clerk and City Treasurer.

It was also agreed that the current incumbents in the City Clerk and City Treasurer position would not receive a retroactive salary adjustment for their second term in office which began in 2009.

FISCAL IMPACT:

For the first year, the maximum 2% salary adjustment for the City Clerk and City Treasurer positions would be an additional \$3,042 based on the top step, Step 4, of the current salary range for the positions. The cost to provide an internet connection and cable benefits consistent with other elected officials would be \$2,356 annually for the City.

ALTERNATIVES:

1. Consider other salary and benefit options for the City Clerk and City Treasurer positions.
2. Take no action.

RECOMMENDATION:

Adopt Resolution amending Resolution No. 2006-75 establishing salary and benefits for the elected City Clerk and City Treasurer positions

Adopt Resolution amending the Cable Television Promotional Account Policy to include City Clerk and City Treasurer positions

DISTRIBUTION:

None

ATTACHMENTS:

1. Resolutions
2. Cable Television Promotional Account Policy (Revised to include City Clerk and City Treasurer positions)
3. Resolution No. 2009-79
4. Resolution No. 2006-75
5. Resolution No. 2006-74

DATE PREPARED:

August 22, 2013

REVIEWED BY:

_____ CM

RESOLUTION NO. 2013-_____

**RESOLUTION AMENDING RESOLUTION NO. 2006-75 ESTABLISHING
SALARY AND BENEFITS FOR THE ELECTED CITY CLERK AND CITY
TREASURER POSITIONS**

WHEREAS, the current City Clerk was elected in November 2005, served a four-year term, and was then re-elected in 2009 for another four-year term; and

WHEREAS, the current City Treasurer was appointed by the City Council on May 10, 2006 to fulfill the remainder of the term that had become left vacant, and then was subsequently elected in 2009 for a four-year term; and

WHEREAS, shortly after the appointment of the City Treasurer, the City Council approved a four-step salary range and salary adjustment schedule for the City Clerk and City Treasurer positions on August 8, 2006 (Resolution No. 2006-74); and

WHEREAS, the City Council confirmed the salary adjustments and approved related benefits for the City Clerk and City Treasurer positions on September 12, 2006 (Resolution No. 2006-75); and

WHEREAS, Resolution No. 2006-75 also outlines that the City Clerk and City Treasurer salary schedule will be reviewed every fourth year prior to the start of the candidate filing period for the municipal election at which the City Clerk and City Treasurer will be elected; and

WHEREAS, as outlined in Resolution No. 2006-75, prior to the November 2009 election, the City Council determined that the City Clerk and City Treasurer salary range and benefits would remain at the same level (Resolution No. 2009-79); and

WHEREAS, the salary and benefits for the City Clerk and City Treasurer positions were reviewed by a City Council subcommittee on July 18, 2013 prior to the upcoming November 2013 election; and

WHEREAS, the City Council subcommittee recommended and the City Council confirmed at the July 23, 2013 City Council meeting that the elected City Clerk and City Treasurer positions shall receive a cost-of-living adjustment consistent with the Consumer Price Index for All Urban Consumers (CPI-U) for the San Francisco - Oakland-San Jose area annually effective December 1 beginning with an incumbent's second term and each subsequent term; and

WHEREAS, the annual salary adjustment shall not exceed 2% (for example, if the CPI-U is 2.6%, the salary increase would be 2%; if the CPI-U is 1.5%, the salary increase would be 1.5%); and

WHEREAS, the elected City Clerk and City Treasurer incumbents in office on August 27, 2013 shall not receive any retroactive salary adjustment.

WHEREAS, the elected City Clerk and City Treasurer positions shall receive cable and internet services at the same level as the Mayor and City Council as outlined in Resolution Number 2013-____

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Bruno that the foregoing amendments to resolution number 2006-75 establishing salary and benefits for the City Clerk and City Treasurer positions be and are hereby approved as shown in the attached Exhibit 1 to this resolution.

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 27th day of August 2013, by the following vote:

AYES: COUNCILMEMBERS:_____

NOES: COUNCILMEMBERS:_____

ABSENT: COUNCILMEMBERS:_____

Resolution 2013- ____

Exhibit 1

	City Clerk	City Treasurer
Salary - First Term Annual Increases	Step 1: \$5,878 Step 2: \$6,230 Step 3: \$6,604 Step 4: \$7,000	Step 1: \$2,798 Step 2: \$2,966 Step 3: \$3,144 Step 4: \$3,332
Salary - Second and Subsequent Term	Annual CPI-U salary adjustment effective Dec.1, not to exceed 2%	Annual CPI-U salary adjustment effective Dec.1, not to exceed 2%
Medical:	Kaiser HMO Plan for City Clerk and dependents	Kaiser HMO Plan for City Treasurer and dependents
Sick Leave:	3.692 hours/per pay period (96 hours per year)	None
Vacation Leave:	3.078 hours/per pay period (80 hours per year)	None
Holiday Leave:	13.5 holidays paid per year as provided to City employees	None
Management Leave:	100 hours/per year (may not be cashed out)	None
Retirement:	Employer share of CalPERS 2.7% at 55 Plan paid	Employer share of CalPERS 2.7% at 55 Plan paid
Deferred Compensation:	1% of salary paid	None
Life Insurance:	Amount equal to annual base salary	\$50,000 policy
Medicare:	Employer share paid	Employer share paid
Cable and Internet Services	Pay retail rate for Expanded Basic Cable service; Receive complimentary Premium channels and Digital Basic; Provide two digital boxes and one HD Box; Receive Complimentary Level One Internet Service; Phone service available at \$14.95 plus associated fees	Pay retail rate for Expanded Basic Cable service; Receive complimentary Premium channels and Digital Basic; Provide two digital boxes and one HD Box; Receive Complimentary Level One Internet Service; Phone service available at \$14.95 plus associated fees

RESOLUTION NO. 2013-_____

RESOLUTION AMENDING THE CABLE TELEVISION PROMOTIONAL ACCOUNT POLICY TO INCLUDE CITY CLERK AND CITY TREASURER POSITIONS

WHEREAS, the current City Clerk was elected in November 2005, served a four-year term, and was then re-elected in 2009 for another four-year term; and

WHEREAS, the City Treasurer was appointed by the City Council on May 10, 2006 to fulfill the remainder of the term that had become vacant, and then was subsequently elected in 2009 for a four-year term; and

WHEREAS, the City of San Bruno has a Cable Television Promotional Account Policy which provides cable and internet services to the Mayor and City Council, Executive City staff and City facilities, Cable Industry employees, and schools serving San Bruno; and

WHEREAS, as part of the 2013 City Council review of the elected City Clerk and City Treasurer positions salary and benefits the City Council has determined that the City's Cable Television Promotional Account Policy should be amended to provide the same cable and internet services to the elected City Clerk and City Treasurer that are provided to the Mayor and City Council.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Bruno that the Cable Television Promotional Account Policy attached hereto Exhibit 1 be and is hereby amended to provide the elected City Clerk and City Treasurer positions the same cable and internet services as are provided to the Mayor and City Council.

ATTEST:

Carol Bonner, City Clerk

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I, Carol Bonner, City Clerk, do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Bruno this 27th day of August 2013, by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

Resolution 2013-___
Exhibit 1

San Bruno Cable Television Promotional Account Policy

Eligible persons for promotional accounts with San Bruno Cable are as follows:

- Mayor, City Council, City Clerk & City Treasurer
 - *Pay retail rate for Expanded Basic Cable service*
 - *Receive complimentary Premium channels and Digital Basic.*
 - *Provide two digital boxes and one HD Box*
 - *Receive Complimentary Level One Internet Service*
 - *Phone service available at \$14.95 plus associated fees.*
 - *All other services at full retail.*
- City Manager and Assistant City Manager
 - *Receive complimentary Expanded Basic TV service*
 - *Receive complimentary Premium channels and Digital Basic.*
 - *Provide two digital boxes and one HD box.*
 - *Complimentary Level One Internet Service*
 - *Phone service available at \$14.95 plus associated fees*
 - *All other services at full retail.*
- City Department Heads
 - *Provide one (1) Internet service connection at no charge.*
 - *All other services at full retail.*
- Cable Television Department employees
 - *Receive complimentary Expanded Basic TV service*
 - *Receive complimentary Premium channels and Digital Basic.*
 - *Provide two standard digital boxes and one HD box.*
 - *Complimentary Level One Internet Service*
 - *Phone service at \$14.95 plus associated fees*
 - *All other services at full retail.*
- Cable Industry employees (through reciprocal agreement)
 - *Provide all reciprocal services and equipment per agreement.*
- Cable Co-op arrangements with local businesses (Consumer electronics store, Leasing offices and multiple dwelling unit Office)
 - *Provide one (1) Expanded Basic Cable Service and one (1) Internet service connection at no charge.*
- Schools serving San Bruno residents
 - *Provide one (1) Expanded Basic Cable Service and one (1) Internet service connection to each school at no charge.*
- City facilities
 - *Provide one (1) Preferred Basic Cable Service and one (1) Internet service connection to each City facility at no charge.*

RESOLUTION NO. 2006 - 74

RESOLUTION SETTING FORTH CITY CLERK AND CITY TREASURER SALARY RANGE AND SALARY ADJUSTMENTS AND APPROVING CITY CLERK SALARY ADVANCEMENT

WHEREAS, pursuant to California Government Code Section 36517, the City Council is empowered to set the compensation for the positions of elected City Clerk and City Treasurer by ordinance or by resolution; and

WHEREAS, the City Council of San Bruno desires to confirm the salary range and means of salary adjustment for the positions of elected City Clerk and City Treasurer; and

WHEREAS, on November 25, 2003, the City Council adopted Resolution No. 2003-94, approving a salary range for the positions of elected City Clerk and City Treasurer; and

WHEREAS, the City Council desires to increase the salary amounts identified in Resolution No. 2003-94 and to establish a 4-step salary range for the elected City Clerk and City Treasurer; and

WHEREAS, the proposed 4-step salary ranges include 6% increments between steps; and

WHEREAS, by City Council policy, the elected City Clerk and City Treasurer will be eligible for advancement from Step 1 to Step 2 on the first anniversary of the date he/she assumed elected office and for further advancement to the next salary step annually thereafter; and

WHEREAS, the City Treasurer start date was May 10, 2006, he will be eligible for advancement from Step 1 to Step 2 on May 10, 2007, and Step 2 to Step 3 on November 29, 2007, to be current with the election cycle; and

NOW THEREFORE BE IT RESOLVED that the City Council of San Bruno hereby approves the following four step monthly salary range for the positions of elected City Clerk and City Treasurer:

	(1)	(2)	(3)	(4)
City Clerk	\$5,878	\$6,230	\$6,604	\$7,000
City Treasurer	\$2,798	\$2,966	\$3,144	\$3,332

NOW THEREFORE BE IT FURTHER RESOLVED THAT the monthly salary for the elected City Clerk and City Treasurer shall be compensated at Step 1 of the range for the first year of service and the City Clerk and City Treasurer shall be eligible for advancement to the next step in the salary range annually thereafter on the anniversary of the date he/she assumed office;

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I hereby certify that foregoing **Resolution No. 2006 - 74** was introduced and adopted by the San Bruno City Council at a regular meeting on August 8, 2006, by the following vote:

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

NOES: Councilmembers: None

ABSENT: Councilmembers: None

Carol Bonner, City Clerk

RESOLUTION NO. 2006 – 75

RESOLUTION ESTABLISHING SALARY AND BENEFITS FOR THE ELECTED CITY CLERK AND CITY TREASURER POSITIONS

WHEREAS, pursuant to California Government Code Section 36517, the City Council has the authority to set the compensation for the positions of elected City Clerk and City Treasurer; and

WHEREAS, the City Council has identified various inconsistencies regarding the salary and benefits provided to the elected City Clerk and City Treasurer and desires to clarify these items; and

WHEREAS, the City Council formed a sub-committee consisting of two City Councilmembers to meet with the incumbent City Clerk and City Treasurer to discuss the position, salary and benefits and provide recommendations for approval by the full City Council; and

WHEREAS, those recommendations were received and approved by majority vote of the City Council at the August 8, 2006 City Council meeting; and

WHEREAS, this resolution documents the complete program of salary and benefits for the elected City Clerk and City Treasurer positions and the City Council policy regarding this matter; and

WHEREAS, the following salary and benefits shall be provided for the elected City Clerk and City Treasurer positions:

	<u>City Clerk</u>	<u>City Treasurer</u>
Medical:	Kaiser HMO Plan for City Clerk and dependents	Kaiser HMO Plan For City Treasurer and dependents
Sick Leave:	3.692 hours/per pay period (96 hours) per year	None
Vacation Leave:	3.078 hours/per pay period (80 hours per year)	None
Holiday Leave:	13.5 holidays paid per year as provided to City employees	None
Management Leave:	100 hours/per year (may not be cashed out)	None
Retirement:	Employer share of CalPERS 2.7% at 55 Plan paid	Employer share of CalPERS 2.7% at 55 Plan paid
Deferred Compensation:	1% of salary paid	None
Life Insurance	Amount equal to annual base salary	\$50,000 policy
Medicare:	Employer share paid	Employer share paid

Salary:	4-step salary schedule approved as Resolution No. 2006-74 dated August 8, 2006	4-step salary schedule approved as Resolution No. 2006-74 dated August 8, 2006
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WHEREAS, the current City Treasurer was appointed to the position on May 10, 2006 and will complete the current unexpired term of office from that date until the municipal election in November, 2009; and

WHEREAS, the timing of salary adjustments for the City Treasurer will be as follows:

May 10, 2006 – May 9, 2007	Step 1
May 10, 2007 – November 28, 2007	Step 2
November 29, 2007 – November 28, 2008	Step 3
November 29, 2008 – November 28, 2009	Step 4; and

WHEREAS, the City Council will review the salary schedule for the elected City Clerk and City Treasurer positions every fourth year prior to the start of the candidate filing period for the municipal election at which a City Clerk and City Treasurer will be elected; and

WHEREAS, the next scheduled review of the elected City Clerk and City Treasurer position salary schedule will occur in May-June 2009, prior to the opening of the candidate filing period for the November 2009 municipal election.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of San Bruno that the foregoing statement of the complete salary and benefits program for the elected City Clerk and City Treasurer position is approved.

BE IT FURTHER RESOLVED, that any changes or interpretation of the foregoing salary and benefits program shall require action by the City Council.

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I hereby certify that foregoing **Resolution No. 2006 - 75**
was introduced and adopted by the San Bruno City Council at a regular meeting on
September 12, 2006, by the following vote:

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

NOES: Councilmembers: None

ABSENT: Councilmembers: Franzella

Vicky S. Hasha, Deputy City Clerk

RESOLUTION NO. 2009 – 79

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO CONFIRMING SALARY AND BENEFITS FOR THE ELECTED CITY CLERK AND CITY TREASURER POSITIONS

WHEREAS, resolutions number 2006-74 and 2006-75, adopted on August 8, 2006 and September 12, 2006 respectively set forth a salary schedule and benefits for the elected City Clerk and City Treasurer; and

WHEREAS, the City Council determined that the salary and benefits for these elected positions should be reviewed prior to the November, 2009 election at which time both of these positions will be on the ballot; and

WHEREAS, the City of San Bruno is experiencing the significant negative effects of the continuing downturn in the economy which has resulted in a loss of City sales tax, property tax and other revenues; and

WHEREAS, in order to create a balanced budget for fiscal year 2009-10, the City has reduced operational expenditures across all departments and has instituted a wage freeze and reductions to employee salary and benefits; and

WHEREAS, a City Council subcommittee appointed by the Mayor reviewed the current salary schedule and benefits for the elected City Clerk and City Treasurer and recommends that they not be changed at this time; and

WHEREAS, the subcommittee further recommends that the City Council may consider reviewing the elected City Clerk and City Treasurer salary and benefits in June, 2010.

NOW THEREFORE BE IT RESOLVED, by the San Bruno City Council that the City Council confirms that the salary and benefits for the elected City Clerk and City Treasurer positions should continue as contained in Resolutions No. 2006-74 and 2006-75.

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I hereby certify that foregoing **Resolution No. 2009 - 79** was introduced and adopted by the San Bruno City Council at a regular meeting on July 14, 2009, by the following vote following vote:

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

NOES: Councilmembers: None

ABSENT: Councilmembers: None

Vicky S. Hasha, Deputy City Clerk



City Council Agenda Item Staff Report

CITY OF SAN BRUNO

DATE: August 27, 2013

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Adopt Resolution Amending the Fiscal Year 2013-14 Fire Department Budget to Include an Additional \$25,000 for Hose

BACKGROUND:

As part of the City Council discussion in reviewing the prior year budgets (FY 2012-13), the City Council identified its interest for a comprehensive analysis and establishment of a Fire Hose Replacement Program to assure that the Fire Department is adequately equipped. The Department analysis was completed and the Fire Department recommended that the Department's prior practice of limited incremental replacement of hose was inadequate to meet the needs for fire hose on the Department's front line fire engines. An updated Fire Hose Replacement Program was presented to the City Council during FY 2013-14 budget process and the City Council approved an allocation of \$55,000 for fire hose replacement. This amount represented a substantial increase from the \$12,300 allocated in the prior year through the FY 2012-13 Budget. The City Council requested additional review and information at the June 25, 2013 meeting as part of the City Council's final approval of the Budget. This information was presented at the July 23, 2013 meeting and the City Council identified its interest to amend the FY 2013-14 Budget to appropriate an additional \$25,000 to purchase fire hose for the reserve fire engines.

DISCUSSION:

After receiving a report from the Fire Department on the inventory of fire hose at the July 23, 2013 City Council meeting, the City Council directed staff to prepare a resolution to amend the approved budget to appropriate an additional \$25,000 for fire hose replacement to be considered by the City Council at the August 27, 2013 meeting. This additional allocation would bring the FY 2013-14 fire hose replacement budget to \$80,000. The additional allocation of funds would help outfit the reserve fire engines with new fire hose. The San Bruno Fire Department would then be fully equipped on all apparatus with a complement of safe and compliant fire hose.

10.g.

The Fire Department will continue to review and replace the fire hose inventory based on the Fire Hose Replacement Program for efficient and safe operations in the Department. In addition, the Department will continue to monitor the fire hose inventory and other equipment for inclusion in the Equipment Reserve Budget. Future purchase of fire hose inventory will be budgeted in the Fire Department's budget each fiscal year.

FISCAL IMPACT:

The FY 2013-14 Operating Budget was approved on June 25, 2013 with \$55,000 for hose replacement in the Fire Department budget. If the City Council approves the additional \$25,000 for hose replacement a total of \$80,000 will be allocated in the FY 2013-14 Fire Department budget for hose replacement.

ALTERNATIVES:

1. Delay the additional allocation of \$25,000 for hose replacement to the FY 2014-15 Budget.
2. Take no action.

RECOMMENDATIONS:

Adopt resolution amending the fiscal year 2013-14 Fire Department Budget to include an additional \$25,000 for hose replacement.

ATTACHMENTS:

1. Resolution

DATE PREPARED:

August 19, 2013

REVIEWED BY:

_____ CM

_____ ACM

_____ FD, Other

RESOLUTION NO. -

**ADOPT RESOLUTION AMENDING THE FISCAL YEAR 2013-14
FIRE DEPARTMENT BUDGET TO INCLUDE AN ADDITIONAL \$25,000
FOR FIRE HOSE REPLACEMENT**

WHEREAS, the San Bruno Fire Department presented a report to the City Council on the current status of fire hose at the July 23, 2013 City Council meeting; and

WHEREAS, the approved FY 2013-14 Fire Department budget includes \$55,000 for fire hose replacement on both of the City's front line fire engines; and

WHEREAS, the City Council determined that additional funds for replacement of hose on the City's reserve engines should be appropriated in the FY 2013-14; and

WHEREAS, the total FY 2013-14 appropriation for fire hose replacement will increase to \$80,000; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of San Bruno that the FY 2013-14 Fire Department budget be amended to appropriate an additional \$25,000 for fire hose replacement for a total appropriation of \$80,000.

—oOo—

I hereby certify the foregoing Resolution No. _____ was introduced and adopted by the San Bruno City Council at a regular meeting on August 27, 2013 by the following vote:

AYES:

NOES:

ABSENT:

Carol Bonner, City Clerk