

**"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**

**September 10, 2013**

**6:15 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](http://www.sanbruno.ca.gov) or check out copies at the Library. We welcome your participation. In compliance with the Americans with Disabilities Act, individuals requiring reasonable accommodations or appropriate alternative formats for notices, agendas and records for this meeting should notify us 48 hours prior to meeting. Please call the City Clerk's Office 650-616-7058.

**1. CALL TO ORDER:**

**2. ROLL CALL:**

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

**4. CLOSED SESSION:**

Conference with Legal Counsel: Anticipated Litigation--Initiation of Litigation pursuant to Government Code Section 54956.9(d)(4), One Case.

**5. 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  
Ken Ibarra, Councilmember  
Rico E. Medina, Councilmember  
Michael Salazar, Councilmember

**AGENDA**  
**SAN BRUNO CITY COUNCIL**  
**&**  
**SAN BRUNO SUCCESSOR AGENCY**

**September 10, 2013**

**7:00 p.m.**

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

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

- 1. CALL TO ORDER:**
- 2. ROLL CALL/PLEDGE OF ALLEGIANCE:**
- 3. ANNOUNCEMENTS:**
- 4. PRESENTATIONS:**
  - a. Receive Update on the Planned Closure of San Bruno Ave. September 20 to 30, 2013 for Construction of the Caltrain Grade Separation.
  - b. Present Proclamation Declaring September 2013 as National Prostate Cancer Awareness Month in San Bruno.
- 5. REVIEW OF AGENDA:**
- 6. APPROVAL OF MINUTES:** City Council Meeting of August 27, 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 August 26, 2013.
  - b. **Approve:** Successor Agency Accounts Payable of February 19, March 4, 11, 25, April 8, 15, May 6, 13, June 10, July 8 and 22, 2013
  - c. **Approve:** Payroll of August 30, 2013.
  - d. **Adopt:** Resolution Accepting the Cable and Technology Fire Suppression System Project as Complete and Authorizing the Release of the Construction Contract Retention in the Amount of \$3,477.
  - e. **Adopt:** Resolution Authorizing the City Manager to Execute an Amended Agreement Between the City of San Bruno, City of Millbrae, and the Central County Fire Department for Shared Fire Chief Services.

**8. PUBLIC HEARINGS:**

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

**10. CONDUCT OF BUSINESS:**

- a. Receive Report on the Grand Boulevard Initiative's Complete Streets Case Study and Adopt Resolution Appropriating \$11,000 of Measure M Funds to Complete Preliminary (25%) Design Drawings.
- b. Receive Report on the Activities of the Successor Agency to the San Bruno Redevelopment Agency and Adopt Resolutions:
  - Approving the Recognized Obligation Payment Schedule 2013-14B for the period of January 1, 2014 through June 30, 2014.
  - Approving the Long Range Property Management Plan.
  - Approving Repayment of Amounts Owed to the City of San Bruno by the Former San Bruno Redevelopment Agency.
- c. Receive Report and Provide Direction Regarding the Selection Process for Appointing Directors to the Board of the San Bruno Community Foundation.
- d. Adopt Resolution Authorizing the City Manager to Execute a Sole Source Contract with Oratech Controls Environmental Instrumentation to Furnish and Install Three (3) FLO-DAR Flow Meters for the Dry Weather Flow Monitor at 7th Avenue and Tanforan Avenue Project in the Amount of \$56,226 and a Construction Contingency of \$8,434.
- e. Adopt Resolutions:
  - Confirming Project Compliance as Required for the Acceptance of Metropolitan Transportation Commission Award of the Safe Route to Transit Grant Program in the Amount of \$500,000.
  - Authorizing the City Manager to Execute a Funding Agreement with the San Mateo County Transportation Authority for the Award of the Measure A Pedestrian and Bicycle Grant in the Amount of \$350,000 for the Transit Corridor Pedestrian Connection Improvement Project.

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

**12. COMMENTS FROM COUNCIL MEMBERS:**

**13. CLOSED SESSION:**

**14. ADJOURNMENT:**

The next regular City Council Meeting will be held on September 24, 2013 at 7:00 p.m. at the Senior Center, 1555 Crystal Springs Road, San Bruno.



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

**MINUTES**  
**SAN BRUNO CITY COUNCIL**  
**August 27, 2013**  
**7:00 p.m.**

**1. CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno City Council met on August 27, 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, Ibarra and Salazar. **City Attorney Zafferano** led the Pledge of Allegiance. Recording by City Clerk Bonner.

**3. ANNOUNCEMENTS:**

- a. **Mayor Ruane** said Jennifer Carey made her World Championship debut in the 400 meter race in Moscow where she was asked to run for Ireland.
- b. **Mayor Ruane** announced on September 9 there will be a third anniversary memorial of the Glenview/Crestmoor Fire at the scene of the blast. Residents will be welcomed. The event starts at 6:00 p.m.
- c. **Mayor Ruane** announced 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. **Vice Mayor O'Connell** urged everyone to participate.

**4. PRESENTATIONS:**

**Recreation Supervisor Tucker** gave an Oral Report from the 2013 San Bruno Sister City Student Exchange Delegation to Narita Japan. She introduced the students, a teacher, a counselor and a chaperone. She gave a slide show of their major activities and each student present shared their favorite experience as well as the chaperones. **Tucker** also read comments from two students who were unable to attend.

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

**6. APPROVAL OF MINUTES:** Special Study Sessions of July 9 and 19, 2013 and City Council Meeting of July 23, 2013. Councilmember Ibarra asked the minutes of the 23<sup>rd</sup> be corrected to show he was present. The balance of the minutes were approved as submitted.

**7. CONSENT CALENDAR:**

- 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 Vactor Vehicles in Streator, Illinois in September 2013 and Spring 2014.

**Councilmember Medina** asked Item 7.g. be pulled.

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

**Councilmember Medina** questioned the cost factor. He assumed this would be done in house. If we keep 100% of it after the training, we might have to get tools, parts. There is the labor factor involved for our staff. He asked what we spend on an annual basis when we have it going out currently. He said he was trying to understand where the cost is, where is the savings and where is value?

**City Manager Jackson** said Councilmember Medina had previously requested cost and she believed the amount provided was \$11,000. the City has spent over the past year for maintenance of the vactor equipment. That number did not include the full calculation of the value of down time for staff for related activities that are not paid cash out of pocket. She said they could evaluate the cost effectiveness of the proposal by expending \$4,000 for lodging and travel that would be required to allow our two mechanics to take advantage of the training to provide better troubleshooting and to minimize our exposure necessary for costs associated with maintenance and repair of the equipment by being able to better evaluate what might be needing to be adjusted with the equipment to be able to perform going forward basic maintenance tasks and being able to extend the useful life of the equipment long into the future. She said it will not eliminate the need for the equipment to be serviced out-of-house but it is an initiative for the City's ability to properly operate, maintain and avoid long term exposure.

**Councilmember Salazar** asked how confident we are about the numbers. **Fabry** said it is an assumption and estimate.

**Councilmember Medina** asked how we look back on this and see if it is a good investment.

**M/S O'Connell/Medina** to approve Item 7.d. and passed with all ayes.

8. **PUBLIC HEARINGS:** None.

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

Receive Annual Report from the Senior Advisory Committee. **Florie Green, San Bruno Senior Advisory Board Chair** shared all the activities that take place at the Senior Center. She introduced the members of the Advisory Board. She did a powerpoint presentation showing the numbers of people using the Center, reviewed what the Board has done over the last year and the plans for the coming year. **Mayor Ruane** thanked the Senior Advisory Board for all they do.

**Councilmember Ibarra** asked if the Senior Advisory Board has long-term plans for improvements to the Bocce Court. **Assistant Community Services Director Alita** said some of

the concerns have been referred to the Facilities staff. He said an inventory has been taken of the capital equipment at the Senior Center so needs can be addressed before they become a problem.

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

**Robert Riechel, 7<sup>th</sup> Ave.** shared the upcoming events the Chamber has planned for the Farmer's Market on Sundays from 10:00 to 2:00 p.m. on San Mateo Ave. September 1 will be a blood drive. October 6, Jackie Speier, Kevin Mullin, Dave Pine and Mayor Ruane will be present to answer questions. October 13 the Council Candidates will attend and October 20 the San Bruno Park School District Candidates will be in attendance. He invited everyone to come and support the market.

**Riechel** gave an update on the District's activities on mosquito abatement.

**Marty Medina, Garden Ave.** declared his candidacy for San Bruno's City Council. He talked about increases to water/wastewater rates and the need for an alternative. He asked if this has been revisited. He talked about fees that were written off and he said there are ways to recover those write-offs. He said there are lots of ways to save money and we need to change the way we do business and he would like to be a member of Council.

**Perry Peterson, Scenic Ct.** said San Bruno has been fined for sewer maintenance. He said the water/wastewater increases are appropriate.

**Kathy DeRenzi, Claremont Dr.** wanted everyone to know they are not fine in the Glenview/Crestmoor area. She said the neighborhood is a nuisance. She talked about the PG&E funds being used to replace the failing orangeburg pipes. The Mayor told her she could speak when this topic came up under Conduct of Business. She asked about what is happening on Skyline Blvd. near College Dr. She also commented on the airport noise she really experienced.

**City Manager Jackson** said Caltrans is doing a slope stabilization project which is scheduled to be completed roughly the middle of October.

**Councilmember Ibarra** said anyone experiencing unusual airport noise please contact him.

**Andy T. Mason, Cherry Ave.** introduced himself as a San Bruno City Council candidate. He felt our water rates are high and cuts should be made in other areas; he expressed his passion for the schools and how they can learn from industry, have forums and town hall meetings and expand technology; and he talked about local job creation.

#### **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.

**City Attorney Zafferano** gave an overview of the staff report and he asked for questions.

**Councilmember Salazar** said he didn't want to prohibit councilmembers from being on the Board, he simply wanted to remove the requirement. He talked about the Brown Act and asked if there was a conflict. Would the Foundation be responsible for any fees? **Zafferano** said it would have to be figured out when and how it happens and would be based on the information the Board gets from their own independent advisor.

**Councilmember Salazar** said approval of indebtedness on the final page has no specific amount. **Zafferano** said it would not be out of the ordinary to say the same signature authority as the City Manager has of \$25,000.

**Councilmember Ibarra** said it seems a conflict for a Councilmember to be on the Council and the Board. Majority of San Bruno residents. He was concerned about having directors who have expertise. **Zafferano** said the bylaws say the directors should include people with certain expertise, not required to have that specific expertise. **Councilmember Ibarra** agreed with the \$25,000.

**Vice Mayor O'Connell** said the City Council are the people directly responsible to the voters. She asked about the \$25,000 and **City Manager Jackson** said the \$25,000 authority is generally for those things in the budget, authorized and expected expenditures. **Zafferano** pointed out on the final page the indebtedness

**Zafferano** said the Executive Director has not been picked yet without coming to the City Council and getting approval.

**Councilmember Medina** said this is the elected body who is overall responsible for budgets and any expenditures that come from Commissions and Boards and there is a need for transparency. He is having difficulty with the way it is formulated. He said this was money entrusted to the City to do what is best for the community and its citizens.

**Mayor Ruane** said politics could come into play if Council members are on this Board. He said he wanted to segregate the City Council from the Board in order to not jeopardize the Not-for-Profit status going forward.

**Mayor Ruane** asked for confirmation that he and Councilmember Salazar remain on the subcommittee to meet very shortly.

**Zafferano** said he heard two Councilmembers state they wanted to prohibit Councilmembers from being on the Board of the San Bruno Community Foundation, two said they wanted to require them and one didn't make a firm decision. **Councilmember Salazar** withdrew his objection to language and asked it be left as written.

**Councilmember Salazar** introduced the resolution for adoption and passed with three ayes, Councilmembers Salazar and Ibarra and Mayor Ruane. Councilmembers Medina and Vice Mayor O'Connell were in opposition.

**Zafferano** said the City has maintained a website for those individuals who wish to be on the Board. He said a selection/application process needs to be developed with the assistance of staff, a subcommittee to be appointed by the subcommittee as well as the experts of the Silicon Valley Foundation who have done this before.

**City Manager Jackson** said this would come back to the September 10 Council meeting with recommendations.

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

**Recreation Supervisor Brewer** gave an overview of the staff report and asked for questions.

**Councilmember Ibarra** made it clear the funding is not coming from the PG&E funds.

**Councilmember Medina** said these offer good value, there is a need and he supported it.

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

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.

**Project Manager Burrowes** gave an overview of the staff report. He said they would start work on September 23, 2013 and would be approximately four weeks in duration and asked for questions.

**Councilmember Ibarra** asked how hydro carbons would be treated. **Burrowes** said they will excavate down around the pipeline, a tent will be put over those excavations, there will be air monitors and workers will wear masks and there will be a filtering system pumping the air out of the excavation area.

**Kathy DeRenzi** asked if PG&E took the samples or was a third party hired to test? **Burrowes** said PG&E hired a professional independent third party.

**DeRenzi** said after the explosion some of the soil was brought to Brisbane where it was rejected and they had to move the soil down to Half Moon Bay because of the toxics. **City Manager Jackson** said the County of San Mateo oversaw the removal of the soil fully within standards and the area was safe for human occupancy. She said the City does not have the jurisdiction or authority to identify how this was done.

**DeRenzi** said she understood the air was tested by the County but they don't have the proper equipment to test the air quality. She said she wished someone was looking out for them better. **Burrowes** said an independent contractor, Acumen Industrial Hygiene did the testing of the soils and will be doing the air quality testing within the next few months.

**Councilmember Ibarra** asked what more needs to be done.

**Betty Kunze, Claremont Dr.** said she was satisfied with what has been done so far and all she wants now is the pipeline to be filled.

**Mayor Ruane** said he wanted the pipe filled.

**Councilmember Salazar** asked if there was information on the debris taken to Brisbane. **Mayor Ruane** said his understanding was a lot was ash and debris from the initial fire.

**Tina Pellegrini, Claremont Dr.** said when the dirt was taken from their property to Brisbane, Brisbane required a very clean soil and the dirt was then sent to Ox Mountain.

**DeRenzi** said it took the residents to call PG&E when the 48 pipe was opened. She said fill the pipe.

Council was in full agreement to fill the pipe.

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

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

**Councilmember Ibarra** asked what it would cost to provide the sewer lateral. **Burrowes** said about half a million dollars.

**City Manager Jackson** said there are conditions on private property within the trust. She said there are a variety of different circumstances as well as costs. She said if work were to be done, she strongly recommended it not be done by the City. She said staff's recommendation was intended to provide a program that would provide a level amount of benefit that would provide an opportunity for residents of this neighborhood to receive a significant benefit of the installation cleanout.

**Councilmember Ibarra** said he did not want to jeopardize the trust and he said it needed to be clarified. He said this neighborhood did not ask to have infrastructure replaced and it is not a typical neighborhood. He said, on an average basis, the City should give as much as they can, especially more than \$1700.

**Mayor Ruane** said he believed we should give more than \$1700. If it wasn't for the explosion it would not be necessary to have this discussion.

**Councilmember Medina** said he believed \$1700 wasn't a lot. He suggested it be looked at again. He also talked about permit fees.

**City Manager Jackson** said permit fees would be waived.

**Vice Mayor O'Connell** said \$1700 was small. How can it be increased without jeopardizing the trust? She asked the timeline and stated if it is delayed much longer will it jeopardize people's abilities to have their laterals done simultaneously with the contractor coming in. **City Manager Jackson** said it was a strong issue of interest to the neighborhood but a little more time can be taken.

**Vice Mayor O'Connell** asked if there was enough staff. **Burrowes** said, yes, there is enough staff to administer this.

**Councilmember Salazar** asked about the upper lateral work in conjunction with the lower lateral work. **Burrowes** said ideally it would occur at the same time.

**Kathy DeRenzi** asked if it would help for the residents to submit their bids on what it will cost for each house.

**John McGlothlin, Claremont Dr.** applauded the City for taking this on and said he felt it is very important. He said they had made the decision to have the orangeburg pipe replaced when they did their landscaping. He said anything that can be done to give relief would be wonderful. He said it would be great for local plumbers to get the business.

**Councilmember Ibarra** said we need to be prudent in minimizing the type of contractors by keeping them local, reputable and proven. Are there are other options where they can abandon the lateral in order to save the driveway? **Burrowes** said it varies.

**City Manager Jackson** said they will return with further information.

**Mayor Ruane** called a short break.

- 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.

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

**Vice Mayor O'Connell** asked what is going to happen to the old station. **Fabry** said it will be demolished and revegetated which is included in the cost. The old pipes will be connected to the new pipes at the new pump station.

**Councilmember Ibarra** said he liked the idea of it being moved. He asked how near the curb it is? **Associate Engineer Anderson** said there is a Caltrain right of way, six feet from the curb.

**Marty Medina, Garden Ave.** questioned the contract and said it amounted to \$142.71 an hour for inspection services. He said in Fremont a liquid oxygen upgrade to a water sewage plant, a \$2.3 millionollar project. He said he found three inspectors and their cost was around \$97.00 per hour and they were brought out when needed. He said there is a large gap and he felt it was high. **Fabry** said full time inspection is not required, it is based on need.

**Councilmember Salazar** asked if the contract is written on an hourly basis. **Fabry** said not to exceed based on an hourly rate. **Councilmember Salazar** asked the hourly rate and Anderson said they specified the various tasks to be performed and for each task there is an allotment of both hours based on the rates and the not to exceed costs.

**Councilmember Medina** asked the hourly rate? **Fabry** said she didn't remember but she said the rate is very consistent between consultants and the rates vary according to the inspection. She said she would follow-up with the information. She was then provided with a rate of between \$118 and \$170 depending on the type of inspection provided.

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

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.

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

**Vice Mayor O'Connell** said she is opposed to any automatic pay raises for elected officials. She said they don't necessarily have any qualifications for the job they are elected to.

**Councilmember Salazar** said in the staff report it states 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. He this statement does not appear in the resolution. **City Manager Jackson** said that will be incorporated into the adoption of the resolution.

**Councilmember Ibarra** said he received confirmation that indexes were correct.

**Councilmember Ibarra** said an incumbent gets a 6% increase, collectively equaling an 18% increase over four years. A 2% cap would be an 8% cap for the next four years. He said he was in favor. He said he would like to see any future City Council have the right to alter that increase.

**Councilmember Medina** said there is a potential of a 2% increase. He felt it should not be automatic.

**Councilmember Salazar** asked Council provide direction presenting the option to make these positions appointed rather than elected. **Mayor Ruane** said it needs to be looked at very seriously. He felt it was a good time to look at it and put on the ballot in two years.

**Councilmember Salazar** introduced the resolution establishing salary and benefits for the elected City Clerk and City Treasurer with the option that the City Council reserve the right to cancel the increase in years determined to be financial hardship years and passed with four ayes and one no, Vice Mayor O'Connell.

**Councilmember Salazar** introduced the resolution amending the Cable Television Promotion Account Policy and passed with a unanimous vote.

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

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

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

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

Receive Annual Report from the Senior Advisory Committee. (Moved to follow Item 8.)

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

**Councilmember Salazar** asked for concurrence from Council to ask staff to get look into making the City Clerk and Treasurer positions appointed. Council concurred.

**Councilmember Ibarra** complimented and thanked staff and the residents for their participation in the park.

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

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

**Mayor Ruane** closed the meeting at 10:50 p.m. The next regular City Council Meeting will be held on September 10 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  
September 10, 2013

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Carol Bonner, City Clerk

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Jim Ruane, Mayor

08/26/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP

FUND	FUND NAME	AMOUNT
001	GENERAL FUND	\$118,550.26
132	AGENCY ON AGING	\$1,174.75
190	EMERGENCY DISASTER FUND	\$125,942.98
201	PARKS AND FACILITIES CAPITAL	\$6,789.20
203	STREET IMPROVE. PROJECTS	\$480.00
611	WATER FUND	\$33,542.74
621	STORMWATER FUND	\$1,518.54
631	WASTEWATER FUND	\$228,465.68
641	CABLE TV FUND	\$21,327.03
701	CENTRAL GARAGE	\$3,471.79
702	FACILITY MAINT. FUND	\$20,688.77
707	TECHNOLOGY DEVELOPMENT	\$25,265.83
711	SELF INSURANCE	\$21,787.28
880	PROJECT DEVELOP. TRUST	\$3,442.05
891	S.B. GARBAGE CO. TRUST	\$443,933.16
TOTAL FOR APPROVAL		\$1,056,380.06

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 143555 THROUGH 143706 INCLUSIVE, TOTALING IN THE AMOUNT OF \$1,056,380.06 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

8/28/13  
DATE

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0017341 AARONSON DICKERSON, COHN & LANZONE	143605	8/26/2013	1,137.50
0096852 ABAG PLAN CORPORATION	143555	8/26/2013	21,515.95
0017053 ACCOUNTEMPS	143556	8/26/2013	4,160.00
0001170 AIRGAS NCN	143557	8/26/2013	187.11
0001170 AIRGAS NCN	143558	8/26/2013	24.76
0000163 AIRPORT AUTO PARTS INC.	143559	8/26/2013	88.44
0105814 ALAN ANZELC	143563	8/26/2013	276.00
0099841 ALICE CHEN	143583	8/26/2013	1,000.00
0018976 ALPHA ANALYTICAL LAB. INC.	143561	8/26/2013	598.00
0102355 AMAZON	143562	8/26/2013	855.67
0001965 ARISTA BUSINESS	143564	8/26/2013	264.80
0000118 ART'S PENINSULA LOCKSMITH	143565	8/26/2013	25.35
0016123 AT&T	143566	8/26/2013	211.37
0017191 AT&T	143567	8/26/2013	1,289.37
0018363 AT&T LONG DISTANCE	143568	8/26/2013	18.48
0105827 ATHLETICS UNLIMITED	143569	8/26/2013	1,019.08
0000345 BAKER & TAYLOR BOOKS	143570	8/26/2013	1,065.70
0096594 BAY AREA PAVING CO.	143571	8/26/2013	516.00
0103924 BEAR DATA SOLUTIONS, INC.	143572	8/26/2013	14,425.07
0018390 BEN'ZARA MINKIN	143573	8/26/2013	54.50
0098529 BENJAMIN COHN	143589	8/26/2013	196.00
0017434 BROWN & CALDWELL	143574	8/26/2013	5,528.30
0096798 BUSINESS PRODUCTS & SUPPLIES	143575	8/26/2013	439.76
0093200 CA CONTRACTORS SUPPLIES, INC.	143576	8/26/2013	163.17
0017372 CALBO	143578	8/26/2013	1,665.00
0097451 CALIFORNIA PARK & RECREATION	143579	8/26/2013	150.00
0105819 CE FRY CONSTRUCTION	143581	8/26/2013	1,000.00
0103854 CHRISTINE HOPKINS	143626	8/26/2013	159.25
0105605 CHURCHWELL WHITE LLP	143584	8/26/2013	1,330.00
0016324 CINTAS CORPORATION #464	143585	8/26/2013	462.96
0017051 CITY OF MILLBRAE	143586	8/26/2013	8,000.00
0013595 CITY OF SAN BRUNO	143587	8/26/2013	1,508.53
0000386 CITY OF SOUTH SAN FRANCISCO	143588	8/26/2013	228,606.06
0104218 COIT	143590	8/26/2013	510.00
0099029 COLLEEN CANNON	143580	8/26/2013	24.99
0098656 COMPLETE LINEN SERVICE	143591	8/26/2013	203.45
0105187 CONCERN	143592	8/26/2013	670.32
0099849 CORNELIUS PERDUE	143659	8/26/2013	1,000.00
0015857 COUNTY OF SAN MATEO	143594	8/26/2013	3,401.50
0018331 CSG CONSULTANTS INC.	143595	8/26/2013	5,402.64
0097934 CWEA-TCP	143596	8/26/2013	82.00
0018924 CYO TRANSPORTATION	143597	8/26/2013	2,959.00
0018166 DANIELLE KRANITZ	143598	8/26/2013	204.67
0104343 DARRYL MCCOY	143641	8/26/2013	110.73
0018188 DAU PRODUCTS	143599	8/26/2013	3,830.52
0018169 DELL MARKETING L.P.	143600	8/26/2013	53.01
0018759 DENNIS MOLLOY	143601	8/26/2013	200.00
0093479 DEPARTMENT OF JUSTICE	143602	8/26/2013	674.00
0104220 DESIGNOLAH	143603	8/26/2013	75.00
0017213 DON EPPERSON	143608	8/26/2013	141.38
0105818 DVORSON'S FOOD SERVICE EQUIPMENT, INC.	143612	8/26/2013	3,439.60
0098860 ELIZABETH TONGA	143693	8/26/2013	45.92
0097852 FARSHAD SHAHBAZI	143681	8/26/2013	875.00

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount
0000944 FEDEX	143609	8/26/2013	24.54
0001782 FLOWERS ELECTRIC & SVC.CO.INC.	143610	8/26/2013	2,565.56
0018117 FLYERS ENERGY, LLC	143611	8/26/2013	13,435.16
0014910 G & M AUTO BODY	143613	8/26/2013	3,847.74
0105648 G-MAX CONSTRUCTION	143616	8/26/2013	354.00
0018272 GALE GROUP INC.	143614	8/26/2013	33.34
0103258 GC MICRO CORPORATION	143615	8/26/2013	2,410.48
0016969 GOLDEN IDEAS	143618	8/26/2013	195.00
0000541 GRANITE ROCK COMPANY	143619	8/26/2013	2,494.57
0017900 GREAT LAKES DATA SYSTEMS INC	143620	8/26/2013	20,205.16
0095966 GREATAMERICA FINANCIAL SVCS.	143621	8/26/2013	686.13
0104705 HB CONSULTING GROUP	143623	8/26/2013	79,060.00
0105378 HOME MAID RAVIOLI COMPANY INC.	143625	8/26/2013	61.00
0105809 INDOOR ENVIRONMENTAL ENGINEERING	143607	8/26/2013	3,442.05
0015644 INDUSTRIAL WIPER & SUPPLY,INC.	143628	8/26/2013	351.24
0018557 INTERSTATE SALES	143629	8/26/2013	195.40
0101992 JAMES HAGGARTY	143622	8/26/2013	49.00
0098964 JARVIS,FAY,DOPORTO&GIBSON, LLP	143630	8/26/2013	1,795.07
0096838 JOHN MURPHY	143631	8/26/2013	462.14
0001846 JOHN WHITLINGER	143703	8/26/2013	217.60
0000075 K-119 TOOLS OF CALIFORNIA INC.	143632	8/26/2013	4,960.57
0096379 KAREN OJAKIAN	143655	8/26/2013	447.20
0098224 KC PAVING, INC.	143633	8/26/2013	6,032.00
0000132 KELLY-MOORE PAINT CO INC.	143634	8/26/2013	181.25
0098263 KENNETH & DONNA OWYANG	143656	8/26/2013	875.00
0101866 KIDZ LUV SOCCER, INC.	143635	8/26/2013	3,997.00
0000317 L.N. CURTIS & SONS	143636	8/26/2013	8,502.00
0104424 LIDIA'S ITALIAN DELICACIES	143637	8/26/2013	560.00
0016034 LINDA RUSSELL	143674	8/26/2013	491.40
0017026 LYNX TECHNOLOGIES, INC.	143639	8/26/2013	650.00
0104468 MARIA CACERES	143577	8/26/2013	400.00
0105828 MARSHALL A ALMEIDA	143560	8/26/2013	1,000.00
0092285 MICROMARKETING LLC	143642	8/26/2013	19.98
0016863 MIDWEST TAPE, LLC	143643	8/26/2013	10.61
0105676 MOBILE MODULAR	143644	8/26/2013	397.85
0017289 MUNISERVICES, LLC	143646	8/26/2013	1,000.00
0002107 NANCY HERNANDEZ	143624	8/26/2013	163.80
0099669 NANCY MURPHY	143647	8/26/2013	38.00
0096724 NATIONAL CONSTRUCTION RENTALS	143648	8/26/2013	318.24
0018319 NEAL MARTIN & ASSOCIATES	143649	8/26/2013	5,730.00
0099463 NEAL MOREHOUSE	143645	8/26/2013	150.00
0015839 NOR-CAL SIGNS	143651	8/26/2013	54.75
0091741 NORTH PENINSULA NEIGHBORHOOD SERVICES CE	143650	8/26/2013	6,000.00
0105238 NORTHERN SERVICES INC.	143652	8/26/2013	6,699.96
0092263 OFFICE DEPOT INC	143654	8/26/2013	783.88
0105812 OLIVER REICH	143668	8/26/2013	92.65
0000012 PACIFIC GAS & ELECTRIC	143657	8/26/2013	9,366.24
0104656 PAULA-JO HUSACK, MA, LMFT, CGP	143627	8/26/2013	370.00
0001154 PENINSULA LIBRARY SYSTEM	143658	8/26/2013	852.58
0015163 PENINSULA SPORTS OFFICIALS ASSOC.INC.	143686	8/26/2013	1,144.00
0000294 PITNEY BOWES	143660	8/26/2013	1,869.06
0018861 PITNEY BOWES	143661	8/26/2013	6,000.00
0000285 PREFERRED ALLIANCE, INC.	143662	8/26/2013	275.20
0102563 PROPET DISTRIBUTORS, INC.	143663	8/26/2013	720.35

Document group: komalley Bank: apbank 05507660

Vendor Code & Name	Check #	Check Date	Amount	
0017111	RANDOM HOUSE INC	143664	8/26/2013	40.88
0104258	RAVIN CHARITRA	143582	8/26/2013	170.00
0017712	RECALL SECURE DESTRUCTION SERVICES, INC.	143604	8/26/2013	125.88
0000175	RECOLOGY SAN BRUNO	143665	8/26/2013	403,933.16
0000175	RECOLOGY SAN BRUNO	143666	8/26/2013	40,000.00
0090749	RED WING SHOE STORE	143667	8/26/2013	217.99
0104548	RENNE SLOAN HOLTZMAN SAKAI LLP	143669	8/26/2013	766.50
0016729	RICOH AMERICAS CORPORATION	143670	8/26/2013	417.01
0103531	RICOH USA, INC.	143671	8/26/2013	41.00
0098596	RITA MAGALHAES	143640	8/26/2013	10.00
0096458	RMC WATER AND ENVIRONMENT	143672	8/26/2013	2,894.50
0000022	ROBERT LOUIE	143638	8/26/2013	135.85
0016213	ROZZI REPRODUCTION&SUPPLY INC.	143673	8/26/2013	62.78
0018839	RYAN JOHANSEN	143675	8/26/2013	885.13
0000081	SAN BRUNO CABLE TV	143676	8/26/2013	72.04
0094227	SAN MATEO COUNTY FIRE CHIEF'S ASSOC	143593	8/26/2013	500.00
0018597	SAN MATEO DAILY JOURNAL	143677	8/26/2013	240.00
0017145	SAN MATEO LAWN MOWER SHOP	143678	8/26/2013	147.43
0092067	SCOTT WALDVOGEL	143679	8/26/2013	85.63
0102917	SFPUC FINANCIAL SERVICES	143680	8/26/2013	4,790.00
0018962	SHOE DEPOT INC.	143682	8/26/2013	83.37
0017676	SIEMENS INDUSTRY, INC.	143683	8/26/2013	7,947.00
0105770	SILICON VALLEY COMMUNITY FOUNDATION	143698	8/26/2013	3,503.75
0104787	SINGER ASSOCIATES, INC.	143684	8/26/2013	39,092.00
0105825	SODEXO MANAGEMENT, INC.	143685	8/26/2013	288.50
0097079	SPRINT	143687	8/26/2013	1,202.70
0098237	SUNDER SUJAN	143688	8/26/2013	38.00
0105796	SUNRISE FOOD DISTRIBUTOR INC.	143689	8/26/2013	553.75
0095510	SUSAN GOETZ	143617	8/26/2013	100.00
0017672	TED CHAPMAN	143690	8/26/2013	105.00
0002025	TELECOMMUNICATIONS ENGINEERING ASSOCIATE	143606	8/26/2013	1,984.00
0018275	THE REGENTS OF THE UNIVERSITY OF CA	143653	8/26/2013	188.83
0000036	THOMSON WEST	143691	8/26/2013	789.56
0017748	TIMOTHY J WALLACE	143692	8/26/2013	225.20
0091674	TOWN OF WOODSIDE	143694	8/26/2013	45.00
0105824	TRIVAD, INC.	143695	8/26/2013	8,373.15
0017133	TURBO DATA SYSTEMS INC	143696	8/26/2013	2,203.10
0018618	UNITED SITE SERVICES INC.	143697	8/26/2013	228.50
0095749	VERIZON WIRELESS	143699	8/26/2013	1,304.91
0104256	VIBO MUSIC CENTER	143700	8/26/2013	705.60
0098100	VOGUE NAIL STUDIO	143701	8/26/2013	1,000.00
0104660	WEST YOST ASSOCIATES, INC.	143702	8/26/2013	6,584.00
0018580	WILEY PRICE & RADULOVICH LLP	143704	8/26/2013	85.50
0104022	WORLD JOURNAL	143706	8/26/2013	206.00
0105686	YIVA WINTZELL	143705	8/26/2013	122.20
<b>GrandTotal:</b>			<b>1,056,380.06</b>	
<b>Total count:</b>			<b>152</b>	

02/19/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$3,045.25
TOTAL FOR APPROVAL		\$3,045.25

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGE NUMBERED 1 THROUGH 2 AND/OR CLAIMS NUMBERED FROM 100053 THROUGH 100054 INCLUSIVE, TOTALING IN THE AMOUNT OF \$3,045.25 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

  
FINANCE DIRECTOR

2/27/13  
DATE

Positive Pay Listing  
City of San Bruno

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Document group: dliu                      Bank: sagncy                      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0093107      SAN MATEO COUNTY CLERK	100053	2/15/2013	2,995.25
0093107      SAN MATEO COUNTY CLERK	100054	2/15/2013	50.00
		<b>GrandTotal:</b>	<b>3,045.25</b>
		<b>Total count:</b>	<b>2</b>

03/04/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$2,731.48
TOTAL FOR APPROVAL		\$2,731.48

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGE NUMBERED 1,  
AND/OR CLAIMS NUMBERED FROM 100055 THROUGH 100056 INCLUSIVE, TOTALING  
IN THE AMOUNT OF \$2,731.48 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE  
PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST  
THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

  
\_\_\_\_\_  
DATE

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Document group: komalley      Bank: sagncy      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0102737      BURKE, WILLIAMS & SORENSEN,LLP	100055	3/4/2013	467.48
0104879      LAW OFFICES OF CRAIG LABADIE	100056	3/4/2013	2,264.00
		<b>GrandTotal:</b>	<b>2,731.48</b>
		<b>Total count:</b>	<b>2</b>

03/11/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$24,592.18
TOTAL FOR APPROVAL		\$24,592.18

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 100057, TOTALING IN THE AMOUNT OF \$24,592.18 HAS BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH ITS RESPECTIVE AMOUNT AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

3/12/13  
DATE

Positive Pay Listing  
City of San Bruno

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Document group: komalley      Bank: sagny      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0092223      PENINSULA CORRIDOR JOINT POWERS BOARD	100057	3/11/2013	24,592.18
		GrandTotal:	24,592.18
		Total count:	1

03/25/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

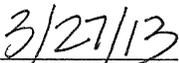
FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$11,258.20
TOTAL FOR APPROVAL		\$11,258.20

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGE NUMBERED 1,  
AND/OR CLAIMS NUMBERED FROM 100058 THROUGH 100059 INCLUSIVE, TOTALING  
IN THE AMOUNT OF \$11,258.20 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE  
PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST  
THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

  
\_\_\_\_\_  
DATE

Positive Pay Listing  
City of San Bruno

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Document group: komalley                      Bank: sagny                      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0096456      PB AMERICAS, INC.	100059	3/25/2013	5,797.51
0092223      PENINSULA CORRIDOR JOINT POWERS BOARD	100058	3/25/2013	5,460.69
		<b>GrandTotal:</b>	<b>11,258.20</b>
		<b>Total count:</b>	<b>2</b>

04/08/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$1,267.50
TOTAL FOR APPROVAL		\$1,267.50

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 100060, TOTALING IN THE AMOUNT OF \$1,267.50 HAS BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH ITS RESPECTIVE AMOUNT AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

4/9/13  
\_\_\_\_\_  
DATE

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Document group: komalley      Bank: sagnycy      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0000027      MEYERS   NAVE PROFESSIONAL LAW	100060	4/8/2013	1,267.50
		<b>GrandTotal:</b>	<b>1,267.50</b>
		<b>Total count:</b>	<b>1</b>

04/15/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$118.56
TOTAL FOR APPROVAL		\$118.56

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 100061, TOTALING IN THE AMOUNT OF \$118.56 HAS BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH ITS RESPECTIVE AMOUNT AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

4/17/13  
DATE

Positive Pay Listing  
City of San Bruno

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Document group: komalley Bank: sagny 06995403

Vendor Code & Name	Check #	Check Date	Amount
0102737 BURKE, WILLIAMS & SORENSEN,LLP	100061	4/15/2013	118.56
		GrandTotal:	118.56
		Total count:	1

05/06/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$1,126.32
TOTAL FOR APPROVAL		\$1,126.32

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 100062, TOTALING IN THE AMOUNT OF \$1,126.32 HAS BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH ITS RESPECTIVE AMOUNT AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

  
\_\_\_\_\_  
DATE

Positive Pay Listing  
City of San Bruno

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Document group: komalley      Bank: sagncy      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0102737      BURKE, WILLIAMS & SORENSEN,LLP	100062	5/6/2013	1,126.32
		<b>GrandTotal:</b>	<b>1,126.32</b>
		<b>Total count:</b>	<b>1</b>

05/13/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$11,248.90
TOTAL FOR APPROVAL		\$11,248.90

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 100063, TOTALING IN THE AMOUNT OF \$11,248.90 HAS BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH ITS RESPECTIVE AMOUNT AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

  
\_\_\_\_\_  
DATE

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Document group: komalley      Bank: sagnoy      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0096456      PB AMERICAS, INC.	100063	5/13/2013	11,248.90
		<b>GrandTotal:</b>	<b>11,248.90</b>
		<b>Total count:</b>	<b>1</b>

06/10/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$14,642.32
TOTAL FOR APPROVAL		\$14,642.32

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGE NUMBERED 1,  
AND/OR CLAIMS NUMBERED FROM 100064 THROUGH 100065 INCLUSIVE, TOTALING  
IN THE AMOUNT OF \$14,642.32 HAVE BEEN CHECKED IN DETAIL AND APPROVED BY THE  
PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST  
THE CITY IN ACCORDANCE WITH THEIR RESPECTIVE AMOUNTS AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

  
\_\_\_\_\_  
DATE

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Document group: komalley      Bank: sagnycy      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0102737      BURKE, WILLIAMS & SORENSEN,LLP	100065	6/10/2013	1,867.32
0105759      JESUS AYAR	100064	6/10/2013	12,775.00
		<b>GrandTotal:</b>	<b>14,642.32</b>
		<b>Total count:</b>	<b>2</b>

07/08/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

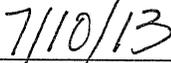
FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$918.84
TOTAL FOR APPROVAL		\$918.84

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIM LISTED ON PAGE NUMBERED 1, AND/OR CLAIM NUMBERED 100066, TOTALING IN THE AMOUNT OF \$918.84 HAS BEEN CHECKED IN DETAIL AND APPROVED BY THE PROPER OFFICIALS, AND IN MY OPINION REPRESENT FAIR AND JUST CHARGES AGAINST THE CITY IN ACCORDANCE WITH ITS RESPECTIVE AMOUNT AS INDICATED THEREON.

RESPECTFULLY SUBMITTED,

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

  
\_\_\_\_\_  
DATE

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Document group: komalley      Bank: sagny      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0102737      BURKE, WILLIAMS & SORÉNSEN,LLP	100066	7/8/2013	918.84
		<b>GrandTotal:</b>	<b>918.84</b>
		<b>Total count:</b>	<b>1</b>

07/22/13

CITY OF SAN BRUNO  
WARRANT REGISTER  
TOTAL FUND RECAP  
SUCCESSOR AGENCY

FUND	FUND NAME	AMOUNT
153	RDA OBLIGATION RETIREMENT FUND	\$549.10
TOTAL FOR APPROVAL		\$549.10

HONORABLE MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE CLAIMS LISTED ON PAGE NUMBERED 1,  
AND/OR CLAIMS NUMBERED FROM 100067 THROUGH 100068 INCLUSIVE, TOTALING  
IN THE AMOUNT OF \$549.10 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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Document group: komalley      Bank: sagency      06995403

<u>Vendor Code &amp; Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Amount</u>
0016969      GOLDEN IDEAS	100067	7/22/2013	27.60
0104879      LAW OFFICES OF CRAIG LABADIE	100068	7/22/2013	521.50
		<b>GrandTotal:</b>	<b>549.10</b>
		<b>Total count:</b>	<b>2</b>



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

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DATE: September 10, 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 August 30, 2013 is recommended. The Labor Summary report reflecting the total payroll amount of \$1,381,164.44 for the bi-weekly pay period ending August 25, 2013 is attached.

*J.C.*

**LABOR SUMMARY FOR PAY PERIOD ENDING : August 25, 2013**

<b>pyLaborDist</b>	<b>08/30/13</b>
Fund: 001 - GENERAL FUND	1,064,528.51
Fund: 122 - SOLID WASTE/RECYCL.	1,448.65
Fund: 153 -RDA OBLIGATION RETIREMENT FUND	6,059.07
Fund: 190 - EMERGENCY DISASTER FUND	16,406.05
Fund: 201 - PARKS AND FACILITIES CAPITAL	4,444.68
Fund: 207 - TECHNOLOGY CAPITAL	4,989.28
Fund: 203 - STREET IMPROVE. PROJECTS	713.27
Fund: 611 - WATER FUND	75,956.95
Fund: 621 - STORMWATER FUND	15,185.51
Fund: 631 - WASTEWATER FUND	54,995.87
Fund: 641 - CABLE TV FUND	84,560.23
Fund: 701 - CENTRAL GARAGE	10,080.47
Fund: 702 - FACILITY MAINT.FUND	21,944.63
Fund: 707 - TECHNOLOGY DEVELOPMENT	13,206.92
Fund: 711 - SELF INSURANCE	6,644.35
	<hr/>
<b>Total</b>	<b>\$1,381,164.44</b>



City Council Agenda Item  
Staff Report

CITY OF SAN BRUNO

DATE: September 10, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director

SUBJECT: Adopt Resolution Accepting the Cable and Technology Fire Suppression System Project as Complete and Authorizing the Release of the Construction Contract Retention in the Amount of \$3,477

**BACKGROUND:**

The Cable and Technology Fire Suppression System project is an established Capital Improvement Project in the adopted 2012-13 CIP budget. The purpose of this project is to install fire suppression systems that would not damage critical electronic equipment in three locations that serve the City: City Hall Data Center located at 567 El Camino Real that houses the computer server equipment for all of the City's data operations, the server room at San Bruno Cable offices located at 398 El Camino Real, and the Cable Head-end facility located at 140 Arbor Court. The fire suppression system project consisted of installing an aerosol fire retardant at these locations to reduce the vulnerability of the City's data and phone networking equipment in the event of a fire.

The City Council awarded the construction contract for the Cable and Technology Fire Suppression System Project to Bay Cities Pyrotecator, Inc. on April 9, 2013 in the amount of \$69,545 with a construction contingency of \$10,430.

**DISCUSSION:**

There are no unresolved stop notices or outstanding construction claims and the Notice of Completion is ready to be filed. One contract change order for \$9,126 was processed for installing upgraded electronic notification components at the request of the Fire Marshal to comply with an upcoming (2015) mandatory requirement of the fire code, and installing a relay system to shutoff HVAC fans when necessary to prevent interference with fire suppression systems. Staff has completed final inspection of the work and determined that all relevant project requirements have been completed in a satisfactory manner. Staff recommends that the City Council accept the construction project as complete and approve the release of the contract retention amount. The construction contract required a 5% retention, which totals \$3,477 which has been withheld by the City.

In accordance with the Public Services Department's established procedure, staff is requesting the City Council's acceptance of this project as complete and is seeking authorization to release the retention. After the City Council accepts the project, a Notice of Completion (NOC) will be filed with the County Recorder. There is a minimum of 35 days waiting period after recordation of NOC for any third party claims before the City releases the construction contract retention amount.

*T.d.*

**FISCAL IMPACT:**

The City Council previously approved a construction contract budget of \$79,975. The total construction contract expenditure, including one change order, is \$78,671.

Construction Contract	\$	69,545
Total Change Orders	\$	<u>9126</u>
Total Revised Contract Amount	\$	78,671
Construction Contract Budget	\$	79,975

**ALTERNATIVES**

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

**RECOMMENDATION**

Adopt resolution accepting the Cable and Technology Fire Suppression Project as complete and authorizing the release of the construction contract retention in the amount of \$3,477.

**DISTRIBUTION:**

None

**ATTACHMENTS:**

1. Resolution
2. Contract Acceptance and Release of Retention Information Form
3. 2012-13 CIP Budget Sheet

**DATE PREPARED:**

August 28, 2013

**REVIEWED BY:**

\_\_\_\_\_ CM

RESOLUTION NO. 2013 - \_\_\_\_

**RESOLUTION ACCEPTING THE CABLE AND TECHNOLOGY FIRE SUPPRESSION SYSTEMS PROJECT AS COMPLETE AND AUTHORIZING THE RELEASE OF THE CONSTRUCTION CONTRACT RETENTION IN THE AMOUNT OF \$3,477**

**WHEREAS**, City Hall Data Center, server room at San Bruno Cable offices and Cable Head-end at 140 Arbor Court were not adequately protected with a fire suppression system; and

**WHEREAS**, \$100,000 from Cable, Technology and ABAG Funds had been appropriated in the 2012-17 adopted CIP budget for the project; and

**WHEREAS**, installing a fire suppression system was deemed necessary to extinguish a fire and greatly reduce the vulnerability of the City's data, phone and communication networking equipment in the event of a fire; and

**WHEREAS**, the City Council awarded the construction contract for the Cable and Technology Fire Suppression System project to Bay Cities Pyrotector, Inc. on April 9, 2013 in the amount of \$69,545 and a construction contingency of \$10,430; and

**WHEREAS**, one change order for \$9,126 was issued to incorporate upgraded equipment at the request of the Fire Marshall; and

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

**WHEREAS**, the construction contract requires retention in an amount of \$3,477 withheld from the total construction contract until the project is complete.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby accepts the Cable and Technology Fire Suppression Systems Project as complete and authorizes the release of the construction contract retention in the amount of \$3,477.

Dated: September 10, 2013

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 10th day of September 2013 by the following vote:

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

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

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



**PUBLIC SERVICES DEPARTMENT**

**Capital Improvement Program**

**Project Acceptance and Release of Retention Information Form**

**As of Date:** September 10, 2013

**Project Information:**

Contract Name	<b>Cable and Technology Fire Suppression System Project</b>	Contract Number	81001
Project Manager	Nader Dahu		
Design Consultant	Bay Cities Pyrotecator, Inc.	Construction Contractor	Bay Cities Pyrotecator, Inc.
Design Contract Award Date:	N/A		
Const. Contract Award Date:	April 9, 2013		
Start of Construction:	May 9, 2013		
<p>Contract Change Orders (CCO): Only one (1) CCO was issued to the Bay Cities Pyrotecator, Inc. for furnishing and installing three (3) Notifier and three (3) Relay Systems at City Hall Data Center, CableTV Server Room, and the Head-end at Arbor Court for the following reasons:</p> <ol style="list-style-type: none"> <li>1- Three (3) Notifier Systems – This was an upgrade to the originally specified system per San Bruno Fire Marshall to comply with the upcoming (year 2015) mandatory requirements of the Fire Code.</li> <li>2- Three (3) Relay Systems – When shutting off the existing air condition units, the fans have two-minute delay for them to shut-off completely. In case of a fire, the Fire Suppression System ignites and disburses powder-particles agent in the room, which could potentially and quickly be cycled out of the room into the outside atmosphere through the existing vents and makes the installed Fire Suppression System to become less effective. Therefore, a new separate relay system without any delay is deemed necessary to be installed and built into the Fire Suppression System to automatically shuts-off both the air condition units and fans instantly and simultaneously.</li> </ol>			
Substantial Completion:	August 23, 2013		
Final Completion:	August 28, 2013		
Notice of Completion:	Scheduled for filing on September 4, 2013		
<p>Project Description:</p> <p>The contract work consisted of, in general, but not limited to removing the existing fire sprinkler system; designing and preparing construction plans for the fire suppression systems; obtaining permit from the jurisdictional agencies; furnishing and installing three (3) Fire Suppression System at City Hall Data Center, CableTV Server Room, and the Head-end facilities at Arbor Court; connecting the proposed suppression system with the existing building alarm system; and the furnishing of all labor, materials, tools, equipment, mechanical workmanship, transportation, and services necessary to be done in order to perform a complete job in all aspect as indicated on the construction plans and as directed by the Engineer.</p>			

**Project Cost:**

	<b>Budget</b>	<b>Actual</b>
<b>TOTAL PROJECT</b>	\$ 100,000	\$ 98,725.59
Contractor - Design & Construction	\$ 69,545	\$ 69,545.00
Construction Contingency	\$ 10,430	\$ 9,126.07
Project Management & Inspection	\$ 20,025	\$ 20,054.52

## Fire Suppression System Project

<b>PROJECT INFORMATION</b>	
Origination Year: 2012-13	Project Number: 81001
Projected Completion Date: 2013	Life Expectancy: 10 years
Total Project Cost: \$ 100,000	

**Project Description:**

This project will implement a "Clean Agent" fire suppression system in the City Hall Data Center, Cable Headend at 140 Arbor Court, and the server room at San Bruno Cable offices. The project will greatly reduce the vulnerability of the City's data and phone networking equipment and San Bruno Cable headend equipment in the event of a fire, as there is currently no fire suppression system at these facilities. An undetected fire could completely destroy critical networking and phone equipment and render the network, emails, data, and phones inoperable and/or inaccessible.

The objective of this project is to install a "Clean Agent" fire suppression system to extinguish a fire in the data center and automatically shut-down electricity and the HVAC system if the suppression system is triggered. A "clean agent" fire suppression system is an environmentally responsible extinguishing agent that does not damage electronics and will extinguish a fire faster than water. Major components of the system will consist of the clean agent, agent storage containers, agent release valves, photoelectric smoke/fire sensors, fire detection system (wiring control panel, actuation signaling), agent delivery piping, agent dispersion nozzles, integration into the existing alarm system, and an audio/visual notification panel located within the City Hall building and one weatherproof notification panel on the exterior of the City Hall building. Installation also includes a manual shutoff that will give staff approximately 30 to 45 seconds to abort and reset the suppression system. All installations will be per NFPA and City Code requirements.

**2011-12 Status:**

New Project

**2012-13 Work Plan:**

Installation of the "Clean Agent" fire suppression system.

**Project Appropriations**

**Current Year Appropriations:**

Funding Source	Prior Appropriation	Prior Expense	Carryover Appropriation	2012-13 Funding Request	2012-13 Total Funds Available
Cable Fund	0	0	0	50,000	50,000
Technology Fund	0	0	0	10,132	10,132
ABAG Fund	0	0	0	39,868	39,868
Total	0	0	0	100,000	100,000

**Five-Year Work Program Appropriations:**

Funding Source	2012-13	2013-14	2014-15	2015-16	2016-17	Total Future Request
Cable Fund	50,000	0	0	0	0	50,000
Technology Fund	10,132	0	0	0	0	10,132
ABAG Fund	39,868	0	0	0	0	39,868
Total	100,000	0	0	0	0	100,000



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** September 10, 2013

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

**FROM:** Mark Ladas, Fire Chief

**SUBJECT:** Adopt Resolution Authorizing the City Manager to Execute an Amended Agreement between the City of San Bruno, City of Millbrae, and the Central County Fire Department for Shared Fire Chief Services

### BACKGROUND:

The City of San Bruno and the City of Millbrae have shared a fire chief for several years. In a further effort to explore fire consolidation, the cities of San Bruno, Millbrae, and Burlingame and Hillsborough (Central County Fire) approved Phase 1 of a fire consolidation. This initial step began in October 2011. The consolidation of Fire Administration included the sharing of one Fire Chief. A shared Fire Chief agreement between the cities of San Bruno, Millbrae, Burlingame and Hillsborough was approved in May 2012 and amended in May 2013 to include the name of the new Fire Chief, Mark Ladas, and the new financial obligation of \$72,500. Upon review by the Central County Fire Board, that agency requested additional review of the indemnification clause. The agreement was subsequently extended for 120 days for this issue to be addressed.

### DISCUSSION

The city managers and attorneys for all four agencies met and discussed the indemnification clause and have come to the agreement that the workers' compensation liability should remain with the employer, Central County Fire Department. While discussing this item all parties recognized that the indemnification language in the several shared agreements between the parties is not consistent. It is the desire of the city managers that all agreements have the same indemnification language. To that end, the city managers and staff will work with the attorneys to ensure the indemnification clause is consistent in all shared agreements by June 30, 2014.

The agreement brought forward at this time has been amended as follows:

- i. Section 2: Term of Agreement - the agreement will expire on June 30, 2014
- ii. Section 7: Indemnification – the following language pertaining to workers compensation removed *“(including any workers compensation liability CENTRAL COUNTY may incur as a result of injury Designated Fire Chief suffered while performing duties as MILLBRAE or SAN BRUNO’s Designated Fire Chief)”*
- iii. Section 8(c): - revised to reflect workers' compensation responsibilities remain with Central County Fire

The Millbrae City Council will have this item before them for action on September 10, 2013. The Central County Fire Department Board of Directors will have this item before them at the Regular

Board Meeting on September 11, 2013. Attorneys for all parties have reviewed the amended agreement.

**FISCAL IMPACT:**

The cost of the agreement, as approved in May 2013, is \$72,500 annually for the City of San Bruno with an estimated savings of \$55,000 from the former agreement between Millbrae and San Bruno for the cost of a shared fire chief. There is no further fiscal impact.

**ALTERNATIVES:**

1. Decline to participate in a shared fire chief agreement and develop an alternative approach for fire chief services for the City of San Bruno.
2. Decline to participate and seek another agency to share a fire chief.

**RECOMMENDATION:**

Adopt the resolution authorizing the City Manager to execute an amended Agreement between the City of Millbrae, City of San Bruno and the Central County Fire Department for Shared Fire Chief Services.

**DISTRIBUTION:**

1. City Attorney

**ATTACHMENTS:**

1. Resolution Authorizing the City Manager to execute an amended Agreement between the City of Millbrae, City of San Bruno and the Central County Fire Department for Shared Fire Chief Services
2. Amended Shared Fire Chief Agreement FY2013-14

**DATE PREPARED:** August 28, 2013

**REVIEWED BY:**

\_\_\_\_\_ CM

\_\_\_\_\_ ACM

\_\_\_\_\_ FD, Other

**RESOLUTION NO. 2013-**

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDED AGREEMENT BETWEEN THE CITY OF MILLBRAE, CITY OF SAN BRUNO AND THE CENTRAL COUNTY FIRE DEPARTMENT FOR SHARED FIRE CHIEF SERVICES**

**WHEREAS**, in October 2011, with the approval of the San Bruno City Council, the San Bruno Fire Department began consolidation of Fire Administration with the Millbrae and Central County Fire Departments; and

**WHEREAS**, in May 2012 the San Bruno City Council approved an agreement to share the Fire Chief of Central County Fire Department; and

**WHEREAS**, in May 2013 the San Bruno City Council adopted a resolution authorizing the City Manager to execute the first amendment to the Agreement; and

**WHEREAS**, the parties have since agreed to amend the Agreement to reflect the new expiration date of June 30, 2014 and to reflect the agreed upon indemnification language; and

**WHEREAS**, the City Managers of the Cities of San Bruno and Millbrae and the City Managers of the Cities of Burlingame and Hillsborough, for Central County Fire Department, are in agreement to continue sharing the services of the Fire Chief of Central County Fire Department; and

**WHEREAS**, doing so will continue to allow for continued savings in personnel costs and consolidation of administrations; and

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of San Bruno approves the amendment to the current agreement between the City of Millbrae, City of San Bruno and the Central County Fire Department for a Shared Fire Chief; and authorizes the City Manager to execute the agreement.

—oOo—

I hereby certify the foregoing Resolution No. \_\_\_\_\_ was introduced and adopted by the San Bruno City Council at a regular meeting on September 10, 2013 by the following vote:

AYES:

NOES:

ABSENT:

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Carol Bonner, City Clerk

**AMENDED CONTRACT FOR SHARED FIRE CHIEF SERVICES BETWEEN CENTRAL  
COUNTY FIRE DEPARTMENT, CITY OF MILLBRAE AND  
CITY OF SAN BRUNO**

This Agreement (“Agreement”) is entered into as of September 11, 2013, by and between the Central County Fire Department, a Joint Powers Authority (“CENTRAL COUNTY”), City of Millbrae, a municipal corporation (“MILLBRAE”), and the City of San Bruno, a municipal corporation (“SAN BRUNO”). CENTRAL COUNTY, MILLBRAE AND SAN BRUNO shall collectively be referred to hereinafter as the PARTIES.

**RECITALS**

WHEREAS, MILLBRAE and SAN BRUNO desire to contract for the provision of Fire Chief services; and

WHEREAS, CENTRAL COUNTY is able and willing to provide such contract Fire Chief services; and

WHEREAS, the PARTIES are entering into this Agreement as authorized pursuant to California Government Code sections 6502, 6504(d) and 54980, *et seq.*

Now therefore, the PARTIES agree as follows:

1. Scope of Services – Fire Chief Services. CENTRAL COUNTY agrees to provide to MILLBRAE and SAN BRUNO an employee of CENTRAL COUNTY to perform shared Fire Chief Services in MILLBRAE and SAN BRUNO as set forth below.

(a) The Designated Fire Chief (defined below in Section 1(e)) will provide general administration and oversight of the MILLBRAE and SAN BRUNO Fire Departments including, but not limited to budget administration, personnel management and supervision, and similar related activities, all in accordance with the requirements and expectations of statutory law, the applicable municipal codes, applicable regulations and the customary duties of a fire chief.

(b) During this contract, the Designated Fire Chief will evaluate the potential for more comprehensive shared fire services between the PARTIES including, but not limited to personnel, apparatus and facilities.

(c) The Chief Administrative Officer of CENTRAL COUNTY will continue to provide overall supervision of the Designated Fire Chief, who will also report to the City Managers of MILLBRAE and SAN BRUNO. MILLBRAE’s City Manager will supervise the Designated Fire Chief on MILLBRAE matters, and will provide direction to the Designated Fire Chief regarding any desired special projects or services to be performed for MILLBRAE. SAN BRUNO’s City Manager will supervise the Designated Fire Chief on SAN BRUNO matters, and will provide direction to the Designated Fire Chief regarding any desired special projects or services to be performed for SAN BRUNO. In the event of a conflict between direction given by

the Chief Administrative Officer and the City Managers of MILLBRAE and SAN BRUNO, they shall meet and use their best efforts to resolve the conflict.

(d) MILLBRAE and SAN BRUNO will provide the Designated Fire Chief with all necessary regulations, policies, procedures, manuals, and other information, as well as incidental materials and supplies, work area, computer access, telephone, and other standard provisions as required to perform the Fire Chief services desired by MILLBRAE and SAN BRUNO. All such documents, notes, photographs, supplies, and reports will remain the property of MILLBRAE or SAN BRUNO.

(e) CENTRAL COUNTY designates its current Fire Chief Mark Ladas (Designated Fire Chief) to provide the shared Fire Chief services under this Agreement. CENTRAL COUNTY shall not assign any other person to provide those services without the written consent of City Managers of MILLBRAE and SAN BRUNO. MILLBRAE and SAN BRUNO acknowledge that the Designated Fire Chief will periodically be unavailable to work due to training or scheduled vacations. It is expressly understood and agreed by the PARTIES that the Designated Fire Chief may elect to terminate employment with CENTRAL COUNTY at any time. Should the Designated Fire Chief terminate employment with CENTRAL COUNTY, the PARTIES agree that both MILLBRAE and SAN BRUNO shall be involved in the selection of a new Designated Fire Chief. CENTRAL COUNTY shall provide prompt notice of such termination to MILLBRAE and SAN BRUNO, and the Parties shall, without delay, meet to discuss the procedures for identifying and, if appropriate, selecting a new Designated Fire Chief. This Agreement will terminate unless an alternative replacement is found acceptable to the PARTIES.

2. Term of the Agreement. The term of this Agreement shall commence on September 11, 2013, and continue until June 30, 2014 pursuant to Section 6 below.

3. Employment of Personnel. The Designated Fire Chief shall not be deemed a MILLBRAE or SAN BRUNO employee for any purpose. CENTRAL COUNTY shall be solely responsible for all salary, benefits, workers' compensation, and insurance for the Designated Fire Chief, and the Designated Fire Chief shall be considered an employee of CENTRAL COUNTY for all supervisory, disciplinary and other employment related purposes.

4. Litigation Support. CENTRAL COUNTY will make the Designated Fire Chief available to testify in any litigation or administrative proceeding brought regarding work performed under this Agreement.

(a) Should MILLBRAE or SAN BRUNO request that the Designated Fire Chief or CENTRAL COUNTY's employees testify in any litigation or administrative hearing following the termination of this Agreement, MILLBRAE or SAN BRUNO shall compensate CENTRAL COUNTY for its costs and expenses for Designated Fire Chief's or employees' preparing for, traveling to, and testifying in such matters at their then current hourly rate of compensation.

(b) Should CENTRAL COUNTY request that MILLBRAE or SAN BRUNO's employees testify in any litigation or administrative hearing following the termination of this Agreement, CENTRAL COUNTY shall compensate MILLBRAE or SAN BRUNO for its costs and expenses for employees preparing for, traveling to, and testifying in such matters at the employee's then current hourly rate of compensation.

5. Payment. CENTRAL COUNTY shall be compensated for providing Fire Chief services as follows:

(a) MILLBRAE and SAN BRUNO shall each pay CENTRAL COUNTY 25% of the costs of the Designated Fire Chief's total compensation, benefits and expenses (including the costs of operating and maintaining the vehicle CENTRAL COUNTY provides to the Designated Fire Chief) which for fiscal year 2013-2014 is \$72,500. Accordingly, MILLBRAE and SAN BRUNO's financial obligation to CENTRAL COUNTY for services rendered by the Designated Fire Chief pursuant to this Agreement equates to \$72,500 for fiscal year 2013-2014 and shall be payable in quarterly installments of \$18,125 due within 10 days of CENTRAL COUNTY's mailing of any invoice. Any payment 60 or more days overdue shall accrue an additional ten percent (10%) charge. If, during the term of the Agreement, the Designated Fire Chief's total compensation, benefits and expenses change, CENTRAL COUNTY shall provide written notice of the change to MILLBRAE and SAN BRUNO. MILLBRAE and SAN BRUNO shall be obligated to pay the revised rate with their next quarterly payment which shall also include, if necessary, the amount required to cover MILLBRAE and SAN BRUNO's proportionate share of the increased costs for the Designated Fire Chief incurred by CENTRAL COUNTY between the date of notification and the quarterly payment.

(b) In the event of termination by either CENTRAL COUNTY, MILLBRAE or SAN BRUNO, CENTRAL COUNTY shall be entitled to payment for the services performed as of the date of termination, to the extent any payment is due and owing pursuant to this Section 5.

(c) Notwithstanding any other provision of this section, MILLBRAE and SAN BRUNO shall only be charged and shall be required to pay for the ordinary compensation, benefits, and expenses CENTRAL COUNTY is required to pay its Fire Chief while the Fire Chief is employed by CENTRAL COUNTY and serving MILLBRAE or SAN BRUNO as its Designated Fire Chief. MILLBRAE and SAN BRUNO shall not be required to pay any portion of any one time payouts to Designated Fire Chief to compensate him for benefits accumulated before he began serving CENTRAL COUNTY as the Designated Fire Chief.

6. Termination or Withdrawal. At any time and without cause, any Party may terminate the whole or any part of its participation in this Agreement by giving 60 days written notice to the other agency prior to the termination date.

7. Indemnification.

(a) When the Designated Fire Chief is performing duties as MILLBRAE or SAN BRUNO's Fire Chief, MILLBRAE or SAN BRUNO is responsible for the costs of defense and any liability arising out of those services. In the event of a dispute as to whether applicable law requires MILLBRAE or SAN BRUNO to provide indemnity and a defense to the Designated Fire Chief, such dispute shall be resolved between MILLBRAE or SAN BRUNO and the Designated Fire Chief, but notwithstanding that dispute, MILLBRAE or SAN BRUNO shall indemnify and defend CENTRAL COUNTY.

(b) When the Designated Fire Chief is performing duties as CENTRAL COUNTY's Fire Chief, CENTRAL COUNTY is responsible for the costs of defense and any liability arising out of those services to the extent required by applicable law. In the event of a

dispute as to whether applicable law requires CENTRAL COUNTY to provide indemnity and a defense to the Designated Fire Chief, such dispute shall be resolved between CENTRAL COUNTY and the Designated Fire Chief and CENTRAL COUNTY shall indemnify and defend MILLBRAE and SAN BRUNO.

(c) The PARTIES waive the pro rata risk allocation contained in Government Code Section 895.6.

8. Insurance. Each Party shall provide and maintain either insurance in the form and amounts prescribed below or a statement that the entity is self-insured up to the amounts specified below:

(a) Commercial General Liability Insurance, occurrence form, with a limit of not less than \$1,000,000 each occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two (2) times the occurrence limit.

(b) Automobile Liability Insurance, occurrence form, with a limit of not less than \$1,000,000 each occurrence. Such insurance shall include coverage for owned, hired, and non-owned automobiles.

(c) With respect to Workers Compensation coverage, CENTRAL COUNTY will provide Workers Compensation coverage for any injuries sustained in the normal course and scope of the Designated Fire Chief's performance of services.

(d) General provisions for all insurance. All insurance shall:

(1) Include the other PARTIES, their elected and appointed officials, employees, and agents, as additional insureds, except errors and omissions, with respect to this Agreement and the performance of services in this Agreement. The coverage shall contain no special limitations on the scope of its protection to the above-designated insureds.

(2) Be primary with respect to any insurance or self-insurance programs of that party, its elected and appointed officials, employees, and agents.

(3) Be evidenced, prior to commencement of services, by properly executed policy endorsements in addition to a certificate of insurance.

(4) No changes in insurance may be made without the written approval of all PARTIES' city attorney's offices.

9. Mediation. Should any dispute arise out of this Agreement, any Party may request that it be submitted to mediation. The mediating parties shall mediate the disputes within 30 days of a request. The mediator shall be agreed to by the mediating parties; in the absence of an agreement, the mediating parties shall each submit one name from mediators listed by either the American Arbitration Association, the California State Board of Mediation and Conciliation, or other agreed-upon service. The mediator shall be selected by a "blindfolded" process. The cost of mediation shall be borne equally by the mediating parties. No party to the mediation shall be deemed the prevailing party. No Party shall be permitted to file a legal action without first meeting in mediation and making a good faith attempt to reach a mediated settlement. The mediation

process, once commenced by a meeting with the mediator, shall last until agreement is reached, but not more than 60 days, unless the 60 day period is extended in writing by the mediating parties.

10. Costs and Attorney Fees. Attorney fees in an amount not exceeding \$85 per hour per attorney, and in total amount not exceeding \$5,000, shall be recoverable as costs (by the filing of a cost bill) by the prevailing party in any action or actions to enforce the provisions of this Agreement. The above \$5,000 limit is the total of attorney fees recoverable whether in the trial court, appellate court, or otherwise, and regardless of the number of attorneys, trials, appeals, or actions. It is the intent of this Agreement that neither Party shall have to pay the other more than \$5,000 for attorney fees arising out of an action, or actions, to enforce the provisions of this Agreement.

11. Severability. If any term or portion of this Agreement is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this Agreement shall continue in full force and effect.

12. Not a Joint Venture or Joint Powers Authority. The PARTIES intend by this Agreement to establish only an Agreement for contract Fire Chief services, and do not intend to create a joint powers agency, partnership, joint venture, or joint enterprise of any kind.

13. No Third Party Beneficiary. This Agreement is only for the benefit of the PARTIES as corporate entities and shall not be construed as or deemed to operate as an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action or obtain any right to benefits or position of any kind for any reason whatsoever.

14. Notices. All notices required or permitted to be given under this Agreement shall be in writing and mailed postage prepaid by certified or registered mail to the appropriate address indicated below.

To CENTRAL COUNTY:

Central County Fire Department  
1399 Rollins Road  
Burlingame, CA 94010

Attention: Chief Administrative Officer

To MILLBRAE:

City of Millbrae  
621 Magnolia Avenue  
Millbrae, CA 94030

Attention: City Manager

To SAN BRUNO:

City of San Bruno  
567 El Camino Real  
San Bruno, CA 94066

Attention: City Manager

15. Waiver. No failure on the part of the PARTIES to exercise any right or remedy hereunder shall operate as a waiver of any other right or remedy hereunder, nor does waiver of a breach or default under this Agreement constitute a continuing waiver of a subsequent breach of the same or any other provision of this Agreement.

16. Amendment. No modification, waiver, mutual termination, or amendment of this Agreement is effective unless made in writing and signed by the PARTIES.

17. Governing Law. This Agreement, regardless of where executed, shall be governed by and construed according to the laws of the State of California. Venue for any action regarding this Agreement shall be in the Superior Court of the County of San Mateo.

18. Authority to Enter into Agreement. The PARTIES warrant that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective Party.

19. Entire Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the PARTIES. No terms, conditions, understandings or agreements purporting to modify or vary this Agreement, unless hereafter made in writing and signed by the PARTIES to be bound, shall be binding on the PARTIES.

IN WITNESS WHEREOF, the PARTIES have executed this Agreement as of the date indicated on page one (1).

City of Millbrae,  
A municipal corporation of the State of California

City of San Bruno,  
A municipal corporation of the State of California

By: \_\_\_\_\_  
City Manager, Marcia Raines

By: \_\_\_\_\_  
City Manager, Connie Jackson

ATTEST:

ATTEST:

By: \_\_\_\_\_  
City Clerk, Angela Louis

By: \_\_\_\_\_  
City Clerk, Carol Bonner

Approved as to Form:

Approved as to Form:

By: \_\_\_\_\_  
Joan Cassman, City Attorney

By: \_\_\_\_\_  
Marc L. Zafferano, City Attorney

Central County Fire Department,  
A Joint Powers Authority

By: \_\_\_\_\_  
Randy Schwartz, Chief  
Administrative Officer

Approved as to Form:

By: \_\_\_\_\_  
Jean B. Savaree, Department General  
Counsel



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

**DATE:** September 10, 2013

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

**FROM:** David Woltering, Community Development Director  
Klara Fabry, Public Services Director

**SUBJECT:** Receive Report on the Grand Boulevard Initiative's Complete Streets Case Study and Adopt Resolution Appropriating \$11,000 of Measure M Funds to Complete the Preliminary (25%) Design Drawings

### BACKGROUND

The purpose of this item is to update the City Council on the Grand Boulevard Initiative's (GBI) Complete Streets San Bruno Case Study and to request \$11,000 in City Measure M funds to complete the preliminary (25%) design drawings for the case study.

San Bruno was selected as one of four cities to participate in the GBI's Complete Streets Case Study project. The other three case studies are located in South San Francisco, Daly City and San Carlos. The GBI is a collaboration of 19 cities, counties, local and regional agencies working together to improve the performance, safety and aesthetics for all users (pedestrians, bicyclists, transit users, drivers of vehicles, etc. of all ages and abilities) of El Camino Real. The "Grand Boulevard" starts at the northern Daly City city limit (where it is named Mission Street) and ends into San Jose (where it is named The Alameda). The San Bruno case study segment extends along El Camino Real from San Bruno Avenue to Taylor Avenue and is being taken to a 25% design level through the Caltrans design review process. Caltrans has review authority for improvements on El Camino Real. The case study segments are intended to be models for future corridor improvements and for replication in the region, state, and across the nation.

The Complete Streets Case Study project is a partnership among San Mateo County Transit District (SamTrans), the City/County Association of Governments of San Mateo (C/CAG), Santa Clara Valley Transportation Authority (VTA), the U.S. Environmental Protection Agency (EPA), Caltrans, and the four case study cities. The Project is largely funded by a U.S. Department of Transportation/Federal Transit Administration TIGER II Planning Grant awarded to SamTrans in 2010. Additional local funding has been provided by C/CAG, VTA, and SamTrans.

### Project Funding and Need for Supplemental Funding

To date, grant funds and local funding support from Sam Trans and C/CAG have provided a total of \$216,346 for San Bruno's case study design and a required Caltrans Project Study Report/Project Development Study (PSR/PDS). These sources have funded a partial draft PSR/PDS, but do not include funding to complete preparation of the Caltrans-required documents. Supplemental funding, totaling approximately \$165,000 is needed to complete the final Caltrans-approved PSR/PDS, which is critical to moving the City's case study design towards final design.

*10.a.*

SamTrans has identified the District's excess Federal Earmark funding to address the supplemental funding needs and complete the cities' preliminary case study design. However, a 20% local cash match is required, which totals \$11,000 for each jurisdiction. The City's local match contribution would fill the funding gap needed to complete the Caltrans-required PSR/PDS and make the San Bruno case study eligible for future final design funding. More specifically, completion of the PSR/PDS will make the City eligible to receive funding identified from the District's secured Transportation, Community, and System Preservation (TCSP) grant funding that would fund the complete (100%) final design of one of the four case study segments. Additionally, C/CAG has also offered up to \$2 million in STIP-TE funding for construction of that final design segment. The selection of a final design case study will occur in Fall 2013 through a competitive process among the four case study cities. The overall construction cost for the San Bruno Case Study segment is estimated to be \$4.6 million.

The \$11,000 local cash match would enable the City of San Bruno to continue to be considered in the competitive process for funding of the final design and a portion of the construction funding. It should be noted that the City would not be obligated to pursue final design or construction of the preliminary case study design. However, should the City of San Bruno be selected for preparation of the final design, and elect to receive the funding for that effort, it would seem reasonable that the City would commit to the project at that time. The City would have the ability to segment the full project (from San Bruno Avenue to Taylor Avenue) into smaller portions to align with future funding opportunities, if it chooses to pursue final design and construction.

A representative from SamTrans as well as the Design Consultant of the Case Study Project, Terry Bottomley, will be attending the City Council meeting to provide a brief review of the San Bruno case study and the request for funding as well as to respond to questions.

#### Related City Actions

The City Council adopted Resolution 2008-17 endorsing the GBI and directing staff to incorporate its Guiding Principles into plans that involve El Camino Real in this community. The case study also advances a number of San Bruno's planning goals as well as state and regional policies and requirements related to land use and complete streets. The City's 2009 General Plan incorporates the guiding principles of the GBI, and the adopted Transit Corridors Specific Plan includes policies and guidelines for the improvement of public and private land uses along El Camino Real in line with the GBI. The case study is a way to implement the Transit Corridors Plan. The City also adopted a complete streets policy in 2012 to plan for a balanced, multimodal transportation network that meets the needs of all users of streets, roads, and highways for safe and convenient travel. These initiatives also meet the requirements of the California Complete Streets Act of 2008 (AB 1358), the California Global Warming Solutions Act of 2006 (AB 32) and SB 375, which outlines the state's goals of reducing greenhouse gas emissions.

#### **DISCUSSION**

Appropriation of the \$11,000 local match does not obligate the City of San Bruno to implement the case study design. However, as stated above, it enables the City to continue to work with Caltrans staff and other agency representatives to develop a design scheme for El Camino Real through San Bruno and, if the City is selected and elects to proceed, to be eligible for final design funding and a portion of construction funding.

### San Bruno Case Study Design

The current San Bruno case study design incorporates input from City staff and feedback from Caltrans relative to the design exception process. The project team has met with Caltrans Project Development Team a number of times to discuss the proposed designs. The current draft design is nearing the 25% design level, leaving room for adjustments based on City preferences and future Caltrans feedback.

The case study proposes a number of Complete Streets elements, including, but not limited to, those described below. See Attachment 2 for 3-D renderings of design features.

- ❖ *Lane and Shoulder Narrowing* (e.g., existing 11- to 12-foot through travel lanes would be narrowed to 11 feet, per Caltrans standard)
- ❖ *Intersection Improvements* (e.g., new high visibility cross walks (pavement marking and color to be determined by the City), 6-foot median refuges, and corner curb extensions at the San Bruno Avenue, Kains Avenue, Angus Avenue, Jenevein Avenue, and San Mateo/Taylor Avenue intersections; the realignment of the San Mateo Avenue/Taylor Avenue intersection)
- ❖ *Sidewalk Improvements* (e.g., new vegetated curb extensions (rain gardens) would be installed in the existing shoulder area to accommodate street trees and landscaping. This would provide a buffer between pedestrians and vehicle traffic)
- ❖ *Median Improvements* (e.g., newly-constructed medians would remain, with enhanced landscaping provided in new median extensions)
- ❖ *Landscaping*: (e.g., high-low landscaping scheme of tall trees and low ground cover to maintain good visibility between motor vehicles and pedestrians/bicyclists)
- ❖ *Traffic Signals*: (e.g., existing signalized intersections would be upgraded to include latest control electronics, pedestrian countdown signals, and bicycle loop detectors)
- ❖ *Sustainable Street Features*: (e.g., pervious pavement would be installed at some on-street parking locations to facilitate slower stormwater runoff rates and filtration; LED street lighting to reduce energy consumption)

Several areas of the case study design still need to be addressed, including:

- Locations where on-street parking is needed/should remain.
- Design options for right-turn at San Bruno Avenue and Jenevein Avenue.
- Preferred intersection design for the San Mateo Avenue/El Camino Real intersection.
- Mid-block pedestrian crossing and signal at Kains Avenue, especially considering potential future development along the corridor.

It is expected that the overall design would conform to policies and design objectives of the City's General Plan and Transit Corridors Plan.

## **FISCAL IMPACT**

The City's local match for the cost for supplemental design services to complete the preliminary design for the San Bruno case study is \$11,000. The attached resolution appropriates \$11,000 of Measure M Funds to Complete the Preliminary (25%) Design Drawings. Completion of the Caltrans-approved project initiation design documents will make the City eligible for future grant funding to complete the 100% case study design and potentially for construction of the project.

## **ALTERNATIVES**

1. Do not adopt the Resolution. The Caltrans initial design documents would not be completed, and the City will not be eligible for future grant funding to complete the design.
2. Direct staff to modify the Resolution.

## **RECOMMENDATION**

Receive Report on GBI's Complete Streets Case Study and Adopt Resolution Appropriating \$11,000 of Measure M Funds to Complete the Preliminary (25%) Design Drawings

## **ATTACHMENTS**

1. Resolution
2. Representative Sketches of Proposed Grand Boulevard Complete Streets Project, dated 7/15/2011 and 6/12/2013, by Bottomley Associates

## **DATE PREPARED**

August 27, 2013

## **REVIEWED BY**

\_\_\_\_\_ CM

**RESOLUTION NO. 2013-\_\_\_\_\_**

**AUTHORIZE APPROPRIATION OF \$11,000 OF MEASURE M FUNDS TO COMPLETE THE PRELIMINARY DESIGN DRAWINGS FOR THE GRAND BOULEVARD INITIATIVE COMPLETE STREETS SAN BRUNO CASE STUDY**

**WHEREAS**, the City of San Bruno is participating in the Grand Boulevard Initiative, a collaboration of 19 cities, counties of San Mateo and Santa Clara, and local and regional agencies and organizations united to improve the performance, safety, and aesthetics of Highway 82 on the Peninsula from Daly City to downtown San Jose; and

**WHEREAS**, the vision of the Grand Boulevard is that “El Camino Real will achieve its full potential as a place for residents to work, live, shop and play, creating links between communities that promote walking and transit and an improved and meaningful quality of life”; and

**WHEREAS**, the City Council adopted Resolution 2008-17 endorsing the Grand Boulevard Initiative and directing staff to incorporate these Guiding Principles into plans to be developed that involve El Camino Real in this community;

**WHEREAS**, the City of San Bruno has incorporated the Grand Boulevard Initiative Guiding Principles into the City’s adopted General Plan (2009);

**WHEREAS**, the San Mateo County Transit District (SamTrans) initiated the Grand Boulevard Initiative Complete Case Study Project through federal TIGER II grant funds and local funding support from the District and C/CAG for the purpose of designing the layout of segments of El Camino Real to improve the performance, safety, aesthetics, and sustainability for all users in four case study cities; and

**WHEREAS**, the City of San Bruno was selected as one of the four case study cities, and the San Bruno case study extends from San Bruno Avenue to Taylor Avenue; and

**WHEREAS**, the San Bruno case study must follow the Caltrans-approved design process, which is necessary to move the City's case study design towards final design; and

**WHEREAS**, to date, federal and local grant funds have provided a total of \$216,346 for San Bruno’s case study design, and supplemental funding totaling approximately \$165,000 is needed to complete the final, Caltrans-approved design documents. SamTrans has identified remaining federal earmark funds for this purpose, which require a local match of \$11,000.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of San Bruno authorizes the appropriation of \$11,000 Measure M funds as local matching funds to complete the Grand Boulevard Initiative San Bruno Case Study.

---o0o---

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 on September 10, 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Mayor

ATTEST:

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



-  Intersection Crossing Improvements
-  Link Frontage Improvements
-  Node Frontage Improvements
-  Existing Bus Stop

## San Bruno

COMPLETE STREETS PROJECT AREA



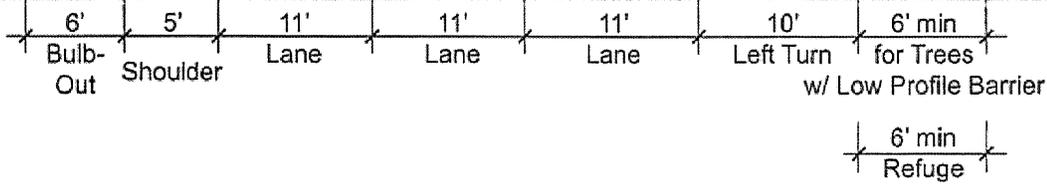
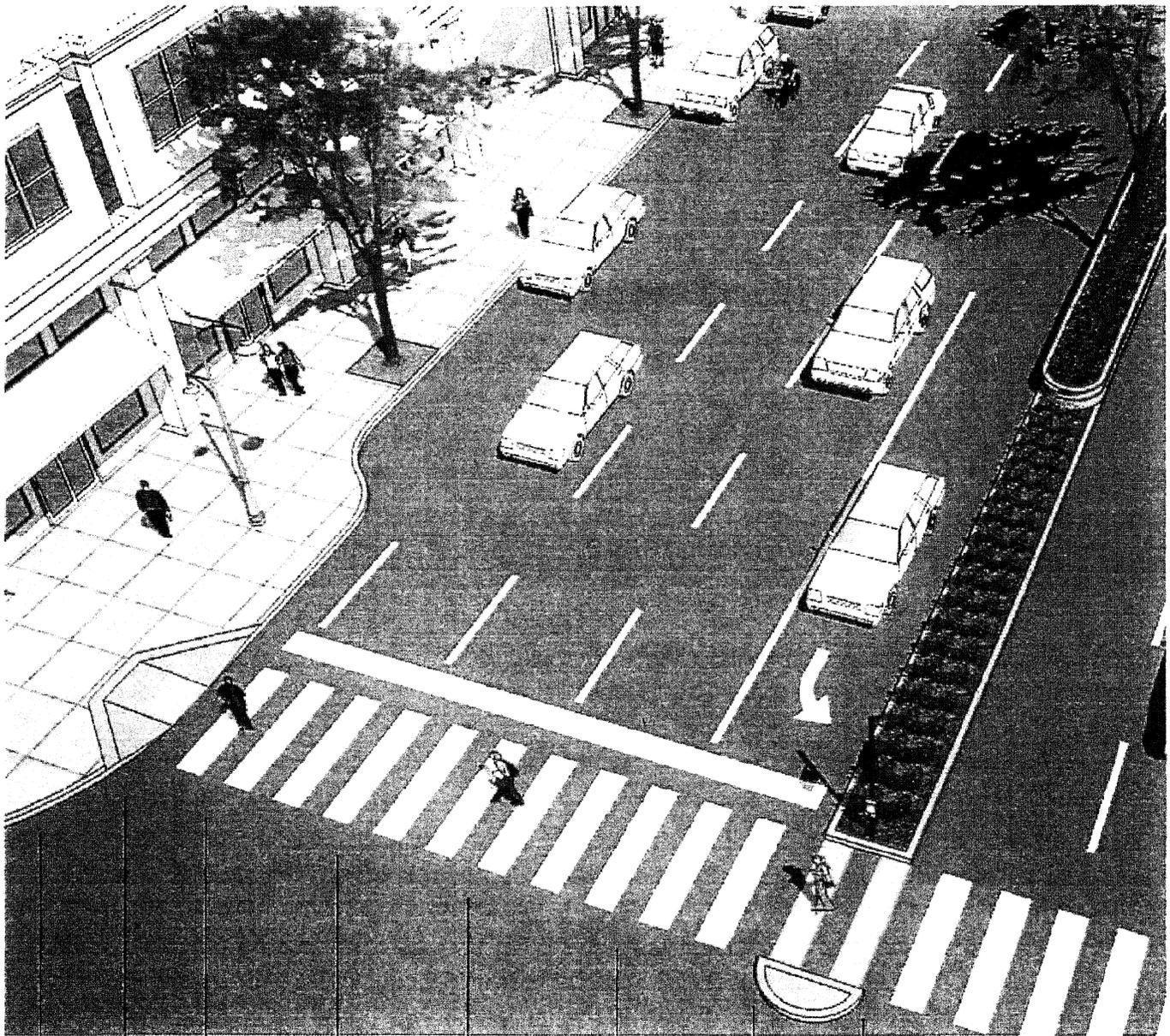
## Shoulder Condition - Curbside Parking

BOTTOMLEY ASSOCIATES  
URBAN DESIGN & CITY PLANNING



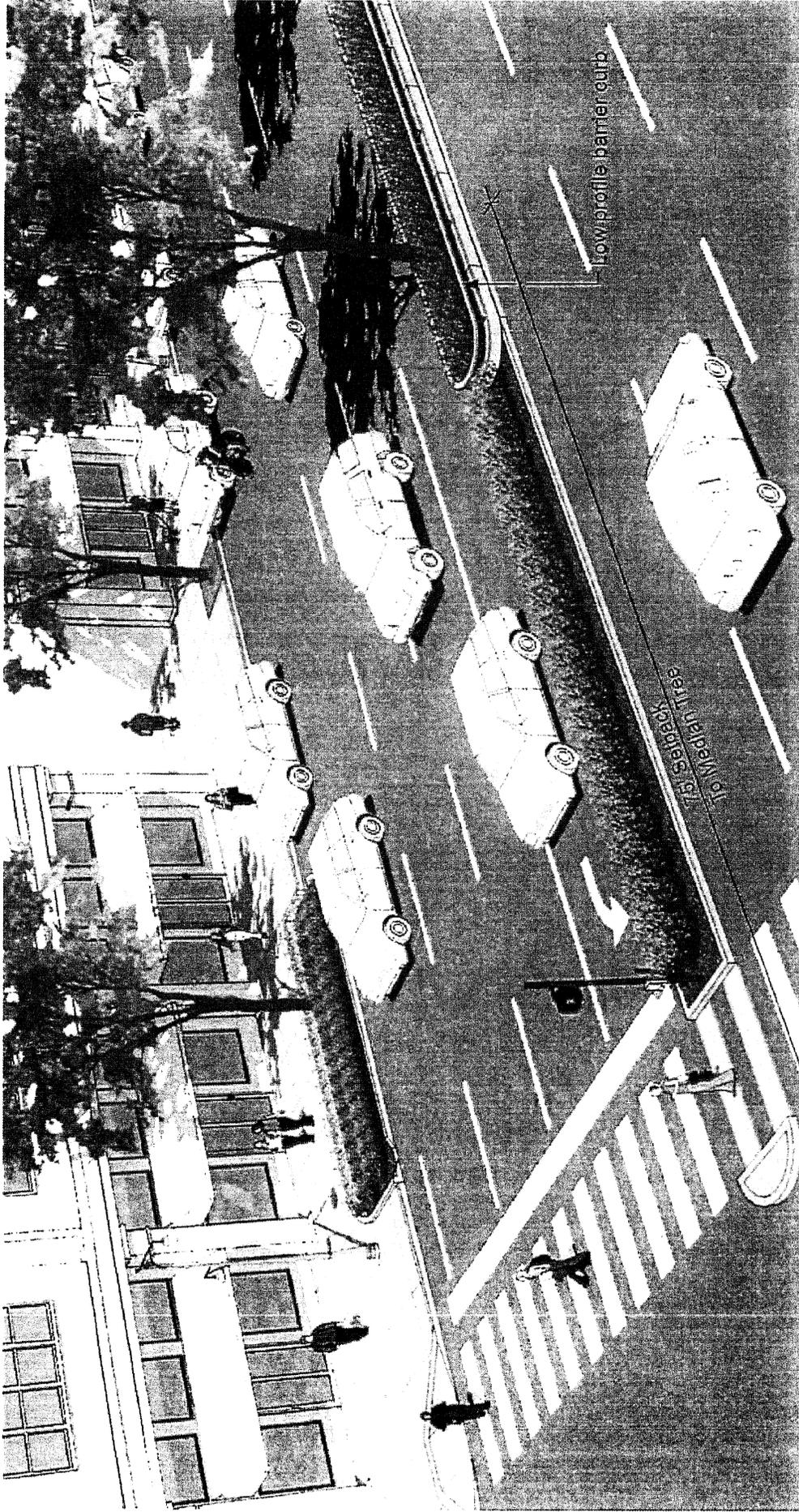
## Shoulder Condition - Driveways

BOTTOMLEY ASSOCIATES  
URBAN DESIGN & CITY PLANNING



## Median Condition at Intersection

BOTTOMLEY ASSOCIATES  
URBAN DESIGN & CITY PLANNING



## Median Condition at Intersection

GRAND BOULEVARD COMPLETE STREETS PROJECT



**Successor Agency to the San Bruno Redevelopment Agency  
Agenda Item Staff Report**

CITY OF SAN BRUNO

**DATE:** September 10, 2013

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

**FROM:** Kim Juran, Finance Director

**SUBJECT:** Receive Report on the Activities of the Successor Agency to the San Bruno Redevelopment Agency and Adopt Resolutions:

- Approving the Recognized Obligation Payment Schedule 2013-14B for the period of January 1, 2014 through June 30, 2014
- Approving the Long Range Property Management Plan
- Approving Repayment of Amounts Owed to the City of San Bruno by the Former San Bruno Redevelopment Agency

**BACKGROUND**

On February 1, 2012, all redevelopment agencies in the California were eliminated. The property tax revenues that were previously distributed as tax increment are now being used to pay required payments on existing bonds, other obligations, and pass-through payments to local governments (enforceable obligations). The remaining property tax revenues that exceed the enforceable obligations are now being allocated to taxing entities including cities, counties, special districts, and school and community college districts.

To help facilitate the winding down process at the local level, Successor Agencies have been established to manage redevelopment projects currently underway, make payments on enforceable obligations, and dispose of redevelopment assets and properties. In accordance with the law, the City of San Bruno has established a Successor Agency to handle these functions. Each Successor Agency has an oversight board that supervises its work, comprised of representatives of the local agencies that serve the redevelopment project area: the city, county, special districts, and K-14 educational agencies.

Over the course of the past 18 months, City staff has been working to meet the numerous requirements and deadlines associated with the Redevelopment Dissolution Bill. Significant milestones that have occurred include the following:

- In December 2012, following the approval of the Low and Moderate Income Housing Fund Due Diligence Review by the Oversight Board, the Successor Agency transferred \$2,482,666 of remaining fund balance from the LMIH fund to

10.6.

the County. The City received \$366,591 of these funds back in the form of unrestricted property tax, which was deposited to the One-Time Revenue Fund.

- In April 2013, following the approval of the All Other Fund Due Diligence Review by the Oversight Board, the Successor Agency transferred \$1,297,888 of remaining fund balance from all remaining RDA funds to the County. The City received \$191,555 of these funds back in the form of unrestricted property tax, which was deposited to the One-Time Revenue Fund. The total amount of one-time funds received of \$558,146 was subsequently allocated to fund the construction of the decorative feature at the Caltrain Grade Separation.
- On April 26, 2013 the Successor Agency received a "Finding of Completion" from the California Department of Finance, which confirms that the Agency has made full payment of the amounts determined through the Due Diligence Review process. The significance of receiving the Finding of Completion is that it allows the Agency to place loan payments made between the City and the former RDA on the Recognized Obligation Payment Schedule (ROPS) for repayment. It also allows the Agency to move forward with the disposition of property owned by the former RDA.

## DISCUSSION

While the Successor Agency has been successful in reaching major milestones in the Redevelopment wind-down process, several important activities remain. This includes the continuing preparation and adoption of a ROPS every six months to ensure that the outstanding obligations of the former RDA are paid. The ROPS 13-14B, which covers the timeframe of January 1, 2014 – June 30, 2014, must be adopted by the Oversight Board by October 1, 2013. The items presented on the ROPS 13-14B are consistent with those items that have appeared on prior versions of the ROPS. Brief descriptions of the individual line items that appear on the ROPS are summarized below to provide background to the City Council.

- 1) **2000 Certificates of Participation:** In 2000, the San Bruno Financing Authority issued Certificates of Participation to fund the construction of the Police Building located at 1177 Huntington Avenue. A reimbursement agreement between the City and the Redevelopment Agency committed tax increment funds to the repayment of these COP's. The principal and interest payment for this issuance are due February 1, 2014 and are included on the ROPS 13-14B.
- 2) **2000 Certificates of Participation Fiscal Agent Fees:** Per Section 8.03 of the Trust Agreement for the 2000 Certificates of Participation, the Trustee (Union Bank) is entitled to annual fiscal agent fees for its services. As these fees are typically paid in December, no amount is scheduled to be paid during the January to June 2014 timeframe.
- 3) **Archstone II Owner Participation Agreement:** Per Section 401.2 of the Owner Participation Agreement, the Agency shall pay up to \$370,000 annually from

2008-09 through 2022-23 to ensure the provision of affordable housing units at the Crossing.

- 4) **Archstone I Owner Participation Agreement:** Per Section 401.3 of the Owner Participation Agreement and in accordance with the First Amendment to the OPA dated March 4, 2004, the Agency shall pay up to \$311,000 annually from 2005-06 through 2039-40 to ensure the provision of affordable housing units at the Crossing.
- 5) **Administrative Costs:** The Successor Agency is eligible to receive an administrative allowance to cover the costs associated with winding down the affairs of the former redevelopment agency and is required to provide an administrative budget to the Oversight Board for approval. During the 2013-14 fiscal year, the Successor Agency is estimated to receive approximately \$125,000.

The Successor Agency must also prepare a Long Range Property Management Plan (LRPMP) for consideration and approval by the Oversight Board that addresses the disposition and use of the real properties owned by the former redevelopment agency. Acceptable uses of the properties, which are determined by the Oversight Board, include 1) the retention of the property for governmental use, 2) the retention of the property for future development, 3) the sale of the property, or 4) the use of the property to fulfill an enforceable obligation. The LRPMP must be adopted by the Oversight Board no later than October 26, 2013, within six months of receiving the Finding of Completion. The only property owned by the former Redevelopment Agency is the downtown park located at 456 San Mateo Avenue. The draft Long Range Property Management Plan is attached to this report and has been prepared to reflect the City's strong interest in retaining this property as a park in the downtown area.

As noted earlier, upon receiving the Finding of Completion, the City became eligible to begin receiving repayments of the \$2.9 million in outstanding advances between the City and former RDA. The annual amount of re-payment is limited by the statutory formula which states that only one-half of the increase in the residual balance of property tax distributed to the taxing entities in that fiscal year from the amount distributed in the 2012-13 base year can be repaid. State law also requires that 20% of the repayment amount be set aside for affordable housing. Assuming Oversight Board approval of the repayment of the advances, repayment of the full amount (less the 20% set-aside), is anticipated to occur in small increments over many years. The first repayment of these outstanding advances will occur in the 2014-15 fiscal year. While staff does not yet have all of the information necessary to calculate the repayment amount, early estimates indicate the first repayment to be approximately \$200,000 in 2014-15.

While the Successor Agency Board action is not required on any of the items presented, action is being requested to confirm the Agency's position and interests.

## **FISCAL IMPACT**

This report is being provided for informational purposes only; there is no direct financial impact resulting from the items being discussed.

The preparation and submission of the ROPS 13-14B ensures that the City will receive \$1,194,179 in funding through the Redevelopment Property Tax Trust Fund distribution process to pay for remaining redevelopment obligations. The approval of the repayment of advances made by the City to the Redevelopment Agency by the Oversight Board will ensure that the \$2.9 million in outstanding advances are repaid to the City over time.

## **ATTACHMENTS**

- 1) Resolution Approving Recognized Obligation Payment Schedule 13-14B
- 2) Recognized Payment Obligation Schedule 13-14B
- 3) Resolution Approving Long Range Property Management Plan
- 4) Long Range Property Management Plan
- 5) Resolution Approving Repayment of Amounts Owed to the City of San Bruno by the Former San Bruno Redevelopment Agency

## **DATE PREPARED**

August 28, 2013

RESOLUTION NO. \_\_\_\_\_ - 13

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO  
AS SUCCESSOR AGENCY TO THE FORMER SAN BRUNO REDEVELOPMENT  
AGENCY APPROVING THE RECOGNIZED OBLIGATION PAYMENT  
SCHEDULE 13-14B FOR THE PERIOD JANUARY 1 – JUNE 30, 2014**

**WHEREAS**, Section 34177(l)(2) of the Health and Safety Code requires the Successor Agency to the San Bruno Redevelopment Agency (“Successor Agency”) to submit to the State Department of Finance (“DOF”), the State Controller, and the San Mateo County Auditor-Controller (“County Auditor”) for review, a Recognized Obligation Payment Schedule for the period January 1 through June 30, 2014 (“ROPS 13-14B”) that has been reviewed and approved by the Oversight Board for the Successor Agency to the San Bruno Redevelopment Agency (“Board”); and

**WHEREAS**, Section 34177(m) of the Health and Safety Code requires that the ROPS 13-14B be submitted, after approval by the Board, no later October 1, 2013; and

**WHEREAS**, Successor Agency staff have prepared the attached ROPS 13-14B and will present it to the Oversight Board for review and approval on September 17, 2013, and at the same time have provided a copy of the attached ROPS 13-14B to the County Administrative Officer, the County Auditor and DOF, all as required pursuant to Health and Safety Code Section 34177(l)(2)(B).

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN BRUNO, AS SUCCESSOR AGENCY TO THE FORMER SAN BRUNO REDEVELOPMENT AGENCY, DOES HEREBY RESOLVE AS FOLLOWS:**

1. The Recognized Obligation Payment Schedule for the period January 1 – June 30, 2014, in the form attached to this resolution and incorporated herein by reference, is hereby approved.

2. The staff of the Successor Agency is hereby directed to submit the ROPS to DOF, the State Controller and the County Auditor and post the ROPS 13-14B on the Successor Agency’s website in accordance with Health and Safety Code Section 34177(l)(2)(C), and to cooperate with DOF to the extent necessary to obtain DOF’s acceptance of the ROPS 13-14B, including, if necessary, making modifications to the ROPS 13-14B determined by the Successor Agency’s City Manager to be reasonable and financially feasible to meet its legally required financial obligations.

**APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2013, by the following vote:

AYES:

NOES:

ABSENT:

---

Jim Ruane, Mayor

ATTEST:

---

Carol Bonner, City Clerk



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO  
AS SUCCESSOR AGENCY TO THE FORMER SAN BRUNO REDEVELOPMENT  
AGENCY APPROVING A LONG-RANGE PROPERTY MANAGEMENT PLAN**

**WHEREAS**, the Redevelopment Dissolution Law (AB1x 26, enacted June 28, 2013, as amended by AB 1484, enacted June 26, 2013) provided for creation of the Successor Agency ("**Successor Agency**") to the former San Bruno Redevelopment Agency ("**Redevelopment Agency**") and required the Successor Agency to expeditiously wind-down the affairs of the former Redevelopment Agency as directed by the oversight board created pursuant to Section 34179 of the California Health and Safety Code ("**Oversight Board**"); and

**WHEREAS**, following the successful completion of certain statutory prerequisites, the Successor Agency received a Finding of Completion from the State of California Department of Finance by letter dated April 24, 2013; and

**WHEREAS**, Health and Safety Code Section 34191.5(b) states that the Successor Agency shall prepare a Long-Range Property Management Plan ("**LRPMP**") that addresses the disposition and use of the real properties of the former Redevelopment Agency, which shall be submitted to the Oversight Board and the Department of Finance for approval no later than six months following the issuance to the Successor Agency of the Finding of Completion; and

**WHEREAS**, the Successor Agency has received, reviewed and considered the LRPMP and finds that the LRPMP was prepared in accordance with the requirements of Health and Safety Code Section 34191.5.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN BRUNO, AS SUCCESSOR AGENCY TO THE FORMER SAN BRUNO REDEVELOPMENT AGENCY, DOES HEREBY RESOLVE AS FOLLOWS:**

1. The City Council hereby approves the Long-Range Property Management Plan in the form on file with the City Clerk.
2. The staff of the Successor Agency is hereby authorized and directed to transmit the approved LRPMP and this Resolution to the Oversight Board for review and approval in accordance with the requirements of Health and Safety Code Section 34191.5.
3. This resolution shall take effect immediately upon adoption.

**APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2013, by the following vote:

AYES:

NOES:

ABSENT:

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Jim Ruane, Mayor

ATTEST:

---

Carol Bonner, City Clerk

APPROVED AS TO FORM:

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Marc Zafferano, City Attorney

ATTACHMENT #4 TO FOLLOW

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN BRUNO  
AS SUCCESSOR AGENCY TO THE FORMER SAN BRUNO REDEVELOPMENT  
AGENCY APPROVING REPAYMENT OF AMOUNTS OWED TO THE CITY OF SAN  
BRUNO BY THE FORMER SAN BRUNO REDEVELOPMENT AGENCY**

**WHEREAS**, the former San Bruno Redevelopment Agency ("**Redevelopment Agency**") was a redevelopment agency organized and existing under the California Community Redevelopment Law (Health & Safety Code § 33000 *et seq.*) ("**CRL**"); and

**WHEREAS**, pursuant to the CRL, the City Council of the City of San Bruno ("**City**") approved and adopted the Redevelopment Plan for the San Bruno Redevelopment Project on July 6, 1999, by Ordinance No. 1620, as amended ("**Redevelopment Plan**"); and

**WHEREAS**, the Redevelopment Dissolution Law (AB1x 26, enacted June 28, 2013, as amended by AB 1484, enacted June 26, 2013) provided for the dissolution of the Redevelopment Agency and the creation of the Successor Agency to the San Bruno Redevelopment Agency ("**Successor Agency**") and required the Successor Agency to expeditiously wind-down the affairs of the former Redevelopment Agency as directed by the oversight board created pursuant to Section 34179 of the California Health and Safety Code ("**Oversight Board**"); and

**WHEREAS**, pursuant to Health and Safety Code Section 34179.7, following the successful completion of certain statutory prerequisites, the Successor Agency received a Finding of Completion from the State of California Department of Finance by letter dated April 24, 2013; and

**WHEREAS**, Health and Safety Code Section 34191.4(b)(1) provides that following issuance of a Finding of Completion, upon application by a successor agency, an oversight board may make a finding that a loan from a city to a redevelopment agency was for legitimate redevelopment purposes, and thereafter such loan shall be deemed an enforceable obligation of the former redevelopment agency; and

**WHEREAS**, Health and Safety Code Section 34191.4(b)(2) provides that if an oversight board finds that the loan is an enforceable obligation, the accumulated interest on the remaining principal amount of the loan shall be recalculated at the Local Agency Investment Fund ("**LAIF**") rate, and the loan shall be repaid to the city in accordance with a defined schedule over a reasonable term of years at an interest rate not to exceed the LAIF rate; and

**WHEREAS**, the City and the San Bruno Improvement Agency, the predecessor in interest to the Redevelopment Agency, entered into a Cooperation Agreement dated August 10, 1998 which provided for the City to advance funds to the Redevelopment Agency for the preparation and implementation of the Redevelopment Plan ("**Loan Agreement**"); and

**WHEREAS**, the City advanced a total of \$2,977,033 to the Redevelopment Agency pursuant to the Loan Agreement.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN BRUNO, AS SUCCESSOR AGENCY TO THE FORMER SAN BRUNO REDEVELOPMENT AGENCY, DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. The City Council hereby finds and determines that, pursuant to the Loan Agreement, the City loaned a total of Two Million Nine Hundred Seventy Seven Thousand Thirty Three Dollars (\$2,977,033) ("**Loan**") to the Redevelopment Agency, of which two million, nine hundred ninety thousand, fifty-seven dollars (\$2,990,057) in principal and interest, calculated as provided in Health and Safety Code Section 34191.4(b), remains outstanding ("**Outstanding Balance**").

Section 2. The City Council hereby finds and determines that the Loan was for legitimate redevelopment purposes and that repayment of the Loan shall be recognized as an enforceable obligation pursuant to Health and Safety Code Section 34191.4(b)(1).

Section 3. The City Council confirms that the Outstanding Balance of the Loan shall be repaid to the City pursuant as follows:

A. Term. The term for repayment of the Outstanding Balance and interest thereon ("**Term**") shall continue until the earlier of: (i) the date on which the Outstanding Balance and interest thereon have been paid in full, as provided in Section 3.B below, or (ii) September 30, 2033.

B. Schedule of Payments. Within ten (10) days following the Successor Agency's receipt of the first property tax distribution pursuant to Health and Safety Code Section 34185 to include funds for the repayment of the Outstanding Balance, and within ten (10) days following the Successor Agency's receipt of each subsequent semi-annual distribution for the duration of the Term, the Successor Agency shall make a payment to the City equal to the maximum amount allowed under Health and Safety Code Section 34191.4(b)(2)(A).

C. Interest Rate. Interest on the remaining Outstanding Balance shall continue to accrue at the LAIF rate until expiration of the Term as provided in Section 3.A. above.

Section 3. The staff of the Successor Agency is hereby authorized and directed to include as an enforceable obligation on future Recognized Obligation Payment Schedules repayment of the Outstanding Balance of the Loan and interest as allowed pursuant to Health and Safety Code Section 34191.4(b)(2) and to carry out the purposes and intent of this Resolution.

**APPROVED AND ADOPTED** this \_\_\_ day of \_\_\_\_\_, 2013, by  
the following vote:

AYES:

NOES:

ABSENT:

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Jim Ruane, Mayor

ATTEST:

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Carol Bonner, City Clerk



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

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DATE: September 10, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Marc L. Zafferano, City Attorney

SUBJECT: Receive Report and Provide Direction Regarding the Selection Process for Appointing Directors to the Board of the San Bruno Community Foundation

**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 transfer 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.

On August 27, 2013, the City Council adopted a resolution approving the bylaws as presented by staff. The Mayor also appointed a Subcommittee consisting of himself and Councilmember Salazar to meet with staff and the Silicon Valley Community Foundation (SVCF) and then make recommendations to the Council regarding the selection process for Board members.

*M.C.*

## **DISCUSSION:**

On September 4, 2013, the Subcommittee met with staff and Mari Ellen Loijens from the SVCF. The Subcommittee members will be prepared to provide an oral report regarding the meeting. In summary, several topics were discussed:

1. Developing job descriptions for Board members and officers;
2. Performing outreach to attract qualified applicants;
3. Screening initial applications and presenting recommendations to the City Council;
4. Developing a process for the full City Council to interview qualified applicants and then appoint the initial Board.

The Subcommittee felt that it was important to develop Board member and officer job descriptions so that applicants would understand the level of commitment and work expected as Board members and/or officers of the Foundation. A draft is attached as Attachment 1.

The Subcommittee agreed that the City should conduct additional outreach to attract a qualified and diverse applicant pool. This could include announcing that the City is accepting applications at its public meetings and on its cable channel, posting in various public locations, holding a public information session to discuss the application process and service on the Board, and making personal contacts with potential applicants from the community. Those interested would be asked to submit a cover letter outlining their interest in serving on the Board and a resume.

The Subcommittee also discussed a screening process in which SVCF staff would review and rank the initial applicant pool to identify the most qualified applicants. The City Council would retain full discretion to review all applications and determine which applicant to invite for an interview with the City Council.

Once the City Council makes an initial selection of the Board members, they would undergo confidential standard criminal and credit background checks (which can take up to several weeks) prior to their formal appointment. Once appointed, staff and SVCF would schedule an orientation and training session for the Board prior to its first meeting.

Because the initial Board must be appointed and documents filed with the Secretary of State by October 22, 2013, staff recommends the following schedule:

- Applications to be received by staff on or before September 30, 2013;
- SVCF to review applications and make recommendations to the City Council by October 4, 2013;
- City Council to conduct interviews by October 18, 2013;
- City Council to appoint initial Board by October 22, 2013.

## **FISCAL IMPACT:**

All fees and costs associated with the formation of the San Bruno Community Foundation are covered by the Trust funded by PG&E to reimburse the City for all costs and expenses associated with the explosion.

**RECOMMENDATION:**

Receive Report and Provide Direction Regarding the Selection Process for Appointing Directors to the Board of the San Bruno Community Foundation.

**ALTERNATIVES:**

1. Provide direction to staff and/or the Subcommittee to use a different selection process;
2. Continue the item to a subsequent meeting for further discussion and direction.

**ATTACHMENTS:**

1. Draft Board member job description

**DISTRIBUTION:**

None

**DATE PREPARED:**

September 5, 2013

**REVIEWED BY:**

\_\_\_\_\_ CM

# San Bruno Community Foundation

## Board Member Job Description

- Attend all board meetings
- Serve on at least one board committee and attend all of its meetings
- Be informed about the organization's mission and programs
- Follow conflict of interest and confidentiality policies
- 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. Follow all applicable confidentiality and conflict of interest policies, including filing a Form 700 with the California State Fair Political Practices Commission as an appointed local official."
- Participate in all organization meetings keeping in mind the following obligations: duty of care, duty of loyalty and duty of obedience.

### **Duty of Care**

The duty of care describes the level of competence that is expected of a board member and is commonly expressed as the duty of "care that an ordinarily prudent person would exercise in a like position and under similar circumstances." This means that a board member owes the duty to exercise reasonable care when he or she makes a decision as a steward of the organization.

### **Duty of Loyalty**

The duty of loyalty is a standard of faithfulness; a board member must give undivided allegiance when making decisions affecting the organization. This means that a board member can never use information obtained as a member for personal gain, but must act in the best interests of the organization.

### **Duty of Obedience**

The duty of obedience requires board members to be faithful to the organization's mission. They are not permitted to act in a way that is inconsistent with the central goals of the organization. A basis for this rule lies in the public's trust that the organization will manage donated funds to fulfill the organization's mission.

### **Additional expectations and Information**

- Board members should expect to attend monthly meetings of approximately three hours in length in person during the San Bruno Community Foundation's startup years. Regular board meetings will take place in the City of San Bruno.
- Board members should expect to attend a board member orientation at the beginning of each term.

- Board members should expect to attend at least one monthly committee meeting of approximately two hours in length in person during the San Bruno Community Foundation's startup years.
- Board members may be asked to attend at least one and as many as three City of San Bruno City Council Meeting each year for one hour.
- Board members will not be compensated.
- As a nonprofit entity, the San Bruno Community Foundation will be expected to share with the IRS, funders and other entities the names and affiliations of board members as well as some demographic information.

In addition to these duties, the following roles will have additional responsibilities:

### **Board President**

- Oversee Board and Executive Committee Meetings
- Conduct meetings according to Robert's Rules of Order
- Serve as ex-officio member of all committees
- Serve as chair of the Executive Committee
- Call special meetings when needed
- Supervise the Executive Director
- Manage the search committee to identify an Executive Director
- Assist Executive Director in preparing for board meetings including developing the meeting agenda
- Act as a spokesperson for the organization
- Coordinate Board annual board reviews and assessments
- Represent the organization at City of San Bruno City Council meetings as needed and requested

### **Board Vice President**

- Oversee Board and Executive Committee Meetings
- Serve on the Executive Committee
- Participate in the search committee to identify an Executive Director
- Lead the board as needed in the President's absence

### **Board Secretary**

- Maintain all board records and oversee their maintenance
- Review board minutes
- Provide notice of meetings of the board
- Serve on the Executive Committee

### **Board Treasurer**

- Serve as financial officer for the organization

- Lead the board's review of the organizations financials at board meetings
- Work with the Executive Director to ensure financial reports are accurate and provided to the board regularly
- Serve on the board executive committee
- Participate as a member of the audit committee



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** September 10, 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 Sole Source Contract with Oratech Controls Environmental Instrumentation to Furnish and Install Three (3) FLO-DAR Flow Meters for the Dry Weather Flow Monitor at 7th Avenue and Tanforan Avenue Project in the Amount of \$56,226 and a Construction Contingency of \$8,434

### **BACKGROUND:**

The City's wastewater is treated at the jointly owned South San Francisco/San Bruno Water Quality Control Plant (WQCP) located in South San Francisco. The City's wastewater is conveyed through mains on 7<sup>th</sup> Avenue and Tanforan Avenue into South San Francisco for treatment. Costs are shared based upon proportions of flow volume treated and water quality. Historically, the flows conveyed from the City were measured via flow meters on Tanforan Avenue and 7<sup>th</sup> Avenue. However, due to flow meter accuracy problems on 7<sup>th</sup> Avenue, San Bruno's flow volume has been estimated based on the total measured flow through the City of South San Francisco's Shaw Road Pump Station minus an estimate of the South San Francisco flow component. As the City's share in the cost to operate the WQCP is largely based on the City's share of total sewage volume flowing to the plant, accurate flow measurement is critical in determining the City's fair share of costs. Measuring flow is also important to determine the City's effectiveness at reducing rainwater inflow and infiltration into the sewer system and in overall management of the system.

In July 2010, the City Council approved a contract with Whitley Burchett & Associates to conduct a wastewater metering study to determine the cause of accuracy problems and develop a plan to accurately and reliably measure the wastewater flows from San Bruno. Whitley Burchett & Associates prepared two reports to determine the causes of the flow meter accuracy problems, identify unmetered flows, and provide recommendations. It was determined that the accuracy and reliability of the existing flow meters were compromised due to ground displacement and debris flow. These types of meters are extremely sensitive and any debris, displacement of pipe or flow variation could affect the accuracy of the readings. In November 2012, the City Council approved a contract with Whitley Burchett & Associates, Inc. to provide engineering design services and construction support for the Dry Weather Monitoring Flow Meters at 7<sup>th</sup> Avenue and Tanforan Avenue project. Whitley Burchett & Associates, Inc.'s scope of work includes preparation of construction plans, specifications, geotechnical services, cost estimates, and engineering design services during construction.

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**DISCUSSION:**

Whitley Burchett & Associates, Inc. has worked closely with Public Services staff to evaluate the various options to provide accurate and reliable flow metering. In consideration of the specific site conditions, the FLO-DAR meter manufactured by Oratech Controls Environmental Instrumentation is the recommended alternative. This flow meter will provide similar or superior accuracy to all other options considered. The recommendation consists of replacement of the two (2) existing meters and installation of a third meter to measure the unmeasured flows along the Tanforan Avenue line. The proposed flow meters do not require contact with the sewer flow and can be recalibrated if subsidence or ground movement occurs in the future. Some other advantages of this meter include ease of installation without additional excavation, they will not interfere with sewer main cleaning operations and they are relatively low in cost at \$56,226. The cost of other alternatives ranges from \$71,000 to \$208,000.

Oratech Controls Environmental Instrumentation is the only vendor that provides this type of flow meter. This type of meter is being utilized in numerous other agencies in the Bay Area including Stanford University, City of San Mateo, City of Half Moon Bay, City and County of San Francisco, and City of Santa Clara. The sole source bid amount of \$56,226 includes furnishing and installing three (3) Flo-Dar meters, complete in place. Installation includes flow meters, data collection systems, software and telecommunications systems for data transfer.

The City of San Bruno Municipal Code section 2.44.030 provides exception criteria from competitive bidding, stating, "Bidding may be dispensed with when the commodity can be obtained from only one vendor".

Construction of this project is expected to be completed by the end of 2013.

**FISCAL IMPACT:**

The Dry Weather Flow Monitor at 7th Avenue Project is an established Capital Improvement Project funded through Wastewater Capital funds. The cost for this contract is \$56,226 with a construction contingency of \$8,434. Adequate funding is available in the 2012-13 CIP budget with available project funding of \$182,630 remaining from the original funding appropriation of \$350,000.

Construction Contract	\$56,226
Construction Contingency (15%)	\$8,434
Total Estimated Construction Contract:	\$64,660
<u>Project Management and Inspection</u>	<u>\$8,000</u>
<b>Construction Phase Total</b>	<b>\$ 72,660</b>
Available Budget	\$182,630

**ALTERNATIVES:**

1. Do not award contract and consider other flow metering options.
2. Do not award contract and postpone installation of monitoring flow meters for the 7<sup>th</sup> Avenue and Tanforan Avenue Trunk Sewer Lines.

**RECOMMENDATION:**

Adopt resolution authorizing the City Manager to execute a sole source contract with Oratech Controls Environmental Instrumentation to furnish and install three (3) FLO-DAR Meters for the Dry Weather Flow Monitor at 7th Avenue and Tanforan Avenue Project in the amount of \$56,226 and approving a construction contingency of \$8,434.

**DISTRIBUTION:**

None

**ATTACHMENTS:**

1. Resolution
2. Location Map
3. Dry Weather Monitor Flow Meter at 7<sup>th</sup> Avenue and Tanforan Avenue Project, 2012-13 CIP

RESOLUTION NO. 2012 - \_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A SOLE SOURCE CONTRACT WITH ORATECH CONTROLS ENVIRONMENTAL INSTRUMENTATION TO FURNISH AND INSTALL THREE (3) FLO-DAR FLOW METERS FOR THE DRY WEATHER FLOW MONITOR AT 7TH AVENUE AND TANFORAN AVENUE PROJECT IN THE AMOUNT OF \$56,226 AND A CONSTRUCTION CONTINGENCY OF \$8,434**

**WHEREAS**, effective management of the wastewater collection system is a priority for the City Council; and

**WHEREAS**, having accurate measurement of wastewater flow from San Bruno to the South San Francisco/San Bruno Wastewater Quality Control Plant (WQCP) is essential for proper billing of the City of San Bruno's portion of the operations and maintenance costs, as well as managing the City of San Bruno's collection system; and

**WHEREAS**, the 2012-13 Capital Improvement Program includes the Dry Weather Flow Monitoring at the 7<sup>th</sup> Avenue Project; and

**WHEREAS**, On November 27, 2012, the City Council approved a contract with Whitley Burchett & Associates to provide engineering services and construction support; and

**WHEREAS**, In 2013, Whitley Burchett & Associates completed the design analysis with recommendation to install three (3) non-contact & battery operated Flo-Dar flow meters; and

**WHEREAS**, Oratech Environmental Controls Instrumentation is the only vendor that provides this type of flow meters, which would provide the most accurate and reliable sewer flow measurements; and

**WHEREAS**, City's Municipal Code section 2.44.030 provides exception criteria for the bidding procedure stating "Bidding may be dispensed with when the commodity can be obtained from only one vendor"; and

**WHEREAS**, the bid of \$56,226 includes furnishing and installing three (3) Flo-Dar flow meters, complete in place; and

**WHEREAS**, there is adequate funding in the FY 2012-13 CIP for the award of this project.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby authorizes the City Manager to execute a contract with Oratech Controls Environmental Instrumentation to furnish and install three (3) FLO-DAR flow meters for the Dry Weather Flow Monitor at 7th Avenue and Tanforan Avenue Project in the amount of \$56,226 and a construction contingency of \$8,434.

Dated: September 10, 2013

ATTEST:

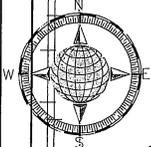
\_\_\_\_\_  
Carol Bonner, City Clerk

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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 10th day of September 2013 by the following vote:

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

WASTE WATER  
TREATMENT PLANT



TANFORAN AVE

SHAW

RD

TANFORAN  
TRUNK LINE  
METERS

ATLANTIC AVE

AVE

AVE

SCOTT ST

SHAW

RD

BRAYSHORE  
EMX

RAILROAD

SAN MATEO

HERMOSA ST

INTERSTATE 380

7th AVE.  
TRUNK LINE  
METER

WALNUT

ST

# TRUNK LINE METER LOCATION MAP

## Dry Weather Flow Monitor at 7th Avenue

<b>PROJECT INFORMATION</b>	
<b>Origination Year:</b> 2009-10	<b>Project Number:</b> 85705
<b>Projected Completion Date:</b> June 2013	<b>Life Expectancy:</b> 50 years
<b>Total Project Cost:</b> \$ 415,000	

**Project Description:**

This project will restore the City’s ability to accurately measure the flow of sewage from San Bruno to the South San Francisco/San Bruno Water Quality Control Plant. All sewage that flows from San Bruno to South San Francisco passes through the sewer mains on 7th Avenue and Tanforan Avenue. The flow meter located on 7th Avenue has been unable to provide accurate flow measurement on a consistent basis, especially during periods of low flow, due to possible differential settlement of the pipe joints. This project will reconstruct the pipe segment and the flow monitor to restore accurate flow measurement.

The first step was to conduct a study to determine the cause of the poor flow measurement and to provide possible solutions. The study was completed in 2011-12 and the most cost effective solution is to install a new flow meter on the 7th Avenue line. In addition, the design study recommended minor improvements to the flow metering on the Tanforan Avenue line, which is included in this project.

**2011-12 Status:**

Completed the study and selected the most cost-effective alternative to restore accurate flow measurement of sewage between San Bruno and the South San Francisco/San Bruno Treatment Plant. The total project cost has increased due to the results of the study which has determined that the pipe connection at the monitor location has experienced settlement. Previously it was expected that the flow monitor would be relocated higher inside the existing pipe in order not to be submerged. However, the new study indicated that even with a raised monitor, submergence is still expected above 7 mgd (design flow is 7.84 mgd at this location). The proposed solution is to replace the pipe segment and reinstall a new type of flow monitor. The original planning estimate was made before the design study had identified the specific problems and solutions to the flow monitoring problems.

**2012-13 Work Plan:**

Complete the geotechnical investigations, plans, specifications, advertise and award construction contract for the 7th Avenue and Tanforan Avenue flow meters.

**Project Appropriations:**

**Current Year Appropriations:**

<b>Funding Source</b>	<b>Prior Appropriation</b>	<b>Prior Expense</b>	<b>Carryover Appropriation</b>	<b>2012-13 Funding Request</b>	<b>2012-13 Total Funds Available</b>
Wastewater Capital	65,000	(65,000)	0	350,000	350,000
<b>Total</b>	<b>65,000</b>	<b>(65,000)</b>	<b>0</b>	<b>350,000</b>	<b>350,000</b>

**Five-Year Work Program Appropriations:**

<b>Funding Source</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>Total Future Request</b>
Wastewater Capital	350,000	0	0	0	0	350,000
<b>Total</b>	<b>350,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>350,000</b>



**City Council Agenda Item  
Staff Report**

CITY OF SAN BRUNO

DATE: September 10, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Klara A. Fabry, Public Services Director

SUBJECT: Adopt Resolutions:

- Confirming Project Compliance as Required for the Acceptance of Metropolitan Transportation Commission Award of the Safe Route to Transit Grant Program in the Amount of \$500,000
- Authorizing the City Manager to Execute a Funding Agreement with the San Mateo County Transportation Authority for the Award of the Measure A Pedestrian and Bicycle Grant in the Amount of \$350,000 for the Transit Corridor Pedestrian Connection Improvement Project

**BACKGROUND:**

The Transit Corridor Pedestrian Connection Improvement Project is included in the adopted Capital Improvement Program (CIP) for Fiscal Year 2012-17. The purpose of this project is to improve accessibility for pedestrian connections to and from BART and Caltrain stations in accordance with the General Plan policies, including the following objectives:

- Focus San Bruno's efforts on improvements to the non-motorized transportation system adjacent to transit corridors and stations, and their connections to those systems;
- Develop a safe, convenient, and continuous network of sidewalks and pedestrian paths within the City;
- Improve neighborhood parks, plazas, open spaces, and multi-use trails.

On August 14, 2012 the City Council approved the first construction project under the Transit Corridor Pedestrian Connection Improvement Project, consisting of access ramps and landscaping along San Bruno Avenue and Huntington Avenue. During this meeting, staff provided a brief overview of the project concept and the pedestrian improvements listed in the General Plan policies that could be applied along the corridors connecting to transit.

The project concept has made the project eligible for multiple grant funding opportunities. Staff has actively sought and applied for applicable grants to secure funding and until the project is fully built out.

**DISCUSSION:**

The City has successfully obtained multiple grants for the Transit Corridor Pedestrian Connection Improvement Project. Most recently, the City completed the first construction project with the federal Transportation for Livable Communities grant. Now, two additional grants are ready and available to fund subsequent phases of this project. These two grants are \$500,000 from the Metropolitan Transportation Commission (MTC) in the Safe Routes to Transit (SR2T) Grant and \$350,000 from the San Mateo County Transportation Authority in the

*P.e.*

Measure A Pedestrian and Bicycle Grant Program. The following design and construction items are eligible for the \$850,000 grant:

- Additional street trees on San Bruno Avenue and additional irrigation as required;
- Additional accessible ramps along San Bruno Avenue and El Camino Real;
- Necessary sidewalk improvements on San Bruno Avenue between Mills Avenue and Huntington Avenue;
- Way-finding signage along San Bruno Avenue, Huntington Avenue, and El Camino Real;
- Public art (if eligible for grant funding) and lighting improvements under the I-380 overpass at El Camino Real;
- Landscape bulb outs; specific locations will be determined during design process in consideration of bicycle and vehicular traffic circulation and pedestrian safety;
- Bike racks on San Bruno Avenue between El Camino Real and 7th Avenue;
- Class III bike route on San Bruno Avenue;
- Concrete repairs to damaged sidewalk locations.

These improvements are based on and consistent with the General Plan policies. Staff coordinated with the City's Bicycle and Pedestrian Advisory Committee to develop this list of eligible improvements. If the proposed grant funding is approved this year, the project development and design process would begin in early 2014 with construction taking place in the second half of 2014.

MTC requires that the City adopt a resolution of project compliance for the Safe Routes to Transit (SR2T) Grant (\$500,000). The San Mateo County Transportation Authority requires that City formally accept the Measure A Pedestrian and Bicycle Grant (\$350,000) by resolution and execute a funding agreement.

**FISCAL IMPACT:**

Although a local match is not required, both the San Mateo County Bicycle and Pedestrian Grant and the SR2T Grant do not fund agency overhead. Therefore, the City must fund the ineligible overhead cost, which is estimated to be \$15,000. The City has Measure A funds that are available to fund the overhead cost.

**RECOMMENDATION:**

Adopt resolutions:

- Confirming project compliance as required for the acceptance of Metropolitan Transportation Commission award of the Safe Route to Transit Grant Program in the amount of \$500,000
- Authorizing the City Manager to execute a funding agreement with the San Mateo County Transportation Authority for the award of the Measure A Pedestrian and Bicycle Grant in the amount of \$350,000 for the Transit Corridor Connection Improvements Project.

**ALTERNATIVES:**

1. Do not adopt the resolutions to receive funding for the above projects and seek alternative funding sources.

2. Do not proceed with further plans for implementation of the projects.

**DISTRIBUTION:**

None

**ATTACHMENTS:**

1. Resolution A: SR2T Resolution of Project Compliance
2. Resolution B: Measure A Bicycle and Pedestrian Grant Program

**DATE PREPARED:**

August 27, 2013

**REVIEWED BY:**

\_\_\_\_\_ CM

**RESOLUTION NO. 2013 -**

**RESOLUTION OF PROJECT COMPLIANCE FOR THE TRANSIT CORRIDOR PEDESTRIAN CONNECTION IMPROVEMENT PROJECT**

**WHEREAS**, SB 916 (Chapter 715, Statutes 2004), commonly referred as Regional Measure 2, identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

**WHEREAS**, the Metropolitan Transportation Commission (MTC) is responsible for funding projects eligible for Regional Measure 2 funds, pursuant to Streets and Highways Code Section 30914(c) and (d); and

**WHEREAS**, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for Regional Measure 2 funding; and

**WHEREAS**, allocations to MTC must be submitted consistent with procedures and conditions as outlined in Regional Measure 2 Policy and Procedures; and

**WHEREAS**, City of San Bruno is an eligible sponsor of transportation project(s) in Regional Measure 2, Regional Traffic Relief Plan funds; and

**WHEREAS**, the Transit Corridor Pedestrian Connection Improvements Project is eligible for consideration in the Regional Traffic Relief Plan of Regional Measure 2, as identified in California Streets and Highways Code Section 30914(c) or (d); and

**WHEREAS**, the Regional Measure 2 allocation request, attached hereto in the Initial Project Report and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which City of San Bruno is requesting that MTC allocate Regional Measure 2 funds;

**NOW, THEREFORE, BE IT RESOLVED** that City of San Bruno, and its agents, shall comply with the provisions of the Metropolitan Transportation Commission's Regional Measure 2 Policy Guidance (MTC Resolution No. 3636); and

**BE IT FURTHER RESOLVED** that City of San Bruno certifies that the project is consistent with the Regional Transportation Plan (RTP); and

**BE IT FURTHER RESOLVED** that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project; and

**BE IT FURTHER RESOLVED** that the Regional Measure 2 phase or segment is fully funded and results in an operable and useable segment; and

**BE IT FURTHER RESOLVED** that City of San Bruno authorizes staff to prepare and submit any required project reports and cash flow plans; and

**BE IT FURTHER RESOLVED** that City of San Bruno has reviewed the project needs and has adequate staffing resources to deliver and complete the project within schedule; and

**BE IT FURTHER RESOLVED** that City of San Bruno is an eligible sponsor of projects in the Regional Measure 2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914(c); and

**BE IT FURTHER RESOLVED** that City of San Bruno is authorized to submit an application for Regional Measure 2 funds for Transit Corridor Pedestrian Connection Improvements Project in accordance with California Streets and Highways Code 30914(c); and

**BE IT FURTHER RESOLVED** that City of San Bruno certifies that the projects and purposes for which RM2 funds are being requested is in compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.) and if relevant the National Environmental Policy Act (NEPA), 42 USC Section 4-1 et. seq. and the applicable regulations thereunder; and

**BE IT FURTHER RESOLVED** that there is no legal impediment to City of San Bruno making allocation requests for Regional Measure 2 funds; and

**BE IT FURTHER RESOLVED** that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of City of San Bruno to deliver such project; and

**BE IT FURTHER RESOLVED** that City of San Bruno agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and

**BE IT FURTHER RESOLVED** that City of San Bruno indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of City of San Bruno, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and

**BE IT FURTHER RESOLVED** that City of San Bruno shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and

**BE IT FURTHER RESOLVED** that assets purchased with RM2 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that

Regional Measure 2 funds were originally used; and

**BE IT FURTHER RESOLVED** that City of San Bruno shall post on both ends of the construction site(s) at least two signs visible to the public stating that the Project is funded with Regional Measure 2 Toll Revenues; and

**BE IT FURTHER RESOLVED** that City of San Bruno authorizes its City Manager or her designee to execute and submit an allocation request for the design, right-of-way, and construction phases with MTC for Regional Measure 2 funds in the amount of \$500,000, for the project, purposes and amounts included in the project application attached to this resolution; and

**BE IT FURTHER RESOLVED** that the City Manager or her designee is hereby delegated the authority to make non-substantive changes or minor amendments to the required project reports as he/she deems appropriate; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the City of San Bruno application referenced herein.

Dated: September 10, 2013

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 10th day of September 2013 by the following vote:

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

RESOLUTION NO. 2013 - \_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A FUNDING AGREEMENT WITH THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR THE AWARD OF THE MEASURE A PEDESTRIAN AND BICYCLE GRANT IN THE AMOUNT OF \$350,000**

**WHEREAS**, the City of San Bruno submitted an application for the Transit Corridor Pedestrian Connection Improvement Project to the San Mateo County Transportation Authority (SMCTA) for \$350,000 in the Measure A Bicycle and Pedestrian Program; and

**WHEREAS**, the SMCTA has selected the Transit Corridor Pedestrian Connection Improvement Project to receive funds from the Measure A Bicycle and Pedestrian Program in the amount of \$350,000; and

**WHEREAS**, a funding agreement between the City and SMCTA is required prior to allocation of funds.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby accepts award of Measure A Pedestrian and Bicycle grant funds and authorizes the City Manager to execute a funding agreement with the SMCTA for the award of the Measure A Pedestrian and Bicycle Grant in an amount of \$350,000.

Dated: September 10, 2013

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 10th day of September 2013 by the following vote:

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